

Newchurch Parish Council

Minutes of the meeting held at 7.30 pm in the Old Wool Store, Brooker Farm, Newchurch TN29 0DT on **Thursday 11th January 2018**. At 7.30 pm Chairman Cllr Apps welcomed those present to the meeting and wished them a Happy New Year. Clerk Mr Sharpe recorded the following:

<i>Unique Minute No</i>	<i>Agenda Heading</i>	<i>Record</i>	<i>Action by whom and within what timescale</i>									
2018-1-1	Persons Present	Chairman Cllr Trevor Apps Cllr Andrew Cragg Cllr Brian Sneyd Cllr Kevin Shaw Mrs Valerie Denby (Treasurer and Responsible Financial Officer of Newchurch Parish Council) Mr Michael Sharpe (Clerk to Newchurch Parish Council)										
2018-1-2	Apologies	Cllr Neale Waters (unwell)										
2018-1-3	Declarations of Pecuniary Interest	None regarding the business notified on the agenda. The Chairman reminded Councillors to declare any interest during the course of the items as they arose.										
2018-1-4	Approval of Final Minutes of previous meeting 4th December 2017	The printed copies of the minutes were examined and discussed and unanimously APPROVED Proposed B Sneyd seconded K Shaw.	ACTION Clerk to place signed copy of paper minutes in Minute Book immediately, and update website before 31st January.									
2018-1-5	Matters Arising from those Minutes	2017-11-6 Cllr Cragg proposed a letter of thanks should go to the anonymous donor, through an intermediary. 2017-11-8 (c)The Parish Council RESOLVED to pay for the attendance of Cllr Shaw on the next Training session run by Kent Association of Local Councils (KALC) on the General Data Protection Regulation (GDPR) and associated changes, travel expenses to be payable.	ACTION Clerk to draft letter and check address with Cllr Cragg, sending by 25 th January ACTION Clerk to reserve a place if possible on the session scheduled for the morning of Wednesday 24 th January at Ditton Community Centre.									
2018-1-6	FINANCIAL REPORT	Mrs Denby presented her report and informed the Council that the bank reconciliation end December 2017 was exactly correct. She was in receipt of three items of correspondence, and claims/invoices for three payments had been received. The DropBox spreadsheets had been updated and were displayed at the meeting for close examination by the Parish Council. The Parish Council AGREED to accept the report and to authorise the following payments. Proposed T Apps seconded B Sneyd. <table border="1" data-bbox="507 1637 1198 1765"> <tbody> <tr> <td>M Sharpe, Clerk</td> <td>£435.48</td> <td>Clerk wages Sep-Dec</td> </tr> <tr> <td>Brooker Farms</td> <td>£456</td> <td>Playground maintenance</td> </tr> <tr> <td>Hopkins Dymchurch</td> <td>£311.34</td> <td>Defibrillator maintenance</td> </tr> </tbody> </table>	M Sharpe, Clerk	£435.48	Clerk wages Sep-Dec	Brooker Farms	£456	Playground maintenance	Hopkins Dymchurch	£311.34	Defibrillator maintenance	ACTION Treasurer to investigate any outstanding invoices not submitted, as soon as possible. ACTION Chairman to liaise with Newchurch Village Hall Committee regarding Hall hire invoice which had not yet been received.
M Sharpe, Clerk	£435.48	Clerk wages Sep-Dec										
Brooker Farms	£456	Playground maintenance										
Hopkins Dymchurch	£311.34	Defibrillator maintenance										
2018-1-7	BUDGET 2018-19	The Parish Council discussed the budget documents displayed on-screen line by line, including the figure for 'base change compensation'. Major items of expenditure in past and forthcoming years such as playing field maintenance and defibrillator upkeep were examined in detail, as was the use of reserves. The Parish Council then RESOLVED to agree the budget. Proposed A Cragg, seconded T Apps.	ACTION Clerk to prepare 'value for money' exercise on forthcoming costs, especially insurance, by the next meeting.									
2018-1-8	PRECEPT 2018	The Parish Council then proceeded to discuss the appropriate level of precept to fund the budget, including	ACTION Treasurer to notify Shepway District									

		the appropriate level of financial reserves. Councillors looked at previous percentage rises in the precept, and noted that advice had been sought from KALC on precept-setting. The Council then RESOLVED to set the precept at £4050 for the coming year. Proposed K Shaw, seconded T Apps, carried unanimously.	Council of the amount of precept to be collected as an element of Council Tax 2018-19, as soon as possible.
2018-1-9	Interactive Speed Signs	Cllr Shaw reported that he had not managed to contact his colleague in Bilsington over the Christmas break, but he considered a consultation with Newchurch households would be the next step in the project, which could possibly have a 12-month timescale. The wording of the consultation form should be agreed by the PC, and could perhaps be made available on the website as well as being delivered to each household in the parish.	ACTION Cllr Shaw to consider the desired wording and methodology of the consultation, by the next meeting.
2018-1-10	PLANNING MATTERS	The Parish Council noted the approval of an amended application for an extension to Mill Rock Cottage. It also considered an amended application for Listed Building consent, notified to it on 11 th January, at The Manor House. After examining the documents on the online Shepway DC Planning Portal the Council DECIDED to express its support for the current application. Proposed A Cragg, seconded K Shaw, agreed unanimously.	ACTION Clerk to respond formally to the Shepway DC email received, in support, before the expiry of the consultation period (8 th Feb)
2018-1-11	Correspondence received from outside bodies	a) An email from the Tree and Pond Wardens Volunteers Scheme, requesting a grant of between £25 and £50 inclusive, was displayed and considered. The Council took no decision, and will await a steering comment from the Newchurch Tree Warden.	ACTION Cllr Cragg to consult with Tree Warden as to the value of supporting the voluntary scheme, as soon as convenient
2018-1-12	Any other business	<p>a) The leaflet "Looking after your defibrillator" was passed to T Apps.</p> <p>b) A Cragg relayed the strong concerns of a local resident about the confusing proliferation of traffic warning and direction signs on the bridge north of the village.</p> <p>c) Following up on Minute 2017-10-10 A Cragg offered to place the details of the availability of low-cost printing for community leaflets and newsletter on the Newchurchvillage.org website.</p> <p>d) A Cragg passed on further thanks and congratulations received by him about the Airfield Commemoration event.</p> <p>e) T Apps proposed that K Shaw should take down the flag currently flying at the Airfield Memorial and replace it when the clocks change for summer (Sunday 25th March 2018) – Cllrs Cragg and Shaw concurred.</p> <p>f) T Apps raised the linked topics of fly-tipping and overflowing dog waste bins in the parish. There has been a spate of such incidents recently. After some discussion the Parish Council thought it best to explore options for minimising these problems in future.</p>	<p>ACTION Cllr Cragg undertook to look at the site in question and report back to the next meeting.</p> <p>ACTION Cllr Cragg to arrange, at earliest convenience.</p> <p>ACTION Clerk to liaise with Shepway District Council and report back at next meeting, possibly drafting a letter to try to influence individuals' anti-social behaviour in leaving dog waste by the bins instead of inside them.</p>

Dates and place of the next Parish Council meeting was agreed as Monday 5th February 2018 at 7.30 pm at the Old Wool Store, Brooker Farm, Newchurch TN29 0DT. The Chairman declared the meeting to be concluded at 9.05 pm.