



### Newchurch Parish Council

Minutes of Meeting 2019-7 held in the Old Wool Store, Brooker Farm, Newchurch TN29 0DP on Monday 15th July 2019. At 7.32 pm Chairman Cllr Apps opened the Ordinary Parish Council Meeting and welcomed all present.

<i>Unique Minute No</i>	<i>Agenda Heading</i>	<i>Record</i>	<i>Action by whom and within what timescale</i>
2019-7-1	Persons Present	Chairman Cllr Trevor Apps, Cllr Andrew Cragg, , Cllr Deborah Ward, Cllr Alison Youd, two members of the public representing the Westgate Industrial Site, Mrs Valerie Denby (Responsible Financial Officer / RFO to Newchurch Parish Council), Mr Michael Sharpe (Clerk to Newchurch Parish Council)	
2019-7-2	Apologies	Cllr Neale Waters (unwell)	
2019-7-3	Westgate Industrial Site – future developments	The Chairman proposed, and the Council agreed to bring Agenda item 8 forward. The lines of communication are now open with MT Plant, who occupy the site also known as Westgate / East and West warehouses / Britag depot / Land Army Hostel; and their representatives at the meeting entered into a wide-ranging discussion where they were welcomed to the village community. They gave an indication of future changes of use of the buildings on the site, subject to the decisions of the Planning Authority Folkestone & Hythe District Council (FHDC), and prospects for local employment, and said they are ready and willing to listen to individual and collective concerns about operations on the site. After an exchange of contact details the representatives left the meeting at 8.08pm.	
2019-7-4	Declarations of Interests	None declared relevant to the agenda. The Chairman reminded Councillors of their obligation to declare any interest, pecuniary or otherwise, during the course of each item as it arises.	
2019-7-5	Final Minutes of previous meeting	The printed copies of the minutes of the Annual Parish Council meeting of 3rd June 2019 were examined and discussed and unanimously APPROVED. Proposed A Cragg Seconded D Ward.	<b>ACTION Clerk</b> to place signed copy of paper minutes in Minute Book straightaway, and update website by 26th July.
2019-7-6	Matters Arising	In examining the Minutes the Council noted that all action points had been addressed as appropriate. Under <u>Minute 2019-6-10</u> A Cragg had approached the owner of Norwood campsite to reach a common position over dog waste bins, and concluded no extra provision was desirable. The Council AGREED that no extra bin should be purchased for siting in this area, proposed A Cragg, seconded T Apps..	
<i>At 8.21pm D Ward left the room for a few moments and rejoined the meeting shortly afterwards.</i>			
2019-7-6 (continued)	Matters Arising	T Apps then told the meeting the most recently-installed dog waste bin on the Jubilee Field is not being emptied regularly by the FHDC waste contractor.	<b>ACTION Clerk</b> to contact FHDC and ensure bin is on the list for emptying on a weekly basis, by 27 <sup>th</sup> July
2019-7-7	FINANCIAL REPORT	The Responsible Financial Officer Mrs Denby reported bank balances were £18,149.85 (current) and £0.06 (deposit). One cheque for £60 remains outstanding. She has received an invoice from the Newchurch Village Hall Committee which has no total amount on it.	

		The Council then RESOLVED to make the following payments, proposed T Apps, seconded A Cragg: Michael Sharpe Clerk £319.20 wages and £30.26 battery replacement for computer (on a single cheque for £349.46) The Council then examined a 'new signatory' form from the bank, and Mrs Denby handed the Clerk a Notice of Tax Code P6(T).	<b>ACTION Treasurer</b> to forward to Bank by 22 <sup>nd</sup> July <b>ACTION Clerk</b> to update PAYE software, by 26 <sup>th</sup> July
2019-7-8	PLANNING MATTERS:	The Council noted the Planning Department of FHDC is unable to process enquiries and applications very swiftly at present. It examined the previously-notified application Y19/0644/FH for Forge House onscreen via the Planning Portal, and noted that it had received a letter dated 17 <sup>th</sup> June with the same wording as the objection comment already made directly to FHDC. It therefore RESOLVED to make no comment on this application.	
2019-7-9	Jubilee Field	T Apps brought the Council's attention to the strong growth of brambles around the edge of the Field, and poking past the fencing into the mown area. A discussion followed regarding the merits of control by cutting with a hedge trimmer, spraying, or other method. The Council also considered the costs and benefits of engaging a contractor against a local volunteer work party, perhaps with Church involvement as the brambles straddle the common boundary. Councillors also remarked on the amount of birdlime present on the seating and play equipment.	<b>ACTION A Cragg</b> to inspect the situation in conjunction with the mowing of the Field, and report to the September meeting
2019-7-10	Play Area Inspection 2019	The Clerk circulated a specification for the inspection, with details of 4 contractors recently approached for price and timescale. After discussion, the Council RESOLVED to engage the most suitable contractor but not to insist on a PC representative being present at the inspection.	<b>ACTION Clerk</b> to sort bids received, and to commission the work, to bring the Report to the September meeting.
2019-7-11	Correspondence	1. Romney Marsh Forum (RMF) Annual General Meeting 27 <sup>th</sup> July. After discussion the Council RESOLVED to nominate T Apps as its representative on the Forum for 2019-20, with the Clerk attending as an observer. Proposed A Cragg, seconded D Ward. 2. Neighbourhood Watch Area Group Meeting 17 <sup>th</sup> September. D Ward said she intended to attend this meeting.	<b>ACTION Clerk</b> to notify RMF by 19 <sup>th</sup> July.  <b>ACTION D Ward</b> to report to October meeting
2019-7-12	Any other business	T Apps reported he had had contact from residents about bonfires being lit in the village and ruining air quality and local peace of mind. After some discussion the Council referred back to the leaflets and webpages available from FHDC, which are an authoritative source of guidance.  A Cragg handed over the original signed Annual Governance and Accountability return (AGAR) documents to the Clerk for safekeeping.	<b>ACTION A Cragg</b> to make the existing guidance about 'nuisance bonfires' on the newchurchvillage.org website more prominent via the home page, by 26 <sup>th</sup> July.
2019-7-13	Date and place of next Parish Council meetings	Monday 2 <sup>nd</sup> September 7.30pm Old Wool Store Brooker Farm.	<b>ACTION Clerk</b> to prepare and circulate agendas by 27 <sup>th</sup> August

The Chairman declared the Parish Council meeting to be concluded at 9.35 pm.