

Newchurch Parish Council

Minutes of Meeting 2022-2 held on Monday 7th February 2022 in person at The Old Wool Store, Brooker Farm, Newchurch, Romney Marsh, TN29 0DT. At 7.30 pm the Clerk Mr Sharpe thanked Councillors for attending in order to elect a new Chairman, following the resignation from the Council of Trevor Apps on 24th January 2022.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2022-2-1	Persons Present	<u>Councillors</u> Alison Youd (Vice Chairman), Tony Goode, Deborah Woollard, Colin Woollard; <u>Officers</u> , Mr Michael Sharpe (Clerk to Newchurch Parish Council/ NPC), Mrs Valerie Denby (Responsible Financial Officer / RFO, NPC).	
2022-2-2	Apologies	None received.	
2022-2-3	Declarations of Interest	The Clerk enjoined Councillors to declare any interest, pecuniary or otherwise, before each item begins to be discussed.	
2022-2-4	Election of New Chairman	Nominations were invited and received for the post of Chairman. Colin Woollard accepted the nomination, and Deborah Woollard declared an Other Significant Interest in the item as they are spouses. Proposed that C Woollard be elected Chairman, by A Youd, seconded D Woollard, RESOLVED in the affirmative <i>nem con</i> . Colin Woollard signed the Declaration of Acceptance of Office and took the chair for the remainder of the meeting.	<u>ACTION Clerk</u> to notify Principal Authority (FHDC) and other bodies as soon as convenient.
2022-2-5	Report on Election / co-option process for new Councillor	The Clerk then reported to Council on the process for filling the casual vacancy for a Councillor. Folkestone & Hythe District Council acknowledged 16 th February as the closing date for claiming a poll. FHDC stated the cost of a contested election to be paid by Newchurch Parish Council will be £1700-£1900. If uncontested, or if co-option becomes necessary, there is no direct charge.	<u>ACTION Clerk</u> to inform Councillors by email as to whether an election will be held, by 18 th February.
2022-2-6	Final Minutes of previous meeting	The minutes of the Parish Council meeting of 10 th January 2021 were examined and discussed and unanimously APPROVED. Proposed A Youd seconded D Woollard.	<u>ACTION Clerk</u> to place signed copy in Minute Book, and update website, by 1 st March.
2022-2-7	Matters Arising	None.	
2022-2-8	Public Interval	No member of the public was present.	
2022-2-9	FINANCIAL REPORT	RFO Mrs Denby, stated that all cheques have cleared, and the bank reconciliation amounts to £9,223.98. Cheque requested for payment: to V Denby (RFO) <i>Book of Stamps for NPC correspondence</i> £10.20. The precept demand for £5100 in 22/23 had been acknowledged by FHDC. Current reserves stand at £6059.81, with an expenditure balance of £3167.14 to year-end. Reclaim of VAT is being prepared, and awaiting full documentation from the Spinney memorial upgrade contractor. Invoices for	<u>ACTION Clerk</u> to pursue contractor for completion of Spinney memorial works and issue of VAT receipt, and report to March meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
		<p>advertising on the newchurchvillage.org website are also in discussion.</p> <p>The Council RESOLVED to accept the report and to make the cheque payment, proposed C Woollard, seconded A Youd.</p>	
2022-2-10	Planning Matters	None received	
2022-2-11	New Treasurer / RFO	<p>Councillors noted the advert on the newchurchvillage.org website for the RFO vacancy. No-one has yet come forward. The handover from Mrs Denby to the new RFO may take place around the end of March. Councillors were of the opinion that Treasurers of other village organisations might be too busy to undertake this role.</p>	<p><u>ACTION All Councillors</u> to encourage one volunteer to come forward.</p> <p><u>ACTION Clerk</u> to draft advert for placing on Kent Association of Local Council(KALC) vacancy web-page, at no cost.</p> <p><u>ACTION V Denby</u> to prepare 'list of items' for handover, by March meeting.</p>
2022-2-12	Exchange of information	<p>D Woollard reported a good interchange of views with residents on village issues.</p> <p>T Goode summed up people's feelings on offering formal thanks to Trevor Apps for his 30-year membership of Newchurch Parish Council, and his many other community activities. Various accolades were mentioned.</p> <p>C Woollard expressed an intention to bring the questions on dog waste bin siting and maintenance to the next Parish Council meeting.</p>	
2022-2-13	Next meeting	<p>The Council RESOLVED to hold its next meeting as planned at The Old Wool Store at 7.30pm on Monday 7th March 2022, proposed C Woollard, seconded D Woollard.</p>	<p><u>ACTION Clerk</u> to update website, prepare and circulate papers by 1st March.</p>

The Chairman declared the Parish Council meeting to be concluded at 8.04 pm. END.