Newchurch Parish Council

Minutes of Meeting 2020-2 held in the Old Wool Store, Brooker Farm, Newchurch TN29 0DP on Monday 3rd February 2020. At 6.34 pm Chairman Cllr Apps welcomed all to the Ordinary Parish Council Meeting.

Unique Minute No	*Agenda Heading*	*Record*	*Action by whom and within what timescale*
2020-2-1	Persons Present	Councillors Trevor Apps (Chairman), Andrew Cragg, Deborah Ward, Alison Youd, Tony Goode, Mrs Valerie Denby (Responsible Financial Officer / RFO to Newchurch Parish Council), Mr Michael Sharpe (Clerk to Newchurch Parish Council)	
2020-2-2	Apologies	None	
2020-2-3	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.	
2020-2-4	Final Minutes of previous meeting	The printed copies of the minutes of the Parish Council meeting of 13th January 2020 were examined and discussed and unanimously APPROVED. Proposed A Youd Seconded A Goode	**ACTION** Clerk to place signed copy of paper minutes in Minute Book straightaway, and update website by 2nd March 2020.
2020-2-5	Matters Arising	In examining the Minutes the Council noted that all action points had been addressed as appropriate. Under Minute 2020-1-7 Mrs Denby reported that she transmitted the precept demand to Folkestone & Hythe District Council (FHDC) before the deadline as requested. Under Minute 2020-1-12 Cllr Apps reported the roundabout on the play area appeared to be working correctly. Cllr Cragg stated the slippery footbridge into the Spinney had now received an upgrade. Councillors agreed that it had been fixed, and thanked Cllr Cragg for his efforts.	
2020-2-6	Public Interval	No members of the public were present. An email communication had been received, regarding the activities at the East & West Warehouse site. After discussion the Council RESOLVED to support residents' concerns and contact FHDC the Planning Authority.	**ACTION** Clerk to email Clive Satchell, Senior Planning Enforcement Officer, to represent concerns, agree with the analysis of the problems, and endorse the complaints, by 16th February.
2020-2-7	FINANCIAL REPORT	Mrs Denby reported that bank balances were £15,140.10 (current) and £0.06 (deposit). Two cheques for signature were FHDC £1713.50 for by-election in November; Michael Sharpe £10 for mobile phone top-up voucher. Proposed T Apps, seconded A Cragg, all in favour.	**ACTION** Treasurer to pay FHDC against invoice/credit note as soon as possible.
2020-2-8	PLANNING	The Council noted that FHDC the Planning	**ACTION** A Cragg to notify

	MATTERS:	Authority had no objection to the tree work proposed in *Y19/1455/FH St Peter And St Paul's Church Newchurch Kent*	Newchurch Parish Council Tree Warden, when convenient.
2020-2-9	Website Accessibility Regulations project	The Council noted that new obligations on public body websites would mean changes to the Parish Council tab content on www.newchurchvillage.org. These changes are aimed at compliance with the international standards for ease of access and interaction for users who are disabled, such as the visually-impaired. The Council's current website content and hosting provider is aware of the issues and is preparing a solution.	**ACTION** A Cragg to contact provider for progress update, by 21st February. **ACTION** A Goode to contact a neighbouring Parish Council to compare notes, by 21st February.
2020-2-10	Jubilee Field Fencing Project	The Council discussed the type of fencing now required and selected 1 metre height, metal bow top, galvanised, with two gates (1.5 metres and 1.2 metres wide). Two extra contractors are to be added to the list of those invited to tender. Cllr Cragg also proposed to top-up the play bark, and the Council RESOLVED to purchase 3 bags each of 2 cubic metres for delivery to the Village Hall.	**ACTION** Clerk to contact 4 contractors for formal quotes, to report to March meeting. **ACTION** Treasurer to order materials and arrange suitable paper records for purchase, by 21st February. **ACTION** A Cragg to arrange inspection of goods received and arrange for installation as soon as is convenient.
2020-2-11	Bus Shelter refurbishment project	The Clerk reported a favourable response from FHDC regarding inspection and possible replacement of the shelter. The Council considered improving the sight lines of vehicles emerging from Church View to be a priority. Relocating and/or realigning might also be important, now that the phone box has gone.	**ACTION** Clerk to pursue discussions with FHDC and report to March meeting.
2020-2-12	Romney Marsh Forum meeting 30th Jan	Cllr Goode represented Newchurch Parish Council at the Forum and reported on the various interesting discussions. SpeedWatch and Kent County Council Highways Improvement Plans (HIP) are of particular note.	
2020-2-13	Correspondence	1. Kent Downs Tree Packs–refer to Tree Warden 2. Survey for NHS East Kent Clinical Commissioning Group-viewed onscreen but not completed 3. Romney Marsh Neighbourhood Watch Association Facebook Group	**ACTION** A Cragg to ask Newchurch Parish Council Tree Warden for opinion on value for money, when convenient. **ACTION** A Goode and D Ward to join this group, when convenient
2020-2-14	Any other business	The Council received a request from a resident to install a Dog Waste Bin in Norwood Lane. After some discussion it decided against planning to do so. It considered how useful a new sign might be for this location.	**ACTION** Clerk to contact FHDC Dog Warden to check the availability of such signs, by 21st February.
2020-2-15	Next meeting	Monday 2nd March 2020 7.30pm Old Wool Store Brooker Farm.	**ACTION** Clerk to prepare and circulate agendas by 25th February 2020.

The Chairman declared the Parish Council meeting to be concluded at 8.16pm.