

[Newchurch Parish Council](#)



Minutes of Meeting 2023-2 held on Monday 6th February 2023 in person in The Community Room, Newchurch Social Club, Romney Marsh, TN29 0DT. At 7.30 pm the Chairman Colin Woollard thanked all present for attending, and opened the Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2023-2-1	Persons Present	<u>Councillors</u> Tony Goode, Alison Youd, Colin Woollard, Deborah Woollard, James Farrant; <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer / RFO to Newchurch Parish Council / NPC), 11 members of the public.	
2023-2-2	Apologies	None.	
2023-2-3	Public Interval / Coronation celebration	Since the residents and members of the public had been invited to contribute to the planning of the celebrations in the light of recent advice offered from the Royal Toastmaster and Buckingham Palace, the Chairman gave precedence to this item and Cllr A Youd made a presentation on the possible arrangements. The floor was then thrown open for all to make suggestions and consult on plans. A number of initiatives were selected to allow both decoration of the village and events centred on the Jubilee Field and the Social Club. The Coronation date is to be Saturday 6 <sup>th</sup> May. 'Community involvement' in local and appropriate/sustainable activities is the keynote. At the conclusion of the group discussion (8.12pm), the 11 members of the public left the meeting.	<u>ACTION A Youd</u> to draw up action plan, and report to next Parish Council meeting. <u>ACTION C Woollard</u> to arrange flyer printing when convenient. <u>ACTION All Councillors</u> to help in arranging leaflet drop for 'Flyer 1' and 'Flyer 2' within 90 days, leading up to 'C-Day'.
2023-2-4	Declarations of Interest	None.	
2023-2-5	Approval of minutes of the previous meeting	The minutes of the Parish Council meeting of 9th January 2023 were examined and discussed and unanimously APPROVED. Proposed D Woollard, seconded J Farrant.	<u>ACTION Clerk</u> to place signed copy in Minute Book forthwith, and to update website by 17 <sup>th</sup> February.
2023-2-6	FINANCIAL REPORT	As RFO, Mr Sharpe produced a Bank statement and Reconciliation showing monies at bank on 4 <sup>th</sup> February as £5,323.57. The Council RESOLVED to accept the report and to sign the bank reconciliation. Proposed A Goode seconded D Woollard There was one cheque for signature on this occasion, to Print Junction Ltd of Ashford for production of weatherproof 'No Dogs in Playground' signs for £75 + VAT £15 = £90. Proposed J Farrant, seconded A Goode, RESOLVED unanimously to pay.	<u>ACTION Clerk/RFO</u> to tender cheque on collection of signs from printer by 7 <sup>th</sup> February.

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2023-2-7	Planning	<p>Councillors noted that the comments to support <b>22/1487/FH</b> Norwood House, Norwood Lane, Newchurch, TN29 0DU <i>new garden room</i>, resolved upon at their October 2022 meeting, had not appeared on the public record.</p> <p>Since amended plans for this application have recently been submitted, the matter is still under consultation. Councillors having examined the minor amendments online, RESOLVED to press the Planning Authority Folkestone &amp; Hythe District Council (FHDC) to accept their continuing support for the application. Proposed C Woollard, seconded A Goode.</p>	<p><u>ACTION Clerk</u> to email FHDC Planning and point out that their online comments portal is still not working, with request to record NPC's comments, by 10<sup>th</sup> February 2023.</p>
2023-2-8	Review of Playground Improvement Projects	<p>Mr Sharpe reported that the preferred contractor for replacement of surfacing under the swings, Specialist Sports Products Ltd of Canterbury, had indicated availability in late February or March. The bid for FHDC Member Ward Grant funding towards the outlay of £6000 had been initially turned down. Mr Sharpe was pursuing other funders, including the Kent County Council Crowdfunding arrangement with SpaceHive.</p> <p>In connection with the projected expenditure, he intended to apply for the yearly VAT refund – about £760 – ahead of time. Councillors agreed to meet at the playground late morning on Friday 10<sup>th</sup> February to inspect the current situation and help with the erection of the 'No Dogs' signs.</p>	<p><u>ACTION All Councillors</u> to note the continuing maintenance tasks at the playground</p> <p><u>ACTION Clerk</u> to continue to arrange new funding as soon as possible.</p> <p><u>ACTION Clerk</u> to submit VAT126 form by 10<sup>th</sup> February, and inform of receipt (within 3 weeks)</p>
2023-2-9	Correspondence	<p><u>1</u> Kent Association of Local Council(KALC) 'Becoming a (Parish) Councillor' publicity and workshops</p> <p><u>2</u> Shepway Heritage and Arts Tourism Forum (HEART) – news email and activities dated 6<sup>th</sup> January</p> <p>Both items had been circulated by email before the meeting and Councillors noted them.</p>	<p><u>ACTION All Councillors</u> to inform interested members of the public of the KALC workshop,</p>
2023-2-10	Exchange of information	<p>Councillors discussed the expressed wish of the Social Club to arrange enhanced access to Jubilee Field.</p>	
2023-2-11	Date, time and place of next Parish Council Meeting	<p>The Council RESOLVED to hold its next Ordinary Parish Council Meeting at The Community Room, Newchurch Village Hall, Newchurch TN29 0DP on Monday 6th March 2023 at 7.30pm, in order to invite residents further to develop the Coronation celebration plans.</p>	<p><u>ACTION A Youd</u> to book venue.</p> <p><u>ACTION Clerk</u> to circulate Agenda etc. by 28th February</p>

The Chairman declared the Parish Council meeting to be concluded at 8.40 pm. END.