Newchurch Parish Council

Minutes of Ordinary Meeting 2026-7 held on Monday 6 July 2026 at The Community Room, Newchurch Village Hall, Newchurch, Romney Marsh, Kent TN29 0DP.

Unique Minute Number	Agenda item	Record	Action
2026-7-1	In attendance	**Parish Councillors** Colin Woollard (Chair), Scott Fielding (Vice Chair), Michelle Barden & Valerie Denby **Clerk & Finance Officer**, Alison Prentice There were no members of the general public present.	
2026-7-2	Declarations of Interest	The Chair reminded all Parish Councillors to declare any conflicts of interest in the business before them. None noted	
2026-7-3	Approval of previous minutes	The minutes of the previous meeting were approved. Proposed Valerie Denby, seconded Michelle Bardon.	**Clerk** to file/update notice board & website.
2026-7-4	Matters Arising	The Chair advised he had advertised the vacancy for a new clerk, as Burmarsh had already secured a new clerk, who already acted for another parish and could not take on a third position. This was the last meeting for Alison Prentice and all Parish Council information/equipment would be handed over to Colin as Chair, following production of these minutes.	**Chair** to advertise role for replacement Clerk
2026-7-5	Invited speakers & public participation	Cllr Tony Cooper tendered his apologies and provided the following report. 1. District Council has a new Chair, no, not me, but Cllr Paul Thomas from New Romney. I am happy to remain as vice chair due to reasons of accessibility. This means that the council has, for the first time, a chair and vice chair who are from the Marsh. 2. I have attended a number of Civic functions representing the district as vice chair of the council, including, but not limited to, supporting a new lift opening at Folkestone Rugby Club. 3. Member Ward Grants were increased from the beginning of May from £3,000 to £5,000 so far, the Day of Syn, Dymchurch and Littlstone Schools, and a number of other local groups have been supported this year. There's still money available, and applications are open, so submit yours soon. 4. The Green Grant Scheme has also been extended; a local business supported with a non repayable grant, and further applications are being encouraged. It matters not if you have applied previously - renewed or additional applications will be considered. So apply before the cash runs out. 5. There are still issues with inconsiderate parking, and people are being held to account. Similar to the cleanliness of the streets and weed removal. These are being chased. 6. I still speak up on behalf of residents over water quality issues, and a recent sewer burst along the coast has not been helpful. Let's hope we're not penalised by the Environment Agency when the ratings are revealed later in the year.	

Unique Minute Number	Agenda item	Record	Action
		7. I have also attended a (new) Planning Policy Working Group due to a change in legislation, because the district councils local (development) plan needs to be updated to reflect the district needs over the next 15- 20 years. There will be a number of consultations, both with stakeholders, parish councils, and the public prior to submission to the Planning Inspectorate in due course. 8. There have been a number of housing related matters that residents have needed support with. As well as the usual benefits and blue badge referrals. As usual, if I can be of any help, please let me know, and I will arrange an appointment to see you. **Cllr. Tony Cooper District Councillor for Romney Marsh** **Vice Chair Folkestone and Hythe District Council** Phone: 07969785027 Email: tony.cooper@folkestone-hythe.gov.uk Website: www.folkestone-hythe.gov.uk	
2026-7-6	FINANCIAL REPORT	**Current & Deposit account** Mulberry Internal Auditors Ltd had undertaken the year end audit (AGAR) and all documentation posted on newchurchvillage.org as required, including the final approved audit report. Any audit recommendations would be progressed by the new Clerk & Finance Officer once in post. A new HSBC online business account was open and all cheque and paying in books/information was transferred to Colin Woollard as Chair for safe keeping pending appointment of a new Clerk/Finance Officer. There are no funds in the account and the Chair as signatory is to contact HSBC to remove Alison Prentice as Clerk & Finance Officer and add the new Clerk & Finance Officer when appointed. Santander current and business account remain in operation and the Chair has access to balance information pending appointment of new Clerk & Finance Officer. **Cheques for payment:** Clerk wages Alison Prentice £322 (June) plus £7 Land Registry plan fee Newchurch lodge - £329 cheque 000817 (to pay own tax direct to HMRC). Last payment due as July work taken into consideration in June wages. Parish Online – new parish council website £300 cheque 000818 Mulberry Internal auditors £292.50 cheque 000819. Warren IT Services – newchurchvillage.org annual domain name/web hosting and addition of information to History page £259.20 cheque 000820 (Chair to discuss with Newchurchvillage.org website admin (Brooker Farms) a	**New Clerk & Finance Officer** audit recommendation resolution **Chair** to contact HSBC to remove Alison Prentice from account. **Chair** to obtain Santander balance information pending appointment of new Clerk & Finance Officer. **Chair** to discuss process of approval for newchurchvillage.

Unique Minute Number	Agenda item	Record	Action
		process for seeking approval for any additional Warren IT costs outside of the annual domain and webhosting services). (cheques in total value £1180.70)	org Warren IT additional charges with Brooker Farms
2026-7-7	Newchurch Parish Council Website/email account project	Parish Online had created the new website and copied over information from newchurchvillage.org website parish council pages, in addition to creating new parish council email accounts. This information was shared with all councillors and would be followed up by the new Clerk & Finance Officer to go live, sharing a link to be posted on newchurchvillage.org, in place of current arrangements for digitally sharing parish council information.	**New Clerk & Finance Officer**
2026-7-8	Planning	No applications for consideration. South Brooks Solar Farm – HOOM would support any responses on behalf of Newchurch Parish Council – noting the extension of response date now 13 July 2026.	
2026-7-9	Highways	Cllr Denby reported the water meter cover broken at end of Mill Lane and The Street to South Eastern water to fix. In addition to awater main leak on Newchurch Road before Toll Farm which had caused a hole in the road. Items outstanding for resolution: New Mill Lane street sign, replacement 6ft 6" width restriction sign on entry into The Street from Clarklands. Both with FHDC to resolve.	
2026-7-10	Jubilee Fields & pond	**The pond –**Quotes to be obtained for new fencing and a subsequent grant application to District Councillor. **Jubilee Fields –** Bin in play area required repair. It was noted that this was not a Folkestone & Hythe District Council serviced bin and required repair and routine emptying.	**Chair** to obtain 3 fencing quotes for grant application. **Chair** to review/resolve rubbish bin arrangements.
2026-7-11	AOB	Issue discussed of consistent loud music being played from a property in Mill Lane, in addition to fireworks being ignited causing noise issues in the area which had been reported to a Councillor. Cllr Fielding would review and discuss with property owner for resolution.	
2026-7-12	Date, time & place of next meeting	Monday 7 September 2026 at 7.30pm in the Community Room, Newchurch Village Hall.	

All the Parish Councillors thanked Alison Prentice for her Parish Council work and wished her well. The Chair declared the Parish Council meeting closed at 8.30pm.