

Newchurch Parish Council

Minutes of Meeting 2024-1 held on Monday 8th January 2024 in person in The Old Wool Store, Brooker Farm, Newchurch Lane, Romney Marsh, TN29 0DT. At 7.30 pm the Chairman Alison Youd welcomed all present and opened the Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2024-1-1	Persons Present	<u>Councillors</u> Alison Youd, Antony Youd, Colin Woollard, Tony Goode; Invited speaker Kent County Councillor Tony Hills <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer / RFO to Newchurch Parish Council / NPC).	
2024-1-2	Apologies	Parish Councillor Deborah Woollard; Invited speaker District Councillor Tony Cooper.	
2024-1-3	Declarations of Interest	The Chairman reminded each Councillor to declare any conflicts of interest in the business before them. No declarations were made at this juncture.	
2024-1-4	Approval of minutes of the previous Parish Council meeting	The minutes of the Parish Council meeting of 4th December 2023 were examined, discussed and unanimously APPROVED. Proposed C Woollard seconded Antony Youd. The Clerk placed the signed copy in the Minutes Book straightway.	<u>ACTION Clerk</u> to update website by 15th January.
2024-1-5	Matters Arising	In accordance with <u>Minute 2023-12-10</u> Councillors stated they had accessed the online consultation documents on the Kent 10-Year Local Flood Management Strategy. Following the information-sharing item <u>2023-12-11</u> , Councillors' intentions to refurbish the Jubilee Field signage had been reported to others by Antony Youd by email, and are ongoing.	<u>ACTION Clerk</u> to complete questionnaire online on behalf of NPC, by closing date 30 th January 2024.
2024-1-6	Invited speakers and public participation	No members of the public were present. KCC member Tony Hills presented his report verbally (previously circulated by email to Parish Councillors), and answered questions from Councillors on water quality issues from Hythe to Dungeness, and dredging of the watercourses which had filled rapidly during recent storms. Councillors thanked him for attending and sharing all this information. The written short report of the invited speaker Cllr Tony Cooper who had apologized for absence (see Item 2 above) had upon receipt been circulated by email. Two Councillors noted they hadn't received what had been sent that afternoon. A paper copy was available, and the contents noted.	<u>ACTION Clerk</u> to check faulty distribution list and review cybersecurity, when convenient.
2024-1-7	FINANCIAL REPORT	A. Mr Sharpe as RFO informed Councillors that the monies at bank on 6 th December totalled £2,018.94, according to the online statements. The Bank reconciliation was duly signed. Councillors then reviewed the level of contingency reserves forecast for the end of the financial year on 31 st March. They agreed that these were sufficient at £850+, albeit lower than the 'proper practices' criterion of 25% of this year's precept. B. Councillors then RESOLVED to pay 2 cheques totalling £495 as follows: <i>HMRC Clerk's Income Tax October 11th to January 10th</i> £28.40 [No VAT] <i>Michael Sharpe Clerk's Salary same period</i> £466.60 [No VAT]	<u>ACTION RFO</u> to monitor closely the outturn figure for earmarked and contingency reserves, and report to April meeting on contingency reserves for 24/25. <u>ACTION Clerk/RFO</u> to post and bank cheques as appropriate.
2024-1-8	Correspondence	1. <u>Parish Councillors' Allowances</u> : Councillors noted the letter sent to all FHDC Parish / Town Councils by the Independent Remuneration Panel Chair. They discussed and RESOLVED that no basic parish allowance would be payable to NPC members for the coming financial year	<u>ACTION Clerk</u> to reply to letter / email, informing the Panel, by 25 th January.

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2024-1-8 (continued)	Correspondence (ctd)	2. <u>Casual Vacancy of FHDC Ward Member for Romney Marsh</u> Parish Councillors noted the precipitate resignation of FHDC Cllr Liz Grant on 21 st December. They therefore looked forward to the election of a replacement representative for the Romney Marsh Ward alongside Cllr Tony Cooper in February or March of 2024, the process to be administered and publicised by FHDC Elections staff.	
2024-1-9	Information-sharing	Cllr Alison Youd made colleagues aware of the likely format of the D-Day 80 Commemoration on and around the 6 th June 2024. She intends to liaise with the Social Club and other residents to ensure a fitting tribute. National guidance envisages beacon-lighting around 9.15pm on that date. Mr Sharpe informed NPC representatives that the Romney Marsh Forum due for the end of January stood postponed.	
2024-1-10	Date, time and place of next NPC Meeting	The Council RESOLVED to hold the next NPC Ordinary Parish Council Meeting at The Old Wool Store, Brooker Farm, Newchurch TN29 0DT on Monday 5 th February, at 7.30pm	<u>ACTION</u> Clerk to circulate Agenda etc. by 30th January 2024.

The Chairman thanks all those present for their contributions, and declared the Parish Council meeting to be closed at 7.58 pm. END.