



Newchurch Parish Council

Minutes of Meeting 2020-8 held by remote Zoom meeting on Monday 2nd November 2020. At 7.31 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>
2020-8-1	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)	
2020-8-2	Apologies	None	
2020-8-3	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.	
2020-8-4	Final Minutes of previous meeting	The minutes of the Parish Council meeting of 5 th October 2020 were examined and discussed and unanimously APPROVED. Proposed A Cragg seconded A Youd.	ACTION Clerk to update website by 9 th November.
2020-8-5	Matters Arising	In examining the Minutes the Council noted that action points had been addressed, with the exception of the chase-up email to Folkestone & Hythe District Council (FHDC) about the state of the bus shelter.	ACTION Clerk to email by 9 th November and circulate reply to Councillors.
2020-8-6	FINANCIAL REPORT	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. She proposed to buy some postage stamps for Parish Council correspondence. FHDC have recently emailed to begin the precept-setting process, finish date before 31 st January 2020. The RFO's report was accepted, proposed T Apps, seconded A Cragg, all in favour	ACTION Clerk to place Budget and Precept on the agenda for December Meeting. ACTION Treasurer and A Cragg to prepare budget proposals for FY 21/22 and circulate Councillors with summary before December meeting
2020-8-7	Planning and Tree Work Applications	None received.	
2020-8-8	Jubilee Field Fallen Willow Tree	The Council received an oral report from T Apps about the fall of the rotten tree and the contractors engaged to dispose of it and to repair a neighbour's fence. FHDC as Planning Authority had been kept informed of the emergency Tree Work. The Council thanked Cllr Apps for taking charge of a difficult situation, and reviewed quotes which he had obtained for replacement fencing panels. It RESOLVED to accept the lower of the two quotes, but not to pursue an insurance claim, proposed T Apps, seconded A Cragg, all in favour.	ACTION T Apps to engage Contractor Y at £155.83 +VAT £31.17 to make £187 gross expenditure for repair, as soon as possible. ACTION A Cragg to examine effects on ditch and drainage and report to December meeting.
2020-8-9	Public Electric Car Charging Points	Following an email from a resident, the council examined the Kent County Council grant scheme for funding charging points in rural areas. After discussing the terms of the grants, the Council RESOLVED to refer the matter to the Village Hall Committee (VHC) for its action, proposed A Youd, seconded D Woollard..	ACTION A Youd to forward the circulated email to the Chairman of the VHC when convenient.

2020-8-10	Remembrance events November 2020	The Clerk put before the Council correspondence received regarding events under the 'rule of six'. The Council noted that the advice has now been superseded by further Government restrictions which are likely to be operative from 5 th November ('rule of two'). It has no plans to be the 'organiser' of any public gatherings in the current COVID-19 outbreak.	ACTION Clerk to monitor developments, especially advice from Government and KALC, and inform Councillors by email of relevant provisions, on a continuing basis.
2020-8-11	Kent Association of Local Councils (KALC) AGM on Zoom 28 th November	The Clerk put before the Council the papers sent out by KALC. The Council RESOLVED not to send any representatives to the online AGM.	All Councillors to review the AGM Programme document to take note of any significant issues, when convenient.
2020-8-12	Playground equipment replacement/ repair	Following on from Minute 2020-7-10 the Council considered three quotes for the replacement of the Pull-Up Bars in the playground. After due consideration the Council RESOLVED to engage with Contractor B at a projected cost of £1500+VAT= £1800. Proposed T Apps, seconded A Cragg, all in favour.	ACTION Clerk to arrange contract for supply and installation at fixed price, check <i>bona fides</i> and supervise works, as soon as convenient, and before end FY20/21.
2020-8-13	Exchange of informal information	Discussion of the forthcoming emergency restrictions took place, and centred on the provision of a 'Community Chest' in which non-perishable goods could be left for residents in need. The text of the Parish Council Asset Register was discussed, and Councillors noted it is a key 'live' document to be used in insurance claims, as well as for general administration of the Council's risks. The unwholesome smell around the treatment plant at Links Close came under discussion. Councillors were asked to observe the situation for themselves when convenient, so that a robust collective approach to the responsible authorities could be made by the Council on behalf of those residents continually affected by historical malodorousness.	
2020-8-14	Next meeting	Monday 7th December 2020 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 1 st December. All Councillors to self-provision with mince pies, chocolate brownies and other seasonal fare as appropriate.

The Chairman declared the Parish Council meeting to be concluded at 8.27 pm.