

# 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: CTM/3005

15<sup>th</sup> May 2024

Dear Councillor.

**A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE  
WILL BE HELD IN THE COUNCIL CHAMBER. TOWN HALL, NEW  
ROMNEY ON WEDNESDAY 22<sup>nd</sup> MAY 2024 AT 6.45PM.**

Members of the public are welcome to attend.

Yours sincerely,

*Mrs Tracy Morris*

Mrs C T Morris  
Responsible Financial Officer

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

**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?**

All Members of the Public may attend the Council meeting. As well as members of the Council (or relevant Council Committee) and Council Officers participating in 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 can be delivered by way of a written statement to be 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 a representative on their behalf.

Any such questions should be emailed to: [finance.clerk@newromney-tc.gov.uk](mailto:finance.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) that you would like to participate by 3pm on the Friday 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 the reading of your submission).

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

Your question will be read aloud by 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.

**FINANCE & GENERAL PURPOSES COMMITTEE MEETING**  
**WEDNESDAY 22<sup>ND</sup> MAY 2024 AT 6.45PM**

**AGENDA**

**1. ELECTION OF COMMITTEE CHAIRMAN**

To appoint a Chairman of the Finance & General Purposes Committee.

**2. ELECTION OF COMMITTEE VICE-CHAIRMAN**

To appoint a Vice-Chairman of the Finance & General Purposes Committee.

**3. APOLOGIES:**

To receive and note the apologies of Councillors unable to attend.

**4. 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.

**5. DECLARATIONS OF INTEREST:**

Councillors to declare any Disclosable Pecuniary Interests or Other Significant or Personal Interests they may have in items on the agenda for this meeting.

**6. ADJOURNMENT OF MEETING:**

To formally adjourn 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 **Finance & General Purposes Committee Meeting** held on Wednesday 20<sup>th</sup> March 2024 (Attached hereto\*).

**10. FINANCIAL MATTERS (Encs\*):**

**(i)** To receive and note 2023/2024 Budget Comparison and Income and Expenditure Reports (Attached hereto\*).

**(ii)** To receive and approve the RFO's Schedule of Payments Approved Under Financial Regs, SPAA and/or Delegated Authority Attached hereto\*).

**(iii)** To receive and note the RFO's Schedule of Transfers Between Town Council Bank Accounts (attached hereto\*).

**(iv)** To consider the request received from the Planning and Environment Committee to release funds from The Highway Improvement Plan Reserve Fund (Attached hereto\*).

**11. RFO's Reports (Encs\*):**

**(i)** To receive and note the RFO's Report (Attached hereto\*).

**(ii)** To receive and note the RFO'S Maintenance Report (Attached hereto\*).

**12. GRANT FUNDING/DONATIONS (Encs\*):**

To consider grant funding requests received:

**(i)** Caring Altogether in Romney Marsh (CARM)

**(ii)** New Romney Country Fayre

**(iii)** Light up New Romney

**(iv)** Romney Marsh Community Hub

**13. ART INSTALLATION (Encs\*):**

To approve design and location of previously approved art installation for New Romney art installation (Attached hereto\*).

**14. ASSEMBLY ROOMS CAR PARK:**

To consider remedial works to the Assembly Rooms car park (Clerk to report).

**MINUTES**  
**of**  
**A Meeting of New Romney Town Council's**  
**Finance and General Purposes Committee**  
**Held in the Assembly Rooms on**  
**Wednesday 20<sup>th</sup> March 2024 commencing at 6.45pm**

**PRESENT:** Councillors P Thomas, J Davies, J Rivers, P Coe,  
K Terry and Reverend Canon McLachlan

**In Attendance:**

Finance Clerk	-	Mrs J Field
Member of the Public	-	1

**IN THE CHAIR:** Councillor P Thomas

589/2023-24 **APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted, as follows:

Councillor P Carey - Due to a prior personal commitment

590/2023-24 **DISPENSATION TO PARTICIPATE**

The Finance Clerk advised that no new Dispensations to Participate had been granted.

591/2023-24 **DECLARATIONS OF INTEREST**

**@6.46PM** Councillor Thomas declared a personal Interest in Agenda Item 12 as the applicant is known to him.

592/2023-24 **ADJOURNMENT OF MEETING**

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

593/2023-24 **PUBLIC QUESTIONS**

None.

594/2023-24 **RE-CONVENING OF MEETING**

Not applicable.

595/2023-24 **MINUTES**

(i) The Chairman presented the Minutes of the **Finance & General Purposes Committee Meeting** held on **17<sup>th</sup> January 2024**, copies of which had been previously circulated to all Councillors and it was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Terry

**RESOLVED – that the minutes of the Finance & General Purposes Committee Meeting held on 17<sup>th</sup> January 2024, be approved and signed as a true and correct record.**

Councillor Rev Cn MacLachlan abstained from voting as she had not been in attendance at the meeting.

596/2023-24 **FINANCIAL MATTERS**

**(i) To receive and note 2023/2024 Budget Comparison and Income & Expenditure reports**

The 2023/2024 Budget Comparison Report and Income and Expenditure Reports were received and noted.

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

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

**PROPOSED BY:** Councillor Terry

**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY – that the afore-mentioned detailed schedule of Payments Approved under Financial Regs, SPAA and/or Delegated Authority, in the sum of £87,629.97 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.

597/2023-24 **RFO'S REPORTS****(i) Actions completed since the F&GP Committee meeting held on 20<sup>th</sup> September 2023:**

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

**RFO's Report – F&GP Meeting on 20<sup>th</sup> March 2024****Actions completed since the F&GP Committee meeting held on 17<sup>th</sup> January 2024:**

- (i)** An order has been placed to carry out roof & rainwater goods inspections (*Minute Ref: 484/2023-24(i)(b) refers*). NB: Due to the imminent demolition of the Maude Pavilion and the subsequent demolition of the Community Hall (Nursery) this order has been amended.
- (ii)** Contracts in respect of three-yearly grounds maintenance provision have been issued (*Minute Re: 484/2023-24(ii) refers*).
- (iii)** An order has been placed to carry out 2024 Church Lane ditch management works (*Minute Ref: 484/2023-24(iii) refers*).
- (iv)** An order in respect of ad-hoc grass cutting/strimming of communal areas at Church Lane Allotment Gardens has been placed (*Minute Ref: 484/2023-24(iv)(b) refers*).
- (v)** An order in respect of tree works has been placed (*Minute Ref: 484/2023-24(v) refers*). NB: Works have subsequently been completed.
- (vi)** An order to carry out electrical works at the Town Hall has been placed (*Minute Ref: 484/2023-24(vi) refers*). NB Works have subsequently been completed.
- (vii)** The applicant requesting permission to operate a market on The Greens has been advised of the Council's decision (*Minute Ref: 485/2023-24 refers*).
- (viii)** Following their confirming acceptance of the award, the payment for grant funding to JAM has been made (*Minute Ref: 487/2023-24(i) refers*). NB: Their grateful thanks to the Town Council have subsequently been received.
- (ix)** Following their confirming acceptance of the award, the payment for grant funding to Teach Me has been made (*Minute Ref: 487/2023-24(ii) refers*). NB: Their grateful thanks to the Town Council have subsequently been received.
- (x)** An order for the replacement flagpole has been placed (*Minute Ref: 488/2023-24 refers*). NB: Site preparation works have subsequently commenced.

**Other Matters of Report:**

None:

**This concludes my report – RFO 13<sup>th</sup> March 2024**

**(ii) RFO's Maintenance Report:**

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

**RFO's Maintenance Report – F&GP Meeting on 20<sup>th</sup> March 2024**

Routine maintenance in respect of all Town Council owned lands and buildings has been carried out since the last report to the Committee as per previously awarded contracts.

Additional non-routine maintenance and repairs have been carried out since the last report to Committee, as follows:

**(i) Town Hall**

- Remedial decoration works, following replacement of ground floor central heating system, by the Parish Caretaker are in progress.
- Replacement of existing lighting and installation of a new consumer board.

**In hand:**

- Provision of air conditioning in the Council Chamber (Planning application/listed buildings consent submitted to FH&DC).
- Provision of heating for Mayor's Parlour.

**(ii) Town Hall House and Outbuilding**

- Adjustment to back door, carried out by Parish Caretaker.

**In hand:**

- Installation of conservation roof light.
- Repairs to internal plaster work (Identified during recent Tenancy inspection).

**(iii) Town Hall Garden**

- Tree works carried out by M Coleman Arboricultural Service.

**In hand:**

- Lawn restoration works.

**(iv) Public Clock**

- None.

**In hand:**

- None.

**(v) Assembly Rooms**

- CCTV units fitted by Parish Caretaker.
- Tree works carried out by M Coleman Arboricultural Service.
- Replacement doorbell and door retaining hooks fitted by Parish Caretaker.

**In hand:**

- None.

**(vi) Community Hall (Nursery)**

- Tree works carried out by M Coleman Arboricultural Service.

**In hand:**

- None.

**(vii) Maude Pavilion & Sports Field**

- Tree works carried out by M Coleman Arboricultural Service.

**In hand:**

- Any works previously in hand, in respect of the Pavilion, have been cancelled due to imminent demolition of the building.

**(viii) Fairfield Road Recreation Ground**

- Tree works carried out by M Coleman Arboricultural Service.

**In hand:**

- Routine maintenance works to play equipment.

**(ix) The Greens / Hut & Winch Site**

- None.

**In hand:**

- Routine maintenance works to gym/play equipment.
- Research in respect of providing a separately metered power supply to the Toilet Block.

**(x) Allotment Gardens**

- Strimming of vacant plots carried out by Caretaking Team.

**In hand:**

- Removal of fly tipped manure.

**(xi) Flagstaff Land**

- Flagpole lowered by Parish Caretaker along with a team of volunteers.

- Ground preparation works for new flagpole carried out by B E Ames Ltd.
- Horticultural assistance works carried out by NRIB.

**In hand:**

- Perimeter bollard gold banding (ongoing).
- Installation of new flagpole.

**(xii) Coney Banks**

- None.

**In hand:**

- None.

**(xiii) Garden of Remembrance**

- The Parish Caretaker has been assisted by members of New Romney British Legion to ensure the Garden of Remembrance continues to look pristine throughout the year.

**In hand:**

- None.

**(xiv) Cinque Ports Place (Town Square) & High Street Planter**

- None.

**In hand:**

- Re-siting of street furniture.

**(xv) Vandalism / Antisocial Behaviour**

- Fly tipping of manure at the entrance to Church Lane Allotment Gardens reported to FH&DC.
- Vandalism to the rear door and doorbell at the Assembly Rooms reported to Kent Police.
- Vandalism to a car parked at the Assembly Rooms reported to Kent Police.

**(xvi) Miscellaneous**

- Damaged Town Trail plaque reinstalled by Caretaking Team.
- Installation of final Town Trail plaque.

**In hand:**

- None.

**This concludes my maintenance report – RFO 13<sup>th</sup> March 2024**

598/2023-24 **QUOTATIONS**

(i) Due consideration was given to the quotations received in respect of weed spraying of Town Council playparks. It was:

**PROPOSED BY:** Councillor Rev Cn MacLachlan  
**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY - that (i) the quotation received in the sum of £140.00 plus VAT to carry out weed spraying of Town Council playparks, be accepted and funded from the relevant departmental budgets: (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 M. Coleman Arboricultural Service.

(ii) Due consideration was given to the single quotation sought in respect of Toilet Block Maintenance and it was:

(a)  
**PROPOSED BY:** Councillor Rivers  
**SECONDED BY:** Councillor Davies

**RESOLVED UNANIMOUSLY – that Standing Orders be waived to consider the single quotation sought.**

(b)  
**PROPOSED BY:** Councillor Thomas  
**SECONDED BY:** Councillor Coe

**RESOLVED UNANIMOUSLY- that (i) the quotation received in the sum of £7245.00 plus VAT to carry out Toilet Block maintenance for the period 1<sup>st</sup> April – 30<sup>th</sup> September 2024, be accepted and funded from the relevant departmental 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 Folkestone & Hythe District Council.

599/2023-24 **HORTICULTURAL ASSISTANCE – FUNDING**

Due consideration was given to the request received from NRIB to provide funding for plants and materials to be used on Town Council lands. It was:

**PROPOSED BY:** Councillor Terry  
**SECONDED BY:** Councillor Rev Cn MacLachlan

**RESOLVED – that (i) Option 1 for the sum of £524.00 inc VAT be approved and funded from the departmental budgets with any shortfall coming from General Reserves; (ii) the RFO be authorised to settle all relevant invoices, when received, having first ascertained all is in order.**

600/2023-24 **THE GREENS- MOBILE CATERING**

Due consideration was given to the application from Majic Memories to site a mobile catering trailer on The Greens at Littlestone. It was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Rev Cn MacLachlan

**RESOLVED that – Majic Memories be permitted to site their mobile catering trailer on The Greens at Littlestone and that the charge for the 2024 season be set at £400.00 plus VAT.**

601/2023-24 **GRANT FUNDING/ DONATIONS**

Due consideration was given to the funding requested submitted by New Romney in Bloom. It was:

**PROPOSED BY:** Councillor Rivers

**SECONDED BY:** Councillor Rev Cn MacLachlan

**RESOLVED that grant funding in the sum of £684.00 be awarded to New Romney in Bloom.**

602/2023-24 **COUNCIL CHAMBER CHAIRS**

Due consideration was given to the disposal of specified Council Chamber chairs. It was:

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Terry

**RESOLVED that consent be given for the disposal of 1 x high back chair and 18 x mid back chairs \*.**

\* These being those chairs in the Council Chamber used by Councillors/Clerks for NRTC meetings.

603/2023-24 **SEA WATER QUALITY MONITORING**

Due consideration was given to a request for the allocation of funding for the provision of sea water sampling. It was:

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Rev Cn MacLachlan

**RESOLVED UNANIMOUSLY – that funding, in the sum of £3000.00, be allocated from General Reserves for the commissioning of a sea water sampling service.**

The Chairman thanked the Councillors and the Finance Clerk for their attendance and the meeting then concluded @ **8.08PM**.

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

New Romney Town Council Current Year		
Income and Expenditure Account for Year Ended 31st March 2024		
31st March 2023		31st March 2024
	<b>Income Summary</b>	
0	PWLB Loan Receipt	1,000,000
363,553	Precept	374,894
<b>363,553</b>	<b>Sub Total</b>	<b>1,374,894</b>
	<b>Operating Income</b>	
150	Town Hall	200
7,800	Town Hall House	8,300
2,085	Assembly Rooms	2,379
6,600	Community Hall	6,600
1,200	Sports Field & Maude Pavilion	1,380
6,331	The Greens	7,806
2,597	Allotments	2,641
550	Land at Coney Banks	600
63	Wayleaves	63
71	Town Square (Cinque Ports Plc)	40
0	Street Furniture (Non TC Land)	1,590
12,725	Administration & Miscellaneous	55,658
1,139,020	Other	12,534
<b>1,542,745</b>	<b>Total Income</b>	<b>1,474,685</b>
	<b>Running Costs</b>	
140,391	Staff Costs	151,877
13,399	Town Hall	79,994
4,611	Town Hall House	7,677
8,161	Assembly Rooms	21,489
2,302	Community Hall	604
2,745	Sports Field & Maude Pavilion	11,866
4,172	Fairfield Road Rec Ground	4,990
11,999	The Greens	12,643
1,626	Flagstaff Land	1,820
1,770	Allotments	1,650
654	Garden of Remembrance	63
125	Town Square (Cinque Ports Plc)	0
3,660	Street Furniture (Non TC Land)	1,655
212,654	Administration & Miscellaneous	246,778
9,548	Other	18,160
8	Planning Committee	0
<b>417,824</b>	<b>Total Expenditure</b>	<b>561,268</b>
	<b>General Fund Analysis</b>	
211,438	Opening Balance	250,232
1,542,745	Plus : Income for Year	1,474,685
<b>1,754,183</b>		<b>1,724,917</b>
417,824	Less : Expenditure for Year	561,268
<b>1,336,359</b>		<b>1,163,649</b>
1,086,127	Transfers TO / FROM Reserves	909,665
<b>250,232</b>	<b>Closing Balance</b>	<b>253,984</b>

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Staff Costs</u>								
1085 Capital Deposit Interest	0	0	7,500	7,500			0.0%	
Staff Costs :- Income	0	0	7,500	7,500			0.0%	0
4000 Clerical Salaries & ER Pen/NI	92,485	103,884	109,000	5,116		5,116	95.3%	
4005 Manual Salaries & ER Pen/NI	41,128	41,119	53,000	11,881		11,881	77.6%	
4020 Civic Salaries & ER Pen/NI	1,440	1,946	1,700	(246)		(246)	114.4%	
4030 Capital Project Staffing	3,095	2,220	7,500	5,280		5,280	29.6%	2,220
4035 Emergency Staffing	2,243	1,666	2,500	834		834	66.6%	
4055 Eye Tests	0	55	200	146		146	27.3%	
4065 Rec & Train Res Fund Cont 330	0	0	2,000	2,000		2,000	0.0%	
4067 Rec & Train Res Fund Exp	0	988	0	(988)		(988)	0.0%	988
4080 Staff Prov Res Fund Cont 345	0	0	4,000	4,000		4,000	0.0%	
4085 Pens/Gratuity Res Fun Cont 328	0	0	3,000	3,000		3,000	0.0%	
Staff Costs :- Indirect Expenditure	140,391	151,877	182,900	31,023	0	31,023	83.0%	3,208
Net Income over Expenditure	(140,391)	(151,877)	(175,400)	(23,523)				
6000 plus Transfer from EMR	3,095	3,208	0	(3,208)				
Movement to/(from) Gen Reserve	(137,296)	(148,669)	(175,400)	(26,731)				
<u>200 Town Hall</u>								
1010 Rental Income	150	150	150	0			100.0%	
1999 Miscellaneous Inc	0	50	50	0			100.0%	
Town Hall :- Income	150	200	200	0			100.0%	0
4100 Non-domestic Rates	4,990	5,240	5,470	231		231	95.8%	
4105 Waste	704	774	1,853	1,079		1,079	41.8%	
4110 Water Rates-Supply/Waste water	240	388	259	(129)		(129)	150.0%	
4115 Electricity	2,919	2,693	3,542	849		849	76.0%	
4120 Gas	840	1,716	1,660	(56)		(56)	103.4%	
4125 Cleaning/Hygiene Supplies	107	95	110	15		15	86.0%	
4130 First Aid Supplies	0	10	55	45		45	17.9%	
4140 Repairs & Maintenance	1,524	2,710	2,000	(710)		(710)	135.5%	
4145 Fire Safety Equipment Maint	115	133	126	(7)		(7)	105.3%	
4150 Window Boxes	0	70	0	(70)		(70)	0.0%	
4155 Tree Inspection/Surgery	95	1,945	450	(1,495)		(1,495)	432.2%	
4160 PAT Testing	76	146	83	(63)		(63)	175.9%	
4161 Town Hall Alarm System	0	879	1,044	165		165	84.2%	
4165 Roof R/W Goods Inspections	1,788	0	1,840	1,840		1,840	0.0%	
4169 Town Hall Electrical Upgrade	0	3,225	0	(3,225)		(3,225)	0.0%	3,225
4170 Town Hall Roof Repair	0	15,870	0	(15,870)		(15,870)	0.0%	15,870

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4171 Town Hall Stairlift Replacemnt	0	18,251	0	(18,251)		(18,251)	0.0%	12,873
4172 T Hall C Heating Rep G Floor	0	8,425	0	(8,425)		(8,425)	0.0%	8,425
4178 T Hall/T Hall Hs Ext Redec	0	17,413	0	(17,413)		(17,413)	0.0%	17,413
4361 Miscellaneous Exp	0	11	0	(11)		(11)	0.0%	
Town Hall :- Indirect Expenditure	13,399	79,994	18,492	(61,502)	0	(61,502)	432.6%	57,806
Net Income over Expenditure	(13,249)	(79,794)	(18,292)	61,502				
6000 plus Transfer from EMR	5,378	57,806	0	(57,806)				
Movement to/(from) Gen Reserve	(7,871)	(21,988)	(18,292)	3,696				
<b>205 Town Hall House</b>								
1010 Rental Income	7,800	8,300	7,698	(602)			107.8%	
Town Hall House :- Income	7,800	8,300	7,698	(602)			107.8%	0
4140 Repairs & Maintenance	3,396	2,695	2,900	205		205	92.9%	2,244
4145 Fire Safety Equipment Maint	81	56	89	33		33	62.6%	
4165 Roof R/W Goods Inspections	340	0	360	360		360	0.0%	
4177 T H House Dormer Window	0	4,179	0	(4,179)		(4,179)	0.0%	4,179
4185 Landlords Gas Certificate	92	0	100	100		100	0.0%	
4362 Management Fees	702	747	0	(747)		(747)	0.0%	
Town Hall House :- Indirect Expenditure	4,611	7,677	3,449	(4,228)	0	(4,228)	222.6%	6,423
Net Income over Expenditure	3,189	623	4,249	3,626				
6000 plus Transfer from EMR	1,990	6,423	0	(6,423)				
Movement to/(from) Gen Reserve	5,179	7,046	4,249	(2,797)				
<b>210 Assembly Rooms</b>								
1000 Hire Fees	2,085	2,379	2,000	(379)			118.9%	
Assembly Rooms :- Income	2,085	2,379	2,000	(379)			118.9%	0
4100 Non-domestic Rates	1,946	1,747	2,133	387		387	81.9%	
4110 Water Rates-Supply/Waste water	717	797	465	(332)		(332)	171.4%	
4115 Electricity	994	1,096	1,484	388		388	73.9%	
4120 Gas	2,278	2,676	2,649	(27)		(27)	101.0%	
4125 Cleaning/Hygiene Supplies	97	95	157	62		62	60.2%	
4130 First Aid Supplies	0	0	22	22		22	0.0%	
4140 Repairs & Maintenance	1,029	3,032	1,400	(1,632)		(1,632)	216.6%	1,745
4145 Fire Safety Equipment Maint	133	65	146	81		81	44.6%	
4155 Tree Inspection/Surgery	95	395	225	(170)		(170)	175.6%	
4160 PAT Testing	38	8	42	34		34	19.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4165 Roof R/W Goods Inspections	610	0	320	320		320	0.0%	
4174 A Rooms Roof & Brickwork Repai	0	11,319	0	(11,319)		(11,319)	0.0%	11,319
4185 Landlords Gas Certificate	92	92	100	8		8	91.7%	
4361 Miscellaneous Exp	131	167	0	(167)		(167)	0.0%	
Assembly Rooms :- Indirect Expenditure	8,161	21,489	9,143	(12,346)	0	(12,346)	235.0%	13,064
<b>Net Income over Expenditure</b>	<b>(6,075)</b>	<b>(19,110)</b>	<b>(7,143)</b>	<b>11,967</b>				
6000 plus Transfer from EMR	0	13,064	0	(13,064)				
<b>Movement to/(from) Gen Reserve</b>	<b>(6,075)</b>	<b>(6,046)</b>	<b>(7,143)</b>	<b>(1,097)</b>				
<b>215 Community Hall</b>								
1010 Rental Income	6,600	6,600	6,600	0			100.0%	
Community Hall :- Income	6,600	6,600	6,600	0			100.0%	0
4140 Repairs & Maintenance	1,960	288	2,000	1,712		1,712	14.4%	
4155 Tree Inspection/Surgery	0	225	100	(125)		(125)	225.0%	
4165 Roof R/W Goods Inspections	250	0	130	130		130	0.0%	
4185 Landlords Gas Certificate	92	92	110	18		18	83.3%	
Community Hall :- Indirect Expenditure	2,302	604	2,340	1,736	0	1,736	25.8%	0
<b>Net Income over Expenditure</b>	<b>4,298</b>	<b>5,996</b>	<b>4,260</b>	<b>(1,736)</b>				
<b>220 Sports Field &amp; Maude Pavilion</b>								
1010 Rental Income	1,200	1,380	1,440	60			95.8%	
Sports Field & Maude Pavilion :- Income	1,200	1,380	1,440	60			95.8%	0
4140 Repairs & Maintenance	261	4,384	750	(3,634)		(3,634)	584.5%	3,662
4155 Tree Inspection/Surgery	925	6,775	630	(6,145)		(6,145)	1075.4%	
4165 Roof R/W Goods Inspections	340	0	160	160		160	0.0%	
4180 Grounds Maintenance	420	0	100	100		100	0.0%	
4185 Landlords Gas Certificate	92	0	110	110		110	0.0%	
4190 Herbicide Spraying	708	708	708	0		0	99.9%	
Sports Field & Maude Pavilion :- Indirect Expenditure	2,745	11,866	2,458	(9,408)	0	(9,408)	482.8%	3,662
<b>Net Income over Expenditure</b>	<b>(1,545)</b>	<b>(10,486)</b>	<b>(1,018)</b>	<b>9,468</b>				
6000 plus Transfer from EMR	0	3,662	0	(3,662)				
<b>Movement to/(from) Gen Reserve</b>	<b>(1,545)</b>	<b>(6,824)</b>	<b>(1,018)</b>	<b>5,806</b>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>225 Fairfield Road Rec Ground</b>								
4140 Repairs & Maintenance	155	85	500	415		415	17.1%	
4155 Tree Inspection/Surgery	95	2,585	800	(1,785)		(1,785)	323.1%	
4180 Grounds Maintenance	1,402	1,452	1,452	0		0	100.0%	
4195 Play Gym Maintenance	2,520	868	1,200	332		332	72.3%	
Fairfield Road Rec Ground :- Indirect Expenditure	4,172	4,990	3,952	(1,038)	0	(1,038)	126.3%	0
<b>Net Expenditure</b>	<b>(4,172)</b>	<b>(4,990)</b>	<b>(3,952)</b>	<b>1,038</b>				
6000 plus Transfer from EMR	2,420	0	0	0				
<b>Movement to/(from) Gen Reserve</b>	<b>(1,752)</b>	<b>(4,990)</b>	<b>(3,952)</b>	<b>1,038</b>				
<b>230 The Greens</b>								
1000 Hire Fees	100	600	0	(600)			0.0%	
1100 Hut & Winch Site Rents	5,565	6,580	6,200	(380)			106.1%	
1105 Sea Cadets Rent	250	250	250	0			100.0%	
1120 Ice Cream Van/Food Vendors	417	376	700	324			53.8%	
The Greens :- Income	6,331	7,806	7,150	(656)			109.2%	0
4110 Water Rates-Supply/Waste water	1,163	617	805	188		188	76.6%	
4115 Electricity	152	228	191	(37)		(37)	119.2%	
4140 Repairs & Maintenance	1,617	904	2,000	1,096		1,096	45.2%	
4180 Grounds Maintenance	1,990	2,040	2,040	0		0	100.0%	
4195 Play Gym Maintenance	627	1,839	1,000	(839)		(839)	183.9%	
4210 Toilet Block	6,450	6,966	7,070	104		104	98.5%	
4361 Miscellaneous Exp	0	50	0	(50)		(50)	0.0%	50
The Greens :- Indirect Expenditure	11,999	12,643	13,106	463	0	463	96.5%	60
<b>Net Income over Expenditure</b>	<b>(5,668)</b>	<b>(4,837)</b>	<b>(5,956)</b>	<b>(1,119)</b>				
6000 plus Transfer from EMR	247	50	0	(50)				
<b>Movement to/(from) Gen Reserve</b>	<b>(5,421)</b>	<b>(4,787)</b>	<b>(5,956)</b>	<b>(1,169)</b>				
<b>235 Flagstaff Land</b>								
4140 Repairs & Maintenance	615	958	100	(858)		(858)	957.8%	910
4155 Tree Inspection/Surgery	315	95	150	55		55	63.3%	
4180 Grounds Maintenance	696	768	696	(72)		(72)	110.3%	
Flagstaff Land :- Indirect Expenditure	1,626	1,820	946	(874)	0	(874)	192.4%	910
<b>Net Expenditure</b>	<b>(1,626)</b>	<b>(1,820)</b>	<b>(946)</b>	<b>874</b>				
6000 plus Transfer from EMR	454	910	0	(910)				
<b>Movement to/(from) Gen Reserve</b>	<b>(1,172)</b>	<b>(911)</b>	<b>(946)</b>	<b>(35)</b>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>240 Allotments</u>								
1200 Plot Rents (Not inc. deposits)	2,597	2,641	2,500	(141)			105.6%	
Allotments :- Income	2,597	2,641	2,500	(141)			105.6%	0
4110 Water Rates-Supply/Waste water	(121)	145	600	455		455	24.1%	
4140 Repairs & Maintenance	969	94	500	406		406	18.7%	
4155 Tree Inspection/Surgery	0	450	0	(450)		(450)	0.0%	
4180 Grounds Maintenance	922	852	312	(540)		(540)	273.1%	
4361 Miscellaneous Exp	0	110	0	(110)		(110)	0.0%	110
Allotments :- Indirect Expenditure	1,770	1,650	1,412	(238)	0	(238)	116.9%	110
Net Income over Expenditure	827	990	1,088	98				
6000 plus Transfer from EMR	0	110	0	(110)				
Movement to/(from) Gen Reserve	827	1,100	1,088	(12)				
<u>245 Land at Coney Banks</u>								
1250 Grazing Rent	550	600	600	0			100.0%	
Land at Coney Banks :- Income	550	600	600	0			100.0%	0
4200 Expenditure	0	0	50	50		50	0.0%	
Land at Coney Banks :- Indirect Expenditure	0	0	50	50	0	50	0.0%	0
Net Income over Expenditure	550	600	550	(50)				
<u>250 Wayleaves</u>								
1999 Miscellaneous Inc	63	63	60	(3)			105.0%	
Wayleaves :- Income	63	63	60	(3)			105.0%	0
Net Income	63	63	60	(3)				
<u>255 Garden of Remembrance</u>								
4140 Repairs & Maintenance	83	0	100	100		100	0.0%	
4155 Tree Inspection/Surgery	550	0	0	0		0	0.0%	
4180 Grounds Maintenance	21	63	200	137		137	31.6%	
Garden of Remembrance :- Indirect Expenditure	654	63	300	237	0	237	21.1%	0
Net Expenditure	(654)	(63)	(300)	(237)				
6000 plus Transfer from EMR	72	0	0	0				
Movement to/(from) Gen Reserve	(582)	(63)	(300)	(237)				

260 Town Square (Cinque Ports Plc)

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1999 Miscellaneous Inc	71	40	45	5			88.9%	
Town Square (Cinque Ports Plc) :- Income	71	40	45	5			88.9%	0
4140 Repairs & Maintenance	0	0	80	80		80	0.0%	
4155 Tree Inspection/Surgery	125	0	0	0		0	0.0%	
Town Square (Cinque Ports Plc) :- Indirect Expenditure	125	0	80	80	0	80	0.0%	0
<b>Net Income over Expenditure</b>	<b>(54)</b>	<b>40</b>	<b>(35)</b>	<b>(75)</b>				

270 Street Furniture (Non TC Land)

1999 Miscellaneous Inc	0	1,590	0	(1,590)			0.0%	1,590
Street Furniture (Non TC Land) :- Income	0	1,590	0	(1,590)				1,590
4180 Grounds Maintenance	21	0	0	0		0	0.0%	
4500 High St Planter - Maintenance	0	65	100	35		35	64.9%	
4505 Street Furniture	3,638	1,590	0	(1,590)		(1,590)	0.0%	1,590
Street Furniture (Non TC Land) :- Indirect Expenditure	3,660	1,655	100	(1,655)	0	(1,555)	1654.9%	1,590
<b>Net Income over Expenditure</b>	<b>(3,660)</b>	<b>(65)</b>	<b>(100)</b>	<b>(35)</b>				
6000 plus Transfer from EMR	3,480	1,590	0	(1,590)				
6001 less Transfer to EMR	0	1,590	0	(1,590)				
<b>Movement to/(from) Gen Reserve</b>	<b>(180)</b>	<b>(65)</b>	<b>(100)</b>	<b>(35)</b>				

275 Administration & Miscellaneous

1080 Bank & Investment Interest	11,850	41,189	2,500	(38,689)			1647.6%	25,719
1090 CIL Receipts	0	14,048	0	(14,048)			0.0%	14,048
1950 PWLB Loan Receipt	0	1,000,000	0	(1,000,000)			0.0%	1,000,000
1999 Miscellaneous Inc	874	421	21	(400)			2006.0%	
Administration & Miscellaneous :- Income	12,726	1,055,658	2,521	(1,053,137)			41874.6	1,039,767
4130 First Aid Supplies	3	0	0	0		0	0.0%	
4140 Repairs & Maintenance	0	10	0	(10)		(10)	0.0%	
4160 PAT Testing	44	0	0	0		0	0.0%	
4300 Insurance	5,471	6,195	6,500	305		305	95.3%	
4305 Bank Charges	444	788	500	(288)		(288)	157.6%	
4310 PWLB Capital Payment	0	0	57,337	57,337		57,337	0.0%	
4315 Subscriptions	3,396	4,140	4,000	(140)		(140)	103.5%	
4320 Phone/Internet	3,187	2,314	2,500	186		186	92.6%	
4325 IT Support & Equipment Maint	6,166	8,171	7,000	(1,171)		(1,171)	116.7%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4326 IT Upgrade	0	4,915	0	(4,915)		(4,915)	0.0%	4,915
4330 L&P CHSPP	79,733	178,435	0	(178,435)		(178,435)	0.0%	178,435
4335 Legal & Professional General	3,850	8,217	10,000	1,783		1,783	82.2%	
4337 Town Council Elections (331)	0	554	0	(554)		(554)	0.0%	554
4340 Donations STMFC	2,000	2,000	2,000	0		0	100.0%	
4345 Donations (Other)	2,400	6,000	4,000	(2,000)		(2,000)	150.0%	2,000
4350 Payroll Outsourcing	441	442	650	208		208	68.0%	
4355 Small Tools & Consumables	1,108	1,368	1,000	(368)		(368)	136.8%	
4356 Workwear/PPE	0	208	700	492		492	29.7%	
4360 Miscellaneous Exp	82,616	8,696	6,500	(2,196)		(2,196)	133.8%	1,565
4361 Miscellaneous Exp	0	50	0	(50)		(50)	0.0%	9
4363 Furniture Storage	0	678	743	65		65	91.2%	
4364 Business Mileage	0	949	1,000	51		51	94.9%	
4365 Public Clock	4,060	184	300	116		116	61.3%	
4370 Postage	658	285	1,500	1,215		1,215	19.0%	
4375 Office Equipment	7,753	2,495	2,750	255		255	90.7%	281
4380 Printing and Stationery	487	545	750	205		205	72.7%	
4384 Town Council Events	2,068	3,724	0	(3,724)		(3,724)	0.0%	3,674
4385 Mayor's Allowance	4,500	3,938	4,500	562		562	87.5%	
4386 Sergeants Uniform Replacement	0	119	0	(119)	6,893	(7,012)	0.0%	119
4390 Councillor Training	340	1,221	4,000	2,779		2,779	30.5%	
4395 Recruitment & Training (330)	1,929	135	0	(135)		(135)	0.0%	135
Administration & Miscellaneous :- Indirect Expenditure	212,654	246,778	118,230	(128,548)	6,893	(135,441)	214.6%	191,686
<b>Net Income over Expenditure</b>	<b>(199,929)</b>	<b>808,880</b>	<b>(115,709)</b>	<b>(924,589)</b>				
6000 plus Transfer from EMR	151,314	191,686	0	(191,686)				
6001 less Transfer to EMR	8,356	1,039,767	0	(1,039,767)				
<b>Movement to/(from) Gen Reserve</b>	<b>(56,972)</b>	<b>(39,201)</b>	<b>(115,709)</b>	<b>(76,508)</b>				
<b>280 Other</b>								
1900 Sale of Assets	1,129,000	0	0	0			0.0%	
1999 Miscellaneous Inc	10,020	12,534	0	(12,534)			0.0%	
Other :- Income	1,139,020	12,534	0	(12,534)				0
4115 Electricity	0	133	0	(133)		(133)	0.0%	133
4130 First Aid Supplies	7	0	0	0		0	0.0%	
4140 Repairs & Maintenance	0	13	0	(13)		(13)	0.0%	
4141 Festive Lighting Rep & Maint	0	325	0	(325)		(325)	0.0%	325
4195 Play Gym Maintenance	180	0	0	0		0	0.0%	
4361 Miscellaneous Exp	44	2,623	0	(2,623)		(2,623)	0.0%	2,511

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4506 Coronation Bench	0	2,552	0	(2,552)		(2,552)	0.0%	2,552
4510 Commemorative Benches	9,068	12,514	0	(12,514)		(12,514)	0.0%	
4605 Contingency	0	0	10,000	10,000		10,000	0.0%	
4610 Festivities Res Fund Cont 323	250	0	0	0		0	0.0%	
4615 Fest Lighting Res Fun Cont 336	0	0	2,000	2,000		2,000	0.0%	
4620 T C Election Res Fund Cont 331	0	0	7,000	7,000		7,000	0.0%	
4625 Build Rep/Res Res Fun Cont 320	0	0	7,500	7,500		7,500	0.0%	
4630 Non Ann Maint Res Fun Cont 334	0	0	7,500	7,500		7,500	0.0%	
4635 Uniform Reserve Fund Cont 335	0	0	2,000	2,000		2,000	0.0%	
4645 Boilers C H Res Fund Cont 343	0	0	2,000	2,000		2,000	0.0%	
4650 T H Stairlift Res Fund Con 338	0	0	1,000	1,000		1,000	0.0%	
4655 Capital Res Fund Cont 321	0	0	2,000	2,000		2,000	0.0%	
4660 Fac Mgmt Res Fun Cont 344	0	0	2,000	2,000		2,000	0.0%	
4670 Play & Msc Eq Res Fun Cont 326	0	0	10,000	10,000		10,000	0.0%	
4680 ICT Replace Res Fund Cont 348	0	0	3,000	3,000		3,000	0.0%	
Other :- Indirect Expenditure	9,548	18,160	56,000	37,840	0	37,840	32.4%	5,521
Net Income over Expenditure	1,129,472	(6,626)	(56,000)	(50,374)				
6000 plus Transfer from EMR	430	5,521	0	(5,521)				
6001 less Transfer to EMR	1,129,000	0	0	0				
Movement to/(from) Gen Reserve	902	(106)	(56,000)	(55,894)				
<u>285 Precept</u>								
1076 Precept	363,553	374,894	374,894	0			100.0%	
Precept :- Income	363,553	374,894	374,894	0			100.0%	0
Net Income	363,553	374,894	374,894	0				
<u>300 Planning Committee</u>								
4700 Planning Committee Costs	8	0	250	250		250	0.0%	
Planning Committee :- Indirect Expenditure	8	0	250	250	0	250	0.0%	0
Net Expenditure	(8)	0	(250)	(250)				
Grand Totals:- Income	1,542,745	1,474,685	413,208	(1,061,477)			356.9%	
Expenditure	417,824	561,268	413,208	(148,060)	6,893	(154,953)	137.5%	
Net Income over Expenditure	1,124,921	913,417	0	(913,417)				
plus Transfer from EMR	168,879	284,030	0	(284,030)				
less Transfer to EMR	1,137,356	1,041,357	0	(1,041,357)				
Movement to/(from) Gen Reserve	156,444	156,089	0	(156,089)				

# AGENDA ITEM 10(ii)

Payments Approved Under Financial Regs, SPAA and/or Delegated Authority - F&GP Meeting 22nd May 2024																	
Date	Supplier/Contractor		Description		Funding Source		Net	VAT	Total								
19.3.24	Absolute Security		Repair to safe locking mechanisms		Town Hall - R&M - Budget		£ 300.00	£ 60.00	£ 360.00	DTC	SDA FR	Site security					
3.4.24	J Baxter		Calligraphy		Miscellaneous Expenses		£ 155.00	£ -	£ 155.00	TC	SDA FR	Routine business/everyday running					
3.4.24	BILT		Maint mats		Departmental Budgets		£ 20.35	£ 4.07	£ 24.42	TC	SDA FR	Routine business/everyday running					
3.4.24	British Gas		Gas		Town Hall - Gas - Budget		£ 223.29	£ 11.16	£ 234.45	TC	SPAA	Minute Ref: 385/2022-23					
9.4.24	British Gas		Gas		Assembly Rooms - Gas - Budget		£ 390.31	£ 19.51	£ 409.82	TC	SPAA	Minute Ref: 385/2022-23					
8.3.24	British Gas		Gas		Assembly Rooms - Gas - Budget		£ 584.34	£ 116.86	£ 701.20	TC	SPAA	Minute Ref: 385/2022-23					
6.3.24	Business Stream		Drainage		Town Hall - Water - Budget		£ 35.31	£ -	£ 35.31	TC	SPAA	Minute Ref: 385/2022-23					
19.3.24	Castle Water		Water supply		Town Hall - Water - Budget		£ 10.58	£ -	£ 10.58	TC	SPAA	Minute Ref: 385/2022-23					
19.3.24	Castle Water		Water supply		Assembly Rooms - Water - Budget		£ 14.78	£ -	£ 14.78	TC	SPAA	Minute Ref: 385/2022-23					
19.3.24	Castle Water		Water supply		The Greens - Water - Budget		£ 6.38	£ -	£ 6.38	TC	SPAA	Minute Ref: 385/2022-23					
19.3.24	Castle Water		Water supply		The Greens - Water - Budget		£ 7.66	£ -	£ 7.66	TC	SPAA	Minute Ref: 385/2022-23					
16.2.24	Castle Water		Water supply		The Greens - Water - Budget		£ 8.18	£ -	£ 8.18	TC	SPAA	Minute Ref: 385/2022-23					
23.1.24	Castle Water		Water supply		The Greens - Water - Budget		£ 8.18	£ -	£ 8.18	TC	SPAA	Minute Ref: 385/2022-23					
21.12.24	Castle Water		Water supply		The Greens - Water - Budget		£ 7.92	£ -	£ 7.92	TC	SPAA	Minute Ref: 385/2022-23					
17.4.24	Chubb		Alarm system maintenance		Town Hall - R&M - Budget		£ 383.28	£ 76.66	£ 459.94	TC	SPAA	Minute Ref: 385/2022-23					
6.3.24	M Coleman Arboricultural		Grounds Maintenance		Departmental Budgets		£ 375.00	£ 75.00	£ 450.00	TC	SPAA	Minute Ref: 385/2022-23					
25.3.24	EDF Energy		Electricity		Assembly Rooms - Electricity - Budget		£ 60.52	£ 3.03	£ 63.55	TC	SPAA	Minute Ref: 385/2022-23					
4.3.24	EDF Energy		Electricity		Assembly Rooms - Electricity - Budget		£ 141.53	£ 7.08	£ 148.61	TC	SPAA	Minute Ref: 385/2022-23					
27.3.24	EDF Energy		Electricity		The Greens - Electricity - Budget		£ 19.00	£ -	£ 19.00	TC	SPAA	Minute Ref: 385/2022-23					
25.3.24	EDF Energy		Electricity		Town Hall - Electricity - Budget		£ 143.47	£ 7.17	£ 150.64	TC	SPAA	Minute Ref: 385/2022-23					
4.3.24	EDF Energy		Electricity		Town Hall - Electricity - Budget		£ 299.78	£ 14.99	£ 314.77	TC	SPAA	Minute Ref: 385/2022-23					
13.3.24	Electrical Matters		Electrical certificate		Buildings Rep & Rest Reserve Fund		£ 200.00	£ -	£ 200.00	TC	SPAA	Health & Safety					
13.3.24	Reimbursement		Commonwealth Day		Festivities Reserve Fund		£ 43.90	£ -	£ 43.90	TC	SDA FR	Routine business/everyday running					
13.3.24	FH&DC		Civic/charity event		Mayor's Allowance		£ 40.00	£ -	£ 40.00	TC	SDA FR	Payable from Mayor's Allowance					
17.1.24	Guild of Macebearers		Membership		Subscriptions - Budget		£ 20.00	£ -	£ 20.00	TC	SDA FR	Routine business/everyday running					
13.3.24	Hawkinge Town Council		Civic/charity event		Mayor's Allowance		£ 12.00	£ -	£ 12.00	TC	SDA FR	Payable from Mayor's Allowance					
27.3.24	Hythe Town Concert Band		Commonwealth Day		Festivities Reserve Fund		£ 75.00	£ -	£ 75.00	TC	SDA FR	Routine business/everyday running					
22.12.23	ICO		Data protection fee		Subscriptions - Budget		£ 35.00	£ -	£ 35.00	TC	SDA FR	Routine business/everyday running					
27.3.24	KCC		Photocopier		Office Equipment - Budget		£ 349.56	£ 69.91	£ 419.47	TC	SPAA	Minute Ref: 385/2022-23					
19.3.24	KCC		Permit fee		Festive Lighting Reserve Fund		£ 37.00	£ 69.91	£ 106.91	TC	SPAA	Minute Ref: 385/2022-23					
6.3.24	Kent County RBL		Civic/charity event		Mayor's Allowance		£ 112.50	£ -	£ 112.50	TC	SDA FR	Payable from Mayor's Allowance					
19.3.24	Maidstone BC		Civic/charity event		Mayor's Allowance		£ 50.00	£ -	£ 50.00	TC	SDA FR	Payable from Mayor's Allowance					
19.3.24	Motive Interiors		Block drawings		Miscellaneous Expenses		£ 190.00	£ -	£ 190.00	TC	SDA FR	Routine business/everyday running					
27.3.24	New Romney Country Fayre		Advertising		Miscellaneous Expenses		£ 50.00	£ -	£ 50.00	TC	SDA FR	Routine business/everyday running					
17.4.24	Piggots Flags		Union flags		Miscellaneous Expenses		£ 241.05	£ -	£ 241.05	TC	SDA FR	Routine business/everyday running					
3.4.24	L Robbins		Interim internal audit fee		Legal & Professional - Budget		£ 175.00	£ -	£ 175.00	TC	SDA FR	Routine business/everyday running					
11.4.24	Rolfes DIY LLP		Maint mats/small tooling		Departmental Budgets		£ 100.12	£ 8.03	£ 108.15	TC	SPAA	Minute Ref: 385/2022-23					
13.3.24	Rolfes DIY LLP		Maint mats/small tooling		Departmental Budgets		£ 30.55	£ 6.11	£ 36.66	TC	SPAA	Minute Ref: 385/2022-23					
14.2.24	Rolfes DIY LLP		Maint mats/small tooling		Departmental Budgets		£ 27.23	£ 5.45	£ 32.68	TC	SPAA	Minute Ref: 385/2022-23					

[illegible]

NRTC – Schedule of Transfers Between Town Council Bank Accounts

14.03.24	Nat West Current Account to Lloyds Current Account	£75,000.00	Cheque no: 009976 RFO Resolution
10.04.24	Nat West Current Account to Lloyds Current Account	£75,000.00	Cheque no: 009977 RFO Resolution
17.04.24	Nat West Current Account to Lloyds Current Account	£75,000.00	Cheque no. 009978 RFO Resolution
11.04.24	Lloyds Current Account to Lloyds Online Instant Access Account	£250,000.00	Online T/F RFO, Chairman & F&GP Chairman

240

616/2023-24

**REPORTS FROM WORKING PARTIES**

**Parish Highway Improvement Plan**

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

(i) Having duly considered the Report of the Parish Highways Improvements Working Party, it was:

**PROPOSED BY:** Councillor Coe

**SECONDED BY:** Councillor Rivers

**RESOLVED UNANIMOUSLY – That the Finance and General Purposes Committee be requested to allocate a sum of £3000.00 from the Parish Highway Improvement Plan Reserve fund to cover costs associated with implementation of new 20MPH Traffic Regulation Order.**

The Chairman thanked those present for their attendance and the meeting Concluded **at 7.31pm**

*Minutes prepared by the Planning Clerk*

**RFO's Report – F&GP Meeting on 22<sup>nd</sup> May 2024**

**Actions completed since the F&GP Committee meeting held on 20<sup>th</sup> March 2024:**

1. An order has been placed to carry out weed spraying of Town Council playparks (*Minute Ref: 598/2023-24(i) refers*).
2. An order has been placed to carry out Toilet Block maintenance for the 2024 season (*Minute Ref: 598/2023-24(ii) refers*).
3. The applicant requesting permission to operate a mobile catering facility on The Greens has been advised of the Council's decision (*Minute Ref: 600/2023-24 refers*).
4. Following their confirming acceptance of the award, the payment for grant funding to NRIB has been made (*Minute Ref: 601/2023-24 refers*).
5. An order for the sea water sampling kits has been placed (*Minute Ref: 603/2023-24 refers*).

**Other Matters of Report:**

None:

**This concludes my report – RFO 15<sup>th</sup> May 2024**

**RFO's Maintenance Report – F&GP Meeting on 22<sup>nd</sup> May 2024**

Routine maintenance in respect of all Town Council owned lands and buildings has been carried out since the last report to the Committee as per previously awarded contracts.

Additional non-routine maintenance and repairs have been carried out since the last report to Committee, as follows:

**(i) Town Hall**

- Remedial decoration works, following replacement of ground floor central heating system, by the Parish Caretaker are in progress.
- Town Hall window boxes replanted by NRIB.

**In hand:**

- Provision of air conditioning in the Council Chamber (Planning application/listed buildings consent submitted to FH&DC).
- Provision of heating for Mayor's Parlour.

**(ii) Town Hall House and Outbuilding**

- None.

**In hand:**

- Installation of conservation roof light.
- Repairs to internal plaster work (Identified during recent Tenancy inspection).

**(iii) Town Hall Garden**

- None.

**In hand:**

- Lawn restoration works.

**(iv) Public Clock**

- None.

**In hand:**

- None.

**(v) Assembly Rooms**

- None.

**In hand:**

- None.

**(vi) Community Hall (Nursery)**

- None.

**In hand:**

- None.

**(vii) Maude Pavilion & Sports Field**

- Repair works to car parking area carried out by Caretaking Team.

**In hand:**

- Any works previously in hand, in respect of the Pavilion, have been cancelled due to imminent demolition of the building.

**(viii) Fairfield Road Recreation Ground**

- Installation of replacement of play panel carried out by Caretaking Team.

**In hand:**

- None.

**(ix) The Greens / Hut & Winch Site**

- Installation of 2 x litter bins carried out by the Caretaking Team.
- Repair to railings carried out by the Caretaking Team.
- Removal and clearance of broken glass from the Victorian Shelter was carried out by the Caretaking Team.

**In hand:**

- Routine maintenance works to gym/play equipment.
- Research in respect of providing a separately metered power supply to the Toilet Block.

**(x) Allotment Gardens**

- Strimming of vacant plots carried out by Caretaking Team.

**In hand:**

- None.

**(xi) Flagstaff Land**

- Installation of new flagpole carried out by the Caretaking Team.

**In hand:**

- Perimeter bollard gold banding (ongoing).

**(xii) Coney Banks**

- None.

**In hand:**

- None.

**(xiii) Garden of Remembrance**

- The Parish Caretaker has been assisted by members of New Romney British Legion to ensure the Garden of Remembrance continues to look pristine throughout the year.

**In hand:**

- None.

**(xiv) Cinque Ports Place (Town Square) & High Street Planter**

- None.

**In hand:**

- Re-siting of street furniture.

**(xv) Vandalism / Antisocial Behaviour**

- None.

**(xvi) Miscellaneous**

- St Martin's Field – Installation of 2 x litter bins carried out by Caretaking Team.

**In hand:**

- None.

**This concludes my maintenance report – RFO 15<sup>th</sup> May 2024**

CARM



**NEW ROMNEY TOWN COUNCIL**  
**GRANT APPLICATION FORM**



Please read the Town Council's Policy for awarding grants and Guidelines to Applicants before completing this form. You may use a continuation sheet if necessary.

Name and Address of Applicant:

**Helen Mallock**

Caring Altogether in Romney Marsh (CARM) Sunflower House, Rolfe Lane, New Romney, Kent TN28 8JR

Tel: 01233 758122

Email: [helen@carmromneymarsh.org.uk](mailto:helen@carmromneymarsh.org.uk)

Organisation – please state whether local, regional, national or charitable body (Charity No.)

**CARM is a local independent charity registered with the charity commission: Charity No. 1184552**

If applicable:

Total Membership: **23** Target Age Group: **Over 60's**

Summary of scheme, event or project (please provide full details on a separate sheet):

**We are running a campaign called Sponsor a Meeting Point. The grant would be used to help pay for the venue hire of The Bridge Meeting Point for one year which is held at The Scout Hut, Church Lane, New Romney, Kent TN28 8ER. The annual cost of hiring The Scout Hut is £414. Firmager Funeral Services in New Romney have already agreed to sponsor The Bridge Meeting Point in the sum of £200 by way of a contribution towards the venue hire. We are, therefore, applying to New Romney Town Council to co-sponsor The Bridge Meeting Point for the remainder of the venue hire being £214.**

The Meeting Point is held twice a month (2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month) and is akin to a coffee morning with extra support and interest. As well as socialising (and enjoying lovely homemade refreshments), attendees benefit from other activities that are arranged from time to time (singing, curling, crafting) and occasional trips out.

**Additionally, we would like to request a contribution towards an outing for the attendees of The Bridge Meeting Point and request £200 for this purpose which would equate to a subsidy of £10 per attendee for an outing.**

Recommended by F&GP Committee: 24/09/2012  
Ratified: 08/10/2012  
Last Reviewed: 8<sup>th</sup> April 2015

**CARM operates ten Meeting Points across our area with the intention that they reduce loneliness and social isolation in older people.**

How many people in the Town and / or Coast Ward of New Romney will benefit from the scheme / event / project?

**Approx. 20**

What is the estimated overall cost of the scheme / event / project?

**£614 pa**

How much are you applying for from New Romney Town Council?

**£414**

Where is the remaining funding to come from?

**Firmager Funeral Services**

Have you applied to other bodies for funding? If yes, please give details:

**Firmager Funeral Services have agreed to make a donation of £200 and we have already received the money from them.**

Will your scheme / event / project have an impact on crime and disorder in the area? If yes, please indicate how you / your organisation will assist the Town Council to reduce this impact?

**No**

I have enclosed the following supporting information (please tick):

☒ X Copies of latest bank / building society / other investment account statements

☐ Copies of quotations / estimates if applicable

☒ X Evidence of any other secured funding

☒ X A copy of latest audited or independently examined accounts (organisations)

I certify that the above information is correct to the best of my knowledge.



Signed: \_\_\_\_\_

Date: **30/04/2024**

Position (e.g. Chairman, leader) **CARM Manager**

Recommended by F&GP Committee: 24/09/2012

Ratified: 08/10/2012

Last Reviewed: 8<sup>th</sup> April 2015

NRCF



## **NEW ROMNEY TOWN COUNCIL** **GRANT APPLICATION FORM**



Please read the Town Council's Policy for awarding grants and Guidelines to Applicants before completing this form. You may use a continuation sheet if necessary.

Name and Address of Applicant:

**New Romney Country Fayre Committee**

**16 St Martins Road, New Romney, TN28 8JZ**

Tel: **07300 140314** Email: **frmc@btopenworld.com**

Organisation – please state whether local, regional, national or charitable body (Charity No.)  
**Local Community Group – Non profit making.**

If applicable:

Total Membership: **10** Target Age Group: **All ages – families & individuals – abled & disabled.**

Summary of scheme, event or project (please provide full details on a separate sheet):

**The Country Fayre on Saturday 27 July 2024 is an annual event now in its 30<sup>th</sup> year. It revitalises community spirit in the town. It attracts around 5,000 visitors, benefiting local businesses, charities and organisations. A large parade starts the day, followed by entertainment in 2 arenas, with approximately 100 stalls.**

How many people in the Town and / or Coast Ward of New Romney will benefit from the event?

**Potentially all residents of both wards could take part or attend. Many local organisations and groups take part in the parade, provide some of the entertainment, or have a stall.**

What is the estimated overall cost of the event?

**£16,000**

How much are you applying for from New Romney Town Council?

**£918 – cover the cost of the first aid provision for the Country Fayre (BM Ambulance Services).**

Where is the remaining funding to come from?

**Grants, sponsorship, stall remittances, committee fundraising and donations from local businesses.**

Have you applied to other bodies for funding? If yes, please give details:

**Yes - Kent Community Foundation.**

**In the process of applying to the FHDC Councillors and KCC Councillor.**

Recommended by F&GP Committee: 24/09/2012

Ratified: 08/10/2012

Last Reviewed: 8<sup>th</sup> April 2015

Will your event have an impact on crime and disorder in the area? If yes, please indicate how you / your organisation will assist the Town Council to reduce this impact?

**It is very unlikely that the Fayre will have an adverse effect, however, over night security on Friday has been booked. Committee and volunteers are on site all day Saturday, so site will be cleared by Saturday evening.**

I have enclosed the following supporting information (please tick):

- ☒ Copies of latest bank / building society / other investment account statements
- ☒ Copies of quotations (BM Ambulance - £918).
- ☒ Evidence of any other secured funding
- ☒ A copy of latest audited or independently examined accounts (organisations)

I certify that the above information is correct to the best of my knowledge.

Signed: [REDACTED] Date: 07 MAY 24

Position (e.g. Chairman, leader) CHAIRMAN.

#### DATA PROTECTION STATEMENT

**Your details will be kept securely by New Romney Town Council under the terms of the General Data Protection Regulation 2016 and Freedom of Information Act 2000**

New Romney Town Council must protect public funds and may use personal information and data-matching techniques to detect and prevent fraud, and ensure public money is targeted and spent in the most appropriate and cost effective way. In order to achieve this, information may be shared with other bodies responsible for auditing or administering public funds including the Audit Commission, the Department for Work and Pensions, HM Revenue and Customs, and the Police. We might use personal information provided by you in order to conduct appropriate identity checks. If you provide false or inaccurate information in your application or at any point in the life of any funding we award you and fraud is identified, we will actively seek recovery of the awarded grant funding and will provide details to fraud prevention agencies, to prevent fraud and money laundering.

Recommended by F&GP Committee: 24/09/2012

Ratified: 08/10/2012

Last Reviewed: 8<sup>th</sup> April 2015

LUNR



**NEW ROMNEY TOWN COUNCIL**  
**GRANT APPLICATION FORM**



Please read the Town Council's Policy for awarding grants and Guidelines to Applicants before completing this form. You may use a continuation sheet if necessary.

Name and Address of Applicant:

**[REDACTED] Team Leader, Light Up New Romney Community Christmas Lantern Parade**  
**c/o [REDACTED], New Romney, Kent, TN28 [REDACTED]**

Tel: **[REDACTED]**

Organisation – please state whether local, regional, national or charitable body (Charity No.)

**Light Up New Romney – local volunteer community group with own constitution and bank account**

If applicable:

Total Membership: **11 volunteers on core team** Target Age Group: **All ages**

Summary of scheme, event or project (please provide full details on a separate sheet):

Light Up New Romney is an award-winning annual free community lantern parade, Christmas market and late-night shopping evening which will take place on Friday 13<sup>th</sup> December 2024 in New Romney High Street.

In the weeks leading up to the event, several free lantern-making workshops are held for the public and community groups. Representatives from these organisations are able to work with LUNR volunteers to design and make a feature lantern to represent their group. The two all-day public workshops provide an opportunity for individuals to make one of a choice of individual lanterns to carry in the parade.

In addition to our free lantern-making workshops, we also run outreach sessions in the community. In 2024, we will again be collaborating with St Nicholas CE Primary Academy with their Year 4 pupils and will run weekly in-school workshops for the 50+ children in Beech and Birch classes throughout November.

This year, we have widened our workshop collaboration to include Greatstone Primary School, as at least one of the LUNR team will be working with pupils in-school to create feature lanterns that will complement the work we are doing with St Nicholas CE Primary Academy. This is so children who live in New Romney, but go to school in Greatstone have a chance to be involved.

Recommended by F&GP Committee: 24/09/2012  
Ratified: 08/10/2012  
Last Reviewed: 12<sup>th</sup> April 2023

Where is the remaining funding to come from?

- Donations from traders (we ask each High Street trader for a voluntary donation of £20 per head to receive one of our supporters' window stickers and be featured in our programme)
- Donations/sponsorship from local businesses
- Ward members' grants from FHDC and KCC
- Grant received from Kent Community Foundation for £1500.00
- 2 fundraising events planned for June and September (bingo evening and school disco retro evening)

Have you applied to other bodies for funding? If yes, please give details:

- £1500.00 applied for Kent Community Foundation – successful and grant received
- £500.00 FHDC Member's Grant from Cllr Paul Thomas – application to be submitted
- £300.00 Kent County Council Member's Grant – Cllr Tony Hills – application to be submitted
- £500.00 Magnox Socio Economic Fund – application to be submitted

Will your scheme / event / project have an impact on crime and disorder in the area? If yes, please indicate how you / your organisation will assist the Town Council to reduce this impact?

No, our event takes place in the early evening from 5.00 – 8.00 pm and is a family-friendly event. Attendees are older people and young families, as well as members of community organisations. We will operate rolling road closures for the parade to keep any traffic disruption to a minimum and will clearly signpost which roads will be closed, as well as provide advance warning to reduce the risk of any abusive behaviour from motorists towards our volunteer marshals.

In addition, following feedback last year about how full the litter bins in the town were after the event, we are planning to hire a larger bin for the evening and are working with Romney Marsh Litter Pickers who have offered to help us with carrying out a litter pick during the evening and moving rubbish from the town bins to the bin we plan to hire in order to reduce the impact of litter on the town.

I have enclosed the following supporting information (please tick):

☒ X Copies of latest bank / building society / other investment account statements

☒ X Copies of quotations / estimates if applicable

☒ X Evidence of any other secured funding

☒ X A copy of latest audited or independently examined accounts (organisations)

Recommended by F&GP Committee: 24/09/2012

Ratified: 08/10/2012

Last Reviewed: 12<sup>th</sup> April 2023

I certify that the above information is correct to the best of my knowledge.

Signed: Caroline Wira Date: 10<sup>th</sup> May 2024

Position (e.g. Chairman, leader) Team Leader

LUNR

## Deputy Clerk

**From:** caroline.wira@lightupnewromney.co.uk  
**Sent:** 10 May 2024 12:40  
**To:** Deputy Clerk  
**Subject:** Grant application - Light Up New Romney 2024  
**Attachments:** NRTC Grant application - LUNR 2024.docx; FC LUNR Quote 1270 13th December 2024 Candy Cane Stilt Walkers.docx; LUNR account statement.pdf; LUNR 2023 approved accounts pdf.pdf; LUNR Constitution.jpg; Grant Application for Light Up New Romney REF: KCF2420955

Please find attached our completed application form for Light Up New Romney 2023. As well as the completed form, I am also including the following:

- Quotation from Flying Colours entertainment agency for £1248.00 for the cost of hire of 2 x candy cane stilt walkers
- Copy of latest bank statement from the LUNR bank account
- Copy of the LUNR constitution
- Copy of our audited accounts for LUNR
- Evidence of £1500 grant award from Little Cheyne Court Wind Farm Community Fund, administered by Kent Community Foundation (our most recent bank statement also shows payment, which was received this week)

I have asked for a contribution towards the cost of the stilt walkers, which will bring an exciting new centre piece to our parade and will also provide inspiration for the feature lanterns we will be making with the Year 4 children at St Nicholas School, as well as with pupils from Greatstone Primary School. We recognise that times are challenging economically, so we are most grateful for any size of contribution towards our community event.

If there is any further information you require, please do not hesitate to contact me.

Many thanks in advance to you and members of the council for considering this request.

Kind regards,

Caroline Wira

Caroline Wira  
Team Leader  
Light Up New Romney  
Tel: 01303 70003  
Facebook: lightupnewromney

RMCH



**NEW ROMNEY TOWN COUNCIL**  
**GRANT APPLICATION FORM**



Please read the Town Council's Policy for awarding grants and Guidelines to Applicants before completing this form. You may use a continuation sheet if necessary.

Name and Address of Applicant:

Romney Marsh Community Hub  
Sunflower House, Rolfe Lane, New Romney, Kent  
 Tel: 01797 363888 Email: ~~pearl.woodhams~~@rmch

Organisation – please state whether local, regional, national or charitable body (Charity No.)

local Independent Charity

If applicable:

Total Membership: N/A Target Age Group: 50+

Summary of scheme, event or project (please provide full details on a separate sheet):

Armed Forces Day Lunch and entertainment on  
Friday 28<sup>th</sup> June 2024

How many people in the Town and / or Coast Ward of New Romney will benefit from the scheme / event / project?

60

What is the estimated overall cost of the scheme / event / project?

£500

How much are you applying for from New Romney Town Council?

£200

Where is the remaining funding to come from?

It will be raised from ticket sales for the event.

Have you applied to other bodies for funding? If yes, please give details:

NO

Will your scheme / event / project have an impact on crime and disorder in the area? If yes, please indicate how you / your organisation will assist the Town Council to reduce this impact?

NO

I have enclosed the following supporting information (please tick):

- ☒ Copies of latest bank / building society / other investment account statements
- ☒ Copies of quotations / estimates if applicable
- ☒ Evidence of any other secured funding
- ☒ A copy of latest audited or independently examined accounts (organisations)

I certify that the above information is correct to the best of my knowledge.

Signed: [REDACTED] Date: 9/5/24

Position (e.g. Chairman, leader) Local Fundraising Co-ordinator.

### **Costing for Entertainer for Armed Forces Day**

The fee would be £200 as it's just for an hour. If this is ok with you and you want to go ahead with the booking let me know and I'll get it in the diary. Regards

## TOWN IDENTIFIER PROJECT

In July 2023, the New Romney Town Council Finance and General Purposes Committee approved the installation of a 'Town Identifier' sculpture, to be provided and funded by Teach Me (supported by external Arts Council funding), subject to final approval of design and location.

At the time when the Committee considered the project, it appears that there was some confusion created by the sculpture being named a 'Town Identifier'. Some Councillors appear to have believed that this was to be a Town Sign (Reserve Fund contributions have been set aside over a number of years for a Town Sign) – and some were concerned about its form and low stature. However, this art installation was never meant to be a Town Sign. It is a sculpture – and is called a Town Identifier since all of the artwork that is integral to the design actually depicts 'what New Romney is all about – both historically and in today's world'. It is a sculpture that not only draws attention to the art itself – but also draws attention to all of the history, community and built/natural environment that is New Romney. It gives locals and visitors alike something to admire and talk about.

The original sculpture design was for an obelisk incorporating mosaic artwork and with an ironwork identifier that could be the Town Crest of New Romney – but which could be interchangeable with alternative ironwork toppers that could be commissioned at a later date (eg a poppy for remembrance). This design would have been a broadly similar width and breadth to the bin that is currently sited in Town Square and, if placed in lieu of the bin, would allow broadly the same space in front and behind for access. Having visited Town Square – it is clear that there would remain adequate space for wheelchair users to pass by as the obelisk would take up a similar amount of space as the current bin. (The bin, of course, would need to be re-located or replaced – potentially closer to the bench.)

Since the original design was submitted to the Town Council, two further design options have been developed – both incorporating a bench and both very exciting designs. It is the artist's view that this would work well as a surround for the bench in Town Square. However, having considered this siting option, I have raised concerns with the artist as to whether adequate space would remain for installation of a Christmas Tree for the festive season and whether it would 'close in' the Town Square, having only recently carried out works to make it a more open space.

An alternative option for siting either of the two designs that create a bench surround (or, indeed, an obelisk-type sculpture) would be the wide paved area opposite the garden of remembrance. As there is a large area of clear space which could benefit from a very attractive art installation combined with additional resting place in this reflective area of the Town. Having visited this location, there is ample space to allow for such an installation whilst ensuring there remains space for free movement around the area and clear visibility for vehicles at the road junction.

In actual fact, New Romney Town Council has a bench that is waiting to be installed outside West Street Car Park and has been in storage for a substantial length of time. The Town Council does now have consent for this installation but is currently awaiting the licence document. If the Council was minded to approve the area in Church Approach for the location of a bench surround / sculpture, then the bench could, instead, be installed at that location in readiness for the sculpture installation that could surround it.

Furthermore, New Romney Town Council that owns the front part of the widest area of the path in Church Approach since, when the Garden of Remembrance was transferred to the Town Council from the District Council, the Transfer Deed and Land Registry Plan includes that area in the land that was transferred. It is believed that Folkestone & Hythe District Council own the remaining block paved area. Therefore, the artist would not need to seek consent for works on a highway in respect of installing a bench and sculpture in that location; subject to gaining consent from the District Council as well as the Town Council for an art installation in this area, the artist would then only need to seek confirmation from Kent Highways that the positioning does not obstruct vehicular vision at the junction.

NB: If the Town Council approves the obelisk design – but prefers that it be located on the wide block paved area in Church Approach, it could be sited within the area solely owned by New Romney Town Council, without the need for the artist to also seek consent from the District Council. It is only the bench designs that would need further consent as either design would require additional space that would cross into the District Council-owned area.

This art project has been awarded Arts Council Funding, which is extremely difficult to acquire and, having been deemed a worthy recipient of such funding, this suggests that this is an extremely worthwhile project that will bring value to the Town in terms of social and cultural interest. However, the project is at risk of losing that funding if it is not able to proceed with some urgency now. Therefore, the Finance and General Purposes Committee, having already approved the installation of a 'Town Identifier' Sculpture in principle, is now required to approve a design (noting that the detailed artwork within the sculpture design is a depiction of what it might look like and will not necessarily be exactly as depicted, particularly as the artwork will be formed of hand crafted mosaics) and location for the sculpture.

If the F&GP Committee considers that such a sculpture would be better located on the wide block paved area in Church Approach, the artist, in believing that the Town Square could still benefit from an attractive focal point, has offered an additional option to decorate a permanent planter on Town Square – free of charge – in the location where the Christmas Tree is installed annually. The planter can have the tree stand embedded into it permanently so it would be more secure and the planter can be planted out during the summer season to bring some colour to Town Square; the artist's suggestion is that the planter could be decorated to depict each of the four seasons on the four faces of a square planter. (This offer would require that the Town Council first commissions the construction of a planter on Town Square at its own expense and then the mosaic artwork panels would be attached to it free of charge – please note that the images supplied are only a depiction of the idea.)

**Actions to be considered:**

(i)

Either:

Approve the Obelisk design topped with interchangeable ironwork topper

Or:

Approve the 'sheep' and planters bench surround sculpture

Or:

Approve the 'pillars' and planters bench surround sculpture

(ii)

Either approve Town Square as the location for a 'Town Identifier' Sculpture

Or:

Approve Church Approach Block Paved Area as the location for a

'Town Identifier' sculpture.

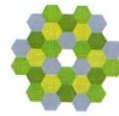
(iii)

Consider whether to accept the offer of artwork panels to be supplied free of charge and to seek quotations for construction of a Christmas Tree Planter onto which artwork panels would be attached following construction.

Town Clerk

Land Registry  
Official copy of  
title plan

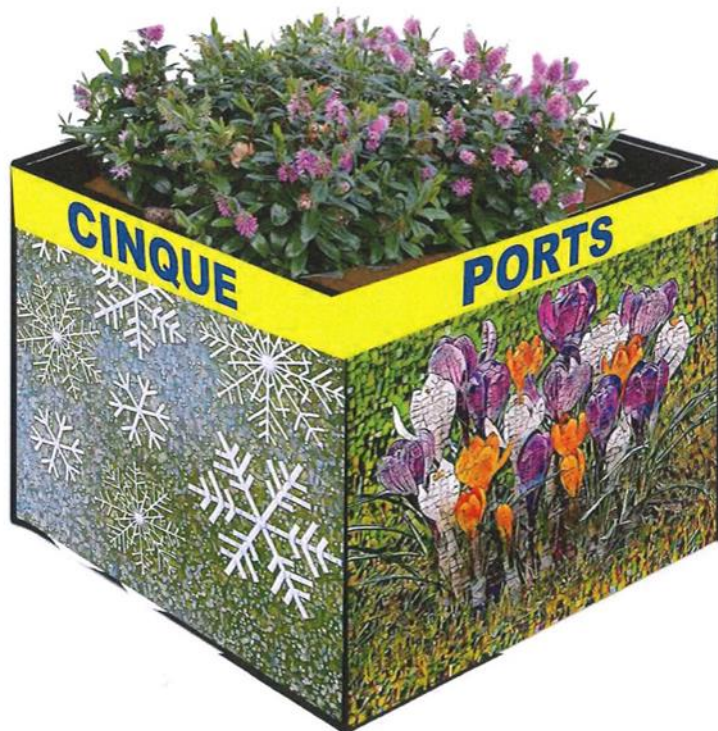
Title number **K912390**  
Ordnance Survey map reference **TR0624NW**  
Scale **1:1250**  
Administrative area **Kent : Shepway**



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## **TOWN IDENTIFIER LOCATIONS AND DESIGNS**

Following the Council's approval to proceed with a Town Identifier for New Romney, we have undertaken a scoping exercise to consider locations and designs appropriate for the available spaces that would be aesthetically pleasing.

These are first stage locations and designs and can be adapted in accordance with the Council's wishes and a working party. All works will be carried out by professionals – builder's and blacksmiths for the construction of the design. These will be appointed before community works commence.

Originally the proposal was for an obelisk. However, we have considered the aesthetics of each area as an obelisk may not be the most appropriate in some of the areas. We have also considered other organisations (such as New Romney in Bloom) to be able to maintain these spaces. We will include plaques, similar to those already located about the town, for each design of the mosaics. These will also provide an explanation, within the identifier, of the historical elements depicted.

## **AREAS RULED OUT**

- St Martin's Field - limited footfall hard to establish a visible site.
- Wall by car park opposite Cinque Port Arms- unpleasant backdrop of car park and planter obscure's view.
- Sainsbury's – Briony Kapoor has artwork already established here but would require application to Sainsbury's and could cause some issues.

## **POTENTIAL BACK UPS**

- Long wall at end of town near petrol station (presumably privately owned)
- Old School garden
- Revisit St Martin's Field if necessary

## **OUR PRIORITY AREAS ARE**

1. Town square
2. Wide area of paving by the church (Church Square)
3. Methodist church wall
4. The Green Patch by the crossroads (depending on ownership)

## **TOWN SQUARE**

This is our favourite option – especially as it is the "Town Square". We have surveyed a number of people, and none knew the location of the Town Square! There is a small stone plaque in the pavement which was installed in 2007 that could be re-sited. As this area is used annually for the Christmas tree, we have re-designed the identifier as a series of planters and to incorporate the current bench that is in the square (as opposed to an obelisk).

Town Square - either side of bench use space 150cm in length.

Bench is 186cm long and 70cm deep, height 85cm to top of backrest.

Distance between the bench and the bin is 420cm.

#### **STREET SPACE OPPOSITE ST NICHOLAS CHURCH AND WAR MEMORIAL**

There is a wide pavement space which would be suitable for any of the proposed designs either planters or obelisk. This would be our second choice of location. We are unsure of the planning permissions required for this area and it may present some visibility issues for motorists. This site is sometimes used for traders during events such as Light Up New Romney. We do not believe, however, that these issues would prevent the Town Identifier being sited here.

#### **METHODIST CHURCH – HIGH STREET**

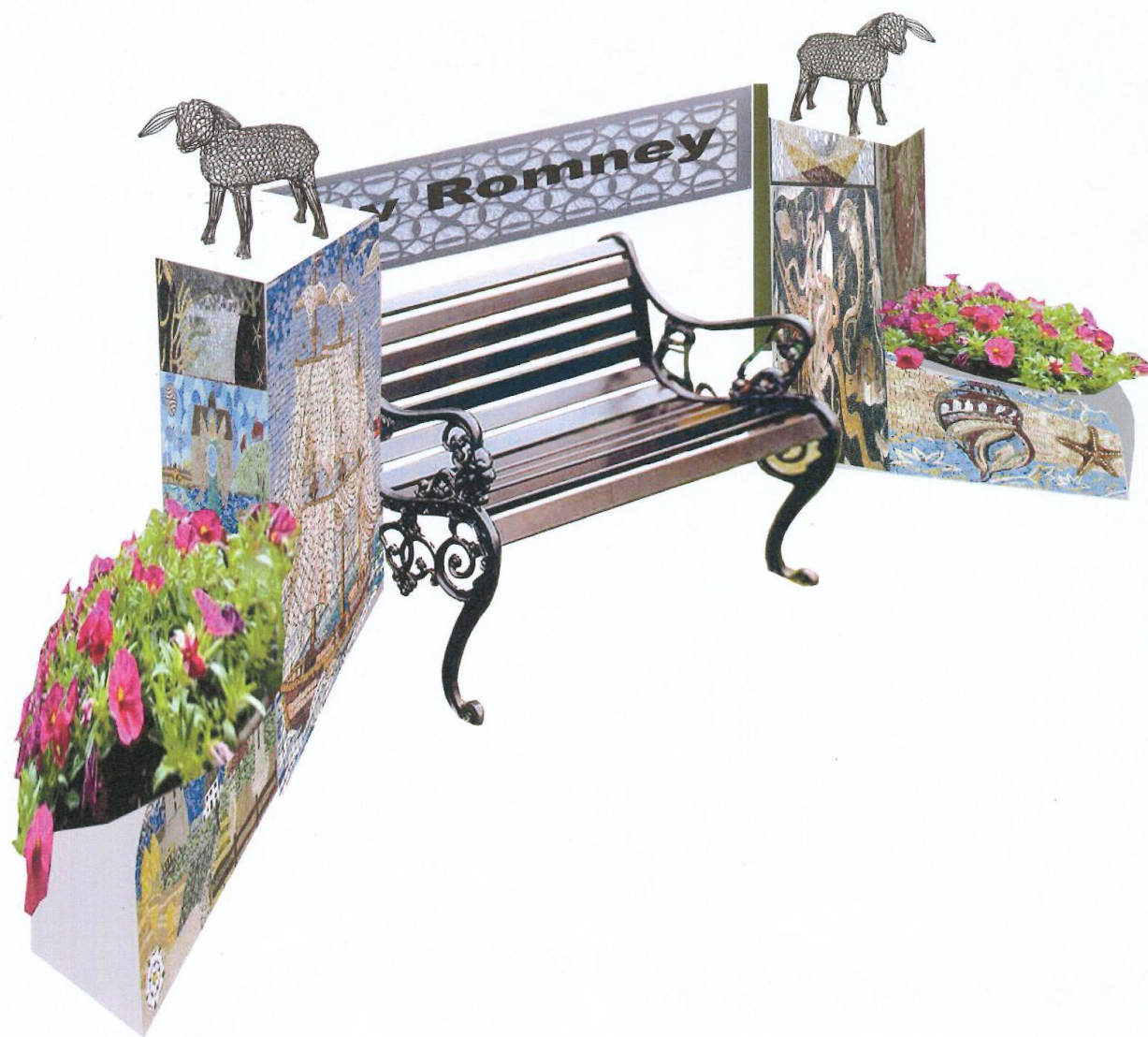
The first location is the wall facing the road between planters and benches on the front garden wall of the methodist church. Permission would need to be sought and although the wall is visible to the public it is not an ideal location to be a focal point.

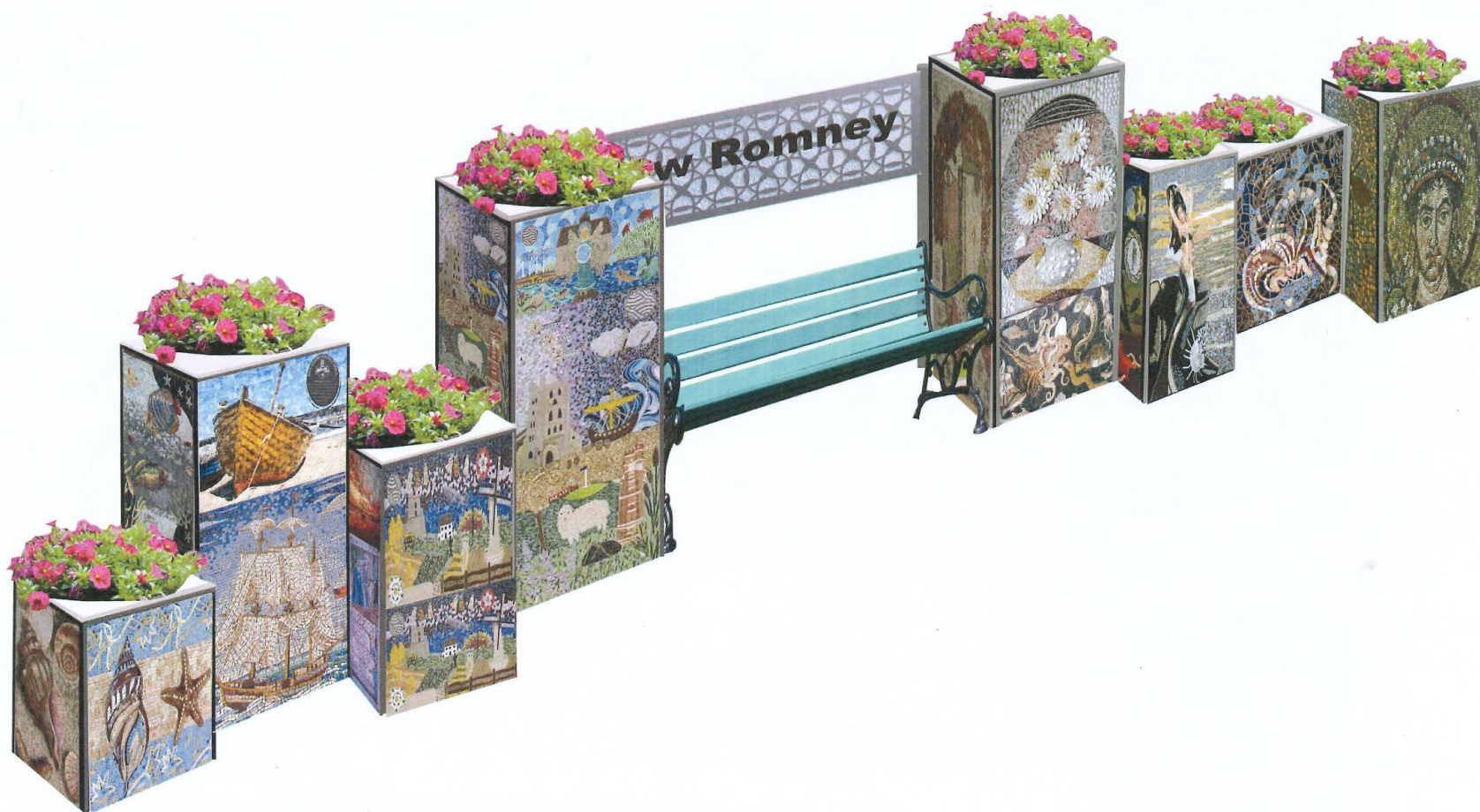
Methodist Church wall - height of wall 53cm, height of planter 73cm

#### **GREEN SPACE OPPOSITE SAINSBURYS & MARSH ACADEMY**

This is a lovely location, however anything sited here will be obscured by the hedges and is quite dark with the surrounding trees and therefore not easily visible by either passing cars or public footfall. It would still be considered a possible option but the pro's would need to outweigh the cons to this site.







END