



## Newchurch Parish Council

**Minutes** of Meeting 2021-1 held by remote Zoom meeting on Monday 4th January 2021. At 7.32 pm Chairman Cllr Apps welcomed all participants to the Ordinary Parish Council Meeting and wished everyone a Happy New Year.

| <i>Unique Minute Number</i>                | <i>Agenda Heading</i>                                  | <i>Record</i>  | <i>Action by whom and within what timescale</i>   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
|--|--|--|---|--------|------|-----------------------------|-----------------------------------|-------------|--|--|---------------|------|------------------|--------|-----------------------|--------------------------|---------|---|
| 2021-1-1                                   | Persons Present  | Councillors Trevor Apps (Chairman), Andrew Cragg, Alison Youd, Tony Goode; Mrs Valerie Denby (Responsible Financial Officer / RFO to Newchurch Parish Council/ NPC), Mr Michael Sharpe (Clerk to NPC).   |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| 2021-1-2                                   | Apologies  | Leigh Poppy, the invited speaker from the Census Office, had been in touch to say that by dint of computer problems he was unable to attend. The Council accepted his apology and decided to invite him to the February NPC meeting. In the meantime, the guidance on the 2021 Census could be put on the website for residents to access. The Chairman also telephoned Cllr Woollard to overcome any Zoom connection problems.  |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| 2021-1-3                                   | 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.  |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| 2021-1-4                                   | Final Minutes of previous meeting                      | The minutes of the Parish Council meeting of 7 <sup>th</sup> December 2020 were examined and discussed and unanimously APPROVED. Proposed A Youd, seconded A Cragg.  | <b>ACTION</b> Clerk to arrange Chairman's physical signature and update website, by 15 <sup>th</sup> January. |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| 2021-1-5                                   | Matters Arising  | In examining Minute <a href="#">2020-9-5</a> the Council noted that the pull-up bars had been satisfactorily replaced on 17 <sup>th</sup> December.  |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| 2021-1-6                                   | FINANCIAL REPORT                                       | <p><b>A.</b> Mrs Denby reported that bank balances were £13,467.43 (current) and £0.06 (deposit), with a credit of £77.79 for the UK Power Network wayleave remaining uncleared. Cheques for payment were :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Payee and location</th> <th>Reason</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>Print Junction Ltd, Ashford</td> <td>Signage for Jubilee Field Fencing</td> <td>£42 inc VAT</td> </tr> <tr> <td>Outdoorsy Living Ltd, Sutton Valence, Kent</td> <td>Replacement Play Equipment, Jubilee Field Pull-up bars</td> <td>£1800 inc VAT</td> </tr> <tr> <td>HMRC</td> <td>Clerk Income Tax</td> <td>£19.80</td> </tr> <tr> <td>Michael Sharpe, Clerk</td> <td>Salary Oct-Dec inclusive</td> <td>£408.84</td> </tr> </tbody> </table> | Payee and location  | Reason | Cost | Print Junction Ltd, Ashford | Signage for Jubilee Field Fencing | £42 inc VAT | Outdoorsy Living Ltd, Sutton Valence, Kent | Replacement Play Equipment, Jubilee Field Pull-up bars | £1800 inc VAT | HMRC | Clerk Income Tax | £19.80 | Michael Sharpe, Clerk | Salary Oct-Dec inclusive | £408.84 | <b>ACTION:</b> T Apps to arrange signatures and return cheque book and invoices to V Denby for posting of cheques, as soon as convenient. |
| Payee and location                         | Reason   | Cost   |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| Print Junction Ltd, Ashford                | Signage for Jubilee Field Fencing                      | £42 inc VAT  |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| Outdoorsy Living Ltd, Sutton Valence, Kent | Replacement Play Equipment, Jubilee Field Pull-up bars | £1800 inc VAT  |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| HMRC                                       | Clerk Income Tax                                       | £19.80   |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |
| Michael Sharpe, Clerk                      | Salary Oct-Dec inclusive                               | £408.84  |   |        |      |                             |                                   |             |  |  |               |      |                  |        |                       |                          |         |   |

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|--|----------------------------------|--|---|
|  |                                  | Total £2270.64. The RFO's report was accepted, proposed T Apps, seconded A Youd, all in favour.  |   |
| At 7.42pm Cllr Woollard joined the meeting and remained until the end. |                                  |  |   |
|  |                                  | <b>B.</b> The Council examined and discussed budgetary estimates for FY21/22, including the precept requirement. It RESOLVED to accept the budget proposed by the RFO.<br>After discussion of the two proposed precept figures £4500/£4600, a vote was taken and the majority was in favour of setting the precept at £4600. Proposed A Youd, seconded T Apps, and so RESOLVED.  | <b>ACTION V Denby</b> to notify Folkestone & Hythe District Council, as precepting authority, of this figure as soon as possible. |
| 2021-1-7   | Planning Applications            | The Council re-examined Y19/1059/FH 5 Clarklands, Newchurch TN29 ODS <i>Formation of a new vehicular access onto a classified road</i> and RESOLVED to 'support'.  | <b>ACTION: Clerk</b> to access Planning Portal by the due date of 6 <sup>th</sup> Jan to notify 'support'.                        |
| 2021-1-8   | Exchange of informal information | It was reported that potholes had been filled near Black Bull House in The Street, but that two streetlamps nearby were not working. The KCC Highways online reporting tool had been useful in reporting these.<br>The car / vehicle of concern previously noted in the Patchways private parking area has now gone.<br>Concern was expressed about the roll-out of the Coronavirus vaccines locally – the hubs appeared to be in the towns of Folkestone & Hythe, with no actual vaccination sites on Romney Marsh, and no provision for elderly and vulnerable residents who are unable to travel to those locations safely. |   |
| 2021-1-9   | Next meeting                     | Monday 1st February 2021 7.30pm virtually on Zoom or under 'hybrid meeting' protocol at The Old Wool Store Brooker Farm, Newchurch depending on emergency restrictions in force.   | <b>ACTION Clerk</b> to circulate agenda and papers, and update website, by 26 <sup>th</sup> January.                              |

The Chairman declared the Parish Council meeting to be concluded at 8.12 pm. END.