



Newchurch Parish Council

Minutes of Meeting 2020-9 held by remote Zoom meeting on Monday 7th December 2020. At 7.30 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>									
2020-9-1	Persons Present	Councillors Trevor Apps (Chairman), Andrew Cragg, Deborah Woollard, Alison Youd, Tony Goode; Mrs Valerie Denby (Responsible Financial Officer / RFO to Newchurch Parish Council/ NPC), Mr Michael Sharpe (Clerk to NPC)										
2020-9-2	Apologies	None										
2020-9-3	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.										
2020-9-4	Final Minutes of previous meeting	The minutes of the Parish Council meeting of 2 nd November 2020 were examined and discussed and unanimously APPROVED. Proposed A Youd, seconded D Woollard.	ACTION Clerk to arrange Chairman's physical signature and update website, by 11 th December.									
2020-9-5	Matters Arising	In examining Minute 2020-8-5 the Council noted that repeated enquiries to Folkestone & Hythe District Council (FHDC) about the cleaning of the Newchurch Bus Shelter had received neither acknowledgement nor reply. Under 2020-8-6 A Cragg apologised for not circulating the draft budget papers prior to this meeting. T Apps stated in relation to 2020-8-8 that the work had not started on the fence repair, but was expected soon. A Cragg informed the Council that he is investigating the possibility of bringing in a rubber-tracked digger to clear the Parish Council's watercourse, with the permission of the Village Hall Committee for access. A Youd was able to report under Minute 2020-8-9 that the Village Hall has applied for inclusion on Kent County Council's Electric Vehicle Charging Point initiative, and is hopeful of being included in the next tranche of projects in the coming Financial Year 21/22. Under 2020-8-12 the Clerk reported that the latest email from the contractor indicated a repair date for the pull-up bars on or around the 16 th December.	ACTION Clerk to circulate draft budget papers to Councillors immediately after this meeting.									
2020-9-6	FINANCIAL REPORT	<p>A. Mrs Denby reported that bank balances were £14,057.36 (current) and £0.06 (deposit), with the £40 cheque payment to the Information Commissioner's Office still uncleared, and a credit for training at Kent Association of Local Councils (KALC) of £60. Cheques for payment were :</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 33%;">Hopkins T.A.S. Limited, St Mary's Bay, Kent</td> <td style="width: 33%;">Defibrillator maintenance</td> <td style="width: 33%;">£95.16 inc VAT</td> </tr> <tr> <td>Stump Out Ltd, Ashford, Kent</td> <td>Willow Tree removal, Jubilee Field</td> <td>£528 inc VAT</td> </tr> <tr> <td>Valerie Denby, Responsible Financial Officer(RFO) NPC</td> <td>Book of 6 x First Class Stamps</td> <td>£4.56 no VAT</td> </tr> </tbody> </table>	Hopkins T.A.S. Limited, St Mary's Bay, Kent	Defibrillator maintenance	£95.16 inc VAT	Stump Out Ltd, Ashford, Kent	Willow Tree removal, Jubilee Field	£528 inc VAT	Valerie Denby, Responsible Financial Officer(RFO) NPC	Book of 6 x First Class Stamps	£4.56 no VAT	ACTION: T Apps to arrange signatures and return cheque book and invoices to V Denby for posting of cheques, as soon as convenient.
Hopkins T.A.S. Limited, St Mary's Bay, Kent	Defibrillator maintenance	£95.16 inc VAT										
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		Total £627.72 The RFO's report was accepted, proposed T Apps, seconded A Cragg, all in favour. B. A Cragg displayed the relevant budget documents to the meeting. The Council reviewed the current FY 20/21 performance and looked at budgetary estimates for FY21/22, including the precept requirement. A Cragg concentrated on precept trends over preceding years, and levels of reserves in relation to the precepts set in each year.	ACTION : Clerk to place Budget and Precept on the agenda for the January 2021 Meeting.
2020-9-7	Planning and Tree Work Applications	None received.	
2020-9-8	KALC Area Committee (virtual) Meeting 17th December	The Council RESOLVED that D Woollard should attend the meeting on its behalf, proposed T Apps, seconded A Cragg, all in favour.	ACTION : Clerk to notify KALC Area Committee of Cllr Woollard's attendance, and arrange for meeting access codes to be forwarded, as soon as possible..
2020-9-9	Correspondence	Following an email from a resident, the Council discussed holding a competition for Christmas decorations on houses and in gardens in the parish, but decided against it this year. It also examined compliments from individuals in Dymchurch and Woodchurch regarding the Newchurch Airfield memorial, and asked A Cragg to keep these individuals in touch with developments in future. A request from a part of the National Health Service (NHS) to publicise the need for volunteers for the COVID-19 Vaccine Research registry at https://www.nhs.uk/conditions/coronavirus-covid-19/research/coronavirus-vaccine-research was discussed and agreed for placing on the website www.newchurchvillage.org . Lastly, an unsolicited offer from an organisation to buy local sports grounds in order to ensure football could continue to be played on them was examined and discussed. Newchurch Parish Council RESOLVED not to pursue this correspondence any further, as it wishes to retain ownership of Jubilee Field in perpetuity; proposed T Apps, seconded A Goode.	ACTION : Clerk to email correspondents to inform of these decisions, by 18 th December. ACTION : Clerk to forward email with relevant links to Webmaster, by 10 th December.
2020-9-10	Exchange of informal information	D Woollard informed the Parish Council that she and her husband have followed up the no-cost volunteer Flood Warden training recently offered through Kent Resilience Forum (KRF). They hope to raise awareness of the Emergency Plan and involve residents in responding appropriately should flooding occur in the next few years. T Apps noted with regret the continuing smell of drains at Links Close; non-resident dog-walkers in The Spinney who have cut large amounts of holly from the trees there without permission; and an abandoned vehicle in Patchways car park, which has been reported to various authorities with no promise of action forthcoming. It was also noted that there are signs of a new company operating from the Westgate premises, with generally non-intrusive activity on a daily basis.	
2020-9-11	Next meeting	Monday 4th January 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.	ACTION Clerk to circulate agenda and papers, and update website, by 24 th December.

The Chairman declared the Parish Council meeting to be concluded at 8.14 pm.