

# Cinque Port Town of New Romney



Mrs C. Newcombe  
Town Clerk

Town Clerk's Office  
Town Hall  
New Romney  
Kent TN28 8BT

Tel: New Romney 01797 362348

Ref: CN/3005

8<sup>th</sup> December 2025

Dear Councillor,

**SUMMONS TO ATTEND A MEETING OF NEW ROMNEY TOWN COUNCIL, TO BE HELD IN THE ASSEMBLY ROOMS, CHURCH APPROACH, NEW ROMNEY, ON MONDAY 15<sup>TH</sup> DECEMBER 2025 AT 6.45PM.**

You are hereby summoned to attend the above-mentioned meeting of New Romney Town Council to consider the under-mentioned business.

Yours sincerely,

*C. Newcombe*

Mrs C Newcombe  
Town Clerk

Email: [town.clerk@newromney-tc.gov.uk](mailto:town.clerk@newromney-tc.gov.uk)

**PLEASE NOTE:** *The afore-mentioned meeting will commence at 6.45pm.*

***Members of Public are welcome to join this meeting.***

***Anyone displaying any symptoms of Covid-19 should NOT attend the meeting.***

## **PUBLIC PARTICIPATION AT TOWN COUNCIL MEETINGS**

### **1. Who can participate in a New Romney Town Council meeting?**

Members of the Public and Press may attend this Council meeting, except at such times as certain sensitive personal, legal or contractual matters may be considered

in private and confidential session, when Members of the Public will be required to leave the meeting.

A maximum of THREE members of public may also participate by submitting a question at a meeting. The question must relate to a matter affecting the parish of New Romney and/or its residents. Each submission must last no longer than 3 minutes in total.

Any such question should be delivered to the Council by way of a written statement submitted by email by midday on the day of the Council meeting - to be read out during the meeting. The question submitted should be mindful of the 3 minute speaking time available. The reading of the question will allow for any mid-sentence delivery to be completed before being stopped at the three minute deadline. If any Member of Public does not have access to email, a question can be submitted by email by a representative on their behalf.

Any such questions should be emailed to: [town.clerk@newromney-tc.gov.uk](mailto:town.clerk@newromney-tc.gov.uk) by midday on the day of the Council meeting.

## **2. How and when do I have to let the council know that I want to participate?**

You will need to give written notice (via email or post) that you would like to participate by 3pm on the **Wednesday** before the meeting, providing your name and contact details and a summary of what your question subject will be. No late notifications can be accepted.

## **3. What happens if more than three local residents want to participate by submitting questions to the Council?**

The system will operate on the basis of “first come, first served” as identified by the Clerk. You will be notified as soon as possible after your ‘notification of wish to participate’ has been received as to whether or not you will be able to participate (by reading out your submission).

## **4. What will happen at the Council meeting?**

Your question will be read aloud during the agenda item: Public Questions. If it is possible for the Chairman to provide a response to your question at the meeting, he/she will do so. If it is not possible to provide a response at that time, a response will be provided in writing – usually within 28 days of the meeting taking place.

Agendas and reports for meetings will be available at least 3 working days and usually 7 weekdays before the date of the meeting on the Town Council website. Any supplementary sheets will be available the day before the meeting and can be viewed at [www.newromney-tc.gov.uk](http://www.newromney-tc.gov.uk)

## **THE LAWS OF LIBEL AND SLANDER**

- These laws are very strict.
- If, in public, you say something about a person that is not true, even if you believe it to be true, you may be sued and have to pay

compensation. Therefore, you need to be very careful about any criticism you wish to make of people in any written submission.

- Councillors are able to speak more freely and bluntly while in Council or Committee meetings than members of the public.
- You, as a member of the public, do not have the same protection.

**FULL COUNCIL MEETING  
MONDAY 15<sup>TH</sup> DECEMBER 2025 AT 6.45PM**

**PRAYERS** led by the Mayor's Chaplain

**AGENDA**

- 1. APOLOGIES:**  
To receive and note the apologies of councillors unable to attend.
- 2. DISPENSATION TO PARTICIPATE:**  
To receive and note any applications granted by the Town Clerk, on behalf of the Town Council, for dispensation to participate in Meetings of New Romney Town Council.
- 3. DECLARATIONS OF INTEREST:**  
Councillors to declare any Disclosable Pecuniary Interests or Other Significant or Personal Interests they may have in items on the agenda this evening.
- 4. REPORT OF THE KENT COUNTY COUNCILLOR:**  
To receive the report of the County Councillor for Romney Marsh (who is requested to provide a written copy of the report ahead of the meeting for publication within the electronic meeting agenda).
  - Not Available
- 5. REPORTS OF FOLKESTONE & HYTHE DISTRICT COUNCILLORS (Encs\*):**  
To receive the reports of the District Councillors for New Romney (who are each requested to provide a written copy of the relevant report ahead of the meeting for publication within the electronic meeting agenda).
- 6. ADJOURNMENT OF MEETING:**  
To consider formal adjournment of the meeting of the Council for a maximum period of fifteen minutes to allow for an allocated public session.
- 7. PUBLIC QUESTIONS:**  
Members of the public may put questions to the Chairman of the Council for a period of fifteen minutes regarding matters to do with the town of New Romney and its coastal areas of Littlestone and Greatstone, including items on the agenda. Any Councillors who have declared an "Other Significant Interest" in matters to be discussed at this meeting will also have the opportunity to speak within the session set aside for public participation, in accordance



with the Town Council's Code of Conduct Item 5(3)(b), which reads as follows:

“ Where you have an Other Significant Interest in any business of the Authority, you may... make representations, answer questions or give evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose.”

**8. RE-CONVENING OF MEETING:**

To formally re-convene the meeting of the Council.

**9. MINUTES (Encs\*):**

To approve the minutes of the **Full Council Meeting** held on **10<sup>th</sup> November 2025** (Attached hereto\*).

**10. MAYOR'S REPORT AND COMMUNICATIONS (Encs\*):**

To receive and note the report of the Mayor:

- (i) Mayor's Civic Function List.
- (ii) Any Communications received by or for the Mayor

**11. TOWN CLERK'S REPORT (Encs\*):**

To receive and note the report of the Town Clerk (Attached hereto\*).

**12. STANDING ORDER No.14:**

The Mayor to consider any questions raised by Councillors about any business of the Council other than such business as has been listed specifically within the agenda, of which proper notice has been given (three working days minimum).

**13. STANDING COMMITTEES (Encs\*):**

To receive and note the minutes of the following Standing Committee meetings and resolutions detailed therein and to ratify any recommendations also detailed therein, if required:

**(i) Personnel Committee**

Budget Meeting held on 26<sup>th</sup> November 2025 (Enclosed herewith\*)

**(ii) Planning & Environment Committee**

(a) Meeting held on 5<sup>th</sup> November 2025 (Enclosed herewith\*)

(b) Meeting held on 3<sup>rd</sup> December 2025 (Enclosed herewith\*)

**(iii) Finance & General Purposes Committee**

(a) Meeting held on 19<sup>th</sup> November 2025 (Enclosed herewith\*)

(b) Budget Meeting held on 8<sup>th</sup> December 2025 (Enclosed herewith\*)

**(iv) Health & Wellbeing Committee**

Meeting held on 25<sup>th</sup> November 2025 (Enclosed herewith\*)

- 14. RFO'S FINANCIAL REPORTS FOR 2025-26 (Encs\*):**  
To consider final payments and receipts and bank reconciliations for October 2025, if available. (Attached hereto\*)
- 15. COUNCIL REPRESENTATIVES' REPORTS:**  
To receive and note any **written reports of Representatives on Outside Bodies**, and from Councillors who have attended other meetings or fixtures on behalf of New Romney Town Council since the last ordinary meeting of the Council, if available.
- 16. CAPITAL PROJECTS REPORT:**  
(i) To receive and note the report on Capital Projects currently being undertaken, if available, and take any such action as may be deemed necessary thereon and / or consider any recommendations made therein.
  - Maude Community Centre Project – Not available\*  
(ii) To receive and note the Maude Community Centre Project Financial Update Report, if available. (Not available\*)
- 17. REPAIRS TO TOWN HALL HOUSE WINDOWS (Encs\*):**  
(i) To waive Standing Orders on the grounds of Health and Safety risks and risk to the fabric of a Grade II Listed Building in order to consider a single quotation for repairs to Town Hall House Windows.  
(ii) To approve a quotation for repair of Town Hall House Windows, as presented, with costs allocated to the Building Repair and Restoration Reserve Fund.  
(iii) To authorise the Clerk to settle relevant invoices, when received, and having first ascertained that all is in order.
- 18. NRTC STRATEGIC PLAN 2023-27:**  
To receive and note the New Romney Town Council Strategic Plan 2023-27 with latest updates and take any such action thereon as may be deemed appropriate.
- 19. KALC COMMUNITY AWARDS 2026:**  
(i) To consider a Town Council nomination for the afore-mentioned award to be submitted to KALC forthwith, together with formal confirmation of the Town Council's adoption of the 2026 KALC Community Award Scheme.
- 20. DATA CONTROLLER AND DATA PROCESSOR AGREEMENT (Encs\*):**  
To approve and adopt the draft NRTC Data Controller and Data Processor Agreement attached hereto.

**21. COMMUNITY ART PROJECT (Encs\*):**

To consider support of a community art project in one or more of the identified manners. (See project proposals attached hereto\*).

**22. NEW ROMNEY CLUB REQUEST (Encs\*):**

To consider a request from New Romney Football Club to relocate advertising boards at the Station Road Sports Field.

**23. EXCLUSION OF PUBLIC AND PRESS:**

To consider exclusion of public and press in accordance with Standing Order No.34 (a), which states that *'in view of the special and confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded [from the meeting] and they are instructed to withdraw'* due to the fact that the following agenda items relate to legal matters.

**24. ON-GOING MATTERS:**

To consider any updates or additional information and/or progress on any on-going legal matters (Confidential report to follow if appropriate) and to take any action thereon as may be deemed necessary.

- Maude Community Centre (formerly CHSPN) s106 Agreement

**25. PERSONNEL MATTERS:**

To receive and note any report regarding Personnel Matters (Confidential report to follow if appropriate) and take any such action as may be deemed necessary thereon.

**26. LAND AND TENANCY MATTERS:**

To consider matters pertaining to Town Council Land and Tenancies (confidential report to follow\* if appropriate) and take any such action as may be deemed necessary thereon.

**27. CONCLUSION OF PRIVATE SESSION:**

To consider concluding private session, if appropriate.

NB: Reports or notes of the Personnel Panel will be considered as Private & Confidential as they concern staff matters; and all legal information, documents, agreements or reports may be considered likewise. Other items may be considered as private and confidential if the Town Council deems that it is in the public interest to do so.

## **AGENDA ITEM 4**

### **COUNTY COUNCILLOR REPORT – NRTC FULL COUNCIL MTG 15<sup>TH</sup> DECEMBER 2025.**

Not Available.

### DISTRICT COUNCILLOR REPORT – NRTC FULL COUNCIL MTG 15<sup>TH</sup> DECEMBER 2025.

Since my last NRTC Full Council report I have attended the following FHDC Council meetings.

FHDC Full Council – 2 meetings 19/11/25 and 26/11/25.

Planning and Licensing Committee – 1 meeting 11/11/25.

Overview and Scrutiny Committee – 1 meeting 25/11/25.

OSC - Finance and Resources Scrutiny Sub-Committee – 1 meeting 18/11/25.

Oportunitas – 1 meeting 26/11/25.

Nuclear Legacy Advisory Forum (NuLEAF) - 2 meetings 12/11/25 and 2/12/25.

FHDC Member Briefing/Training - 5 Sessions 12/11, 18/12, 26/11, 1/12 & 3/12/25.

Rural England Prosperity Fund Panel – 1 meeting 4/12/25.

Southern Water – Folkestone, Hythe & Romney Marsh Steering Group – 28/11/25.

#### **Folkestone and Hythe District Council meetings.**

##### **19/11/25 - FHDC - Extraordinary Meeting**

##### ***Single agenda item on Local Government Reorganisation.***

I voted in favour of Option 3a, for a three Unitary Council. Members voted overwhelmingly in favour of this option (see meeting link below).

<https://folkestone-hythe.moderngov.co.uk/mgCommitteeDetails.aspx?ID=122>

##### **26/11/25 - FHDC Meeting.**

There were three agenda items of note.

##### ***Motions on Notice.***

Councillor Holgate outlined his motion which sought support in respect of strengthening the voluntary sector in Folkestone. A report had been provided to support Members with their decision making, which provided background to the community initiatives currently supported through the voluntary sector and considered the implications of the motion.

##### ***Medium Term Capital Programme update 2025/26***

This report outlines a number of upcoming capital projects that have been approved by Cabinet to receive additional capital funding. However, Council approval is required for the projects/additional budgets, to be added to the Medium Term Capital Programme (MTCP) for 2025/26.

##### ***Delivering more council owned temporary accommodation***

Homelessness legislation, sets out clear guidance around the duties, powers and obligations on housing authorities, towards people who are homeless or threatened with homelessness. The Council's Housing Options Team works to prevent homelessness, and part of this is providing access to temporary accommodation (TA) for homeless households accepted for long-term re-housing by the Council. The number of households in TA has increased significantly over the last 12 months, (from 55 last year to approximately 115), reflecting the national picture of increased pressures. The Cabinet report C/25/42 updated Members on current homelessness trends and the Council's plans to reduce the need for private sector TA, including proposals for the delivery of further Council owned TA units through capital borrowing of £5 million within the current financial year within the Housing Revenue Account (HRA).

(see meeting link below)

<https://folkestone-hythe.moderngov.co.uk/mgCommitteeDetails.aspx?ID=122>

### **FHDC Planning and Licensing Committee meetings – 11/11/25.**

There were two New Romney Planning applications and both were approved.

**25/1648/FH - Plots D & E Phoenix Court, Howey Road, Mountfield Ind.Estate, New Romney, TN28 8GT** - Erection of 9 general industrial units with associated parking and access

**25/1759/FH - Plot G, Pearl Court, Howey Road, Mountfield Ind. Estate, New Romney, TN28 8GS** - Erection of 1 general light industrial unit with associated parking, fencing, and landscaping.

### **Overview and Scrutiny Committee – 25/11/25.**

#### ***Cabinet Member update***

In accordance with the Constitution, the Cabinet Member for Housing and Homelessness, attended the meeting and provided the Committee with a Cabinet Member update.

#### ***Otterpool Park LLP Transition Plan and Budget 2026-27***

This report provided an update on progress to date in relation to the delivery of Otterpool Park and collaborative activity with Homes England. The report also provided the details of a further period of collaboration, which is specifically focused on securing the outline planning consent for Otterpool Park, by way of entering into a Planning Agreement. The report also provided, as is usual at this time of the year, an overview of the proposed operating budget 2026/27 for Otterpool Park LLP which will be considered by Cabinet on 10 December 2025 and then Full Council as part of our regular budget setting processes.

#### ***2025 Housing Tenant Satisfaction Survey Results***

This report provided Overview & Scrutiny Committee with the results of the 2025 tenant satisfaction survey. Where available, comparisons were made to 2024 benchmarking positions, to show how we compare to our peers.

## **Community Infrastructure Levy (CIL) - Allocation of Council Funds**

The purpose of this item was to receive feedback on the list of Priority Projects, funded by the strategic pot of the Community Infrastructure Levy, prior to being set out in our 'Infrastructure Funding Statement 2025'.

(See meeting link below).

<https://folkestone-hythe.moderngov.co.uk/mgCommitteeDetails.aspx?ID=437>

## **OSC Finance & Resources Scrutiny Sub-Committee – 18/11/25.**

### ***Performance report 2025-26 – Q2***

This report provided an update on performance for the second quarter of the year, covering the period from 01 July to 30 September 2025 (Q2). The report highlighted progress made against the agreed set of Key Performance Indicators (KPIs) for 2025-26, approved by Cabinet on 16 July 2025.

### ***Draft General Fund Revenue Budget Monitoring 2025/26 - Q2***

This report summarised the financial monitoring information for the General Fund Revenue as of September 2025, Q2 of 2025/26. It provides management with an overview of budget performance. ***At the end of Quarter 2, the financial position shows a projected year end unfavourable position of £435k from net revenue budget of £22.3m.***

### ***Draft General Fund Capital Programme Budget Monitoring 2025/26 - Q2***

This monitoring report provided a projection of the current financial position for the General Fund capital programme for 2025/26, based on expenditure to 30 September 2025, and identifies variances compared to the latest approved budget. It also included details on proposed changes to the current approved Capital programme.

### ***Draft HRA Budget Monitoring 2025/26 - Q2***

This monitoring report provided a projection of the end of year financial position for the Housing Revenue Account (HRA) revenue expenditure and HRA capital programme based on net expenditure to 30 September 2025.

### ***Draft Treasury Management 2025/26 - Q2***

This report provided an update on the Council's treasury management activities that have taken place during 2025/26 against the agreed strategy for the year. The report also provided an update on the treasury management indicators approved by Cabinet earlier this year.

### ***Fees and Charges 2026-27***

This report focused on the proposed fees and charges for 2026/27 which will contribute towards meeting the Council's 2026/27 budget objectives and Medium-Term Financial Strategy (MTFS). The Council's Fees and Charges Policy was revised and agreed by Cabinet on 15 November 2017 (report C/17/54) and was last noted in December 2024.

Note: I questioned the potential for a free 30 minutes at the Church Road Car Park, in line with the same apparent scheme in a Hythe Centre Car Park.

(See meeting link below).

<https://folkestone-hythe.moderngov.co.uk/mgCommitteeDetails.aspx?ID=504>

### **Oportunitas Board Meeting – 26/11/25.**

The agenda included:

Q2 Financial Update 25/26,

Audited Statement of Accounts to March 2025 -

2024/25 Full Statement of Accounts

Q2 Cabinet Progress Report 2025/26 to 30 September 2025

Property Portfolio Safety Compliance Report

Property Portfolio Rental Arrears and Income Report.

*Please note that this is a closed meeting.*

### **Nuclear Legacy Advisory Forum (NuLEAF) Meetings.**

#### **Environment Agency, Cumbria nuclear stakeholder engagement meeting 12/11/25**

I attended this meeting as the Vice-Chairman of NuLEAF.

The agenda included.

**Site updates**, Low Level Waste Repository (LLWR), FCC Lillyhall landfill, Cyclife UK Ltd, BAE Systems, Barrow, Sellafield.

**Cumbria future developments?** Geological disposal facility (GDF) and New nuclear power stations

**New Nuclear** - national update - GDA update, Forward look, RIFE.

The associate slides are available on the Environment Agency Website.

### **NuLEAF Steering Group Meeting – 2/12/25.**

The agenda included:

Changes in NDA engagement team – NDA

Update on national developments in radioactive waste management-NuLEAF

**Note** : Costain has been awarded a £70 million contract to halve the height of the two reactor buildings at the Trawsfynydd nuclear site<sup>3</sup> . The contract was awarded by Nuclear Restoration Services (NRS), and is set to begin later this year. The work will reshape the skyline, lowering the reactor buildings from about 54 metres to 25 metres.



**Note:** On the 13th November it was confirmed that Wylfa on Anglesey will be the site of the UK's first Small Modular Reactors (SMRs), backed by Great British Energy – Nuclear (GBE-N). The reactors are being constructed by Rolls Royce SMR7. The initial plan is for three SMRs at the location though this has the potential to grow to eight. Work is due to start in 2026, with 3,000 jobs and billions of pounds of investment being made during the construction phase. It is predicted that electricity generation will begin in the mid-2030s.

**Note:** In response to a parliamentary question, Department for Energy Security and Net

Zero (DESNZ) minister of state Lord Vallance responded that, in addition to Wylfa (since announced as the site of the first SMRs), and Oldbury, '**The government is also aware of developer or community interest in nuclear projects at several other**

**sites, including those being decommissioned. These include Pioneer Park (Moorside),**

**Trawsfynydd (via Cwmni Egin), Hartlepool, and Dungeness.**

Update on Strategy 5 – NDA

Update on the Geological Disposal Facility siting process -NuLEAF

Presentation on the Borsele Conditions Group – Nuleaf

Nuleaf member discussion on engagement with NDA.

(link to meeting agenda).

[Archived - Nuleaf](#)

### **FHDC Member Briefing and Training.**

***We had a Members briefing on:***

Local Government Reorganisation – 12/11/25.

East Kent Integrated Neighbourhood Health Programme – 26/11/25.

***We had Members training on:***

Treasury Management – 18/11/25.

Effective Chairmanship – 1/12/25.

Effective Overview and Scrutiny.

### **Rural England Prosperity Fund Panel – 4/12/25.**

The Panel consisted on the FHDC Officer, Leader of FHDC and Ward Member for New Romney. We reviewed applications from:

The Nest – New Romney

Enhanced Education – New Romney

Both applications were approved.

**Southern Water – Folkestone , Hythe & Romney Marsh Steering Group – 28/11/25.**

This meeting was Chaired by the Leader of FHDC and those present included Tony Vaughan (MP).

The meeting received presentations from Southern Water and the Environment Agency.

Littlestone Beach continues to be rated POOR (No-swim advisory) for the third year running.

The slides will be sent to the NRTC Clerk and will be available on the NRTC website.

**Local Resident Concerns.**

I am currently dealing with 3 planning/enforcement cases, a number of housing issues, highways issues, parking, Pentland site traffic issues and tree maintenance issues.

**Attendance at FHDC meetings.**

I have been asked about my attendance at FHDC meetings, so I have included my own attendance figures, along with those of Cllr Wimble, for completeness.

(All data is taken directly from FHDC minutes, as recorded on the FHDC website).

Note: Absent means did not attend meeting and did not give apologies.

**Councillor Thomas.**

<b>Council/Committee</b>	<b>Possible</b>	<b>Actual</b>	<b>Apols</b>	<b>Absent</b>	<b>%</b>
Full Council	24	23	1	0	96%
Planning & Licensing Comm.	35	34	1	0	97%
Overview & Scrutiny Comm.	6	5	1	0	83%
OSC Finance & Resources S/Comm.	3	3	0	0	100%
Oportunitas	3	3	0	0	100%
OSC – Otterpool T & F Group	1	1	0	0	100%
<b>OVERALL</b>	<b>72</b>	<b>69</b>	<b>3</b>	<b>0</b>	<b>96%</b>

**Councillor Wimble**

<b>Council/Committee</b>	<b>Possible</b>	<b>Actual</b>	<b>Apols</b>	<b>Absent</b>	<b>%</b>
Full Council	24	20	2	2	85%
Audit & Governance Committee	12	4	1	7	33%

<b>OVERALL</b>	<b>36</b>	<b>24</b>	<b>3</b>	<b>9</b>	<b>67%</b>
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### **Ward Grant Applications.**

I have received several requests for Ward Grants from organisations across the district. We are allocated up to £3,000 to be distributed over a 12-month period.

<b><i>Organisation</i></b>	<b><i>Reason</i></b>	<b><i>Grant Allocation</i></b>	<b><i>Remaining</i></b>
New Romney Country Fayre	Biggest free event on Romney Marsh and a Community Event Revitalising Community Spirit.	£500	£2,2,500
Strange Cargo	Support for Charivari Community Carnival.	£150	£2,350
New Romney In Bloom	Support for work in West Street Car Park, New Romney	£150	£2,200
Strange Cargo	Support for Marsh Academy students to take part in Charivari Carnival.	£100	£2,100
Litter Picking Watch Romney Marsh	Purchase of materials and PPE for graffiti removal around the Marsh	£150	£1,950
Light Up New Romney	Street entertainment for LUNR Parade	£400	£1,550
Strange Cargo	Support for Marsh Academy students to participate in Charivari festival 2026.	£150	£1,400
JAM on the Marsh	Marsh Academy and St Nicholas Academy students to participate in JAM on the Marsh 2026.	£400	£1,000

**FHDC Councillor Paul Thomas – 5<sup>th</sup> December 2025**

**MINUTES**  
**of**  
**A Meeting of New Romney Town Council**  
**Held in the Assembly Rooms, New Romney**  
**on Monday 10<sup>th</sup> November 2025**  
**Commencing at 6.45pm**

**PRESENT:** The Right Worshipful the Mayor of New Romney,  
Councillor John Rivers

**Town Ward:**

**Councillors:** P Carey, J Davies, Rev Cn S McLachlan, J Houston and  
W D Wimble

**Coast Ward:**

**Councillors:** P Thomas, P Coe, J Hiscock, K Terry, S O' Hare,  
E Carr, A Meredith and P Peacock

**In Attendance:**

Town Clerk	-	Mrs C Newcombe
FHDC Leader	-	Councillor J Martin
Mayor's Chaplain		

**IN THE CHAIR**

The Mayor – Councillor J Rivers

The Mayor's Chaplain led the Council in prayer.

The formal business of the meeting commenced **@6.48PM.**

324/2025-26 **APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted, as follows:

Councillor S Hodges	-	for personal reasons
Councillor L Phillips	-	for personal reasons

325/2025-26 **DISPENSATION TO PARTICIPATE**

No new applications for Dispensation to Participate had been processed by the Town Clerk.

326/2025-26 **DECLARATIONS OF INTEREST**

**@6.48PM** Councillor Hiscock declared a Personal Interest in respect of Town Council finance reports due to her employment of a contractor who is also employed by the Town Council. (Minute Ref: 337/2025-26 refers)

**@6.57PM** Councillor Wimble declared a Personal Interest in respect of the Local Government Reorganisation due to his position as a KCC Cabinet Member dealing with Local Government Reorganisation.  
(Minute ref: 340/2025-26 refers)

327/2025-26 **REPORT OF THE KENT COUNTY COUNCILLOR**

The report of the KCC Councillor was duly received and noted. There were no questions arising.

328/2025-26 **REPORTS OF THE DISTRICT COUNCILLORS**

FHDC Councillor Thomas' report was duly received and noted. There were no questions arising.

329/2025-26 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting as no public questions or statements had been received in writing.

330/2025-26 **PUBLIC QUESTIONS**

None.

331/2025-26 **RE-CONVENING OF MEETING**

Not applicable.

332/2025-26 **MINUTES**

The Chairman presented the minutes of the **Full Council Meeting** held on **13<sup>th</sup> October 2025**, copies of which had been previously circulated to all Councillors, and it was:

**PROPOSED BY:** Councillor Thomas

**SECONDED BY:** Councillor Rev Cn McLachlan

**RESOLVED – that the minutes of the Full Council Meeting held on 13<sup>th</sup> October 2025 be approved and signed as a true and correct record.**

NB: Councillors Houston and Meredith abstained from voting as they had not been present at the afore-mentioned meeting.

The Chairman subsequently signed the afore-mentioned minutes.

333/2025-26 **MAYOR'S REPORT AND COMMUNICATIONS**

The Mayor's report regarding civic engagements attended since the last meeting was duly received and noted.

The Mayor shared the contents of a letter from the Chair of the Conductor Guild, Royal Logistics Corps regarding the recent Service of Remembrance in St. Nicholas Church, New Romney, which congratulated all involved in organising such a lovely service.

334/2025-26 **TOWN CLERK'S REPORT**

The Town Clerk's report was received and noted and read as under:

**MEETING OF FULL COUNCIL – 10<sup>TH</sup> NOVEMBER 2025**  
**TOWN CLERK'S REPORT**

**Actions completed since the Full Council meeting held on 13<sup>th</sup> October 2025:**

- 1) The lease for the **Maude Community Centre Ground Floor Sports Pavilion**, has now been signed and completed. Keys to the premises will have been issued to the New Romney Sports Club by the time of this meeting.
- 2) The approved **Employer Pensions Discretions Policy and Policy on Flexible Retirement** has been dated and added to Appendices to Standing Orders.

**Additional Items of Report:**

- 1) The **notice of conclusion of external audit**, which should have been received and publicised by end of September 2025, is currently still awaited by the Town Council.
- 2) The Chairman of the Council, together with the Town Clerk and the RFO, met with the Chairman and the Chief Executive of Folkestone District Council on 29<sup>th</sup> October 2025 to discuss **potential for transfer of a number of identified assets**. It was a positive meeting, the outcome of which is that it will now be necessary to request detailed information relating to any asset with potential for transfer to the Town Council in order that a detailed business case can be developed, which identifies significant benefit to the parish, the residents and the local environment as a result of any asset transfer. This action is currently in hand.

Town Clerk

3<sup>rd</sup> November

2025

335/2025-26 **STANDING ORDER NO.14**

No questions had been submitted in accordance with Standing Order 14.

336/2025-26 **STANDING COMMITTEES**

- (i) Councillor Thomas presented the minutes of the **Personnel Committee** meeting held on **8<sup>th</sup> October 2025**, which were duly received and noted.
- (ii) Councillor Terry presented the minutes of the **Planning & Environment Committee** meeting held on **8<sup>th</sup> October 2025**, which were duly received and noted.

The minutes of the Planning & Environment Committee meeting held on 5<sup>th</sup> November 2025 were not yet available.

**@6.54PM** Councillor Carr entered the meeting room and joined the meeting.

### 337/2025-26 **RFO'S FINANCIAL REPORTS FOR 2025-26**

The RFO presented final payments and receipts and final bank reconciliation for the month of **September 2025**, which were duly received and noted and it was:

**PROPOSED BY:** Councillor Peacock  
**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY – that the finance reports for the months of September 2025 be hereby received and approved.**

Payments and receipts for the month of **September 2025** being in the amounts as detailed below:

	Payments:	Receipts:
NatWest Current Account	£2,481.32	£2,481.32
Unity Trust Current Account:	£37,198.47	£2,802.00
Lloyds Bank Business Account: £37,025.80	£217,692.66	
NatWest Business Reserve Account:	£1,799.80	£647.11
Petty Cash:	£300.00	£69.94
Lloyds Bank Corporate Card:	£1,229.10	£798.92
Lloyds Bank Instant Access O/L Saver:	£223.96	£0.00
NSIB:	£0.00	£0.00

### 338/2025-26 **COUNCIL REPRESENTATIVES REPORTS**

None.

### 339/2025-26 **CAPITAL PROJECTS REPORT**

**(i)** There was no Maude Community Centre Project Update Report on this occasion due to the close proximity of the planned post-project review meeting.

**(ii)** The Maude Community Centre Project Financial Update Report was not available on this occasion due to the close proximity of the planned post-project review meeting, for which a final cost report is in preparation.

340/2025-26 **LOCAL GOVERNMENT REORGANISATION**

(i) Councillor J Martin, Leader of Folkestone & Hythe District Council made a presentation to the Town Council regarding Local Government Reorganisation. Councillor Martin provided some background to the current process of reorganisation and explained the various options for organisation of Unitary Authorities, which would be considered for submission to the Government. It was noted that it was most likely that a three or four Unitary Authorities solution would be submitted for government consideration and that it would be the Secretary of State who would make the final decision. In respect of the anticipated timetable, it was reported that the submission of the Kent proposals to government would take place at end of November 2025 and it was expected that there would be an indication as to the likely outcome around February 2026, with final confirmation around June / July 2026. The process would then commence to implement the approved reorganisation of local government in Kent under secondary legislation known as 'Structured Change Orders.'

**@7.26PM** the Mayor's Chaplain left the meeting room.

Following Councillor Martin's presentation, questions were put and answered thereon.

**@7.50PM** Councillor Martin left the meeting.

(ii) Having duly considered the information presented to the Town Council regarding proposals for Local Government Reorganisation, it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Terry

**RESOLVED UNANIMOUSLY – that New Romney Town Council shall not make any formal corporate comment on proposals for Local Government Reorganisation at the current time.**

**@7.56PM** Councillor Thomas left the meeting room.

**@7.58PM** Councillor Thomas returned to the meeting room and rejoined the meeting.

341/2025-26 **NRTC STRATEGIC PLAN 2023-27**

The Town Council's adopted Strategic Plan for 2023-27, with latest updates, was duly received and noted.

342/2025-26 **EXCLUSION OF PUBLIC AND PRESS**

**@8.03PM** having duly considered the nature of matters to be discussed, it was:



**PROPOSED BY:** Councillor Wimble

**SECONDED BY:** Councillor O'Hare

**RESOLVED UNANIMOUSLY – that due to the nature of information about to be considered, which might serve to disclose sensitive legal information, it is advisable in the public interest that the Public and Press be temporarily excluded and they are now instructed to withdraw.**

There were no members of public or press present at that time.

343/2025-26 **ON-GOING MATTERS**

The Clerk provided a brief verbal update regarding a claim for a s106 uplift payment that currently remains outstanding. It was confirmed that the Town Council's solicitor had been instructed in accordance with the resolution approved at the last meeting of Full Council.

344/2025-26 **PERSONNEL MATTERS**

The Clerk confirmed that there was nothing to report under this agenda item.

345/2025-26 **LAND AND TENANCY MATTERS**

The Clerk confirmed that there was nothing to report under this agenda item.

346/2025-26 **CONCLUSION OF PRIVATE SESSION**

**@8.06PM** it was:

**PROPOSED BY:** Councillor Wimble

**SECONDED BY:** Councillor Thomas

**RESOLVED UNANIMOUSLY that the private session be hereby Concluded.**

The Chairman thanked those present for their attendance and the meeting concluded **@8.06PM**.

NB: All documents referred to herein are available at the Town Hall for perusal on request, except for those documents of a sensitive / legal nature discussed in private session, including documents relating to staff matters which remain Private and Confidential in accordance with Data Protection legislation.

Minutes prepared by the Town Clerk

### MAYOR'S CIVIC FUNCTION LIST

Events attended since the November 2025 meeting of Full Council

1. Friday 21<sup>st</sup> November – Hythe Mayor's Quiz Night \*
2. Monday 24<sup>th</sup> November – Last Chance Animal Sanctuary: Planted an Oak Tree \*
3. Sunday 30<sup>th</sup> November – Mayor of Ashford Charity Lunch, Tenterden \*
4. Monday 1<sup>st</sup> December – Opened Hub shop in the High Street \*
5. Friday 5<sup>th</sup> December – Christmas Reception at the Maude Community Centre \*
6. Thursday 11<sup>th</sup> December – Prize Giving: Marsh Academy \*
7. Friday 12<sup>th</sup> December – Light Up New Romney \*
8. Saturday 13<sup>th</sup> December – NRTC Christmas Concert: St Nicholas Church \*
9. Sunday 14<sup>th</sup> December – Celebration of Christmas: Dover Castle \*

\* Accompanied by the Mayoress.

\* Accompanied by the Deputy Mayor

## MEETING OF FULL COUNCIL – 10<sup>TH</sup> NOVEMBER 2025 TOWN CLERK'S REPORT

### Actions completed since the Full Council meeting held on 10<sup>th</sup> November 2025

- 1) A response to enquiries regarding potential for future conversion of the **old toilet block on The Greens** has been received from Natural England. Regrettably, the outcome is that a planning application would have to be submitted 'at risk', with Natural England as a statutory consultee – and it is only at that time that any impact on the SSSI would be considered and Natural England would either support or object to the application as a result. (See communications attached hereto for information.)

### Additional Items of Report:

- 3) The **notice of conclusion of external audit**, which should have been received and publicised by end of September 2025, is currently still awaited by the Town Council.
- 4) The Chairman of the Council, together with the Town Clerk and the RFO, met with Folkestone & Hythe District Council Officers with a remit for management of District Council estate to further discuss the **transfer of the Station Road Play Area to the Town Council**. It was a positive meeting and it is hoped that this transfer will be effected in the near future.

Dear

Many thanks for your email, which was forwarded on to us from our Enquiries Team. I hope that the following information will be helpful.

Natural England are not, unfortunately, able to engage with individuals that come forward beyond our existing statutory duties and are therefore unable to offer bespoke advice to customers; as the Government's advisor on the natural environment, we are required to remain impartial. However, if your proposal may affect [protected sites and areas](#), then in certain cases we can provide pre-application advice to you under our [Discretionary Advice Service](#) (DAS). The decision to take on DAS requests is made on a case-by-case basis, but please note that priority is given to the highest risk and highest opportunity cases across statutory and non-statutory work.

In the meantime, I hope that the following information will be helpful to you.

### **Natural England's planning remit**

Natural England is a statutory consultee for applications that impact on Sites of Special Scientific Interest (SSSIs) or internationally designated sites (Special Areas of Conservation, Special Protection Areas and Ramsar sites); please see further information [here](#). How we respond to Development Management consultations is set out in the Natural England Standard: '[Responding to Development Management Consultations](#)' (NESTND037). It sets out what we will consider in relation to biodiversity, geodiversity, landscape, seascape, access, green infrastructure and soils for the development proposals and any associated environmental assessments.

It is the role of the local planning authority (LPA) as the ultimate decision maker on planning applications, to take account of all environmental and other impacts and opportunities and make a decision on the proposed development. They are responsible for ensuring development proposals are implemented in accordance with planning permissions, including discharging conditions, monitoring development, and taking enforcement action if necessary. Natural England does not have a role in this.

### **Impact Risk Zones (IRZs)**

The [MAGIC mapping tool](#) can help you identify whether any future development proposals are likely to impact upon statutorily protected sites or landscapes (and as a result require consultation with Natural England). It integrates Natural England's Impact Risk Zones (IRZs), which are designed to help LPAs and developers determine whether a proposed development might affect such sites. For guidance on how to access and use the IRZs, see [SSSI IRZ User Guidance MAGIC.pdf \(defra.gov.uk\)](#). I have also attached guidance on how to use MAGiC.

The [Impact Risk Zones for SSSIs](#) (SSSI IRZs) are a Geographical Information System (GIS) tool developed by Natural England to make a rapid initial assessment of the potential risks to terrestrial SSSIs posed by development proposals. They define zones around each SSSI which reflect the sensitivities of the features for which the site is notified and indicate the types of development proposal which could potentially have adverse impacts and need further consideration. In certain locations they also include Natural England's statutory advice for certain development types. The SSSI IRZs also cover the interest features and sensitivities of those European Sites (habitats sites) that are underpinned by a terrestrial SSSI designation.

It is the **potential impact** that a development may have upon the features for which an SSSI is designated - and whether that impact can be satisfactorily mitigated - that determines whether we can form an objection to an application, as opposed to the proximity of the development

from the SSSI. You can find the reasons why each SSSI has been designated at [Designated Sites \(naturalengland.org.uk\)](https://naturalengland.org.uk/designated-sites).

I hope that this information is helpful to you. Many thanks again for getting in touch with us.

Yours sincerely,



Officer – Consultations Hub (Worcester)  
National Planning Delivery Team  
Natural England

**Tel:** 0300 060 3900

**Email:** [consultations@naturalengland.org.uk](mailto:consultations@naturalengland.org.uk)

**Web:** [www.gov.uk/natural-england](https://www.gov.uk/natural-england)

## MINUTES

Of

**A Meeting of New Romney Town Council's Personnel Committee  
Held in the Assembly Rooms, New Romney  
on Tuesday 26<sup>th</sup> November 2025  
Commencing at 10.01am**

**PRESENT:** Councillors J Rivers, P Thomas, P Coe, P Peacock and K Terry

**In the Chair:** Councillor P Thomas

**In Attendance:** Town Clerk - Mrs C Newcombe  
Finance Clerk - Mrs C T Morris

370/2025-26 **APOLOGIES FOR ABSENCE**

None.

371/2025-26 **DISPENSATION TO PARTICIPATE**

No new requests for Dispensation to Participate had been processed by the Town Clerk.

372/2025-26 **DECLARATIONS OF INTEREST**

**@ 10.01AM** All Councillors present declared a Disclosable Pecuniary Interest (DPI) regarding consideration of the Council's Personnel Budget requirement for 2026-27 leading to the setting of the 2026-27 Precept, advising that they have been granted Dispensation to Participate and Vote in respect of such matters.

373/2025-26 **MINUTES**

**(i)** Having duly considered the minutes of the Personnel Committee meeting held on 24<sup>th</sup> September 2025, copies of which had been previously circulated to Members of the Personnel Committee, it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Coe

**RESOLVED – that the minutes of the Personnel Committee meeting held on 24<sup>th</sup> September 2025 be signed as a true and correct record.**

Councillor Terry abstained from voting as she had not been present at the afore-mentioned meeting.

The afore-mentioned minutes were subsequently signed by the Chairman.

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(ii) Having duly considered the minutes of the Personnel Committee meeting held on 8<sup>th</sup> October 2025, copies of which had been previously circulated to Members of the Personnel Committee, it was:

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Coe

**RESOLVED – that the minutes of the Personnel Committee meeting held on 8<sup>th</sup> October 2025 be signed as a true and correct record.**

Councillor Terry abstained from voting as she had not been present at the afore-mentioned meeting.

The afore-mentioned minutes were subsequently signed by the Chairman.

374/2025-26 **CLERK'S REPORT**

The Clerk's report was duly received and noted.

375/2025-26 **FINANCIAL MATTERS**

(i) The Personnel Budget Comparison Report 2025-26 was duly received and noted.

(ii) Having duly considered the draft Personnel budget requirement for 2026-27 and having taken into account, in particular, the necessity to make formal budgetary provision for caretaker salaries currently being funded from a Reserve Fund as well as the need to budget adequately to meet a requirement for additional staff provision in the form of a part-time admin clerk to offset heavy and increasing clerical workload across the clerical team, it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY – that the Personnel budget requirement for 2026-27 in the total amount of £302,504.00, to be presented to the Finance & General Purposes Committee for consideration, be hereby confirmed.**

376/2025-26 **EXCLUSION OF PUBLIC AND PRESS**

The Clerk advised that there were no confidential matters for consideration on this occasion and it was not, therefore, necessary to consider exclusion of public and press.

NB: There were no members of public or press present at the meeting.

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377/2025-26 **STAFF MATTERS**  
**Councillor / Staff Protocols**

There was nothing of report on this occasion.

378/2025-26 **CONCLUSION OF PRIVATE SESSION**

Not applicable.

The Chairman thanked those present for their attendance and participation and the meeting then concluded **@10.48AM.**

NB: All documents referred to herein are available for perusal on request, except for those documents of a sensitive / legal nature discussed in private session, including documents relating to staff matters which remain Private and Confidential in accordance with Data Protection legislation.

Minutes prepared by the Town Clerk



**MINUTES**  
**of**  
**A Meeting of the Planning and Environment Committee**  
**Held in the Assembly Rooms, Church Approach, New Romney**  
**on 5<sup>th</sup> November 2025**  
**Commencing at 6:45pm**

**PRESENT:**

**Councillors:** K Terry, S O'Hare, P Coe, J Rivers, J Houston and J Davies.

**In the Chair:** Councillor K Terry

**In Attendance:** Planning Clerk - Miss S Walmsley  
 Members of public - 3

310/2025-26 **APOLOGIES FOR ABSENCE**

Councillor Carey sent apologies - for prior engagement.

311/2025-26 **DISPENSATION TO PARTICIPATE**

No new applications for Dispensation to Participate had been received.

312/2025-26 **DECLARATIONS OF INTEREST**

**No declaration of interest had been received.**

313/2025-26 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting as no questions had been received in writing.

314/2025-26 **PUBLIC QUESTIONS**

None received.

315/2025-26 **RE-CONVENING OF MEETING**

Not applicable.

316/2025-26 **MINUTES**

**Minutes of the Meeting Held on 8<sup>th</sup> October 2025**

The Chairman presented the **Minutes of the Planning and Environment Committee Meeting Held on 8<sup>th</sup> October 2025**, a copy of which had been previously circulated to all Councillors.

Having duly considered the afore-mentioned minutes, it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Davies

**RESOLVED – that the Minutes of the Planning and Environment Committee Meeting held on 8<sup>th</sup> October 2025 be approved and subsequently signed as a true and correct record. Councillor Houston abstained as he has not been at the meeting.**

317/2025-26 **PLANNING CLERK'S REPORT**

The Planning Clerk's report, which included information about the opportunity to participate in the Design Code for Folkestone and Hythe and the KCC Walking itineraries development. There was also a Tree preservation order and notice of the granted premise licence for the Maude Community Centre, these were all duly received and noted.

318/2025-26 **SCHEDULE OF PLANNING APPLICATIONS**

It was

**PROPOSED BY:** Councillor O'Hare

**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY – that NRTC Planning and Environment Committee comments, including those comments relating to additional planning applications received after publication of the agenda for this meeting, be submitted to FHDC Planning Department:**

**Application No****Location and Description**

(i) [25/1845/FH](#)

151 Littlestone Road, Littlestone Road, New Romney, TN28 8QB

Works to tree subject of TPO no 05 of 1994 comprising of T1 Holm Oak carry out crown reduction, reduce height by approximately 5 metres & lateral by 4 metres. Canopy lift by 5.2metres over highway, 2 metres over foot path & 2.5 metres over driveway secondary growths, 2.5 metres lateral spread over the rest of canopy.

**RECOMMENDATION****Voting:**

**For Application:**

**Against Application:**

**Abstained:**

**FHDC already decided**

(ii) [25/1873/FH](#)

Rosewood, Spitalfield Lane, New Romney, TN28 8HQ

Proposed single storey rear extension and proposed porch o Front elevation.

**117**

**RECOMMENDATION**

**No objection**

**Voting:**

**For Application: 6**

**Against Application: 0**

**Abstained: 0**

(iii) [25/1853/FH](#)

Residential Unit, Queens Road, Littlestone.

Change of use from holiday let to residential dwelling including single storey side extension.

**RECOMMENDATION** **No objection**

**Voting:**

**For Application: 5**

**Against Application: 1**

**Abstained: 0**

(iv) [25/1818/FH](#)

Spencer Exchange, Mountfield Industrial Estate, New Romney, TN28 8LH

Erection of a small Commercial building to house a local internet exchange and battery storage system, an overhanging car port from the building to provide shelter for a double dual EV rapid public charging station, renewable Solar PV system to the roof of the building / car port and installation of a new 37m telecommunications mast for local broadband.

**RECOMMENDATION**

**No objection**

**Voting**

**For Application: 6**

**Against Application: 0**

**Abstained: 0**

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**Additional Items Received**

(i) [25/1848/FH](#)

17 Coast Drive, Greatstone, New Romney, TN28 8NX.

Replacement of 1<sup>st</sup> floor front and rear balconies.  
Cladding of detached garage to match house.

**RECOMMENDATION****No objection**

118

**Voting****For Application: 6****Against Application: 0****Abstained: 0**(ii) [25/1969/FH](#)Mayden, George Lane, New Romney,  
TN28 8BS.Works to trees subject of TPO No.  
13 of 2025 T1 Walnut crown  
reduction to be reduced in height  
by 3M and 2.5M off lateral limbs.**RECOMMENDATION****No objection****Voting****For Application: 6****Against Application: 0****Abstained: 0**(iii) [25/2019/FH/TCA](#)Page Cottage, Cannon Street, New  
Romney, TN28 8BH.Works to trees in a conservation Area T1  
Rowan Fell.**RECOMMENDATION****No objection****Voting****For Application: 6****Against Application: 0****Abstained: 0**

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**319/2025-26 [SCHEDULE OF LICENCE APPLICATIONS](#)**

There were no licence applications for consideration.

**320/2025-26 [FOLKESTONE & HYTHE DISTRICT COUNCIL REPORTS/DECISIONS/MATTERS](#)**A schedule of delegated decisions of Folkestone & Hythe District Council Planning Department for the periods ending of the 5<sup>th</sup> October 2025, the 12<sup>th</sup> October 2025 and the 26<sup>th</sup> October 2025 were duly received and noted.

321/2025-26 **ENVIRONMENTAL MATTERS**

The Kent & Medway Air Quality Forecast for Wednesday 5<sup>th</sup> November 2025 which had previously been circulated to all Committee was duly received and noted.

119

322/2025-26 **REPORTS FROM WORKING PARTIES**

The Parish Highway Improvement Plan working party report, which had been previously circulated to all Committee Members, was duly received and noted.

323/2025-26 **REQUEST FOR A BUDGET FROM F&GP FOR THE PLANNING COMMITTEE FOR THE YEAR 2026/2027**

Consideration was given to the Planning and Environment committee budget requirement for 2026/2027 it was:

**PROPOSED BY :** Councillor Terry

**SECONDED BY :** Councillor Houston

**RESOLVED UNANIMOUSLY – that F&GP be requested to allocate a budget for the planning committee for 2026/2027 in the sum of £250.00.**

The chairman thanked the committee, and the meeting concluded @ **7:04PM.**

*Minutes prepared by the Planning Clerk.*

**MINUTES**  
**of**  
**A Meeting of the Planning and Environment Committee**  
**Held in the Assembly Rooms, Church Approach, New Romney**  
**on 3<sup>rd</sup> December 2025**  
**Commencing at 6:45pm**

**PRESENT:**

**Councillors:** K Terry, S O'Hare, P Coe, J Rivers, J Houston J Davies and P Carey.

**In the Chair:** Councillor K Terry

**In Attendance:** Planning Clerk - Miss S Walmsley  
 Members of public - 0

379/2025-26 **APOLOGIES FOR ABSENCE**

None

380/2025-26 **DISPENSATION TO PARTICIPATE**

No new applications for Dispensation to Participate had been received.

381/2025-26 **DECLARATIONS OF INTEREST**

Cllr Rivers declared a personal interest - He is a member of RHDR.

Cllr Coe declared a personal interest – Knows the applicant of Planning Application 25/2093/FH.

382/2025-26 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting as no questions had been received in writing.

383/2025-26 **PUBLIC QUESTIONS**

None received.

384/2025-26 **RE-CONVENING OF MEETING**

Not applicable.

385/2025-26 **MINUTES****Minutes of the Meeting Held on 5<sup>th</sup> November 2025**

The Chairman presented the **Minutes of the Planning and Environment Committee Meeting** Held on **5<sup>th</sup> November 2025**, a copy of which had been previously circulated to all Councillors.

Having duly considered the afore-mentioned minutes, it was:

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Rivers

**RESOLVED – that the Minutes of the Planning and Environment Committee Meeting held on 5<sup>th</sup> November 2025 be approved and subsequently signed as a true and correct record. Councillor Carey abstained as he has not been at the meeting.**

**386/2025-26 PLANNING CLERK'S REPORT**

The Planning Clerk's report, which included an update for the request for a planning budget for the coming year was duly received and noted.

**387/2025-26 SCHEDULE OF PLANNING APPLICATIONS**

It was

**PROPOSED BY:** Councillor O'Hare

**SECONDED BY:** Councillor Rivers

**RESOLVED UNANIMOUSLY – that NRTC Planning and Environment Committee comments, including those comments relating to additional planning applications received after publication of the agenda for this meeting, be submitted to FHDC Planning Department:**

**Application No**

**Location and Description**

(i) [25/1969/FH](#)

Mayden, George Lane, New Romney, TN28 8BS

Works to trees subject of TPO No 13 of 2025 T1 Walnut crown reduction to be reduced in height by 3m and 2.5m off lateral limbs.

**RECOMMENDATION**

**Voting:**

**For Application:**

**Against Application:**

**Abstained:**

**NRTC – Previously commented**

(ii) [25/1953/FH](#)

Page Cottage, Cannon Street, New Romney, TN28 8BH

Works to trees subject of TPO No.18 of 2016 comprising of T1 Magnolia crown reduction back to previous cuts to a max of 2 metres.

**RECOMMENDATION**

**Voting:**

**For Application:**

**Against Application:**

**Abstained:**

**No Objection**

**7**

**0**

**0**

(iii) [25/2057/FH](#)49A High Street, New Romney,  
TN28 8AH

Works to trees subject of TPO No.6 of 2018 comprising of T1 Willow reduce height by 5 metres and reduce lateral limbs by 5 metres (back to previous pollard points).

**RECOMMENDATION****Voting:****For Application:****Against Application:****Abstained:****No Objection****7****0****0**(iv) [25/1251/FH](#)85 Dunes Road, Greatstone, New  
Romney, TN28 8SW.

Replacement dwelling consisting of a 4-bedroom chalet bungalow and new driveway to front.

**RECOMMENDATION****Voting:****For Application:****Against Application:****Abstained:****No Objection****7****0****0**(v) [25/2019/FH/TCA](#)Page Cottage, Cannon Street, New  
Romney, TN28 8BH

Works to tree in Conservation Area T1 Rowan fell.

**RECOMMENDATION****Voting:****For Application:****Against Application:****Abstained:****NRTC – Already Commented**(vi) [25/2091/FH/PA](#)RH&DR New Romney Station,  
permanent way shed, 2 Littlestone Road  
Littlestone, New Romney, TN28 8PL.

Determination as to whether the prior approval of the Local Planning Authority is required under schedule, Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the installation of roof mounted solar panels.



**RECOMMENDATION**  
**Voting:**

**For Application:**  
**Against Application:**  
**Abstained:**

**No Objection**

**7**  
**0**  
**0**

(vii) [25/2088/FH/PA](#)

RH&DR New Romney Station,  
 Exhibition and Cafe, 2 Littlestone Road  
 Littlestone, New Romney, TN28 8PL.

Determination as to whether the prior approval of the Local Planning Authority is required under schedule, Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the installation of roof mounted solar panels.

**RECOMMENDATION**  
**Voting:**

**For Application:**  
**Against Application:**  
**Abstained:**

**No Objection**

**7**  
**0**  
**0**

(viii) [25/2087/FH/PA](#)

RH&DR New Romney Station,  
 New Shed (engine shed), 2 Littlestone Road  
 Littlestone, New Romney, TN28 8PL.

Determination as to whether the prior approval of the Local Planning Authority is required under schedule, Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the installation of roof mounted solar panels.

**RECOMMENDATION**  
**Voting:**

**For Application:**  
**Against Application:**  
**Abstained:**

**No Objection**

**7**  
**0**  
**0**

### **Additional Items Received**

- (i) [25/2133/FH](#) Plot G, Pearl Court, Howey Road,  
Mountfield Industrial Estate, New Romney  
TN28 8GS

Removal of Condition 17 (collection and  
depositing of vehicles) to allow for removal  
of time constraints of planning permission  
[25/1759/FH](#)

#### **RECOMMENDATION**

##### **Voting:**

**For Application:**

**7**

**Against Application:**

**0**

**Abstained:**

**0**

#### **No Objection**

- (ii) [25/2093/FH](#)

West End, 1 Blenheim Road,  
Littlestone, New Romney, TN28 8PR

Infill porch extension and the insertion of Bi-  
Fold doors to rear elevation and new  
windows to front  
elevation.

#### **RECOMMENDATION**

##### **Voting:**

**For Application:**

**7**

**Against Application:**

**0**

**Abstained:**

**0**

#### **No Objection**

- (iii) [25/2125/FH](#)

19 25 High Street, New Romney,  
TN28 8BN

Listed Building Consent for the repair and  
alterations to rear elevations including  
changing and existing UPVC windows and  
doors to timber joinery.

#### **RECOMMENDATION**

##### **Voting:**

**For Application:**

**7**

**Against Application:**

**0**

**Abstained:**

**0**

#### **No Objection**

388/2025-26 **SCHEDULE OF LICENCE APPLICATIONS**

There were no licence applications for consideration.

389/2025-26 **FOLKESTONE & HYTHE DISTRICT COUNCIL REPORTS/ DECISIONS/MATTERS**

A schedule of delegated decisions of Folkestone & Hythe District Council Planning Department for the periods ending of the 9<sup>th</sup> November 2025, the 16<sup>th</sup> November 2025 and the 23<sup>rd</sup> November 2025 were duly received and noted.

390/2025-26 **ENVIRONMENTAL MATTERS**

The Kent & Medway Air Quality Forecast for Wednesday 3<sup>rd</sup> December 2025 which had previously been circulated to all Committee was duly received and noted.

391/2025-26 **REPORTS FROM WORKING PARTIES**

The Parish Highway Improvement Plan working party report, which had been previously circulated to all Committee Members, was duly received and noted.

392/2025-26 **STRATEGIC PLAN 2023-2027**

The Planning and Environment committee discussed the actions required for the Strategic plan 2023-2027 and it was:

**PROPOSED BY :** Councillor Rivers

**SECONDED BY :** Councillor Coe

**RESOLVED UNANIMOUSLY – that PHE 5 be raised on the next Full Council Agenda with the request to remove it from the plan.**

393/2025-26 **SOUTH BROOKS SOLAR FARM SCOPING OPINION**

Consideration was given to the invitation to comment on the scoping opinion for South Brooks Solar Farm and as a result it was:

1) **PROPOSED BY:** Councillor Terry

**SECONDED BY:** Councillor Houston

**RESOLVED UNANIMOUSLY – that the Clerk submit the Planning and Environment Committee comments to the Planning Inspectorate regarding the Scoping Opinion document for South Brooks Solar Farm.**

2) **PROPOSED BY** Councillor Terry

**SECONDED BY:** Councillor Houston

**RESOLVED UNANIMOUSLY – to append the HOOM Scoping Opinion Community Representation document to New Romney Town Councils Planning and Environment committee comments.**

The chairman thanked the committee, and the meeting concluded @ **7:58PM.**

*Minutes prepared by the Planning Clerk.*

**MINUTES**  
**of**  
**A Meeting of New Romney Town Council's**  
**Finance and General Purposes Committee**  
**Held in the Assembly Rooms on**  
**Wednesday 19<sup>th</sup> November 2025 commencing at 6.45pm**

**PRESENT:** Councillors J Rivers, P Thomas, J Davies, P Coe,  
 K Terry, J Hiscock, P Peacock

**In Attendance:**

RFO	-	Mrs C T Morris
Finance Clerk	-	Mrs J Field
Member of the Public	-	1

**IN THE CHAIR:** Councillor P Thomas

347/2025-26 **APOLOGIES:**

Apologies for absence were received and noted, as below:

Councillor P. Carey - who had a prior commitment.

348/2025-26 **DISPENSATION TO PARTICIPATE**

The RFO advised that no new Dispensations to Participate had been granted

349/2025-26 **DECLARATIONS OF INTEREST**

**@ 6.46PM** Councillor's Hiscock, Terry, Peacock and Rivers declared a Personal Interest in respect of Town Council finance reports due to their employment of a contractor who is also employed by the Town Council. (Minute Ref: 354/2025-26(ii) refers)

**@ 7.05PM** Councillor Thomas declared a Personal Interest in Agenda Item 12(ii)(a) due to he and his wife being volunteers on the Dementia Forum (Minute Ref: 358/2025-26(ii) refers)

**@ 7.07PM** Councillor Thomas declared a Personal Interest in Agenda Item 12(ii)(b) due to his providing grant funding to the applicant organisation in his capacity as a District Councillor. (Minute Ref: 358/2025-26(iii) refers)

350/2025-26 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting as no questions had been received in writing by the Clerk.

351/2025-26 **PUBLIC QUESTIONS**

None.

352/2025-26 **RE-CONVENING OF MEETING**

Not applicable

353/2025-26 **MINUTES**

The Chairman presented the Minutes of the **Finance & General Purposes Committee Meeting** held on **30<sup>th</sup> July 2025**, a copy of which had been previously circulated to all Councillors and it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Hiscock

**RESOLVED UNANIMOUSLY – that the minutes of the Finance & General Purposes Committee Meeting held on 30<sup>th</sup> July 2025 be approved and signed as a true and correct record.**

The Chairman subsequently signed the Minutes.

354/2025-26 **FINANCIAL MATTERS****(i) 2025/2026 Budget Comparison and Income & Expenditure reports**

The 2025/2026 Budget Comparison and Income and Expenditure Reports were received and noted.

**(ii) Schedule of Payments Approved under Financial Regs, SPAA and/or Delegated Authority**

The RFO presented the detailed schedule of Payments Approved under Financial Regs, SPAA and/or Delegated Authority. Following due consideration it was:

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY – that, the afore-mentioned detailed schedule of Payments Approved under Financial Regs, SPAA and/or Delegated Authority, in the amended sum of £155,183.11 exc. VAT, be received and noted and identified cost centres be approved.**

**(iii) Schedule of Fund Transfers**

The Schedule of Transfers between Town Council Bank Accounts was received and noted.

355/2025-26 **RFO'S REPORT**

The RFO's report, which read as under, was received and noted:

**RFO's Report – F&GP Meeting on 19<sup>th</sup> November 2025****Actions completed since the F&GP Committee meeting held on 30<sup>th</sup> 2025:**

1. Additional information in respect of a pending grant funding application has been sought and received (*Minute Ref: 164/2025-26 refers*).

**Other Matters of Report:**

1. The insurance claim in respect of the damaged lamp post has been settled by the Town Council's insurers, who verbally advised that they intend to pursue the claim via the Motor Insurance Bureau.
2. Notification of changes to Terms & Conditions has been received from Unity Trust bank (Available to peruse at the Town Hall by appointment or on the Town Council website alongside the agenda\*).
3. Notification of interest rate reductions has been received from Lloyds bank (Available to peruse at the Town Hall by appointment or on the Town Council website alongside the agenda\*).
4. Notification of changes to online banking Terms & Conditions has been received from Lloyds bank (Available to peruse at the Town Hall by appointment or on the Town Council website alongside the agenda\*).
5. Notification of changes to Terms & Conditions has been received from Lloyds bank (Available to peruse at the Town Hall by appointment or on the Town Council website alongside the agenda\*).

**This concludes my report – RFO 12<sup>th</sup> November 2025**356/2025-26 **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

(i) The RFO presented her Community Infrastructure report, which was received and noted.

(ii) Consideration was given to a funding request, received from the Planning Committee, to support the Town Council's Highway Improvement Plan. It was:

**PROPOSED BY:** Councillor Thomas

**SECONDED BY:** Councillor Coe

**RESOLVED** – that funding in the sum of £30,000.00, to support the Town Council's Highway Improvement Plan for Zones 1 & 2, be allocated from the 2025/26 CIL Reserve Fund.

357/2025-26 **STRATEGIC PLAN 2023-27**

The Town Council's adopted Strategic Plan for 2023-27, with latest updates, was duly received and noted.

358/2025-26 **GRANT FUNDING /DONATIONS**

(i) Having noted the additional information provided, the funding request from an informal tennis group was reconsidered. It was:

**PROPOSED BY:** Councillor Thomas

**SECONDED BY:** Councillor Hiscock

**RESOLVED UNANIMOUSLY – that the request for funding from the informal tennis group be declined.**

(ii)(a) Having duly considered a funding request from Romney Marsh Community Hub – Memory Cafes, it was

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Terry

**RESOLVED UNANIMOUSLY – that grant funding in the sum of £310.00, to be funded from the 2025/26 Grants/Donations Budget, be awarded to Romney Marsh Community Hub – Memory Cafes.**

(iii)(b) Having duly considered a funding request from Light Up New Romney, it was

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY – that grant funding in the sum of £750.00, to be funded from the 2025/26 Grants/Donations Budget, be awarded to Light Up New Romney.**

359/2025-26 **QUOTATIONS****(i) Maude Community Centre - Platform Lift Service Contract**

Consideration was given to the proprietary nature of the equipment and possible impact on existing warranties. It was:

**(a)**

**PROPOSED BY:** Councillor Thomas

**SECONDED BY:** Councillor Peacock

**RESOLVED UNANIMOUSLY- that due to the proprietary nature of the equipment and possible impact on existing warranties, Standing Orders be waived to allow consideration of the single quotation sought.**

(b)

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Hiscock

**RESOLVED** - that (i) the quotation received in respect of a One Year Bronze Plus service contract for the platform lift at the Maude Community Centre, in the sum of £656.00 exc VAT, be approved and funded from the 2026-27 Maude Community Centre Budget; (ii) the RFO be authorised to settle all relevant invoices, when received, having first ascertained that all is in order.

*The contract was, therefore, awarded to Gartec Limited.*

**(ii) Maude Community Centre - Provision of a Secure Storage Cupboard.**

Consideration was given to the urgent requirement for secure storage of chemicals (cleaning products) and high value equipment and the associated risk. It was:

(a)

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY** that – due to health and safety concerns and security risks, Standing Orders be waived to consider the single quotation sought.

(b)

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Peacock

**RESOLVED UNANIMOUSLY** that - (i) the quotation received in respect of construction of a secure storage cupboard at Maude Community Centre in the sum of £1,926.00 exc VAT, be approved; this to be funded from the Building Repair & Restoration Reserve Fund; ii) that a total budget of £2,500.00 be allocated to allow for additional required work as specified by the Finance & General Purposes Committee; (iii) the RFO be authorised to settle all relevant invoices, when received, having first ascertained that all is in order.

*\* Additional works to include provision of a fire-retardant coating and a bunded doorway.*

*The Contract was, therefore, awarded to BE Ames Ltd.*



**(iii) Maude Community Centre Annexe – Lock Installations**

Consideration was given to the urgent requirement for security of 'Tenant Only Areas' in the Maude Community Centre Annexe and the resultant potential impact on Town Council income. It was:

**(a)**

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY** that – due to the urgent requirement for the security of 'Tenant Only Areas' and the resultant potential impact on Town Council income, Standing Orders be waived to consider the single quotation sought.

**(b)**

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY** - that (i) the quotation received in respect of installation of locks to the 'Tenant Only Areas' of the Maude Community Centre Annexe, in the sum of £558.00 exc VAT, be approved and funded from the Buildings Repair & Restoration Reserve Fund (ii) the RFO be authorised to settle all relevant invoices, when received, having first ascertained that all is in order.

*The contract was, therefore awarded to BE Ames Ltd.*

**(iv) Town Hall – Extension of Central Heating System**

Consideration was given to the potential impact on the existing 10-year warranty by the use of an alternative contractor. It was:

**(a)**

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Rivers

**RESOLVED UNANIMOUSLY** - that due to the potential impact on the existing 10-year warranty of using an alternative contractor to carry out extension works, Standing Orders be waived to consider the single quotation which had been provided by the original installation contractor.

**(b)**

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Thomas

**RESOLVED UNANIMOUSLY – that (i) the quotation received in respect of extending the existing central heating system at the Town Hall to incorporate the Council Chamber and Mayor’s Parlour, in the sum of £6,420.00 exc VAT, be approved and funded from the Boiler/Central Heating Systems Reserve fund (ii) the RFO be authorised to settle all relevant invoices, when received, having first ascertained that all is in order.**

*The Contract was, therefore, awarded to Aquaheat.*

360/2025-26 **EXCLUSION OF PUBLIC AND PRESS:**

The clerk confirmed that it was not necessary to exclude members of public and press on this occasion.

361/2025-26 **LAND AND TENANCY MATTERS**

The RFO confirmed that there were no matters of report on this occasion.

362/2025-26 **CONCLUSION OF PRIVATE SESSION**

Not applicable.

The Chairman thanked the Councillors for their attendance and the meeting then concluded **at 19.40**

NB: All documents referred to herein are freely available for perusal on the Town Council website: [www.newromney-tc.gov.uk](http://www.newromney-tc.gov.uk) or at the Town Hall for perusal on request, except for those documents of a sensitive / legal nature discussed in private session, including documents relating to staff matters which remain Private and Confidential in accordance with Data Protection legislation.

Minutes prepared by the Finance Clerk

**MINUTES**  
**Of**  
**New Romney Town Council's**  
**Finance & General Purposes Committee Budget Meeting**  
**held on Monday 8<sup>th</sup> December 2025**  
**Commencing at 6.45PM**

**PRESENT:** Councillors J Rivers, P Peacock, P J Coe, J Davies, P Carey, K Terry and J Hiscock

**In the Chair:** Councillor P Peacock

**In Attendance:**

Town Clerk	-	Mrs C Newcombe
RFO	-	Mrs C T Morris
Members of Public	-	1

**394/2025-26 APOLOGIES FOR ABSENCE**

Apologies were received and noted, as follows:

Councillor Rev Cn McLachlan	-	due to work commitments
Councillor P Thomas	-	for personal reasons

**395/2025-26 DISPENSATION TO PARTICIPATE**

It was confirmed that there had been no new applications for Dispensation to Participate.

**396/2025-26 DECLARATIONS OF INTEREST**

**@6.45PM** All Councillors present declared a Disclosable Pecuniary Interest in matters relating to the annual setting of the Precept, stating that they had been granted dispensation to participate and vote in respect of this matter. (Minute Refs 401/2025-26 to 404/2025-26 refer.)

Councillor Hiscock also declared a Personal Interest in any matters relating to Town Council Contractors as she hires a contractor also used by the Town Council.

**397/2025-26 ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting for Public Questions as no questions or statements had been received in writing from the public.

**398/2025-26 PUBLIC QUESTIONS**

None.

**399/2025-26 RE-CONVENING OF MEETING**

Not applicable.

400/2025-26 **KCC TERMS & CONDITIONS**

Having duly considered a change in Kent County Council's Terms & Conditions for Payment in respect of Services Received which no longer align with New Romney Town Council's Terms & Conditions for Payment in respect of Services Provided, it was:

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY – that the Town Council shall not accept any Kent County Council (KCC) bookings for hire of the Maude Community Centre or any other New Romney Town Council facility or for any Town Council service unless payment is received in accordance with the Town Council's payment terms.**

401/2025-26 **CHARGES, RENTS AND FEES**

Having duly considered Town Council charges, rents and fees for 2026-27, it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY – that all rents, charges and fees for the 2026-27 financial year be hereby approved, as follows:**

**Assembly Rooms – Hire Fees**

Charities/Local NFP Bodies (Mon/Fri)	£ 12.00 inc VAT
Charities/Local NFP Bodies (Sat/Sun)	£ 16.00 inc VAT
Private Parties/Functions (Mon/Fri)	£ 17.00 inc VAT
Private Parties/Functions (Sat/Sun)	£ 24.00 inc VAT
<b>Maximum Daily Charge</b> 12 hours max at applicable hourly rate	
Refundable Deposit (Flat Rate)	£ 100.00 Exempt

**Allotment Gardens – Annual Plot Rent – All sizes are approximate**

Small = >45m <sup>2</sup> up to 90m <sup>2</sup>	£ 52.00 Exempt
Medium = >90m <sup>2</sup> up to 120m <sup>2</sup>	£ 75.00 Exempt
Large = >120m <sup>2</sup> up to 180m <sup>2</sup>	£105.00 Exempt
Extra Large = >180m <sup>2</sup> up to 240m <sup>2</sup>	£135.00 Exempt
Bee Keeping Plot	£ 11.00 Exempt
Refundable Plot Deposit	£200.00 Exempt
Refundable Stopcock Key Deposit	£ 10.00 Exempt

**Hut & Winch Sites – Annual Rent**

Residents of Town and Coast Wards	£261.00 inc VAT
Residents of Folkestone & Hythe District	£456.00 inc VAT
Non-Residents	£586.00 inc VAT
Boat Siting Charge	£ 78.00 inc VAT
Refundable Site Deposit	£400.00 Exempt

**The Greens**

General Hire (per day)	£130.00 inc VAT
Funfair (per visit)	£900.00 inc VAT
Circus (per visit)	£500.00 inc VAT
Ice Cream Van (min charge per full season)	£600.00 inc VAT
General Hirers/Circus/Funfair Deposit	£300.00 Exempt
Boot Fairs	Donation
TS Veteran Sea Cadets	£ 27.00 Exempt
Food Festival/Markets etc (per ops day)	£130.00 inc VAT
Regular Markets (10 or more bookings per day)	£120.00 inc VAT

**Maude Community Centre – Main Hall****Regular User (6 or more bookings in 6 month period)**

Excluding kitchen/bar facilities	per hour	£ 18.00 inc VAT
Including kitchen/bar facilities	per hour	£ 22.00 inc VAT

**Regular User (Charity/Not for Profit)**

Excluding kitchen/bar facilities	per hour	£ 13.00 inc VAT
Including kitchen/bar facilities	per hour	£ 18.00 inc VAT

**Casual Bookings**

Excluding kitchen/bar facilities	per hour	£ 20.00 inc VAT
Including kitchen/bar facilities	per hour	£ 24.00 inc VAT

**Casual Bookings (Charity/Not for Profit)**

Excluding kitchen/bar facilities	per hour	£ 15.00 inc VAT
Including kitchen/bar facilities	per hour	£ 20.00 inc VAT

**NRFC/NRCC Rates**

Excluding kitchen/bar facilities	per hour	£ 8.00 inc VAT
Including kitchen/bar facilities	per hour	£ 10.00 inc VAT

Damage/Excess Cleaning Deposit £150.00 Exempt

Crockery/Cutlery Package (150 place Settings) £ 40.00 inc VAT

Conference Package £ 40.00 inc VAT  
(PA System, Projector/Screen, Flip Chart,  
Tea/Coffee/Milk/Sugar)

**Maude Community Centre – Sports Pavilion / Changing Facilities****Changing Rooms/Toilets/Clubroom (Excluding Bar)**

Per Hour	£ 15.00 inc VAT
Per Hour – Charity/Not for Profit	£ 11.00 inc VAT
Daily Rate Max 8 hours Chargeable – Per Day	£120.00 inc VAT
Per Day – Charity/Not for Profit	£ 88.00 inc VAT

**Maude Community Centre – Imbert Room inc Kitchen / Toilets**

Casual Bookings	Per Hour	£ 15.00 inc VAT
Casual Bookings – Charity/Not for Profit		£ 11.00 inc VAT

**Land in Church Road (Coney Banks)**

364 Day Agreement - Grazing (effective 1 <sup>st</sup> Apr – 30 <sup>th</sup> Mar)		£675.00 Zero
364 Day Agreement – Beekeeping (Peppercorn Rent)		£ 5.00 Exempt

**Pavement User Agreement Fees**

Multiple Items Street Furniture (tables/chairs)	£ 52.00 inc VAT
Single display table/unit	£ 7.00 inc VAT
Single advertising board	£ 2.00 inc VAT

**Pavement User Application Fee**

Per Application	£ 17.50 inc VAT
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**Southlands Almshouse Charity**

Use of Town Hall - Per Annum	£163.00 Exempt
Admin - Per Annum	£ 65.00 inc VAT
Photocopying - Per Sheet	£ 0.13 inc VAT

**St. Martin's Field Charity – Photocopying**

Per sheet	£ 0.13 inc VAT
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**Requests made under FOI Act which are estimated to take up to 18 hours to complete**

Photocopying charge only per page – fixed charge	£ 0.12 inc VAT
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**Requests made under FOI Act which are estimated to take in excess of 18 hours to complete**

Per hour - inclusive of photocopying	£ 30.00 inc VAT
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**Town Hall House Rent (Gross)**

Per calendar month w.e.f. August 2025	£850.00 Exempt
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**Mileage**

Per mile	£ 0.45 Exempt
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**New Romney Bowls Club – re Loan of Bell**

Per 3 years (due for renewal April 2027)	£ 6.00 inc VAT
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**Civic Events Fees – Applicable to Sergeants and Admin Staff who are obliged to attend Civic Events outside normal working hours**

Per hour £ 18.00 Exempt/OTS

**Corporate Debt Policy**

Nominal Charge re clearance works in excess of  
clearance deposit held – Per hour £ 17.00 Exempt/OTS

402/2026-27 **FINANCE & GENERAL PURPOSES COMMITTEE BUDGET 2026-27**

(i) Prior to discussing the Finance and General Purposes Committee's budgetary requirements for the 2026-2027 financial year in depth, consideration was given to potential opportunities for reducing the impact of rising costs to the Council and it was:

(a)

**PROPOSED BY:** Councillor Peacock

**SECONDED BY:** Councillor Terry

**UNANIMOUSLY RECOMMENDED** – that, noting the imminent opening of a new public toilet facility at the Coast Drive Car Park, the Town Council close down the public toilets at The Greens, saving approximately £8,000.00 in 2026-27 to assist in off-setting increased expenditure in other budgetary areas.

(b)

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY** – that the sum of £4,000.00 be vired from the Youth Council Reserve Fund to the Play and Miscellaneous Equipment Reserve Fund.

(ii) Having then duly considered the budget requirement for the Finance & General Purposes Committee for 2026-27, it was:

**PROPOSED BY:** Councillor Davies

**SECONDED BY:** Councillor Hiscock

**RESOLVED UNANIMOUSLY** – that the Finance and General Purposes Committee draft budgetary requirement for 2026-27, as summarised below, in the total amount of £217,610.00 be presented to Full Council at the meeting of the Council scheduled to take place on 12<sup>th</sup> January 2026 for formal approval.

<b>Expenditure</b>	<b>£</b>
Town Hall	17,152.00
Town Hall House	3,240.00
Assembly Rooms	6,896.00
MCC Annexe	7,236.00
MCC (C Hall, Pavilion & Sports Field)	28,192.00
Fairfield Road Recreation Ground	3,780.00
The Greens	4,622.00
Flagstaff Land (Princess Diana Memorial Garden)	1,089.00
Allotments	1,600.00
Land at Coney Banks	50.00
Wayleaves	0.00
Garden of Remembrance	250.00
Town Square (Cinque Ports Place)	50.00
Administration & Miscellaneous (inc PWLB repayments)	127,906.00
Other (inc Reserve Fund contributions and contingency)	62,200.00
<b>Total F&amp;GP Expenditure</b>	<b>264,263.00</b>

<b>Income</b>	<b>£</b>
Town Hall	50.00
Town Hall House	10,000.00
Assembly Rooms	200.00
MCC Annexe	10,918.00
MCC (C Hall, Pavilion & Sports Field)	10,120.00
Fairfield Road Recreation Ground	0.00
The Greens	10,765.00
Flagstaff Land (Princess Diana Memorial Garden)	0.00
Allotments	2,808.00
Land at Coney Banks	675.00
Wayleaves	60.00
Garden of Remembrance	0.00
Town Square (Cinque Ports Place)	43.00
Administration & Miscellaneous	1,014.00
Other	0.00
<b>Total F&amp;GP Income</b>	<b>46,653.00</b>
<b>Net Expenditure</b>	<b>217,610.00</b>

#### 403/2025-26 **COMMITTEE BUDGETS 2026-27**

Having duly considered proposed 2026-27 budgetary requirements for remaining Town Council Committees, it was:

**PROPOSED BY:** Councillor Davies

**SECONDED BY:** Councillor Rivers



**RESOLVED UNANIMOUSLY – that the draft budgetary requirement for 2026-27 in respect of all remaining Town Council Committees, in the total amount of £291,513.00, be presented to Full Council for formal approval at the meeting of the Council scheduled to take place on 12<sup>th</sup> January 2026.**

Draft 2026-27 budgetary requirements for Town Council Committees were, therefore, as follows:

<b>Committee</b>	<b>£</b>
Personnel Committee	291,013.00
Planning Committee	250.00
Health & Wellbeing Committee	250.00
Finance & General Purposes Committee	217,610.00

#### 404/2025-26 **TOWN COUNCIL BUDGETARY REQUIREMENT FOR 2026-27**

Having duly considered the Town Council's overall budgetary requirement for 2026-2027, it was:

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY - that the draft Town Council Budget for 2026-2027, totalling £509,123.00, be presented to Full Council for formal approval at the meeting of the Council scheduled to take place on 12<sup>th</sup> January 2026.**

<b>2026-27 Budget Implications</b>	<b>£</b>
Draft Precept Requirement for consideration	£509,123.00

The Chairman thanked those present for their attendance and participation and the meeting then concluded **@8.38PM.**

NB: All documents referred to herein are available at the Town Hall for perusal on request, except for those documents of a sensitive / legal nature discussed in private session, including documents relating to staff matters which remain Private and Confidential in accordance with Data Protection legislation.

Minutes prepared by the Town Clerk

**MINUTES**  
**Of**  
**A Meeting of New Romney Town Council's**  
**Health & Wellbeing Committee**  
**Held in the Assembly Rooms, New Romney**  
**on Tuesday 25<sup>th</sup> November 2025**  
**Commencing at 10.00am**

**PRESENT:** Councillors J Rivers, J Hiscock, J Davies, P Coe, P Thomas  
P Carey and S McLachlan  
NHS Representatives: 5  
MP's Senior Caseworker: 1

**In the Chair:** Councillor J Rivers

**In Attendance:** Town Clerk – Mrs C Newcombe

363/2025-26 **APOLOGIES FOR ABSENCE**

Apologies were received and noted, as follows:

2x NHS Representatives - For personal reasons

364/2025-26 **DISPENSATION TO PARTICIPATE**

No new requests for Dispensation to Participate had been processed by the Town Clerk.

365/2025-26 **DECLARATIONS OF INTEREST**

None.

366/2025-26 **MINUTES**

The Chairman presented the minutes of the Health & Wellbeing Committee meeting held on 2<sup>nd</sup> September 2025, which were duly received and noted and it was:

**PROPOSED BY:** Councillor Carey

**SECONDED BY:** Councillor Coe

**RESOLVED – that the minutes of the Health & Wellbeing Committee meeting held on 2<sup>nd</sup> September 2025 be hereby approved as a true and correct record.**

Councillor Rev Cn McLachlan, 2x NHS representatives and the MP's Senior Caseworker abstained from voting as they had not been present at the aforementioned meeting.

### 367/2025-26 **HEALTH CENTRE FOR ROMNEY MARSH:**

Having duly considered the Chairman's report and having re-affirmed the clear consensus that there was a clear need for a purpose built Health Centre, including CDC (Clinical Diagnostic Centre) for Romney Marsh, it was:

(i)

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor McLachlan

**RESOLVED – that the Health and Wellbeing Committee:**

1. Notes the opportunity presented by the Government's Neighbourhood Health Service pilot and the £10 million funding allocated to East Kent as one of the first pilot areas.
2. Recognises the clear case for locating a Community Diagnostic Centre (CDC) in New Romney, in response to local health needs, transport challenges, and health inequalities across Romney Marsh.
3. Agrees that the establishment of a CDC in New Romney would strengthen the delivery of the Neighbourhood Health Service and provide measurable benefits to local residents, across the Marsh, through improved access to diagnostic services closer to home.

The MP's Senior Caseworker abstained from voting as she could not speak for the MP.

(ii)

It was then:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Hiscock

**RECOMMENDED – that New Romney Town Council:**

1. Formally confirms its support for the proposal for a Community Diagnostic Centre in New Romney as part of the East Kent pilot, and
2. Authorises the Chairman of the Health & Wellbeing Committee, with the Town Clerk, to request that the East Kent Integrated Care Board (ICB), with Government support, develop and bring forward a detailed implementation plan, including site options, service scope, and timeline for delivery. Relevant communications to be copied to the Minister of State for Health.

3. **Authorises the Health & Wellbeing Committee, under the leadership of its Committee Chairman, to engage with local stakeholders, clinicians, and community representatives to ensure the centre meets the needs of the wider Romney Marsh population.**

The MP's Senior Caseworker abstained from voting as she could not speak for the MP.

368/2025-26 **EXCLUSION OF PUBLIC AND PRESS:**

Not applicable

369/2025-26 **CONCLUSION OF PRIVATE SESSION:**

Not applicable

The Chairman thanked those present for their attendance and the meeting concluded **@10.51AM**

NB: All documents referred to herein are available for perusal on request, except for those documents of a sensitive / legal nature discussed in private session, including documents relating to staff matters which remain Private and Confidential in accordance with Data Protection legislation.

Minutes prepared by the Town Clerk

## New Romney Town Council Current Year

### Bank - Cash and Investment Reconciliation as at 31 October 2025

<b><u>Confirmed Bank &amp; Investment Balances</u></b>			
<b><u>Bank Statement Balances</u></b>			
31/10/2025	Nat West Current A/c	500.00	
31/10/2025	Unity Trust A/c	219,372.11	
31/10/2025	Lloyds Bank Business A/c	74,384.05	
31/10/2025	Nat West Business Reserve A/c	66,168.87	
31/10/2025	Petty Cash	178.83	
31/10/2025	Corporate Card	0.00	
31/10/2025	Lloyds Bank I/A Online Saver	504,335.77	
			<b>864,939.63</b>
<b><u>Other Cash &amp; Bank Balances</u></b>			
			<b>10,453.00</b>
			<b>875,392.63</b>
<b><u>Unpresented Payments</u></b>			
			<b>1,229.05</b>
			<b>874,163.58</b>
<b><u>Receipts not on Bank Statement</u></b>			
			<b>0.00</b>
			<b>874,163.58</b>
<b><u>Closing Balance</u></b>			
<b><u>All Cash &amp; Bank Accounts</u></b>			
1	Nat West Current A/c	500.00	
2	Unity Trust Current A/c	219,372.11	
3	Lloyds Bank Business A/c	74,384.05	
4	Nat West Business Reserve A/c	66,168.87	
5	Petty Cash	178.83	
6	Corporate Card	-1,229.05	
7	Lloyds Bank I/A Online Saver	504,335.77	
	Other Cash & Bank Balances	10,453.00	
	<b>Total Cash &amp; Bank Balances</b>		<b>874,163.58</b>

Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 1

User: T.MORRIS

## Nat West Current A/c

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		500.00					500.00	
FP CREDIT	Banked: 03/10/2025	713.60						
FP CREDIT	Hobbs Parker	713.60		-14.40	1010	205	800.00	Hobbs Parker - Rent
					4362	205	-72.00	Hobbs Parker - Fees
Banked: 16/10/2025		197.02						
TRANSFER	Nat West Business Reserve A/c	197.02			215		197.02	AUTO TRANSFER
Banked: 20/10/2025		34.07						
TRANSFER	Nat West Business Reserve A/c	34.07			215		34.07	AUTO TRANSFER
Banked: 21/10/2025		310.33						
TRANSFER	Nat West Business Reserve A/c	310.33			215		310.33	AUTO TRANSFER
Total Receipts for Month		1,255.02	0.00	-14.40			1,269.42	
Cashbook Totals		1,755.02	0.00	-14.40			1,769.42	

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Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 1

User: T.MORRIS

## Nat West Current A/c

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
03/10/2025	Nat West Business Reserve A/c	TRANSFER	713.60			215		713.60	AUTO TRANSFER
16/10/2025	EDF Energy - A473728D3	D/D 1	123.04	123.04		500			EDF-T.H.-Electricity
16/10/2025	EDF Energy - A-4BC718AD	D/D 2	73.98	73.98		500			EDF-Ass Rms-Electricity
20/10/2025	Castle Water Ltd	D/D 1	14.56	14.56		500			Castle-Ass Rms-Water
20/10/2025	Castle Water Ltd	D/D 2	12.16	12.16		500			Castle-T.H.-Water
20/10/2025	Castle Water Ltd	D/D 3	7.35	7.35		500			Castle-Grms-Fountain-Water
21/10/2025	EDF - Energy A-B92B4781	D/D 4	310.33	310.33		500			EDF-MCC Annexe-Electricity
<b>Total Payments for Month</b>			1,255.02	541.42	0.00			713.60	
<b>Balance Carried Fwd</b>			500.00						
<b>Cashbook Totals</b>			1,755.02	541.42	0.00			1,213.60	

Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 2

User: T.MORRIS

## Unity Trust Current A/c

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		218,838.22					218,838.22	
CREDIT	Banked: 28/10/2025	1,462.14						
CREDIT	HMRC	1,462.14			105		1,462.14	HMRC - VAT - M6
Total Receipts for Month		1,462.14	0.00	0.00			1,462.14	
Cashbook Totals		220,300.36	0.00	0.00			220,300.36	

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Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 2

User: T.MORRIS

## Unity Trust Current A/c

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
08/10/2025	Three	D/D	51.41	51.41		500			Three-Staff Mobile-CN PM
16/10/2025	Corporate Card	TRANSFER	827.41			220		827.41	Corporate Card
20/10/2025	Castle Water Ltd	D/D 2	43.43	43.43		500			Castle-Gms WC - Water
31/10/2025	UTB	FEE	6.00			4305	275	6.00	UTB - Fee
<b>Total Payments for Month</b>			928.25	94.84	0.00			833.41	
<b>Balance Carried Fwd</b>			219,372.11						
<b>Cashbook Totals</b>			220,300.36	94.84	0.00			220,205.52	

Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 3

User: T.MORRIS

## Lloyds Bank Business A/c

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		220,926.54					220,926.54	
FPI Banked: 01/10/2025		720.00						
FPI BABYSEASHELLS LTD		720.00		120.00	1010	222	600.00	Seashells Nursery
FPI Banked: 03/10/2025		22.50						
Sales Recpts Page 535		22.50	22.50		100			Sales Recpts Page 535
FPI Banked: 03/10/2025		7.50						
Sales Recpts Page 536		7.50	7.50		100			Sales Recpts Page 536
BGC Banked: 06/10/2025		28.01						
BGC NSIB		28.01			1080	275	28.01	NSIB - Interest
FPI Banked: 09/10/2025		3,277.62						
FPI Zurich Insurance		3,277.62			1999	280	3,277.62	Zurich - Ins Claim Settlement
FPI Banked: 14/10/2025		150.00						
Sales Recpts Page 537		150.00	150.00		100			Sales Recpts Page 537
FPI Banked: 14/10/2025		209.00						
Sales Recpts Page 538		209.00	209.00		100			Sales Recpts Page 538
FPI Banked: 15/10/2025		45.00						
Sales Recpts Page 539		45.00	45.00		100			Sales Recpts Page 539
BGC Banked: 16/10/2025		30,619.51						
BGC FHDC		30,619.51			1090	275	30,619.51	FHDC - CIL
					396		30,619.51	FHDC - CIL
					6001	275	-30,619.51	FHDC - CIL
FPI Banked: 17/10/2025		1,439.44						
Sales Recpts Page 540		1,439.44	1,439.44		100			Sales Recpts Page 540
FPI Banked: 20/10/2025		22.50						
Sales Recpts Page 541		22.50	22.50		100			Sales Recpts Page 541
BGC Banked: 20/10/2025		135.00						
Sales Recpts Page 542		135.00	135.00		100			Sales Recpts Page 542
FPI Banked: 20/10/2025		23.74						
Sales Recpts Page 543		23.74	23.74		100			Sales Recpts Page 543
500154 Banked: 21/10/2025		112.00						
Sales Recpts Page 552		112.00	112.00		100			Sales Recpts Page 552
FPI Banked: 22/10/2025		142.50						
Sales Recpts Page 544		142.50	142.50		100			Sales Recpts Page 544
FPI Banked: 22/10/2025		7.50						
Sales Recpts Page 545		7.50	7.50		100			Sales Recpts Page 545
FPI Banked: 22/10/2025		56.25						
Sales Recpts Page 546		56.25	56.25		100			Sales Recpts Page 546
FPI Banked: 24/10/2025		47.48						
Sales Recpts Page 553		47.48	47.48		100			Sales Recpts Page 553

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Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 3

User: T.MORRIS

## Lloyds Bank Business A/c

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
FPI Banked: 24/10/2025		100.00						
FPI	Light up New Romney	100.00			566		100.00	LUNR - A/R Damage Deposit
FPI Banked: 27/10/2025		14.25						
	Sales Recpts Page 547	14.25	14.25		100			Sales Recpts Page 547
FPI Banked: 27/10/2025		86.25						
	Sales Recpts Page 548	86.25	86.25		100			Sales Recpts Page 548
FPI Banked: 27/10/2025		95.50						
	Sales Recpts Page 549	95.50	95.50		100			Sales Recpts Page 549
FPI Banked: 28/10/2025		100.00						
	Sales Recpts Page 554	100.00	100.00		100			Sales Recpts Page 554
FPI Banked: 28/10/2025		60.00						
	Sales Recpts Page 555	60.00	60.00		100			Sales Recpts Page 555
FPI Banked: 29/10/2025		38.00						
	Sales Recpts Page 550	38.00	38.00		100			Sales Recpts Page 550
FPI Banked: 29/10/2025		21.88						
	Sales Recpts Page 551	21.88	21.88		100			Sales Recpts Page 551
FPI Banked: 30/10/2025		120.00						
FPI	Maude Pavilion Facilities Assoc	120.00		20.00	1010	221	100.00	MPFA - MCC Lease Rental
Total Receipts for Month		37,701.43	2,836.29	140.00			34,725.14	
Cashbook Totals		258,627.97	2,836.29	140.00			255,651.68	

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Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 3

User: T.MORRIS

## Lloyds Bank Business A/c

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/10/2025	Lloyds Bank I/A Online Saver	TRANSFER	150,000.00			225		150,000.00	T/F Lloyds to Lloyds IA OL
01/10/2025		FPO	150.00			566		150.00	MCC Damage Dep Refund
01/10/2025	Ashford BC	FPO	91.00			4385	275	91.00	Ashford BC - Civic/Char Event
02/10/2025	Trooli Ltd	D/D 4	48.00	48.00		500			Trooli-T.H - Broadband
02/10/2025	Trooli Ltd	D/D 5	55.00	55.00		500			Trooli-Broadband-MCC Annexe
08/10/2025	British Gas	D/D 1	31.84	31.84		500			British Gas-Ass Rms-Gas
08/10/2025	Folkestone & Hythe District Co	D/D 1	175.00	175.00		500			FHDC - A/R Non Domestic Rates
08/10/2025	Folkestone & Hythe District Co	D/D 2	720.00	720.00		500			FHDC - T/H Non Domestic Rates
09/10/2025	BILT Building Merchants	FPO 1	45.43	45.43		500			Bilt-MCC-R&M
09/10/2025	M Coleman Arborocultural Servi	FPO 2	476.40	476.40		500			M.Coleman-Grms-G.Main
09/10/2025	A/C Number 0065778857	FPO 3	1,622.46	1,622.46		500			EDF-MCC-Electricity
09/10/2025	Four Seasons Fencing Ltd	FPO 1	2,919.65	2,919.65		500			Four Seasons-MCC Fencing
09/10/2025	Rolfes DIY LLP	FPO 2	278.34	278.34		500			Rolfes - S Tools & Cons
09/10/2025	FHDC	FPO	30.00			4385	275	30.00	FHDC - Civic/Charity Event
15/10/2025	SALARIES	FPI	13,307.57			4000	100	7,762.00	SALARIES - M7
						4005	100	3,445.64	SALARIES - M7
						4005	100	1,476.62	SALARIES - M7
						345	0	-1,476.62	SALARIES - M7
						6000	100	1,476.62	SALARIES - M7
						4020	100	485.86	SALARIES - M7
						4364	275	137.45	SALARIES - M7
15/10/2025	Kent Pension Fund	FPI	4,793.55			4000	100	2,847.12	KPF - M6
						4005	100	1,517.16	KPF - M6
						4005	100	400.59	KPF - M6
						345	0	-400.59	KPF - M6
						6000	100	400.59	KPF - M6
						4020	100	28.68	KPF - M6
15/10/2025	HMRC	FPI	4,270.77			4000	100	2,514.65	HMRC - M6
						4005	100	1,345.03	HMRC - M6
						4005	100	411.09	HMRC - M6
						345	0	-411.09	HMRC - M6
						6000	100	411.09	HMRC - M6
15/10/2025	MPR IT Solutions Ltd	FPO 1	630.94	630.94		500			MPR-IT Support
15/10/2025	Societ of Local Council Clerks	FPO 2	229.00	229.00		500			SLCC-Membership
15/10/2025	Kent County Playing Fields Ass	FPO 3	20.00	20.00		500			Kent County Playing Flds Subs
15/10/2025		FPO	150.00			566		150.00	MCC Damage Dep Ref
15/10/2025		FPO	150.00			566		150.00	MCC Dam Ref
15/10/2025		FPO	147.00			566		147.00	MCC Damage Dep Refund
15/10/2025		FPO	150.00			566		150.00	MCC Damage Dep Refund

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Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 3

User: T.MORRIS

## Lloyds Bank Business A/c

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
20/10/2025	Lloyds Bank	PAY	13.24			4305	275	13.24	Lloyds Bank - Service Charges
20/10/2025	Castle Water	D/D	52.08	52.08		500			Castle-MCC-Water
22/10/2025	Business Stream	D/D 1	22.87	22.87		500			Bus Stream-Ass Rms-Water
22/10/2025	Branch Fire & Safety LLP	FPO 1	251.94	251.94		500			Branch Fire-T.H-Ext Service
22/10/2025	K M Media Group Ltd	FPO 2	318.00	318.00		500			KM Media- Rec-Caretake
22/10/2025	Rolfes DIY LLP	FPO 3	268.04	268.04		500			Rolfes-Small Tools
22/10/2025		FPO	150.00			566		150.00	MCC Damage Dep Refund
28/10/2025	Veolia ES (UK) plc	D/D 1	96.02	96.02		500			Veolia-Waste
29/10/2025	British Gas	D/D 2	50.86	50.86		500			British Gas -T.H- Gas
29/10/2025	Chubb Fire & Security Ltd	FPO	1,361.01	1,361.01		500			Chubb-T Hall-Alarm Contract
29/10/2025	Furley Page LLP	FPO 2	54.60	54.60		500			Furley Page - Legal Fees-Lease
29/10/2025	Kent Association of Local Coun	FPO 3	168.00	168.00		500			KALC-Training-PM/SD
29/10/2025	Kent County Council	FPO 4	163.21	163.21		500			KCC-Printers/Copiers
29/10/2025	Newline Essex Ltd	FPO 1	171.28	171.28		500			Newline-MCC-Cleaning
29/10/2025	Margate Charter Trustees	FPO	45.00			4385	275	45.00	Margate CT - Civic/Char Event
31/10/2025	Trooli Ltd	D/D 1	48.00	48.00		500			Trooli - T.H. - Broadband
31/10/2025	Trooli Ltd	D/D 2	55.00	55.00		500			Trooli-MCC-Broadband
31/10/2025	Trooli Ltd	D/D 3	237.72	237.72		500			Trooli - MCC Annexe - Broadband
31/10/2025	Trooli Ltd	D/D 6	58.86	58.86		500			Trooli-MCC-Broadband
31/10/2025	Business Stream	D/D	166.24	166.24		500			Bus Stream-Gms-WC-Water
Total Payments for Month			184,243.92	10,795.79	0.00			173,448.13	
Balance Carried Fwd			74,384.05						
Cashbook Totals			258,627.97	10,795.79	0.00			247,832.18	

Date: 20/11/2025

## New Romney Town Council Current Year

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## Cashbook 4

User: T.MORRIS

## Nat West Business Reserve A/c

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		65,939.49					65,939.49	

Banked: 03/10/2025 713.60

TRANSFER	Nat West Current A/c	713.60			200		713.60	AUTO TRANSFER
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INTEREST Banked: 31/10/2025 57.20

INTEREST	Nat West	57.20			1080	275	57.20	Nat West - Interest
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Total Receipts for Month		770.80	0.00	0.00			770.80	
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Cashbook Totals		66,710.29	0.00	0.00			66,710.29	
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## New Romney Town Council Current Year

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## Cashbook 4

User: T.MORRIS

## Nat West Business Reserve A/c

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
16/10/2025	Nat West Current A/c	TRANSFER	197.02			200		197.02	AUTO TRANSFER
20/10/2025	Nat West Current A/c	TRANSFER	34.07			200		34.07	AUTO TRANSFER
21/10/2025	Nat West Current A/c	TRANSFER	310.33			200		310.33	AUTO TRANSFER
<b>Total Payments for Month</b>			541.42	0.00	0.00			541.42	
<b>Balance Carried Fwd</b>			66,168.87						
<b>Cashbook Totals</b>			66,710.29	0.00	0.00			66,710.29	

Date: 20/11/2025

New Romney Town Council Current Year

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Cashbook 5

User: T.MORRIS

Petty Cash

For Month No: 7

Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
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Balance Brought Fwd :		295.16					295.16	
-----------------------	--	--------	--	--	--	--	--------	--

Banked:	0.00							
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		0.00					0.00	
--	--	------	--	--	--	--	------	--

Total Receipts for Month	0.00		0.00	0.00			0.00	
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Cashbook Totals	295.16		0.00	0.00			295.16	
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Date: 20/11/2025

## New Romney Town Council Current Year

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Cashbook 5

User: T.MORRIS

Petty Cash

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
08/10/2025	Sainsbury's	P/C 027	18.08			4360	275	18.08	Sainsbury's - Coffee Morning
09/10/2025	Blakemore	P/C 028	2.00			4360	275	2.00	Blakemore - Newspaper
09/10/2025	Drive Autocentre	P/C 029	50.00			4400	275	50.00	Drive - GF66 EJU MOT
14/10/2025	Blakemore	P/C 030	10.00			4320	275	10.00	Blakemore - Mobile Topup - DH
15/10/2025	Blakemore	P/C 031	20.00			4320	275	20.00	Blakemore - Mobile Topup - DH
20/10/2025	Post Office	P/C 032	10.25			4370	275	10.25	Post Office - Postage
21/10/2025	Pilgrims	P/C 033	6.00			4360	275	6.00	Pilgrims - Town Tree Decs
<b>Total Payments for Month</b>			116.33	0.00	0.00			116.33	
<b>Balance Carried Fwd</b>			178.83						
<b>Cashbook Totals</b>			295.16	0.00	0.00			295.16	

Date: 20/11/2025	New Romney Town Council Current Year	Page: 88
Time: 14:26	Cashbook 6	User: T.MORRIS
	Corporate Card	For Month No: 7

Receipts for Month 7			Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Banked: 16/10/2025		827.41					
TRANSFER	Unity Trust Current A/c	827.41			205	827.41	Corporate Card
Total Receipts for Month		827.41	0.00	0.00		827.41	
Balance Carried Fwd		1,229.05					
Cashbook Totals		2,056.46	0.00	0.00		2,056.46	

Continued on Page 89

Date: 20/11/2025

## New Romney Town Council Current Year

Page: 89

Time: 14:26

## Cashbook 6

User: T.MORRIS

## Corporate Card

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :			795.92					795.92	
01/10/2025	Amazon	CORP CARD	28.49		4.75	4361	221	23.74	Amazon - MCC Misc - Clock
02/10/2025	Lloyds Bank	FEE	3.00			4305	275	3.00	Lloyds Bank - TM - Fee
08/10/2025	Amazon	CORP CARD	26.97		4.49	4375	275	22.48	Amazon - O Equip - Harc drive
08/10/2025	KCC	CORP CARD	41.00			4384	275	41.00	KCC - Xmas lights permi
						336	0	-41.00	KCC - Xmas lights permi
						6000	275	41.00	KCC - Xmas lights permi
14/10/2025	ShoeStation Direct Ltd	CORP CARD	57.98		9.66	4356	275	48.32	ShoeStation - Workwear
15/10/2025	Crownshop Ltd	CORP CARD	8.71		1.45	4375	275	7.26	Crownshop - PA setup
15/10/2025	Amazon	CORP CARD	35.64		5.94	4375	275	29.70	Amazon - PA setup
15/10/2025	Amazon	CORP CARD	6.42		1.07	4375	275	5.35	Amazon - PA setup
15/10/2025	Amazon	CORP CARD	150.45		25.08	4375	275	125.37	Amazon - PA setup
15/10/2025	Amazon	CORP CARD	14.96		2.50	4375	275	12.46	Amazon - PA setup
15/10/2025	Amazon	CORP CARD	7.23		1.21	4375	275	6.02	Amazon - PA setup
16/10/2025	Amazon	CORP CARD	67.50		11.26	4356	275	56.24	Amazon - Workwear
16/10/2025	Amazon	CORP CARD	139.99		23.33	4361	221	116.66	Amazon - MCC - Babychange
16/10/2025	Amazon	CORP CARD	3.49		0.58	4361	221	2.91	Amazon - MCC - Signage
20/10/2025	City Company Seals	CORP CARD	39.00		6.50	4380	275	32.50	City Company Seals - P&S
21/10/2025	Clicked Tech Ltd	CORP CARD	129.00		21.50	4375	275	107.50	Clicked Tech - C/T mob phone
21/10/2025	Amazon	CORP CARD	7.58		1.26	4375	275	6.32	Amazon - O Equip - Phonecase
21/10/2025	Amazon	CORP CARD	43.49		7.25	4361	221	36.24	Amazon - MCC - Doormats
27/10/2025	SSP Direct	CORP CARD	73.26		12.21	4361	221	61.05	SSP Direct - MCC - Signage
28/10/2025	We Remove & Store Ltd	CORP CARD	84.99		14.17	4375	275	70.82	We Remove - O Equip - Boxes
28/10/2025	Ross Leon Flint	CORP CARD	19.18		3.19	4361	221	15.99	Ross L Flint - MCC - Signage
28/10/2025	Amazon	CORP CARD	24.78		4.13	4361	221	20.65	Amazon - MCC - Xmas tree
29/10/2025	Amazon	CORP CARD	129.98		21.66	4361	221	108.32	Amazon - MCC - Xmas tree
29/10/2025	Amazon	CORP CARD	30.47		5.08	4375	275	25.39	Amazon - O Equip - Laminator
30/10/2025	Amazon	CORP CARD	86.98		14.50	4361	221	72.48	Amazon - MCC - Door mats
Total Payments for Month			1,260.54	0.00	202.77			1,057.77	
Cashbook Totals			2,056.46	0.00	202.77			1,853.69	

Date: 20/11/2025

## New Romney Town Council Current Year

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Time: 14:26

## Cashbook 7

User: T.MORRIS

## Lloyds Bank I/A Online Saver

For Month No: 7

## Receipts for Month 7

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		354,093.72					354,093.72	
Banked: 01/10/2025		150,000.00						
TRANSFER	Lloyds Bank Business A/c	150,000.00			210		150,000.00	T/F Lloyds to Lloyds IA OL
INTEREST Banked: 09/10/2025		242.05						
INTEREST	Lloyds Bank	242.05			1080	275	242.05	Lloyds Bank - Interest
					337		242.05	Lloyds Bank - Interest
					6001	275	-242.05	Lloyds Bank - Interest
Total Receipts for Month		150,242.05	0.00	0.00			150,242.05	
Cashbook Totals		504,335.77	0.00	0.00			504,335.77	

Continued on Page 54

Date: 20/11/2025

## New Romney Town Council Current Year

Page: 54

Time: 14:26

Cashbook 7

User: T.MORRIS

Lloyds Bank I/A Online Saver

For Month No: 7

## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
------	------------	-----------	--------------	-------------	-------	-----	--------	----------	--------------------

0.00

Total Payments for Month

0.00

0.00

0.00

0.00

Balance Carried Fwd

504,335.77

Cashbook Totals

504,335.77

0.00

0.00

504,335.77

### **CAPITAL PROJECTS REPORT**

#### **(i) Maude Community Centre Project Update Report**

Not available on this occasion due to a Post-Project Review Meeting and preparation of finalised costs being currently awaited.

#### **(ii) Maude Community Centre Project Financial Update Report**

Not available on this occasion due to a Post-Project Review Meeting and preparation of finalised costs being currently awaited.

## REPAIRS TO TOWN HALL HOUSE WINDOWS

**B E AMES LTD**

**BUILDERS & DECORATORS**

Unit 1A Cinque Ports Road, Mountfield Industrial Estate  
New Romney, Kent TN28 8LJ



### ESTIMATE

New Romney Town Council  
Town Hall  
High Street  
NEW ROMNEY, Kent  
TN28 8BT

[rfo@newromney-tc.gov.uk](mailto:rfo@newromney-tc.gov.uk)

17 November 2025

Dear [REDACTED]

**RE: TOWN HALL HOUSE, HIGH STREET, NEW ROMNEY**

#### First Floor Bedroom and Bathroom Windows

Following close inspection of first floor bedroom and bathroom windows I believe they can be restored as opposed to being replaced. This will no doubt please the Listed Building officer.

The timber frames (probably oak) appear to be in good condition with no rot being evident.  
The lead lights and metal casements require removal and restoration by specialists.  
The bathroom window is useable but to operate you have to stand in the bath.  
The bedroom window is currently sealed shut.  
Both windows suffer with condensation however this can be reduced if secondary glazing is kept shut during cold weather conditions.

We therefore offer the following estimate which we consider to be the way forward.

- To Provide labour, plant and material to erect scaffold to enable access and comply with health and safety requirements.  
For estimating purposes we have allowed the sum of £200.00 for pavement licence fees.  
Remove metal casement to both bedroom and bathroom windows and remove lead lights and lay bars to fixed glazed areas.  
Transport metal casements and lead lights to glazing specialists for repairs.  
Provisional Sum allowed for lead light and metalwork restoration £2,400.00 which includes contractor's profit and overheads.  
Metal casements to be shot blasted and painted to a three coat specification ie metal primer and 2 No coats of Metalshield, colour black gloss, as will the lay bars to the fixed lead lights.

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DIRECTOR: J P HOPE VAT REG NO: 202 6644 92 REG OFFICE: NEW ROMNEY TN28 8LJ CO REG NO: 01217654

**First Floor Bedroom and Bathroom Windows (cont)**

To The existing timber framing and metalwork to be thoroughly prepared and spot primed with appropriate primer.  
The metalwork to be primed and painted with 2 No coats of Metalshield as before.  
Woodwork to be painted with 2 No undercoats and 1 No top coat, finish brilliant white gloss.  
All colours to match existing.  
Casements and leaded lights to be refitted.  
Lead lights to be wired to metal lay bars and bedded in Heritage putty.  
Cart away all arisings leaving site clean and tidy.  
Approximate Sum.

**FOR THE SUM OF:-  
PLUS VAT @ 20%**

**£6,800.00  
£1,360.00**

**£8,160.00**  
=====

We trust this estimate will meet with your requirements but should you have any queries please do not hesitate to contact me.

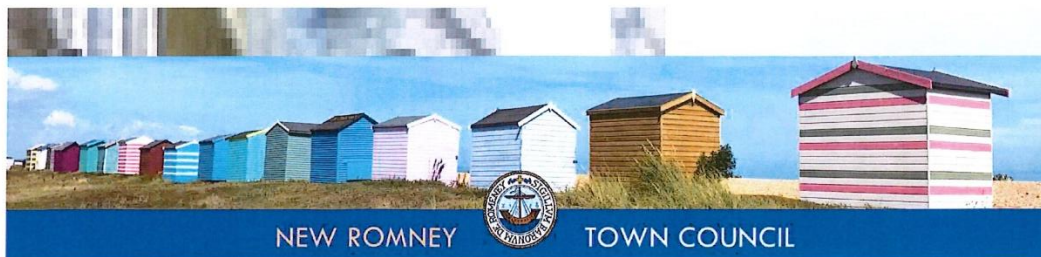
Yours sincerely



**Director**



STRATEGIC PLAN 2023-2027



# STRATEGIC PLAN

2023 - 2027

New Romney Town Council



# Contents

- 3 Foreword
- 4 Our Strategy
- 6 Financial Management
- 7 Planning, Highways & Environment
- 10 Recreation & Amenities
- 12 Health & Wellbeing
- 13 Town & Community

# Foreword

*Welcome to New Romney Town Council's Strategic Plan. The Plan describes the Council's vision, what we are trying to achieve during the current Term of Office and what our objectives and key priorities are between now and 2027.*



*The Right Worshipful the Mayor of New Romney,  
Councillor John Rivers  
July 2023*

**The Strategic Plan** explains clearly to Councillors, staff, residents, businesses, and our partners exactly what the Council aims to achieve between now and the next election. New Romney Town Council is an ambitious Council and, as Members, we are all committed to helping make New Romney, Littlestone and Greatstone (*now called 'New Romney' in this report*) a better place to live, work and visit.

This document will help to ensure that the Council continues to focus on delivering excellent, value for money services for the Town and its residents.

This Strategic Plan sets out the Council's overall vision - which is to continually work on improving the quality of life for all residents, improving our local environment, conserving and promoting the Town's heritage and retaining financial security.

The overarching Strategy is underpinned by 11 Corporate Priorities supported by 52 Key Objectives. The Corporate Plan will be reviewed annually and updates on the Council's achievements will be reported at the Annual Town Meeting.

The Council will ensure that adequate resources (financial, staffing, training, equipment etc) are made available to achieve the Objectives detailed within this Plan.



# New Romney Town Council Strategic Plan

*To continually work on improving the quality of life for all residents, improving our local environment, conserving and promoting the Town's heritage and retaining financial security.*

Our overarching Strategy is underpinned by the following:

- 5 Areas of Focus
- These include 13 Strategic Priorities
- These are supported by 53 Key Objectives
- Each Objective will be progressed and monitored by the relevant Council Committee

## 1. *Financial Management*

- To develop and manage a sustainable budget which maximises use of Town Council assets, optimises revenue streams and provides optimum spending opportunities whilst maintaining financial security and recognising the impact on residents

## 2. *Planning, Highways & Environment*

- To ensure that New Romney (see above) can develop economically whilst safeguarding its natural environment
- To optimise the ability for people and goods to move around the Town safely and in a more environmentally friendly manner
- To keep New Romney clean and pleasant for residents and visitors alike

## 3. *Recreation & Amenities*

- To optimise and encourage the use of all local sports, play and exercise facilities
- To maintain and improve a range of amenities and services to support a good quality of life in New Romney's Wards

#### 4. *Health & Wellbeing*

- To develop and maintain a community infrastructure in New Romney that nurtures a safe, supportive and inclusive place to live, work and visit

#### 5. *Town & Community*

- To develop and maintain a community infrastructure in New Romney that nurtures a safe, supportive and inclusive place to live, work and visit
- To support local businesses and economic development in New Romney
- To effectively communicate, consult and engage with our residents, partners, employees, local businesses, visitors and other public sector organisations (eg local authorities, health and education)
- To make sure that New Romney continues to attract tourists to the area
- To actively promote the arts and culture in New Romney
- To maintain and improve a range of amenities and services to support a good quality of life in New Romney

## 1. Financial Management

*To develop and manage a sustainable budget which maximises use of Town Council assets, optimises revenue streams and provides optimum spending opportunities whilst maintaining financial security*

Objectives	Committee	Start	Complete
FM1: Review and update Rolling Maintenance Plan to assist in Maintaining optimum property values of NR properties	F&GP	2023-24	Commenced: Review and Update by Finance Officers currently in hand. Updated document to be presented to F&GP Committee By end March 2026
FM2: Undertake review of revenue streams and develop a plan to optimise income with which to support longer-term spending options whilst retaining financial security. To investigate funding and grants available to the Town Council	F&GP	2023-24 2026-27	Not Yet Commenced: Deferred to 2026-27 Due to take into Account potential Impact of Local Government Reorganisation

## 2. Planning, Highways & Environment

*To ensure New Romney can develop economically whilst safeguarding its natural beauty*

Objectives	Committee	Start	Complete
PHE 1: Carry out a wants / needs survey re local new build developments to understand local housing needs and the impact on the Town from new developments with a vision of using the data to influence local planning outcomes	Planning & Environment	2023-24	Commenced: Train and Explain Public Engagement To be organised in 2026 to educate Public about the Planning Process Prior to ensuing Consultation Questionnaire.
PHE 2: Develop and adopt a Policy Statement / Planning Protocol identifying the Town Council's commitment to preserving local open spaces	Full Council	2023-24	COMPLETED – POLICY APPROVED & ADOPTED SEPT 2024



## 2. Planning, Highways & Environment

*To ensure New Romney remains  
a clean and pleasant place to  
live, work and visit*

Objectives	Committee	Start	Complete
PHE 3: Establish a process by which NRTC receives regular feedback re local air quality monitoring	Planning & Environment	2023-24	COMPLETED Information being Received Routinely on annual Basis.
PHE 4: Complete the upgrade of NRTC waste disposal contracts and waste receptacles at New Romney Town Hall and Assembly Rooms to facilitate waste recycling	F&GP	2024-25	COMPLETED Re-cycling bins in-Situ at Town Hall and waste disposal contract upgraded for re-cycling collection
PHE 5: Complete Area Action Plans for all NRTC open spaces linked to the adopted Environment Policy	Planning & Environment	2024-25	OVERDUE Clarification Required to be Sought from Working Party Chairman
PHE 6: Re-distribute trees from NRTC tree nursery for planting appropriately around the parish	Planning & Environment	2025-26 2026-27	Re-scheduled Awaiting growth to Adequate maturity.
PHE 7: Identify potential areas of NRTC Land for re-wilding and consult local residents on proposals	Planning & Environment	2025-26 2026-27	Re-Scheduled To take into Consideration Land assets following LG Reorganisation
PHE 8: Investigate potential for Supporting local up-cycling and re-cycling projects and organisations	Planning & Environment	2026-27	COMPLETED Implemented by KCC at Mountfield Road Recycling Centre



## 2. Planning, Highways & Environment

*To optimise the movement of people and goods around the Town safely and in a more environmentally friendly manner*

Objectives	Committee	Start	Complete
PHE 9: Identify and secure funding to implement the New Romney Parish Highways Improvement Plan	Planning & Environment	<a href="#">2023-27</a>	PHASE 1 COMPLETED Phase 2 Commenced CIL funds to be allocated By F&GP Committee ON-GOING
PHE 10: Implement 20MPH zones within the Parish as identified within the New Romney Parish Highways Improvement Plan	Planning & Environment	<a href="#">2023-27</a>	PHASE 1 COMPLETED PHASE 2 IN HAND CIL funds to be allocated By F&GP Committee ON-GOING
PHE 11: Implement improvements to junction of Ashford Road / New Romney High Street as identified within the New Romney Parish Highways Improvement Plan	Planning & Environment	2024-25	Commenced: Works approved by Kent Highways and identified in Pentland Homes Improvements to Highways in vicinity of residential development ON-GOING
PHE 12: Continue negotiations with FHDC Re adopting one of the two town centre car parks with a vision of utilising revenue to support funding of local improvements	Full Council	2025-26	Commenced: In discussion Under LG Reorganisation Programme ON-GOING
PHE 13: Lobby Government and KCC for improved local public transport. Investigate links with other Councillors (Parish, District, and County) to consider a Community Bus service with links to hospitals and other major sites/venues	Full Council	2023-24	COMPLETED – COMMUNITY TRANSPORT SERVICE IN PLACE

*To optimise and encourage use of  
all Town Council sports, play and  
exercise facilities*

Objectives	Committee	Start	Complete
RA 1: Provide more varied outdoor play equipment for children	Full Council	<del>2024-25</del> 2026-27	Re-Scheduled Town Clerk / RFO To prepare Consultation with St. Nicholas Academy Spring 2026
RA 2: Seek and secure funding to expand the New Romney Skate Park	Full Council	2025-26	Put on hold – Consider following Local Government Reorganisation
RA 3: Complete adoption of Station Road Area and secure funding to upgrade the equipment on the rear half of the site	Full Council	2024-25	Commenced: In discussion Under LG Reorganisation Programme ON-GOING

### 3. Recreation & Amenities

*To maintain and improve a range of amenities and services to support a good quality of life in New Romney*

Objectives	Committee	Start	Complete
RA 4: Provide picnic benches at Perimeter of St Martin's Field	F&GP	2024-25	<b>Paused:</b> Put on hold due To police advice Re anti-social Behaviour
RA 5: Replace planters around perimeter of St Martin's Field with self-watering planters	F&GP	2024-25	<b>COMPLETED –</b> PLANTERS IN PLACE
RA 6: Prepare a development plan and secure funding to upgrade The Greens as a Destination Coastal Park for play and recreation (eg addition of petanque strip, crazy golf, themed adventure playground, further picnic benches)	Full Council	<b>2025-26</b> <b>2026-27</b>	<b>Re-scheduled –</b> To be considered Following Local Government Reorganisation
RA 7: Seek and secure funding or loan/ Lease project to provide a NRTC Caretaker van to improve safety and efficiency in maintaining Town Council lands and premises	Full Council	2024-25	<b>COMPLETED –</b> VAN PURCHASED
RA 8: Deliver the completed Community Hall, Sports Pavilion and Nursery project	Full Council	<b>2025-26</b>	<b>COMPLETED –</b> MAUDE COMMUNITY CENTRE NOW OPEN
RA 9: Refurbish or replace railings at The Greens, Littlestone and install inset safety barriers at all pedestrian access points	Full Council	<b>2025-26</b>	<b>Commenced</b> Refurbishment <b>on-going</b> (Posts and rails being replaced in accordance with condition priority)

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[www.newromney-tc.gov.uk](http://www.newromney-tc.gov.uk)

## 4. Health & Wellbeing

*To develop a community infrastructure in New Romney that nurtures a safe, supportive and inclusive place to live, work and visit*

Objectives	Committee	Start	Complete
HW 1: Provide Dementia Awareness training for all New Romney Town Council Members and Staff	Full Council	2023-24	COMPLETED Several rounds of Training provided
HW 2: Complete all remaining criteria to be accredited as a Dementia Friendly Council	Full Council	2023-24	Commenced: Clerk to review remaining criteria ON-GOING
HW 3: Continue adaptations to New Romney Town Hall and Assembly Rooms to make them more dementia friendly (upgrade Town Hall lighting / repaint door frames in both buildings in contrasting colour in line with rolling maintenance programme)	F&GP	2024-25	Commenced: Décor-related change Undertaken in line With rolling maintenance programme ON-GOING
HW 4: Support Primary Care Network with sharing of healthcare communications and provision of additional building space for delivery of healthcare services	Health & Wellbeing	2024-25	COMPLETED: Health & Wellbeing Committee established and opportunities for assisting with communicating local healthcare matters discussed via this committee ON-GOING
HW 5: Expand links on NRTC website to include details of more local support organisations	Health & Wellbeing	2024-25	COMPLETED: Additional appropriate links to local support organisations added to NRTC website as they are identified ON-GOING

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## 5. Town & Community

*To develop a community infrastructure in New Romney that nurtures a safe, supportive and inclusive place to live, work and visit*

Objectives	Committee	Start	Complete
TC 1: Lobby Government/KCC/Kent Police to re-establish a visible local police presence and to retain KCC Community Wardens	Full Council	<del>2023-24</del>	OUTDATED – WITHDRAWN KCC Community Wardens Team stood down prior to adoption of this Strategic Plan; named Kent Police Officer for local area already established
TC 2: Create disabled parking bay(s) on NRTC land at the end of The Greens, Littlestone to improve accessibility of this open recreational space	Full Council	2026-27	
TC 3: Provide funding support for the retention of local youth club provision	F&GP	<del>2025-26</del>	WITHDRAWN – No youth club to Support financially
TC 4: Organise a Community Service event to publicise what is on offer to local residents in terms of volunteer support and services	Health & Wellbeing	2024-25 2026-27	Re-scheduled and Amended: NRTC to man a table at RMCH Community Service Event to promote NRTC as source of Resident support
TC 5: Establish a Youth Council to engage and respond to the needs of local young people	Full Council	2024-25	Commenced: Youth Council Constitution adopted. ON-GOING – TO BE RE-VISITED

## 5. Town & Community

### *To support local businesses and encourage economic development in New Romney*

Objectives	Committee	Start	Complete
TC 6: Install an electronic information board in the Town Centre area to promote the Town and advertise local businesses with a vision of generating additional revenue from advertising	F&GP	<del>2025-26</del>	WITHDRAWN – Not viable as Existing competition In High Street (2 already in Place)
TC 7: Develop a plan for increased use of St. Martin's Field, and the Greens, for community events with a long term vision of establishing a community events calendar (eg to include annual community picnic, annual Armed Services Day event, annual Pride event etc) or a New Romney Festival Week	Full Council	<del>2024-25</del> <b>2026-27</b>	Re-scheduled and Amended – Increase existing events To include Annual Community Picnic Commencing Spring 2027

## 5. Town & Community

*To effectively communicate, consult and engage with our residents, partners, employees, local businesses, visitors and the public sector (eg local authorities, health and education)*

Objectives	Committee	Start	Complete
TC 8: Return Council meetings to the Town Hall Council Chamber and revert to Monday evening meetings to reduce clashes with District Council meetings	Full Council	2023-24	COMPLETED Council Chamber Available for meetings – Regular use hindered by lack of heating; in hand
TC 9: Routinely publish links to details of local planning applications on NRTC social media	Planning & Environment	2023-24	COMPLETED On-going practice now established to highlight local planning apps via NRTC social media
TC 10: Establish a policy of submitting regular monthly articles for publication in Romney Marsh Community Ad magazine which is delivered directly to every local household	Full Council	2023-24	COMPLETED Policy of utilising monthly Community Ad publication for publicising NRTC activity established and implemented
TC 11: Create video recordings of all Civic Services and Ceremonies for publication on Town Council social media to increase civic engagement	Full Council	2024-25	COMPLETED Commenced with Recordings of D-Day 80 events posted on NRTC social media. ON-GOING
TC 12: To establish other social media means by which we make the Council more accessible and engaging	Full Council	2024-25	COMPLETED Options investigated & not feasible at present

## 5. Town & Community

*To effectively communicate, consult and engage with our residents, partners, employees, local businesses, visitors and the public sector (eg local authorities, health and education)*

Objectives	Committee	Start	Complete
TC 13: Re-instate Town Centre NRTC noticeboard in High Street	F&GP	2024-25	COMPLETED Noticeboard Installed in High Street
TC 14: Develop and adopt Policy Statement that places an expectation on Town Council Members to attend Civic Services and Ceremonies / Town Council events to (i) demonstrate commitment to the Town and its residents and (ii) engage with members of the community and increase visibility of the Council	Full Council	2024-25	COMPLETED – POLICY APPROVED & ADOPTED



## 5. Town & Community

*To make sure that New Romney continues to attract tourists to the area*

Objectives	Committee	Start	Complete
TC 15: Complete and publicise (via NRTC website/social media and leaflets) the Town Trail	F&GP	2024-25	COMPLETED Installation of Town Trail completed; Leaflets received And distributed.
TC 16: Develop a Policy for utilisation of The Cinque Ports brand	Full Council	2024-25 2026-27	Re-scheduled & Commenced: Clerk to adapt existing Policy for NRTC. Cinque Ports Crest to be added to all forms/docs and press/publicity materials
TC 17: Replace Town signage at entry points to the Town ('Welcome' gates with crest / reference to 'Ancient Cinque Port Town')	Planning & Environment F&GP/ Full Council	2024-25 2026-27	Re-scheduled & Commenced: Cost estimates sought - provision subject to CIL funding availability
TC 18: Prepare a Business Plan for potential provision of a summer tourist road train	Full Council	2025-26	WITHDRAWN – Not feasible at the current time; staff focus on Local Government Reorganisation
TC 19: See RA6 (P11) Upgrade of The Greens as a Destination Coastal Park	Full Council	2025-26 2026-27	Re-scheduled To consider following Local Government Reorganisation

## 5. Town & Community

### *To promote the arts and culture in New Romney*

Objectives	Committee	Start	Complete
TC 20: Actively promote established local events on NRTC website and social media (eg JAM on the Marsh, New Romney Country Fayre, Light Up New Romney)	Full Council	2023-24	COMPLETED All established local events are Actively promoted via NRTC website and social media page
TC 21: Install a Town Sign in the Town Centre/historic centre of the Town to Identify with the Town's history	Full Council	2024-25	Commenced: Cost estimates sought

## 5. Town & Community

*To maintain and improve a range of amenities and services to support a good quality of life in New Romney*

Objectives	Committee	Start	Complete
TC 22: Lobby FHDC to re-develop the Disused play area in Dagleish Close	Full Council	<b>2025-26</b>	<b>WITHDRAWN</b> Outdated due to FHDC Play Strategy
TC 23: Undertake a post-community hall project review of NRTC buildings use	F&GP	<b>2026-27</b>	<b>Commenced;</b> Project review meetin Date currently being Arranged with project Management team
TC 24: Install 2x Town benches (currently In storage) in New Romney High Street	F&GP	<b>2024-25</b>	<b>COMPLETED –</b> 2X BENCHES NOW IN SITU
TC 25: Re-develop the toilet block on The Greens, Littlestone, to provide a café facility with external public toilet(s) and generate revenue to support local improvements	Full Council	<b>2026-27</b>	<b>Commenced:</b> Discussion opened With Interested party and Natural England

# Contact

For more information, or if you have any questions regarding the Corporate Plan, please contact:

Town Clerk  
Tel: 01797 362348  
Email: [town.clerk@newromney-tc.gov.uk](mailto:town.clerk@newromney-tc.gov.uk)

New Romney Town Council  
Town Clerk's Office  
Town Hall  
High Street  
New Romney  
Kent  
TN28 8BT

[www.newromney-tc.gov.uk](http://www.newromney-tc.gov.uk)



**New Romney Town Council**

### KALC COMMUNITY AWARDS 2026

To consider a Town Council nomination for a 2026 KALC Community Award, including supporting statement in a maximum of 30 words.

### DATA CONTROLLER AND DATA PROCESSOR AGREEMENT



#### Appendix ....

### NEW ROMNEY TOWN COUNCIL



### DATA CONTROLLER & DATA PROCESSOR AGREEMENT

THIS AGREEMENT is made on [ ] 20.....  
BETWEEN:

- 1) **New Romney Town Council** (The 'Controller'); and
- 2) [Name of company / organisation] (incorporated in, or existing and established under the laws of the UK whose registered office is at [Registered Office Address] (The 'Processor')

#### BACKGROUND

- The Controller processes Personal Data in connection with its business activities.
- The Processor processes Personal Data on behalf of other businesses and organisations.
- The Controller wishes to engage the services of the Processor to process Personal Data on its behalf.

The Data Protection Act 2018 provides that, where processing of Personal Data is carried out by a Processor on behalf of the Data Controller, the Controller must choose a Processor providing sufficient guarantees in respect of the technical security measures and organisational measures governing the processing to be carried out and must ensure compliance with those measures.

The Data Protection Act 2018 also requires that, where processing is carried out by a Processor on behalf of a Controller, such processing shall be governed by a contract or legal act binding the Processor to the Controller

stipulating, in particular, that the Processor shall act only on instructions from the Controller and shall comply with the technical and organisational measures required under the appropriate national law to protect Personal Data against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access and against all other unlawful forms of processing.

In compliance with the Data Protection Act 2018, the Controller and Processor wish to enter into this Processing Security Agreement.

## **THE PARTIES HEREBY MUTUALLY AGREE THE FOLLOWING:**

### **1. DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement, the following words and phrases shall have the identified meanings unless inconsistent with the context or as otherwise specified:

**‘Data Protection Directive’** shall mean the UK General Data Protection Regulation (GDPR) on the protection of individuals with regard to the processing of Personal Data and on the free movement of such Data.

**‘National Law’** shall mean the law of the Member State in which the Processor is established.

**‘Personal Data’** shall mean any information relating to an identified or identifiable natural person (‘Data Subject’); an identifiable person is one who can be identified, directly or indirectly, in particular by reference to an identification number or to one or more factors specific to his/her physical, physiological, mental, economic, cultural or social identity.

**‘Processing of Personal Data’** shall mean any operation or set of operations which is performed upon Personal Data, whether or not by automatic means, such as collection, recording, organisation, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, blocking, erasure or destruction.

**‘Sub-Contract’** or **‘Sub-Contracting’** shall mean the process by which either party arranges for a third party to carry out its obligations under this Agreement

and **‘Sub-Contractor’** shall mean the party to whom the obligations are Sub-Contracted.

**‘Technical and Organisational Security Measures’** shall mean measures to protect Personal Data against accidental or unlawful destruction or accidental loss, alteration, unauthorised disclosure or access and against all other unlawful forms of processing.

## **2. CONSIDERATION**

2.1 In consideration of the Controller engaging the services of the Processor to process Personal Data on its behalf, the Processor shall comply with the security, confidentiality and other obligations imposed on it under this Agreement.

## **3. SECURITY OBLIGATIONS OF THE PROCESSOR**

3.1 The Processor shall only carry out those actions in respect of the Personal Data processed on behalf of the Controller as are expressly authorised by the Controller.

3.2 The Processor shall take such Technical and Organisational Security Measures as are required under its own National Law to protect Personal Data processed by the Processor on behalf of the Controller against unlawful forms of processing. The Processor agrees that appropriate Technical and Organisational Measures shall include, as a minimum standard of protection, compliance with the legal and practical security requirements set out in Article 32 of the General Data Protection Regulation (GDPR). The Controller reserves the right to ask that the Processor make available to the Controller all information necessary to demonstrate compliance with its obligations and to allow and fully cooperate with audits, including inspections, conducted by the Controller or another person authorised to this end by the Controller.

## **4. CONFIDENTIALITY**

4.1 The Processor agrees that it shall maintain the Personal Data processed by the Processor on behalf of the Controller in confidence. In particular, the Processor agrees that, save with the prior written consent of the Controller, it



shall not disclose any Personal Data supplied to the Processor by, for, or on behalf of the Controller to any third party.

4.2 The Processor shall not make any use of the Personal Data supplied to it by the Controller otherwise than in connection with the provision of services by the Processor to the Controller.

4.3 The obligations of 4.1 and 4.2 above shall continue for a period of five years after the cessation of the provision of services by the Processor to the Controller.

4.4 Nothing in this Agreement shall prevent either party from complying with any legal obligation imposed on it by a regulator or court. Both parties shall, however, where possible, discuss together the appropriate response to any request from a regulator or court for disclosure of information.

## **5. SUB-CONTRACTING**

5.1 The Processor shall not sub-contract any of its rights or obligations under this Agreement without the prior written consent of the Controller.

5.2 Where the Processor, with the consent of the Controller, sub-contracts its obligations under this Agreement, it shall do so only by way of a written Agreement with the Sub-Contractor which imposes the same obligations in relation to the security of the processing on the Sub-Contractor as are imposed on the Processor under this Agreement.

5.3 For the avoidance of doubt, where the Sub-Contractor fails to fulfil its obligations under any Sub-Contracting Processing Agreement, the Processor shall remain fully liable to the Controller for the fulfilment of its obligations under this Agreement.

## **6. TERM AND TERMINATION**

6.1 This Agreement shall continue in full force and effect for so long as the Processor is processing Personal Data on behalf of the Controller.

6.2 Within 7 days following termination of this Agreement, the Processor shall, at the direction of the Controller, (a) comply with any other Agreement made between the parties concerning the return or destruction of Data, or (b) return

all Personal Data passed to the Processor by the Controller for processing, or (c) on receipt of instructions from the Controller, destroy all such Data unless prohibited from doing so by any applicable law.

## 7. GOVERNING LAW

7.1 This Agreement shall be governed by and construed in accordance with the National Law of the Member State in which the Controller is established.

**AS WITNESS** this Agreement has been signed in behalf of each of the parties by its duly authorised representative on the day and year first above written.

SIGNED on behalf of **NEW ROMNEY TOWN COUNCIL**

Mrs Catherine Newcombe - Town Clerk (Proper Officer)

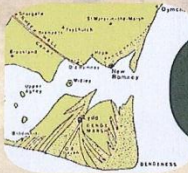
SIGNED on behalf of .....

(Print Name and Title) ..... (Authorised Signatory)

Celebrating the unique story of Romney Marsh - Fishing, Fleece & Faith

# The Romney Flock

A flock of colourful Romney Sheep sculptures, co-created with the local community and displayed across Romney Marsh - a creative celebration of local heritage, local people and an iconic local animal!

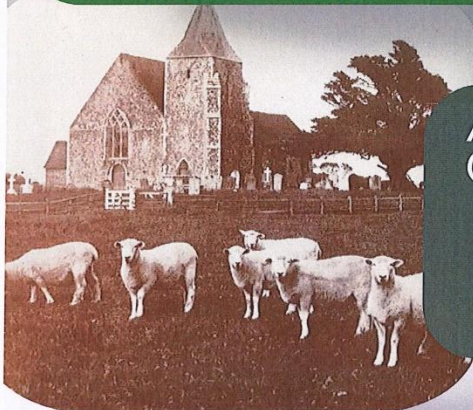
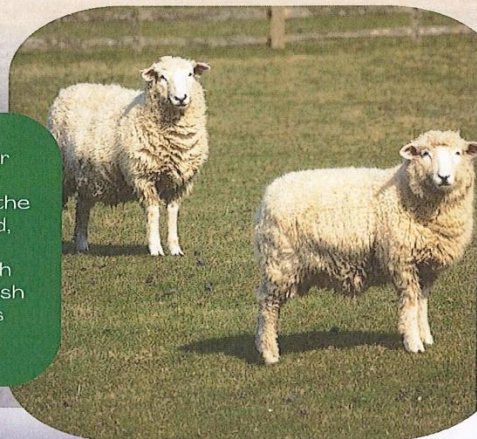


In medieval times, the sea reached deep into Romney Marsh, where fishing villages lined sheltered bays and creeks. As the waters silted up, locals turned to farming instead, reclaiming land from the sea and shaping the fertile landscape we see today.

Introducing...

## The Romney Sheep

A sturdy, long-woolled sheep prized for both its fleece and its meat. Among England's oldest native breeds, the Romney evolved to withstand the wind, rain and salt air of Romney Marsh. By the Middle Ages, its wool was in high demand across Europe, making the Marsh one of the country's most prosperous centres of sheep farming and trade.

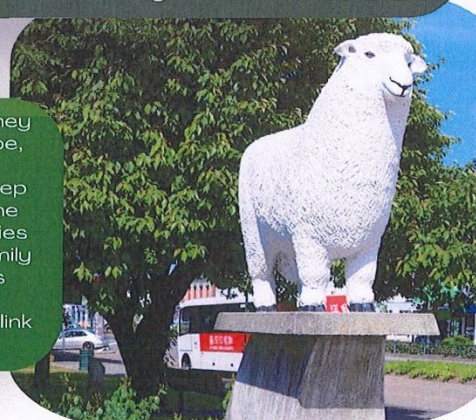


## Ancient Churches

From the 12th to 15th centuries, the wool trade brought great prosperity to Romney Marsh. Churches sprang up, many funded by wealthy landowners and merchants whose fortunes came from sheep. Several of these churches are strikingly large for their tiny villages - enduring symbols of the confidence and prosperity that wool once brought to the Marsh.

## Global demand

By the 14th and 15th centuries, Romney wool was sought after across Europe, famed for its strength and lustre. Centuries later, in 1843, Romney sheep were exported to New Zealand. In the churchyard at St Mary in the Marsh lies farmer James Chittenden, whose family bred Romneys for generations - his grave lovingly restored by a New Zealand sheep farmer, honouring the link between the two lands.



The Romney has become New Zealand's most popular sheep breed. This statue found at Gore, New Zealand, honours the hardy animal. Yet no statues of the sheep exist on Romney Marsh. Until now...

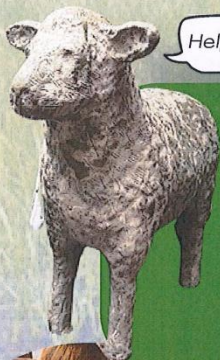




# Creating The Romney Flock

Subject to funding, artists from Teach Me Studios will design a series of Romney Sheep sculptures, each co-created with local schools, groups, or through public workshops.

Hosted by organisations across Romney Marsh, the flock will connect a network of communities across this remote isolated landscape. The flock celebrates the area's unique heritage and connection to the land, supported by online learning resources.



Help decorate me!

## Workshops

Workshops will invite people of all ages and abilities to help create and decorate the Romney Sheep sculptures, inspired by the history, landscape and wildlife of the Marsh. Participants will first make a small keepsake to take home, then contribute to one of the larger sculptures, leaving their own mark on this shared celebration of community and place.



## Wool Crafts

A range of wool craft workshops and demonstrations will be offered in partnership with Romney Wool, celebrating the Marsh's living heritage.

Visitors can enjoy felt-making, crochet, wool-soap crafting, and spinning demonstrations, learning traditional skills from local makers - and there may even be a chance to meet a real Romney sheep up close!

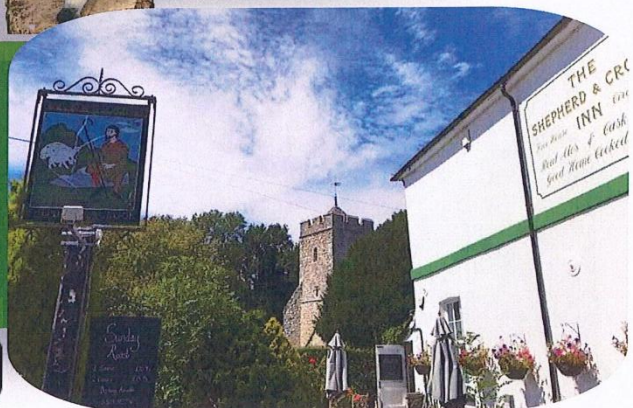


## Using heritage locations

Ancient churches and smugglers' pubs will be used for public workshops, as well as schools, halls and community hubs.



Sheepwrecked?!  
The project highlights the necessary balance between farming and environmental conservation on the marsh.







## Ways YOU can help

**In order to support our application to Arts Council England, we need your help!**



Sponsor me!

### Sponsor a sheep

For £500, you can sponsor one of the first eight sheep in The New Romney Flock – and even choose its name! Your chosen name, along with your own, will feature on a dedication plaque mounted on the sculpture, and in accompanying materials and guides.



### Become a “Looker”

Help care for The Romney Flock. Our new sculptures will be displayed at locations across Romney Marsh and Hythe – and a few of our sheep are still looking for a home! If your community organisation has suitable space, you can enquire about hosting one of the final sculptures.

### Sponsor a Tide Tales Brick

For just £15, you can sponsor one of the 230 mosaic bricks to be set around the bandstand in Oaklands Park, Hythe.



### Host a workshop

Do you have a public space or community venue? If so, you can support our project by offering space free of charge for our public workshops, helping us keep these creative sessions open and accessible to everyone.

### Make a donation

Support the project with a contribution of £300–£3,000, helping to fuel this community-wide arts and heritage initiative and bring creativity to the heart of Romney Marsh and Hythe.



**All Sponsors, Lookers and Hosts will be acknowledged in our online resources and announced at the unveiling events, celebrating your role in bringing the project to life.**

**Get involved! Email [info@teachmecourses.co.uk](mailto:info@teachmecourses.co.uk)**

### NEW ROMNEY FOOTBALL CLUB REQUEST

New Romney Football Club has submitted a request for permission to relocate the approved advertising boards from the high chain link fencing adjacent the Maude Sewer to the low-level security fencing between the sports pitch and the car park.

The request is on the basis that the height of the existing position is becoming increasingly difficult to manage by ageing volunteers, so for their safety, the lower-level location would be preferred.

END