



Newchurch Parish Council

Minutes of Meeting 2020-5 held by remote Zoom meeting on Monday 20th July 2020. At 7.32 pm Chairman Cllr Apps welcomed all participants to the Ordinary Parish Council Meeting.

<i>Unique Minute No</i>	<i>Agenda Heading</i>	<i>Record</i>	<i>Action by whom and within what timescale</i>												
2020-5-1	Persons Present	Councillors Trevor Apps (Chairman), Andrew Cragg, Deborah Ward, Alison Youd, Tony Goode, Mrs Valerie Denby (Responsible Financial Officer / RFO to Newchurch Parish Council), Mr Michael Sharpe (Clerk to Newchurch Parish Council)													
2020-5-2	Apologies	None													
2020-5-3	Declarations of Interest	The Chairman reminded Councillors of their obligation to declare any interest, pecuniary or otherwise, during the course of each item as it arises.													
2020-5-4	Final Minutes of previous meeting	The minutes of the Parish Council meeting of 1st June 2020 were examined and discussed and unanimously APPROVED. .Proposed A Cragg seconded D Ward.	ACTION Clerk to bring copy of paper minutes to next physical meeting for Chairman's signature, and make note on website by 16 th August.												
2020-5-5	Matters Arising	In examining the Minutes the Council noted that all action points had been addressed as appropriate. Under <u>Minute 2020-4-8</u> Councillor Apps asked if the playground inspection had taken place yet, and the Clerk reported no update.	ACTION Clerk to forward results of Playground Inspection by email when received, and report to September Parish Council meeting.												
2020-5-6	FINANCIAL REPORT	<p>Mrs Denby reported that bank balances were £14,424.21 (current) and £0.06 (deposit), with £30 deposits uncleared. The following cheque payments were authorised:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 40%;">Hopkins, St Mary's Bay</td> <td style="width: 30%;">Yearly defibrillator maintenance</td> <td style="width: 30%;">£226.80 inc VAT</td> </tr> <tr> <td>Michael Sharpe, Clerk</td> <td>Salary April to June</td> <td>£332.28</td> </tr> <tr> <td>Information Commissioner, Stockport</td> <td>Yearly registration</td> <td>£40.00 no VAT</td> </tr> <tr> <td>HM Revenue & Customs</td> <td>Clerk Income Tax</td> <td>£0.60</td> </tr> </tbody> </table> <p>proposed A Cragg, seconded A Youd, all in favour.</p>	Hopkins, St Mary's Bay	Yearly defibrillator maintenance	£226.80 inc VAT	Michael Sharpe, Clerk	Salary April to June	£332.28	Information Commissioner, Stockport	Yearly registration	£40.00 no VAT	HM Revenue & Customs	Clerk Income Tax	£0.60	ACTION Clerk to print and post Information Commissioner forms to Treasurer, by 31 st July
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HM Revenue & Customs	Clerk Income Tax	£0.60													

		Mrs Denby also reported a repayment to the Parish Council of around £1200 VAT, under standard reclaim arrangements. Cllr Cragg then led the discussion of allocation of funds in the Sign & Play Reserve, in the event that further expenditure on these two projects might be appropriate.	
2020-5-7	Planning and Tree Work Applications	The Council considered 20/0781/FH <i>1 Pickney Bush Cottages, Pickneybush Lane, Newchurch, Romney Marsh, TN29 0BZ</i> - Erection of a two storey and rear single storey extensions and after a debate RESOLVED to support the application – proposed A Cragg, seconded A Goode. It then discussed 20/0842/FH/TCA <i>Globe Cottage, Newchurch, Romney Marsh, TN29 0DZ</i> Felling of one Cypress tree situated within a conservation area; and after due consideration RESOLVED to support (proposed A Cragg, seconded D Ward)	ACTION Clerk to. access the Folkestone & Hythe District Council (FHDC) Planning Portal, and signify the Parish Council’s response to the consultations ,by 22 nd July.
2020-5-8	Update on Website Accessibility Project	Cllr Cragg informed the Council of the specific changes he was making to the Parish Council pages on the newchurchvillage.org website in time for the new laws. The Council RESOLVED to make the updates. Proposed T Apps, seconded A Youd, all agreed.	ACTION A Cragg to bring the relevant parts of the site into compliance expeditiously.
2020-5-9	New Email Addresses for Council Business	T Apps pointed out that the promised email facilities for Councillors were still in abeyance. The Clerk agreed to make efforts to bring the email addresses into use.	ACTION Clerk to contact Email Hosting provider and distribute new passwords, by 31st July.
2020-5-10	Post-project publicity	The Clerk informed the Council of the acknowledgement of sponsors and fundraisers for the Jubilee Field improvements – currently on the ‘Our Responsibilities’ page within www.newchurchvillage.org . He proposed a small sign to go on the Field, probably under the existing large notice, and a ceremony of thanks once UK Government restrictions on ‘gatherings’ have been lifted.	ACTION Clerk to circulate Councillors by email with proposed sign, check logo usage with sponsors, and report to next meeting.
2020-5-11	Bus Shelter Project Review	The Clerk asked for opinions on the ‘close-out’ of the bus shelter improvements. Councillors felt that cleaning and lighting still could be done.	ACTION Clerk to liaise with shelter owners FHDC and arrange improvements, as convenient.
2020-5-12	Any other business	Cllr Goode informed the Council of the results of his researches into funds available under ‘Section 106’ and Community Infrastructure Levy (CIL) agreements. Cllr Apps reported that the ‘Sign Representation Post’ project was one where he was about to approach a third party to complete the project, after a delay of some years.	
2020-5-13	Next meeting	Monday 7 th September 2020 7.30pm virtually on Zoom or at The Old Wool Store Brooker Farm, Newchurch depending on emergency restrictions in force one week beforehand.	

The Chairman declared the Parish Council meeting to be concluded at 8.25pm.