

Newington Parish Council
Minutes of Parish Council Meeting
Held at George's Barn, Newington on Monday 13th November 2023 at 7pm

Present: Councillor John Neale (Chairman)
 Councillor Kevin Golding (Vice Chairman)
 Councillor Jill Sage
 KCC Councillor Susan Carey
 Folkestone and Hythe District Councillor David Godfrey

Clerk: Jean Gilham

01	Apologies Councillor Sarah Wright	
02	To declare any Disclosable Pecuniary Interests (DPI) and Other Significant Interests (OSI) relating to items on the agenda. None	
03	A member of the public raised a query relating to the New Housing in Peene, this item was discussed under 8d.	
04	Agree and sign the Minutes of the Annual Meeting of the Council held on 11 September 2023. The minutes were agreed as a true accurate record of the meeting and were signed by the Vice Chairman.	
05	Planning – No planning applications were reported	
06	Finance Reports	
	6a Employing a new clerk has meant that changes in the banking have not as yet been completed.	
	6b. Not available at this meeting	
	6c. No payments have been made, outstanding invoices below will be paid as agreed. Parish Online £48.00 Fasthosts £73.20 – amended to £168.34 (6x email addresses) Griggs & Partners £630.00 3 x invoices HMRC £290.85 – unpaid tax HMRC will be paid by the Clerk and a cheque will be raised to reimburse her.	
	6d. A new laptop and printer will be purchased – approx. cost £600 for both	JN
	6e. Scribe Accounting Package – this package has been used in the past and it was agreed that it should be reinstated to maintain clear, concise records if changes take place to the clerk or within the committee. Set up fees and annual fees were agreed.	JG
	6f. Parish Online – it was agreed to continue with the subscription and monitor its benefit over the coming year.	
	6g. Training budget – has not been used to date. Training will be arranged for the new clerk, as agreed.	JG
	6h. Grounds Maintenance Contract – this is due for renewal and tenders will be sent out as soon as possible, companies will be asked to quote for individual areas to ensure costs are kept to a minimum.	JG
07	Policy and Procedure Review – review of all policies will begin in the new year.	
08	8a. Co-option of New Parish Councillor – explanation of the process was given	
	8b. Budget Setting – committee members have 2022/23 figures will email to the clerk	

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	8c. Budget and Precept will be determined once 22/23 figures are received by the clerk and following discussion with the Chairman.	
	8d. New housing in Peene – the house has now been let to a person who has a local connection to the area. The flats are not as yet allocated as applicants are still being vetted to ensure they meet the requirements of local connection and being on the housing list.	
	8e. Recruitment to the Parish Council – covered in 8a.	
	8f. Venue for Parish Council Meetings – The Parish Council may need to look for alternative venues for their meetings.	
AOB	<ul style="list-style-type: none"> a. Tree Planting – the varieties have been chosen however bare root trees are not as yet available for planting. b. Councillor Susan Carey – report for November 2023 	

The meeting closed at 8.30pm

Date of next meeting: 8th January 2024 at 7pm