

Newchurch Parish Council

Minutes of **Meeting 2022-10** held on Monday 7th November 2022 in person in The Old Wool Store, Brooker Farm, Newchurch Lane, Romney Marsh, TN29 0DT. At 7.30 pm the Chairman Colin Woollard thanked all those present for attending, and opened the Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2022-10-1	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).	
2022-10-2	Apologies	None.	
2022-10-3	Declarations of Interest	Cllrs Colin Woollard and Deborah Woollard declared an interest in the planning application <b>22/1609/FH</b> (Item 9).	
2022-10-4	Approval of minutes of the previous meeting	The minutes of the Parish Council meeting of 3rd October 2022 were examined and discussed and unanimously APPROVED. Proposed D Woollard seconded J Farrant.	<b>ACTION Clerk</b> to place signed copy in Minute Book straightway, and update website, by 30 <sup>th</sup> November.
2022-10-5	Matters arising	<u>2022-9-5</u> Cllr Goode reported on his success in finding a handyman for playground upkeep. Cllr C Woollard offered to draw up the relevant list of jobs to be undertaken, and he and Cllr Farrant offered to attend to the shackle adjustments on the Cableway-Runway. Mr Sharpe informed councillors of two appointments with prospective contractors, for free quotes on the surfacing remedial works, in the next week. <u>2022-9-9</u> Cllr Goode reported the results of his research into actions being taken by other Councils in response to the cost of living crisis, and passed out papers with signposting information. It is particularly important to encourage take-up of the existing 'household support funds' being administered by Folkestone & Hythe District council (FHDC).	<b>ACTION C Woollard</b> to direct operations. <b>ACTION Clerk/RFO</b> to accept written invoices for handyman payment as work progresses <b>ACTION Clerk</b> to ask webmaster to incorporate local contacts and advice on website front pages, by 22 <sup>nd</sup> November.
2022-10-6	Public Interval	No members of the public were present.	
2022-10-7	FINANCIAL REPORT	As RFO, Mr Sharpe produced a Bank statement and Reconciliation showing monies at bank on 14th October as £5,892.49 (before the cheque for payment below is taken into account). <u>Cheque for payment :</u> to Warren IT Services Ltd, Folkestone, <i>Website services and support for www.newchurchvillage.org for 2022/23</i> £156 + VAT £31.20 = £187.20 1 Cheque <b>TOTAL £187.20</b>  The Council RESOLVED to accept the report and to sign said cheque. Proposed C Woollard, seconded J Farrant.  Mr Sharpe also asked for the Clerk's quarterly salary payment date to be changed from the 4 <sup>th</sup> of January, to 10 <sup>th</sup> January, and subsequently 10 <sup>th</sup> April, July, October. This fits in better with the HMRC PAYE tax months, and anticipates future changes to the PAYE regime.	<b>ACTION Clerk /RFO</b> to deliver cheque personally to Warren IT's premises in Folkestone, when the opportunity arises, and before 10th November, because of the current postal disputes. <b>ACTION Clerk</b> to redraft employment contract and bring to next meeting for signature.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2022-10-8	Budget and Precept setting	<p>Councillors discussed budget headings and projected expenditure for Financial Year (FY) 2023/24. In particular, a Coronation Weekend celebration project around May 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> was agreed as a possibility.</p> <p>Following on from spending plans, Councillors considered that any rise in the Parish Council part of Council Tax ('precept') should be kept to a percentage figure well below that of inflation currently prevailing. Councillors therefore deferred setting the amount of precept until the Council's December meeting.</p>	<p><b>ACTION A Youd</b> to obtain costings for aspects of this project and report to December meeting.</p> <p><b>ACTION Clerk</b> to refine budget headings and circulate draft budget papers by email, before 18<sup>th</sup> November.</p>
2022-10-9	Planning	<p>At the start of this item Cllrs C and D Woollard declared their interests in the first matter, being the applicant and the spouse of the applicant respectively. They took no part in the discussion or vote. Cllr A Youd as Vice Chairman took the chair. With Cllrs Farrant and Goode competent to discuss and vote, the Council remained quorate.</p> <p><b>22/1609/FH</b> Brooker Farm, Newchurch, Romney Marsh, TN29 0DT  <i>Proposed installation of 256 ground solar PV panels, approximately 140kw, in 8 blocks of 32 panels on grass land ancillary to existing farm buildings (comments by 18th November).</i></p> <p>At the conclusion of this matter, Cllrs C and D Woollard rejoined the meeting and C Woollard reassumed the role of Chairman.</p> <p><b>22/1649/FH</b> Land opposite Marsh House, near Mill Lane, Newchurch, TN29 0EB  <i>Proposed creation of a 200 m<sup>2</sup> wildlife pond for Great Crested Newts (comments by 4th November).</i></p> <p><b>22/1674/FH</b> Land opposite Brook House, near Mill Lane, Newchurch, TN29 0EB  <i>Proposed creation of a 200m<sup>2</sup> pond for Great Crested Newts as part of Natural England's District Level Licensing scheme (comments by 11th November).</i></p> <p>After due debate in each matter, the Council RESOLVED to support all 3 applications.</p>	<p><b>ACTION Clerk</b> to notify decisions to FHDC Planning Department by email by 13<sup>th</sup> November, because the Planning Portal is unable to accept online comments due to a technical fault.</p>
2022-10-10	Street Lighting Faults	<p>Following an approach from a local resident about the delay in FHDC arranging for the repair of street lamps at Church View and Frostland Villa/Cottages, Councillors discussed the Kent County Council online reporting tool and the limited ability to follow up such matters.</p>	<p><b>ACTION Clerk</b> to enquire further about existing referrals 647140 and 662040 and report to next meeting.</p>
2022-10-11	Exchange of information	<p>Councillors noted a request from a resident for a traditional printed newsletter to be provided to each property.</p>	
2022-10-12	Date, time and place of next Parish Council Meeting	<p>The Council RESOLVED to hold its next Ordinary Parish Council Meeting at The Old Wool Store, Brooker Farm, Newchurch, on Monday 5th December at 7.30pm, unless circumstances intervene.</p>	<p><b>ACTION Clerk</b> to book venue and circulate Agenda etc. by 28<sup>th</sup> November.</p>

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