

Minutes of Meeting 2026-3 held on Monday 3 March 2026 at The Community Room, Newchurch Village Hall, Newchurch, Romney Marsh, Kent TN29 0DP.

Unique Minute Number	Agenda item	Record	Action
2026-3-1	In attendance	Parish Councillors Colin Woollard (Chair), Michelle Barden & Valerie Denby – Cllr Scott Fielding joined the meeting remotely Clerk & Finance Officer , Alison Prentice	
2026-3-2	Declarations of Interest	The Chair reminded all Parish Councillors to declare any conflicts of interest in the business before them. None noted	
2026-3-3	Approval of previous minutes	The minutes of the previous meeting were approved. Proposed Valerie Denby, seconded Michelle Bardon.	ACTION Clerk to file/update notice board & website.
2026-3-4	Matters Arising	These were raised during later agenda items.	
2026-3-5	Invited speakers & public participation	No members of the public or speakers attended.	
2026-3-6	Newchurch Village website administration & Newchurch Parish Council Website/email account	Chair reported that the administration of newchurchvillage.org would remain with Brooker Farms. At least 3 quotes were required for the creation of an independent Newchurch Parish Council website to be linked to newchurchvillage.org, in addition to independent parish council email accounts/cloud storage for documentation in line with AGAR requirement . To be reviewed at the next meeting with a transition plan. Funding of newchurchvillage.org website with Warren IT to be reviewed at the next meeting.	ACTION: Chair to obtain quotes and create a transition plan.
2026-3-7	FINANCIAL REPORTS	Current & Deposit account Clerk reported that the handover had not been processed yet by Santander for current and deposit transfer to new Finance Officer/obtaining new bank statements for ratification. The application form had been submitted requesting a change in Finance Officer from Mike Sharpe to Alison Prentice and Santander were unable to process as they required the Chair as signatory to contact them and to see in the parish council minutes wording that Mike Sharpe is to be removed and all correspondence and account admin to transfer to Alison Prentice and the new address. Current balance TBC. Deposit balance TBC A new current business fee free account with HSBC was in the process of being opened with signatories, Cllr Woollard, Fielding & Barden (only 3 permitted). Cllrs Woollard and Barden confirmed they had completed all required information. Once open the intention is to transfer over current account funds to HSBC fee free account.	ACTION: Chair to contact Santander to resolve change in Finance Officer and obtain bank statements. Cllr Fielding to complete all signatory application requirements.

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		<p>Cheques for payment: Clerk HMRC Tax £64.40 cheque 000808, Alison Prentice clerk wages £257.60 cheque 000807 Stamps purchased by clerk £8.70 AGAR half year audit May/June. (2 cheques in total value £322)</p> <p>Funds received: Cllr Tony Hills Ward Grant approved/received for office equipment laptop & printer £457.99</p> <p>Romney Marsh Rotary Club community grant £250 approved and received for defibrillator maintenance. They would like a photo with the Chair</p>	<p>ACTION: Chair to provide 3 dates he is available.</p>
2026-3-9	Planning	<p>The Chair reported that HOOM had received a response from Folkestone & Hythe Planning about their complaint as to planning process for approving the Solar Farm opposite Martin Farm. “I am of the view that none of the complaint falls within the scope of the Council’s complaints process and that Judicial review is the appropriate route should residents consider the Council has erred in law in making the determination. If you remain aggrieved by the decision of the local planning authority, subject to conditions, then you can appeal to the Secretary of State under Section 78 of the Town and Country Planning Act 1990. In conclusion, I am of the view that local planning authority’s handling of agricultural land classification, drainage / flood-risk evidence and cumulative impact was consistent with its duty to make decisions based on adequate, objective information. Moving forward, the authority’s consideration of matters relating to solar development in the Romney Marsh will be informed by relevant and appropriate technical evidence”. The Chair considered the response and recommended there would be no benefit in the parish council submitting a response.</p> <p>Wills farm bungalow ref 25/2300/FH replacement dwelling. Folkestone & Hythe Planning had advised refusal.</p>	
2026-3-10	Jubilee Fields & pond	<p>Outstanding actions for resolution (not discussed at meeting) Jubilee Fields: Chair to review and resolve the issue with the climbing net. In addition to installing a camera in the dog walking area to support the ongoing issue with dog fouling/non collection.</p>	<p>ACTION: Chair – repair net & install camera</p>

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		<p>Clerk reported that first cut mowing arrangements were requested of Brooker Farm so grass cuttings left were as minimal as possible and not let in large clumps.</p> <p>Pond area – First grass cut/hedge cut to be undertaken this week. Clerk reported she had spoken with adjacent landowner to notify them out of courtesy to their animals.</p> <p>Pond digging/fence post replacement – Clerk reported she had obtained a quote for £510 from Connor Dunne for reshaping/digging the pond and reed area in addition to removing all debris and installing a new fence post. This quote was accepted and work agreed to take place at the end of April. Pond working party date cancelled.</p> <p>Cycle Fix it station grant received – Chair to purchase/provide invoice and install. Feedback had been received from the parish to locate the cycle fix it station in the village hall area for ease of accessibility. Chair to discuss with the village hall committee as part of process for agreement.</p>	<p>ACTION: Clerk to contact Connor Dunne to arrange.</p> <p>ACTION: Chair to discuss with village hall to seek agreement.</p>
2026-3-11	AOB	<p>Highways – Norwood Lane roadway repair had been achieved. Thanks to the Clerk for liaising with Highways to resolve.</p> <p>Highways – Gammons Farm Lane and Chapel Lane has been reported to Highways as collapsing, full of pot holes caused by large agricultural vehicles using both lanes – Cllr Denby had walked the route and would provide photographic evidence. Clerk reported this had been notified to Highways to resolve via the online portal.</p> <p>Highways – salt bin x 3 refill request chased with KCC. In addition to querying why the road from New Romney to Bilsington (a bus route) was not on the official gritting route. Issue flagged regards non gritting to Cllr Wimble to support and leverage reinstatement.</p> <p>Folkestone & District Council road signage – The village sign before Limberlost bend required replacement, in addition to Church View and Mill Lane signage. These were all reported to Folkestone Hythe District Council to resolve.</p> <p>Street lighting – Adjacent to Bramley Cottage/Street Farm – led light had failed and had been reported to Folkestone & Hythe District Council/KCC for repair.</p>	
2026-3-12	Date, time & place of next meeting	Monday 13 April 2026 at 7.30pm in the Community Room, Newchurch Village Hall.	

The Chair thanked all those present and declared the Parish Council meeting closed at 8.30pm.