

Newington Parish Council
Parish Council Meeting
held at George's Barn, Newington on Monday 14 November 2022 at 7pm

Present:

Councillors: Councillor Kevin Golding (Vice Chairman)
 Councillor Sarah Wright
 Councillor Jill Sage
 Councillor Cleo Smith
 KCC Councillor Susan Carey
 Folkestone & Hythe District Councillor David Godfrey

Clerk: Sharon Westby

A minute's silence was held to mark the death of Queen Elizabeth II

01	Apologies	
	Councillor John Neale (Chairman)	
02	To declare any Disclosable Pecuniary Interests (DPI) and Other Significant Interests (OSI) relating to items on the agenda. <i>A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted. A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.</i> Councillor Golding declared a personal interest in item 17b of the agenda.	
03	Agree and sign the Minutes of the Annual Meeting of the Council held on 6 September 2022. The minutes were agreed as a true and accurate record of the meeting and were signed by the Vice Chairman.	
04	Matters arising from the previous minutes Minute reference 15d: despite long searches no further information has been found relating to monies passing through the parish bank account relating to the Queen Elizabeth II Diamond Jubilee Skate Park. It is a requirement that records are kept for seven years and the query related to 2012. Clerk will check with Councillor Neale on progress with the search and reply accordingly to Helen Vincent.	Clerk
05	Open session There were two members of the public present. A parishioner queried who was responsible for The Pound situated in the village. It is part of the parish's history and would be a shame if it was left to go into disrepair. The Pound is within the property of Mrs Jan Fagg and Mrs Fagg had already approached the Clerk to ask if the parish would want to be given this historical item for the village. Councillors agreed that if this were to go ahead, correct procedures would need to be followed with surveys, finding out whether it was an ancient monument, etc. The parishioner agreed that she would talk further with Mrs Fagg and involve other parishioners in some general upkeep of the site.	

	<p>A second parishioner raised the subject of road resurfacing within the parish as he was under the impression this was to be carried out by now and the road is in a bad state of disrepair.</p> <p>KCC Councillor Susan Carey explained that the resurfacing is highly unlikely to take place as there are no spare funds for such works. She strongly suggested that everyone continue to report potholes in the road and these will be repaired. If the resurfacing is on the current programme of works, she will advise the parish but with no KCC budget available and the serious current deficit of £60m, realistically the resurfacing will not be carried out.</p>	
06	<p>Report from Susan Carey - Member for Elham Valley, Kent County Council District Councillor</p> <p>Councillor Carey was welcomed to the meeting and gave a verbal report. A full transcript of which can be found in Appendix A to these minutes.</p>	
07	<p>Report from David Godfrey - Folkestone and Hythe District Councillor</p> <p>Councillor Godfrey was welcomed to the meeting and gave a verbal report, a full transcript of which can be found in Appendix B to these minutes.</p>	
08	<p>Report from Community Warden Gary Harrison</p> <p>No report received</p>	
09	<p>Planning</p> <p>To note applications decided and pending since the meeting held on 6 September 2022 (see Appendix C to these minutes)</p> <p>No comments or concerns were raised by Councillors.</p> <p>A tree preservation order relating to Old Pound Manor, The Street, Newington had been served.</p>	
10	<p>Finance</p> <p>The Financial Statement (Appendix D to these minutes) detailing payments made since 1 September 2022 was reviewed and the sums detailed therein were agreed.</p> <p>The latest Budget Monitoring for the financial year (Appendix E to these minutes) was reviewed and the sums detailed therein were agreed.</p>	
11	<p>Budget 2023-24/Precept</p> <p>The Parish Councillors approved the proposed budget for 2023/24 (Appendix F to these minutes). It was agreed that the Parish Council would precept for £7400. This is an increase of £400 from last year and the first increase for at least two years. The Clerk will put the precept request to Folkestone & Hythe District Council.</p>	Clerk
12	<p>ElecLink</p> <p>Councillor Golding advised that he had the paperwork with him ready to sign at this parish council meeting where it can be agreed and witnessed appropriately.</p> <p>£1000 compensation had already been received at the outset and a further one-off payment of £2000 will be given to the Parish Council to allow ElecLink to access their cables in the future should this be necessary (although highly unlikely).</p> <p>The documents should be signed by the Chairman but as he was not present at the meeting, Councillors agreed that they were happy for him to sign the document at a later date outside the meeting.</p> <p>Councillor Golding signed the Deed of Easement, side letter and associated plans at the meeting with the Clerk as witness.</p> <p>A further £4456 is also due to the Parish Council to make good the playing field. This work will be completed by Griggs & Partners in the spring (the Parish's grounds maintenance contractors).</p> <p>ElecLink are responsible for maintaining the hedge until this is established and they have already installed a kissing gate.</p> <p>Councillors once again thanked Councillor Golding for his hard work.</p>	KG

13	<p>Conversion of existing stiles to kissing gates and telephone box</p> <p>Stiles/Kissing Gates The Clerk advised that the relevant forms had been completed and submitted to KCC Public Rights of Way but a query had arisen that the gate that leads onto the road was the responsibility of Ben Corrie and he would need to complete the form relating to that particular gate. The Clerk had contacted Ben Corrie and sent the relevant form to him and was awaiting a response. Edward Denne at KCC PROW suggested that the cheaper gates would be sufficient and Ben Corrie was in agreement (as these are self closing and would ensure safety for his livestock). Councillor Carey offered assistance if no progress was then made with KCC PROW.</p> <p>Telephone Box The contractor has been advised to go ahead with the shelving required but is currently very busy. Clerk to ask Chairman for an update.</p>	Clerk
14	<p>Bus Stop Councillor Godfrey advised that he believed the district council were responsible for the upkeep of the bus stop. Clerk to email Councillor Godfrey and he will try to get a maintenance team to take a look.</p>	Clerk
15	<p>Policy Review – Social Media Policy The Social Media Policy was reviewed and agreed. No changes were deemed necessary.</p>	
16	<p>2023/2024 Meeting Dates The next meetings are Monday 9 January 2023 and Monday 13 March 2023. Councillors agreed that meetings should remain on the second Monday of every other month. However, the dates for the meeting(s) in May 2023 would be decided on 9 January 2023 when the Parish Council next meets. Clerk will add to the agenda and send out other meeting dates in the meantime to all Councillors.</p>	Clerk
17	<p>Any other business</p> <ul style="list-style-type: none"> a. The latest Play Safety (ROSPA) report had been received. There were a couple of items that might require attention (page P6 – significant movement on the frame of the swings and page P7 – significant lateral movement in the goalpost frame). Councillor Golding agreed to look at these items. b. An email had been received from Griggs & Partners suggesting that another cut of the playing field grass would be beneficial as the mild weather had meant that the grass had continued to grow. The cost would be £43 for an additional cut outside of the contracted work and Councillors agreed that this should go ahead. Clerk will advise Griggs & Partners to go ahead. c. Work is due to begin this month on the new housing development in Peene and Alison Thompson from English Rural had been in contact to ask for suggestions for a name for the new properties. Councillor Wright had found an old map from 1907 and it was agreed by all that “Beargarden Cottages” would be appropriate as the map showed Beargarden Woods very near to the development. These woods are no longer there as a result of the Channel Tunnel. The Clerk will email Alison with the suggestion. d. It was agreed that the noticeboards should be used for parish council notices, community events and the like. No notices should be posted relating to private businesses. Councillor Sage will ensure all old notices are removed from the noticeboards. e. Councillor Smith brought our attention to the “Meet Up, Warm Up” hub in Hythe and also that there are various warm spaces available across the district. Any posters available to advertise these would be posted in the noticeboards and on Facebook. 	<p>KG</p> <p>Clerk</p> <p>Clerk</p> <p>JS</p> <p>CS</p>

	f. The current Clerk, Sharon Westby, is leaving the role at the end of November, 2022. The closing date for new applicants is Friday 18 November and the Clerk will forward any applications to Councillors as soon as possible once the closing date has passed. Any interviews would be arranged without delay to ensure a smooth handover. Councillors thanked the Clerk for her support and wished her well.	Clerk
18	Date of next meeting Monday 9 January, 2023 at 7pm	
19	Close Meeting The meeting closed at 8.40pm	

Please note that these minutes can be viewed on the Parish Council's website at www.newingtonandpeene-pc.gov.uk

Signed and Dated

APPENDIX A

KCC Report to Newington Parish Council 14 November

The County Council's financial situation has worsened with inflation affecting services across the board. The latest forecast is that we'll be £61m over budget by the end of this financial year so we are likely to need our emergency reserves implement extra savings in the current financial year. When we set our budget for 2023/24 we must by law set a balanced budget including the replenishment of reserves. We have always had financial challenges as demand for services, especially social care, is high but I've never known a year like it. We are not alone in this and we have today sent a joint letter with Hampshire County Council to the Government to say we will be unable to continue without more funding and/or a change in our statutory responsibilities.

Despite our own financial troubles we do still have Government grants to help individuals and families affected by the cost of living. Kent families with children who receive free school meals were once again provided with food vouchers by KCC to help them during the Autumn half-term and will be again over Christmas, the Spring half-term and next Easter. The vouchers will be available through the youngsters' school or college. A £50 energy voucher will also be available

KCC is trialling some re-use projects at a few of its Household Waste Recycling Centres (HWRCs) and, if these are a success they'll be extended to all 19 sites. The trials are for furniture, books and bikes.

I thought you would also like to know the latest situation with the Ukrainians in Kent as part of the Homes for Ukraine scheme. Many of the original hosts are now reaching the end of the 6 month agreement but the war in Ukraine continues and the Ukrainian Government has asked that refugees do not return until after winter. Up to 12 October there have been 4,000 matched applications with 1703 sponsors in Kent which is the highest number anywhere in the UK (361 in the Folkestone & Hythe district). To encourage hosts to continue to offer accommodation over the winter, KCC is offering increased payments to March 2023. Refugees are arriving at the rate of one or two every day and we need more host families. If anyone is interested in becoming a host, or wishes to host again, please email ukraine@kent.gov.uk or call 03000 412424.

Susan Carey

Member for Elham Valley, Kent County Council

APPENDIX B

From District Councillor David Godfrey

Good evening, Councillors

It's difficult to keep up with the everchanging world we live in and at yesterday's Remembrance Day service I could not help but wonder what those fallen would think of the World we live in today especially as war has once again touched Europe. However, I take heart from the numerous acts of remembrance throughout the country showing us that we don't forget and which coupled with our support for Ukraine ensures that we will still fight for the freedoms that they laid down the foundations for.

Cost of living Summit

On 20th September the Council hosted a summit at which many charitable and other partners attended to focus on what help can be given to the most vulnerable as we head into winter with food price inflation and soaring energy costs. From that Summit the Council gathered together and published a comprehensive list of services and organisations that residents can approach. These are now available on the Councils website at [Help and support with the cost of living - Folkestone & Hythe District Council \(folkestone-hythe.gov.uk\)](https://www.folkestone-hythe.gov.uk), this will also be published in the forthcoming Your District Today newsletter.

Princess Parade

You may have read that due to the uncertainties brought about by unexpected inflation and energy costs the Council has paused activity on the leisure centre development whilst officers re-evaluate available options in light of the current economic climate and propose a way forward. This urgent task is underway, and the findings will be available the near future

Parliamentary Boundary Review - Final consultation now live

It is proposed that North Downs East District Ward and North Downs West District Ward will form part of the new Ashford County Constituency for Parliamentary elections. Representations can be made on the commissions website www.bcereviews.org.uk, or by letter or email

New Homes available for residents on the Council house waiting list.

As Cabinet Member for housing, I was honoured to be invited to cut the ribbon on a new development at the former Brockman Family Centre in Cheriton delivered through Moat Housing in partnership with local contractors Leith Park Development. The development comprises of nine houses, which are a carefully considered mix of six 3-bedroomed and three 4-bedroomed homes alongside eighteen 2-bedroomed apartments and all of which will be offered for social rent to local people.

Cllr David Godfrey
Cabinet Member for Housing and Special Projects

APPENDIX C

NEWINGTON PARISH COUNCIL

Schedule of planning applications decided and pending since the Parish Council Meeting held on 6 September 2022

A. DECIDED

- i **Ref:22/0992FH:** Wayside Cottage, Frogholt, Frogholt, Folkestone, CT18 8AT
Proposal: Re-pollard one yew by 6 metres in a conservation area
Status: Closed (TPO made)
- ii **Ref: 21/2434FH** : Land Adjoining Fairview House, Newington Road, Peene
Proposal: Hybrid application consisting of an outline application for the erection of a 4 bedroom detached self-build plot with all matters reserved except for access to be combined alongside full planning for the erection of three residential dwellings being one 2 bed house and two 2 bed flats and associated vehicular parking and external works.
Status: Closed
No comments submitted by the Parish Council

B. PENDING

- i **Ref: 22/0492FH:** Land Opposite 17 Underhill Cottages, Newington Road, Peene
Proposal: Lawful development certificate (proposed) for the construction of footway (extension to existing), construction of hardstanding (extension to existing parking area) and drainage to existing grass areas
Status: Valid
- ii **Ref: 22/1108FH:** Coombe Farmhouse, Coombe Farm, Etchingill, Folkestone, CT18 8BP
Proposal: Conversion of outbuilding to residential dwelling (Resubmission of planning application 22/0092/FH)
Status: Under Consultation
- iii **Ref: 22/1629FH:** Old Pound Manor, The Street, Newington, Folkestone, CT18 8AU
Proposal: Works to trees in a Conservation area comprising of crown reduction of 9 x Poplar Nigra Trees by reducing all lateral limbs by maximum 3 metres in length and reducing the height by 16m
Status: Valid

APPENDIX D

NEWINGTON PARISH COUNCIL

Financial Statement as at 01 November 2022

Bank balance as at 01 September 2022 = £9,157.71

Income

Date	From	Description	Value
01/09/22	F&HDC	Precept	3500.00
		Total	3500.00

Expenditure

Date	To	Purpose	Value
05/09/22	Griggs & Partners	Grounds Maintenance	150.00
12/09/22	Mrs S Westby	Remembrance Day Wreath	30.00
13/09/22	Griggs & Partners	Playing Field Works	3060.00
13/09/22	Griggs & Partners	Grounds Maintenance	200.00
13/09/22	Griggs & Partners	Grounds Maintenance	20.00
28/09/22	Mrs S Westby	Clerks Salary September 2022	264.55
30/09/22	Unity Bank	Service Charge	18.00
03/10/22	Mrs S Westby	Clerks Expenses June to September	78.84
03/10/22	Griggs & Partners	Grounds Maintenance	150.00
28/10/22	Mrs S Westby	Clerks Salary October 2022	264.55
		Total	4235.94

Bank balance as at 01 November 2022 = £8421.77

APPENDIX E

Newington Parish Council							
Quarter 3 Budget Monitoring Document 2022/23							
Receipts & Payments up until 01 November 2022							
Full Year Budget	Receipts	Actual (Apr - Oct)	Predicted (Nov - March)	Predicted (Full Year)	Variance (+/- over/under spend)	Notes	
7000	Precept	7000	0	7000			
100	VAT reclaim	97.19	0	100			
0	Ward Budget Funding	775	0	775	775		5
7000	Total Income	7872.19	0	7100			
	Payments						
190	KALC Subscriptions	171.26	0	171.26	-18.74		4
1600	Grounds Maintenance	4610	195	4805	3205		1
80	RoSPA Play Safety Annual Inspection	0	80	80	0		
400	Playground Equipment Maintenance	0	400	400	0		
50	War Memorial Maintenance	50	0	50	0		
30	Poppy Wreath	30	0	30	0		
0	Bus Shelter	0	0	0	0		
175	Hall Fees (Meeting Room)	70	0	70	-105		6
150	Bank Safety Box & Bank Charges	36	114	150	0		
470	Insurances	422.16	0	422.16	-47.84		4
0	Election Expenses	0	0	0	0		
120	Audit Fees	60	0	60	-60		2
150	Conferences	0	150	150	0		
50	Conference Expenses	0	50	50	0		
100	Clerk's Expenses	79.11	48.97	128.08	28.08		7
2868	Clerk's Salary (including PAYE)	1858.52	1372.75	3231.27	363.27		3
100	Stationary and Postage	0	100	100	0		
200	Clerk and Councillor's Workshops	0	200	200	0		
150	Web Hosting and Mailboxes	0	150	150	0		
250	VAT Paid	36.57	213.43	250	0		
					0		
7133	Total Expenditure	7423.62	3074.15	10497.77	3364.77		

Current Account Reconciliation		Notes
Balance at 1 April 2022	7973.20	1. Additional £125 to clear storm damage, £20 Bargrove and playing field works £3060
Add Receipts to	7872.19	2. Audit Fees predicted at £120 - actual is £60
	15845.39	3. Clerk Salary increase effective from 01 May 2022 (includes £100 non taxable working from home allowance)
Less Payments up to	7423.62	4. Insurance £47.84 less and KALC £18.74 less than predicted
Balance as at 01 November 2022	8421.77	5. Ward Budget Funding Telephone Box £295/Kissing Gates £480
		6. Meeting room donation £70
		7. Additional meeting in May travel expenses

APPENDIX F

Newington Parish Council - Budget 2023/24					
	Actual 2021/22	Budget 2022/23	Predicted Outcome 2022/23	Proposed Budget 2023/24	
RECEIPTS:					
Precept	7000.00	7000.00	7000.00	7400.00	
Grants	0.00	0.00	775.00	0.00	
Virements (from reserves)	0.00	0.00	0.00	0.00	
Total Income	7000.00	7000.00	7775.00	7400.00	
	Actual 2021/22	Budget 2022/23	Predicted Outcome 2022/23	Proposed Budget 2023/24	Notes
PAYMENTS:					
KALC Subscription	172.58	190.00	171.26	190.00	Allows for any increase
Grounds Maintenance	1555.00	1600.00	4805.00	1800.00	Year 3 of current contract £1710.00 plus Bargrove exit
Playground Inspection	68.50	80.00	75.00	80.00	2022 Inspection invoice not yet received
Playground Maintenance	0.00	400.00	400.00	400.00	2022 Inspection invoice not yet received
War Memorial maintenance	50.00	50.00	50.00	50.00	Payment to Ray Hill for bedding plants and compost
Poppy Wreath	30.00	30.00	30.00	30.00	Annual purchase with donation of £10
Bus Shelter	0.00	0.00	150.00	150.00	Maintenance required by Griggs & Partners?
Meeting Room	130.00	175.00	70.00	70.00	Agreed at September 2022 parish council meeting
Bank Safety Box & Bank Charges	72.00	150.00	80.00	80.00	Currently £18 per quarter
Insurance	421.61	470.00	422.16	470.00	Allows for any increase in premium
Election Expenses	0.00	0.00	0.00	100.00	May 2023 elections
Audit Fees	90.00	120.00	60.00	120.00	£90 2021, £60 2022. Likely to increase
Clerk's Expenses	24.30	100.00	130.00	100.00	
Clerk's Salary	3249.12	2868.00	3231.27	3500.00	Allows for any increase to NALC pay scales
Stationery and Postage	45.02	100.00	50.00	50.00	
Clerk and Councillor's Workshops	0.00	200.00	60.00	120.00	
Website Hosting and Mailboxes	196.35	150.00	170.00	170.00	2022 invoice not yet received
Total Expenditure	6104.48	6683.00	9954.69	7480.00	
Excess Income over Expenditure	895.52	317.00	-2179.69	-80.00	
	Actual 01/04/21	Actual 01/04/22	Projected 01/04/23	Projected 01/04/24	
BANK ACCOUNT:					
Balance	6916.43	7973.20	5793.51	5713.51	
	Actual 2022/23		Predicted Outcome 2022/23	Suggested Reserve Allocation 2023/24	
RESERVES:					
Earmarked Reserves					
King George V Playing Field	100.00		4300.00	1300.00	
Telephone box	500.00		0.00	300.00	
Play area (equipment renewals)	150.00		150.00	150.00	
Insurance excess	1000.00		1000.00	1000.00	
War Memorial repairs/maintenance	550.00		500.00	500.00	
Election expenses	0.00		0.00	1800.00	
Laptop replacement	0.00		250.00	250.00	
General Reserve	3767.00		2917.00	2100.00	
Total Reserves	6067.00		9117.00	7400.00	
Agreed at Parish Council Meeting held on 14 November 2022 - Minute Reference: 11					
Signed:		Chairman	Date:		