

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

12th November 2025

Dear Councillor.

**A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE
WILL BE HELD IN THE ASSEMBLY ROOMS, CHURCH APPROACH, NEW
ROMNEY ON WEDNESDAY 19th NOVEMBER 2025 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

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 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

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 19TH NOVEMBER 2025 AT 6.45PM**

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 for this meeting.

4. 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.

5. 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."

6. RE-CONVENING OF MEETING:

To formally re-convene the meeting of the Council.

7. MINUTES (Encs*):

To approve the minutes of the **Finance & General Purposes Committee Meeting** held on Wednesday 30th July 2025 (Attached hereto*).

8. FINANCIAL MATTERS (Encs*):

(i) To receive and note 2025/2026 Income and Expenditure and Budget Comparison 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*).

9. RFO's Report (Encs*):

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

10. COMMUNITY INFRASTRUCTURE LEVY (CIL) (Encs*):

(i) To receive and note the CIL report (Attached hereto*).

(ii) To consider funding request to support the Highway Improvements Plan (Attached hereto*).

11. STRATEGIC PLAN 2023-27 (Encs*):

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 (Attached hereto*).

12. GRANT FUNDING/DONATIONS (Encs*):

(i) To reconsider grant funding request received from an informal Tennis Group (RFO to report).

(ii) To consider grant funding requests:

(a) Romney Marsh Community Hub - Memory cafes (Attached hereto*).

(b) Light Up New Romney (Attached hereto*).

13. QUOTATIONS (Encs*):

(i) MCC - Platform lift service contract (Attached hereto*).

(ii) MCC - Provision of storage cupboard (Attached hereto*).

(iii) MCC Annexe – Lock installations (Attached hereto*).

(iv) Town Hall – Extension of central heating system (Attached hereto*).

14. 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.

15. LAND AND TENANCY MATTERS:

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

16. CONCLUSION OF PRIVATE SESSION:

To consider concluding private session, if applicable.

MINUTES
of
A Meeting of New Romney Town Council's
Finance and General Purposes Committee
Held in the Assembly Rooms on
Wednesday 30th July 2025 commencing at 6.45pm

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

153/2025-26 **CO-OPTION OF COMMITTEE MEMBER**

Having duly considered the Councillor application for co-option onto the Finance & General Purposes Committee for 2025-26 and having also considered the requisite skills, knowledge and understanding for relevant Committee membership,
It was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Peacock

RESOLVED UNANIMOUSLY that Councillor Rev Cn McLachlan be co-opted onto the Finance & General Purposes Committee for the ensuing year.

154/2025-26 **APOLOGIES:**

Apologies for absence were received and noted, as below:

Councillor Rev Cn McLachlan who was unwell.

155/2025-26 **DISPENSATION TO PARTICIPATE**

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

156/2025-26 **DECLARATIONS OF INTEREST**

At 18.46 Councillor Hiscock declared a Personal Interest in Town Council finance reports due to her employment of a contractor who is also employed by the Town Council.

157/2025-26 **ADJOURNMENT OF MEETING**

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

158/2025-26 **PUBLIC QUESTIONS**

None

159/2025-26 **RE-CONVENING OF MEETING**

Not applicable

160/2025-26 **MINUTES**

The Chairman presented the Minutes of the **Finance & General Purposes Committee Meeting** held on **28th May 2025**, a copy of which had been previously circulated to all Councillors and it was:

PROPOSED BY: Councillor Rivers

SECONDED BY: Councillor Coe

RESOLVED – that the minutes of the Finance & General Purposes Committee Meeting held on 28th May 2025 be approved and signed as a true and correct record.

Councillor Thomas abstained from voting as he had not been in attendance at the meeting.

The Chairman subsequently signed the Minutes.

161/2025-26 **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 Davies

SECONDED BY: Councillor Terry

RESOLVED UNANIMOUSLY – that, the afore-mentioned detailed schedule of Payments Approved under Financial Regs, SPAA and/or Delegated Authority, in the amended sum of £45,199.75 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.

162/2025-26 RFO'S REPORT

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

RFO's Report – F&GP Meeting on 30th July 2025**Actions completed since the F&GP Committee meeting held on 28th May 2025:**

1. An order has been placed to carry out drainage works at the Allotment Gardens (*Minute Ref: 058/2025-26(ii) refers*).
2. The Planning Clerk has been advised of the matter to be listed for consideration by the Planning & Environment Committee (*Minute Ref: 058/2025-26(iii) refers*).
3. A quotation to install additional radiators to the existing Town Hall central heating system has been sought (*Minute Ref: 057/2025-26(ii) refers*).
4. The outcome of the request for use of the Assembly Rooms car park has been relayed to the enquirer (*Minute Ref: 059/2025-26 refers*).
5. Hut & Winch Site Tenants have been advised of the refunds available, due to the impact of the temporary access road closure (*Minute Ref: 060/2025-26 refers*).

Other Matters of Report:

1. A user of the MCC car park has caused damage by reversing into one of the lighting columns. This matter has been reported to Kent Police and to the Town Council's insurers in order to pursue damages.
2. Notification of interest rate reductions has been received from Nat West bank (Attached hereto*).
3. A formal letter of thanks has been received from NRIB, in respect of their recent grant funding award (attached hereto*).

This concludes my report – RFO 23rd July 2025

163/2025-26 **TOWN COUNCIL OWNED AND MANAGED LANDS:**

Consideration was given to the level of Public Liability Insurance required by relevant suppliers, contractors and 3rd party event participants etc., using Town Council Lands. It was:

PROPOSED BY: Councillor Rivers

SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY- that the level of Public Liability insurance required for relevant suppliers, contractors and 3rd party event participants etc., remains at £5,000,000.00, which is in line with the District Council requirement.

164/2025-26 **GRANT FUNDING / DONATIONS**

Consideration was given to the application for grant funding received from an informal tennis group. It was:

PROPOSED BY: Councillor Peacock

SECONDED BY: Councillor Davis

RESOLVED UNANIMOUSLY – that (i)
(a)the Clerk shall contact the Marsh Academy/Leisure Centre to ascertain whether they are in agreement with the siting of a bench next to the tennis courts and their reason(s) for refusing funding for the bench
(b) Contact the applicant to ascertain how it is proposed to secure the bench and who would be responsible for its maintenance, and that (ii) this matter be deferred to the next meeting of the Finance and General Purposes Committee for further consideration.

165/2025-26 **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

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

166/2025-26 **EXCLUSION OF PUBLIC AND PRESS**

At 19.05, having duly considered the nature of matters to now be discussed, it was:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY – that due to the legal and contractual information about to be considered as well as sensitive personal information that would serve to identify one or more persons, it is advisable in the public interest that the Public and Press be temporarily excluded and they are now instructed to withdraw.

One member of the public left the meeting at that time

167/2025-26 **LAND AND TENANCY MATTERS:**

Consideration was given to matters in relation to a Town Council Property. It was:

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor Rivers

RESOLVED UNANIMOUSLY – that (i) the Clerk be requested to include periodic testing of the smoke alarms within the Caretakers list of duties. (ii) A request be made to the letting Agent that future inspection reports confirm that smoke alarms and carbon monoxide alarms are both present and working and (iii) The tenants request for an additional pet be declined.

168/2025-26 **CONCLUSION OF PRIVATE SESSION:**

At 19.22 it was:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Terry

RESOLVED UNANIMOUSLY – that the private session be concluded.

The Chairman thanked the Councillors for their attendance and the meeting then concluded **at 19.22**

NB: All documents referred to herein are freely available for perusal on the Town Council website: 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

AGENDA ITEM 8(i)

22/10/2025

New Romney Town Council Current Year

Page 1

15:00

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Staff Costs							
1085 Capital Deposit Interest	0	1,000	1,000			0.0%	
Staff Costs :- Income	<u>0</u>	<u>1,000</u>	<u>1,000</u>			<u>0.0%</u>	<u>0</u>
4000 Clerical Salaries & ER Pen/NI	68,439	142,500	74,061		74,061	48.0%	
4005 Manual Salaries & ER Pen/NI	33,086	74,300	41,214		41,214	44.5%	984
4020 Civic Salaries & ER Pen/NI	687	3,000	2,313		2,313	22.9%	
4030 Capital Project Staffing	0	1,000	1,000		1,000	0.0%	
4035 Emergency Staffing	0	1,100	1,100		1,100	0.0%	
4055 Eye Tests	30	200	170		170	15.0%	
4065 Rec & Train Res Fund Cont 330	0	2,000	2,000		2,000	0.0%	
4067 Rec & Train Res Fund Exp	95	0	(95)		(95)	0.0%	95
4080 Staff Prov Res Fund Cont 345	0	1,000	1,000		1,000	0.0%	
4085 Pens/Gratuity Res Fun Cont 328	0	3,000	3,000		3,000	0.0%	
Staff Costs :- Indirect Expenditure	<u>102,337</u>	<u>228,100</u>	<u>125,763</u>	<u>0</u>	<u>125,763</u>	<u>44.9%</u>	<u>1,079</u>
Net Income over Expenditure	<u>(102,337)</u>	<u>(227,100)</u>	<u>(124,763)</u>				
6000 plus Transfer from EMR	1,079	0	(1,079)				
Movement to/(from) Gen Reserve	<u>(101,258)</u>	<u>(227,100)</u>	<u>(125,842)</u>				
200 Town Hall							
1010 Rental Income	0	156	156			0.0%	
1999 Miscellaneous Inc	0	52	52			0.0%	
Town Hall :- Income	<u>0</u>	<u>208</u>	<u>208</u>			<u>0.0%</u>	<u>0</u>
4100 Non-domestic Rates	4,324	6,052	1,728		1,728	71.5%	
4110 Water Rates-Supply/Waste water	154	300	146		146	51.3%	
4115 Electricity	666	2,500	1,834		1,834	26.6%	
4120 Gas	241	1,700	1,459		1,459	14.2%	
4125 Cleaning/Hygiene Supplies	0	125	125		125	0.0%	
4130 First Aid Supplies	11	55	44		44	19.1%	
4140 Repairs & Maintenance	1,973	2,000	27		27	98.7%	
4142 Stairlift Service Contract	1,346	500	(846)		(846)	269.3%	
4143 Annual Boiler Service	0	85	85		85	0.0%	
4145 Fire Safety Equipment Maint	0	154	154		154	0.0%	
4150 Window Boxes	54	110	56		56	48.8%	
4155 Tree Inspection/Surgery	0	450	450		450	0.0%	
4160 PAT Testing	0	88	88		88	0.0%	
4161 Town Hall Alarm System	727	837	110		110	86.9%	
4165 Roof R/W Goods Inspections	0	2,004	2,004		2,004	0.0%	
4320 Phone/Internet	154	0	(154)		(154)	0.0%	
Town Hall :- Indirect Expenditure	<u>9,650</u>	<u>16,960</u>	<u>7,310</u>	<u>0</u>	<u>7,310</u>	<u>56.9%</u>	<u>0</u>
Net Income over Expenditure	<u>(9,650)</u>	<u>(16,752)</u>	<u>(7,102)</u>				

Continued over page

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
205 Town Hall House							
1010 Rental Income	4,600	9,400	4,800			48.9%	
Town Hall House :- Income	4,600	9,400	4,800			48.9%	0
4140 Repairs & Maintenance	0	2,500	2,500		2,500	0.0%	
4145 Fire Safety Equipment Maint	0	65	65		65	0.0%	
4165 Roof R/W Goods Inspections	0	396	396		396	0.0%	
4185 Landlords Gas Certificate	0	102	102		102	0.0%	
4362 Management Fees	414	846	432		432	48.9%	
Town Hall House :- Indirect Expenditure	414	3,909	3,495	0	3,495	10.6%	0
Net Income over Expenditure	4,186	5,491	1,305				
210 Assembly Rooms							
1000 Hire Fees	523	0	(523)			0.0%	
Assembly Rooms :- Income	523	0	(523)				0
4100 Non-domestic Rates	1,047	1,834	788		788	57.1%	
4110 Water Rates-Supply/Waste water	172	295	123		123	58.4%	
4115 Electricity	463	1,350	887		887	34.3%	
4120 Gas	126	1,200	1,074		1,074	10.5%	
4125 Cleaning/Hygiene Supplies	0	100	100		100	0.0%	
4130 First Aid Supplies	0	25	25		25	0.0%	
4140 Repairs & Maintenance	513	1,500	987		987	34.2%	
4145 Fire Safety Equipment Maint	420	72	(348)		(348)	583.3%	
4155 Tree Inspection/Surgery	0	310	310		310	0.0%	
4160 PAT Testing	0	44	44		44	0.0%	
4165 Roof R/W Goods Inspections	0	376	376		376	0.0%	
4185 Landlords Gas Certificate	0	102	102		102	0.0%	
4316 PPL/PRS Licences	0	25	25		25	0.0%	
Assembly Rooms :- Indirect Expenditure	2,740	7,233	4,493	0	4,493	37.9%	0
Net Income over Expenditure	(2,217)	(7,233)	(5,016)				
215 Community Hall							
1000 Hire Fees	4,105	0	(4,105)			0.0%	
1010 Rental Income	1,650	0	(1,650)			0.0%	
Community Hall :- Income	5,755	0	(5,755)				0
Net Income	5,755	0	(5,755)				

Continued over page

22/10/2025

New Romney Town Council Current Year

Page 3

15:00

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
220 Sports Field & Maude Pavilion							
4110 Water Rates-Supply/Waste water	(17)	0	17		17	0.0%	
4140 Repairs & Maintenance	15	0	(15)		(15)	0.0%	
4190 Herbicide Spraying	933	0	(933)		(933)	0.0%	
4361 Miscellaneous Exp	900	0	(900)		(900)	0.0%	
Sports Field & Maude Pavilion :- Indirect Expenditure	1,831	0	(1,831)	0	(1,831)		0
Net Expenditure	(1,831)	0	1,831				
221 Maude Community Centre							
1000 Hire Fees	33	0	(33)			0.0%	
1010 Rental Income	0	1,800	1,800			0.0%	
Maude Community Centre :- Income	33	1,800	1,767			1.9%	0
4110 Water Rates-Supply/Waste water	441	0	(441)		(441)	0.0%	
4115 Electricity	5,743	0	(5,743)		(5,743)	0.0%	4,029
4125 Cleaning/Hygiene Supplies	427	0	(427)		(427)	0.0%	
4130 First Aid Supplies	106	0	(106)		(106)	0.0%	106
4140 Repairs & Maintenance	409	0	(409)		(409)	0.0%	
4145 Fire Safety Equipment Maint	1,160	0	(1,160)		(1,160)	0.0%	150
4180 Grounds Maintenance	280	0	(280)		(280)	0.0%	
4320 Phone/Internet	251	0	(251)		(251)	0.0%	
4361 Miscellaneous Exp	15,584	0	(15,584)		(15,584)	0.0%	13,795
Maude Community Centre :- Indirect Expenditure	24,400	0	(24,400)	0	(24,400)		18,080
Net Income over Expenditure	(24,367)	1,800	26,167				
6000 plus Transfer from EMR	18,080	0	(18,080)				
Movement to/(from) Gen Reserve	(6,287)	1,800	8,087				
222 Maude Community Centre Annexe							
1010 Rental Income	1,800	7,600	5,800			23.7%	
Maude Community Centre Annexe :- Income	1,800	7,600	5,800			23.7%	0
4108 Non Dom Rates Contribution	0	458	458		458	0.0%	
4109 Utilities Contribution	0	400	400		400	0.0%	
4115 Electricity	824	0	(824)		(824)	0.0%	
4140 Repairs & Maintenance	95	500	405		405	19.0%	
4145 Fire Safety Equipment Maint	707	0	(707)		(707)	0.0%	
4165 Roof R/W Goods Inspections	0	200	200		200	0.0%	
4320 Phone/Internet	198	0	(198)		(198)	0.0%	

Continued over page

22/10/2025

New Romney Town Council Current Year

Page 4

15:00

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4361 Miscellaneous Exp	1,592	0	(1,592)		(1,592)	0.0%	1,569
Maude Community Centre Annexe :- Indirect Expenditure	3,415	1,558	(1,857)	0	(1,857)	219.2%	1,569
Net Income over Expenditure	(1,616)	6,042	7,658				
6000 plus Transfer from EMR	1,569	0	(1,569)				
Movement to/(from) Gen Reserve	(46)	6,042	6,088				
<u>225 Fairfield Road Rec Ground</u>							
4140 Repairs & Maintenance	0	500	500		500	0.0%	
4155 Tree Inspection/Surgery	0	600	600		600	0.0%	
4180 Grounds Maintenance	700	1,680	980		980	41.7%	
4195 Play Gym Maintenance	102	1,000	898		898	10.2%	
Fairfield Road Rec Ground :- Indirect Expenditure	802	3,780	2,978	0	2,978	21.2%	0
Net Expenditure	(802)	(3,780)	(2,978)				
<u>230 The Greens</u>							
1000 Hire Fees	2,611	0	(2,611)			0.0%	
1100 Hut & Winch Site Rents	8,026	8,290	264			96.8%	
1105 Sea Cadets Rent	0	25	25			0.0%	
1120 Ice Cream Van/Food Vendors	400	400	0			100.0%	
1125 Market	0	1,000	1,000			0.0%	
The Greens :- Income	11,037	9,715	(1,322)			113.6%	0
4110 Water Rates-Supply/Waste water	422	706	284		284	59.7%	
4140 Repairs & Maintenance	373	1,000	627		627	37.3%	
4180 Grounds Maintenance	975	2,340	1,365		1,365	41.7%	
4195 Play Gym Maintenance	203	1,500	1,297		1,297	13.5%	
4210 Toilet Block	7,412	7,607	195		195	97.4%	
The Greens :- Indirect Expenditure	9,384	13,153	3,769	0	3,769	71.3%	0
Net Income over Expenditure	1,653	(3,438)	(5,091)				
<u>235 Flagstaff Land</u>							
4110 Water Rates-Supply/Waste water	(249)	0	249		249	0.0%	
4140 Repairs & Maintenance	0	100	100		100	0.0%	
4155 Tree Inspection/Surgery	0	200	200		200	0.0%	
4180 Grounds Maintenance	310	794	484		484	39.0%	
Flagstaff Land :- Indirect Expenditure	61	1,094	1,033	0	1,033	5.6%	0
Net Expenditure	(61)	(1,094)	(1,033)				

Continued over page

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
240 Allotments							
1200 Plot Rents (Not inc. deposits)	2,787	2,383	(404)			117.0%	
Allotments :- Income	<u>2,787</u>	<u>2,383</u>	<u>(404)</u>			<u>117.0%</u>	<u>0</u>
4110 Water Rates-Supply/Waste water	201	600	399		399	33.5%	
4140 Repairs & Maintenance	115	500	385		385	23.0%	
4155 Tree Inspection/Surgery	0	200	200		200	0.0%	
4181 Ditch Management	0	500	500		500	0.0%	
Allotments :- Indirect Expenditure	<u>316</u>	<u>1,800</u>	<u>1,484</u>	<u>0</u>	<u>1,484</u>	<u>17.5%</u>	<u>0</u>
Net Income over Expenditure	<u>2,471</u>	<u>583</u>	<u>(1,888)</u>				
245 Land at Coney Banks							
1250 Grazing Rent	0	624	624			0.0%	
Land at Coney Banks :- Income	<u>0</u>	<u>624</u>	<u>624</u>			<u>0.0%</u>	<u>0</u>
4200 Expenditure	0	50	50		50	0.0%	
Land at Coney Banks :- Indirect Expenditure	<u>0</u>	<u>50</u>	<u>50</u>	<u>0</u>	<u>50</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>574</u>	<u>574</u>				
250 Wayleaves							
1999 Miscellaneous Inc	0	60	60			0.0%	
Wayleaves :- Income	<u>0</u>	<u>60</u>	<u>60</u>			<u>0.0%</u>	<u>0</u>
Net Income	<u>0</u>	<u>60</u>	<u>60</u>				
255 Garden of Remembrance							
4140 Repairs & Maintenance	0	100	100		100	0.0%	
4180 Grounds Maintenance	0	200	200		200	0.0%	
Garden of Remembrance :- Indirect Expenditure	<u>0</u>	<u>300</u>	<u>300</u>	<u>0</u>	<u>300</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(300)</u>	<u>(300)</u>				
260 Town Square (Cinque Ports Plc)							
1999 Miscellaneous Inc	0	41	41			0.0%	
Town Square (Cinque Ports Plc) :- Income	<u>0</u>	<u>41</u>	<u>41</u>			<u>0.0%</u>	<u>0</u>
4140 Repairs & Maintenance	0	80	80		80	0.0%	
Town Square (Cinque Ports Plc) :- Indirect Expenditure	<u>0</u>	<u>80</u>	<u>80</u>	<u>0</u>	<u>80</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(39)</u>	<u>(39)</u>				

Continued over page

22/10/2025

New Romney Town Council Current Year

Page 6

15:00

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
270 Street Furniture (Non TC Land)							
4500 High St Planter - Maintenance	114	165	51		51	69.0%	
Street Furniture (Non TC Land) :- Indirect Expenditure	114	165	51	0	51	69.0%	0
Net Expenditure	(114)	(165)	(51)				
275 Administration & Miscellaneous							
1080 Bank & Investment Interest	6,826	5,000	(1,826)			136.5%	6,295
1999 Miscellaneous Inc	87,237	14	(87,223)			623123.4	87,231
Administration & Miscellaneous :- Income	94,063	5,014	(89,049)			1876.0%	93,526
4106 Waste	425	900	475		475	47.2%	
4300 Insurance	9,419	7,500	(1,919)		(1,919)	125.6%	
4305 Bank Charges	289	550	261		261	52.6%	
4310 PWLB Capital Payment	3,999	7,595	3,596		3,596	52.6%	
4311 PWLB Interest Payment	25,949	52,300	26,351		26,351	49.6%	
4315 Subscriptions	3,561	5,231	1,670		1,670	68.1%	
4320 Phone/Internet	1,098	2,374	1,276		1,276	46.3%	
4325 IT Support & Equipment Maint	13,144	12,000	(1,144)		(1,144)	109.5%	520
4330 L&P CHSPP	26,207	0	(26,207)		(26,207)	0.0%	26,207
4331 Maude Community Centre - D&B	909,346	0	(909,346)		(909,346)	0.0%	909,346
4332 Maude Community Centre - FF&E	3,805	0	(3,805)		(3,805)	0.0%	3,805
4335 Legal & Professional General	60,253	10,000	(50,253)		(50,253)	602.5%	59,756
4340 Donations STMFC	3,000	3,000	0		0	100.0%	
4345 Donations (Other)	2,600	4,500	1,900		1,900	57.8%	
4350 Payroll Outsourcing	164	525	361		361	31.2%	
4355 Small Tools & Consumables	393	1,500	1,107		1,107	26.2%	
4356 Workwear/PPE	55	350	296		296	15.6%	
4360 Miscellaneous Exp	436	6,500	6,064		6,064	6.7%	233
4361 Miscellaneous Exp	3	0	(3)		(3)	0.0%	
4364 Business Mileage	199	750	551		551	26.6%	
4365 Public Clock	2,514	300	(2,214)		(2,214)	838.1%	1,972
4370 Postage	154	450	296		296	34.2%	
4375 Office Equipment	1,774	2,000	226		226	88.7%	
4380 Printing and Stationery	302	750	448		448	40.2%	
4384 Town Council Events	3,070	0	(3,070)		(3,070)	0.0%	3,070
4385 Mayor's Allowance	1,691	4,500	2,809		2,809	37.6%	
4390 Councillor Training	0	4,000	4,000		4,000	0.0%	
4395 Recruitment & Training (330)	530	0	(530)		(530)	0.0%	530
4400 Caretakers Vehicle	4,951	5,000	49		49	99.0%	
Administration & Miscellaneous :- Indirect Expenditure	1,079,333	132,575	(946,758)	0	(946,758)	814.1%	1,005,440
Net Income over Expenditure	(985,269)	(127,561)	857,708				
6000 plus Transfer from EMR	1,005,440	0	(1,005,440)				

Continued over page

22/10/2025

New Romney Town Council Current Year

Page 7

15:00

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6001	less Transfer to EMR	93,526	0	(93,526)				
	Movement to/(from) Gen Reserve	(73,356)	(127,561)	(54,205)				
	<u>280 Other</u>							
1999	Miscellaneous Inc	26,500	0	(26,500)			0.0%	26,500
	Other :- Income	26,500	0	(26,500)				26,500
4140	Repairs & Maintenance	4	0	(4)		(4)	0.0%	
4141	Festive Lighting	38	0	(38)		(38)	0.0%	38
4361	Miscellaneous Exp	5,120	0	(5,120)		(5,120)	0.0%	5,400
4605	Contingency	0	10,000	10,000		10,000	0.0%	
4610	Festivities Res Fund Cont 323	0	3,000	3,000		3,000	0.0%	
4615	Fest Lighting Res Fun Cont 336	0	750	750		750	0.0%	
4620	T C Election Res Fund Cont 331	0	4,000	4,000		4,000	0.0%	
4625	Build Rep/Res Res Fun Cont 320	0	8,500	8,500		8,500	0.0%	
4630	Non Ann Maint Res Fun Cont 334	0	4,000	4,000		4,000	0.0%	
4635	Uniform Reserve Fund Cont 335	0	200	200		200	0.0%	
4640	Confederation Res Fun Cont 322	0	200	200		200	0.0%	
4645	Boilers C H Res Fund Cont 343	0	1,000	1,000		1,000	0.0%	
4650	T H Stairlift Res Fund Con 338	0	1,500	1,500		1,500	0.0%	
4655	Capital Res Fund Cont 321	0	1,000	1,000		1,000	0.0%	
4660	Fac Mgmt Res Fun Cont 344	0	1,000	1,000		1,000	0.0%	
4670	Play & Msc Eq Res Fun Cont 326	0	8,000	8,000		8,000	0.0%	
4680	ICT Replace Res Fund Cont 348	0	2,000	2,000		2,000	0.0%	
4690	Strat Plan Res Fund Cont 361	0	10,000	10,000		10,000	0.0%	
4695	HIP Res Fund Cont 362	0	1,000	1,000		1,000	0.0%	
	Other :- Indirect Expenditure	5,162	56,150	50,988	0	50,988	9.2%	5,438
	Net Income over Expenditure	21,338	(56,150)	(77,488)				
6000	plus Transfer from EMR	5,438	0	(5,438)				
6001	less Transfer to EMR	26,500	0	(26,500)				
	Movement to/(from) Gen Reserve	276	(56,150)	(56,426)				
	<u>285 Precept</u>							
1076	Precept	429,562	429,562	0			100.0%	
	Precept :- Income	429,562	429,562	0			100.0%	0
	Net Income	429,562	429,562	0				

Continued over page

22/10/2025

New Romney Town Council Current Year

Page 8

15:00

Detailed Income & Expenditure by Budget Heading 30/09/2025

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>300 Planning Committee</u>							
4700 Planning Committee Costs	0	250	250		250	0.0%	
Planning Committee :- Indirect Expenditure	0	250	250	0	250	0.0%	0
Net Expenditure	0	(250)	(250)				
<u>400 Health & Wellbeing Committee</u>							
4705 Health & Wellbeing Committee	0	250	250		250	0.0%	
Health & Wellbeing Committee :- Indirect Expenditure	0	250	250	0	250	0.0%	0
Net Expenditure	0	(250)	(250)				
Grand Totals:- Income	576,661	467,407	(109,254)			123.4%	
Expenditure	1,239,959	467,407	(772,552)	0	(772,552)	265.3%	
Net Income over Expenditure	(663,298)	0	663,298				
plus Transfer from EMR	1,031,606	0	(1,031,606)				
less Transfer to EMR	120,026	0	(120,026)				
Movement to/(from) Gen Reserve	248,282	0	(248,282)				

New Romney Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 7)

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100	<u>Staff Costs</u>									
	Total Income	7,500	0	1,000	0	0	0	0	0	0
	Overhead Expenditure	191,000	176,335	228,100	124,711	0	0	0	0	0
	100 Net Income over Expenditure	-183,500	-176,335	-227,100	-124,711	0	0	0	0	0
6000	plus Transfer from EMR	0	4,502	0	3,507	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(183,500)</u>	<u>(171,833)</u>	<u>(227,100)</u>	<u>(121,204)</u>	<u>0</u>		<u>0</u>		
200	<u>Town Hall</u>									
	Total Income	200	150	208	0	0	0	0	0	0
	Overhead Expenditure	17,160	14,142	16,960	11,136	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(16,960)</u>	<u>(13,992)</u>	<u>(16,752)</u>	<u>(11,136)</u>	<u>0</u>		<u>0</u>		
205	<u>Town Hall House</u>									
	Total Income	8,850	8,800	9,400	4,600	0	0	0	0	0
	Overhead Expenditure	3,807	2,002	3,909	1,376	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>5,043</u>	<u>6,798</u>	<u>5,491</u>	<u>3,224</u>	<u>0</u>		<u>0</u>		
210	<u>Assembly Rooms</u>									
	Total Income	2,000	1,383	0	649	0	0	0	0	0
	Overhead Expenditure	7,815	50,237	7,233	2,937	0	0	0	0	0
	210 Net Income over Expenditure	-5,815	-48,854	-7,233	-2,288	0	0	0	0	0
6000	plus Transfer from EMR	0	38,400	0	0	0	0	0	0	0

Continued on next page

New Romney Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 7)

11:53

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	<u>(5,815)</u>	<u>(10,454)</u>	<u>(7,233)</u>	<u>(2,288)</u>	<u>0</u>		<u>0</u>		
215	<u>Community Hall</u>									
	Total Income	6,600	6,600	0	6,620	0	0	0	0	0
	Overhead Expenditure	1,952	321	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>4,648</u>	<u>6,279</u>	<u>0</u>	<u>6,620</u>	<u>0</u>		<u>0</u>		
220	<u>Sports Field & Maude Pavilion</u>									
	Total Income	1,440	130	0	0	0	0	0	0	0
	Overhead Expenditure	2,369	29,797	0	1,831	0	0	0	0	0
	220 Net Income over Expenditure	-929	-29,667	0	-1,831	0	0	0	0	0
6000	plus Transfer from EMR	0	26,324	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(929)</u>	<u>(3,343)</u>	<u>0</u>	<u>(1,831)</u>	<u>0</u>		<u>0</u>		
221	<u>Maude Community Centre</u>									
	Total Income	0	0	1,800	67	0	0	0	0	0
	Overhead Expenditure	0	1,215	0	25,988	0	0	0	0	0
	221 Net Income over Expenditure	0	-1,215	1,800	-25,921	0	0	0	0	0
6000	plus Transfer from EMR	0	0	0	18,080	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(1,215)</u>	<u>1,800</u>	<u>(7,841)</u>	<u>0</u>		<u>0</u>		
222	<u>Maude Community Centre Annexe</u>									
	Total Income	0	0	7,600	1,800	0	0	0	0	0

Continued on next page

New Romney Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 7)

11:53

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	0	469	1,558	3,807	0	0	0	0	0
	222 Net Income over Expenditure	0	-469	6,042	-2,007	0	0	0	0	0
6000	plus Transfer from EMR	0	0	0	1,569	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(469)</u>	<u>6,042</u>	<u>(437)</u>	<u>0</u>		<u>0</u>		
225	<u>Fairfield Road Rec Ground</u>									
	Total Income	0	2	0	0	0	0	0	0	0
	Overhead Expenditure	3,980	3,179	3,780	942	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(3,980)</u>	<u>(3,177)</u>	<u>(3,780)</u>	<u>(942)</u>	<u>0</u>		<u>0</u>		
230	<u>The Greens</u>									
	Total Income	8,650	10,963	9,715	11,037	0	0	0	0	0
	Overhead Expenditure	13,531	20,396	13,153	9,789	0	0	0	0	0
	230 Net Income over Expenditure	-4,881	-9,433	-3,438	1,248	0	0	0	0	0
6000	plus Transfer from EMR	0	7,973	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(4,881)</u>	<u>(1,460)</u>	<u>(3,438)</u>	<u>1,248</u>	<u>0</u>		<u>0</u>		
235	<u>Flagstaff Land</u>									
	Overhead Expenditure	1,044	2,326	1,094	123	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(1,044)</u>	<u>(2,326)</u>	<u>(1,094)</u>	<u>(123)</u>	<u>0</u>		<u>0</u>		
240	<u>Allotments</u>									
	Total Income	2,500	2,645	2,383	2,787	0	0	0	0	0

Continued on next page

New Romney Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 7)

11:53

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	2,960	1,135	1,800	335	0	0	0	0	0
	Movement to/(from) Gen Reserve	(460)	1,510	583	2,452	0		0		
245	<u>Land at Coney Banks</u>									
	Total Income	600	600	624	0	0	0	0	0	0
	Overhead Expenditure	50	0	50	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	550	600	574	0	0		0		
250	<u>Wayleaves</u>									
	Total Income	60	0	60	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	60	0	60	0	0		0		
255	<u>Garden of Remembrance</u>									
	Total Income	0	1	0	0	0	0	0	0	0
	Overhead Expenditure	300	26	300	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(300)	(25)	(300)	0	0		0		
260	<u>Town Square (Cinque Ports Plc)</u>									
	Total Income	80	40	41	0	0	0	0	0	0
	Overhead Expenditure	80	0	80	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	40	(39)	0	0		0		
270	<u>Street Furniture (Non TC Land)</u>									
	Overhead Expenditure	120	4,256	165	114	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 7)

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	plus Transfer from EMR	0	4,101	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(120)</u>	<u>(156)</u>	<u>(165)</u>	<u>(114)</u>	<u>0</u>		<u>0</u>		
275	<u>Administration & Miscellaneous</u>									
	Total Income	10,008	59,849	5,014	95,263	0	0	0	0	0
	Overhead Expenditure	122,372	2,675,639	132,575	1,079,720	0	0	0	0	0
	275 Net Income over Expenditure	-112,364	-2,615,790	-127,561	-984,457	0	0	0	0	0
6000	plus Transfer from EMR	0	2,551,481	0	1,005,440	0	0	0	0	0
6001	less Transfer to EMR	0	55,945	0	93,526	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(112,364)</u>	<u>(120,254)</u>	<u>(127,561)</u>	<u>(72,543)</u>	<u>0</u>		<u>0</u>		
280	<u>Other</u>									
	Total Income	0	788,224	0	26,500	0	0	0	0	0
	Overhead Expenditure	76,400	24,158	56,150	5,329	0	0	0	0	0
	280 Net Income over Expenditure	-76,400	764,066	-56,150	21,171	0	0	0	0	0
6000	plus Transfer from EMR	0	8,157	0	5,605	0	0	0	0	0
6001	less Transfer to EMR	0	785,077	0	26,500	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(76,400)</u>	<u>(12,854)</u>	<u>(56,150)</u>	<u>276</u>	<u>0</u>		<u>0</u>		
285	<u>Precept</u>									
	Total Income	396,952	396,952	429,562	429,562	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>396,952</u>	<u>396,952</u>	<u>429,562</u>	<u>429,562</u>	<u>0</u>		<u>0</u>		
300	<u>Planning Committee</u>									

Continued on next page

New Romney Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 7)

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	Overhead Expenditure	250	4,124	250	0	0	0	0	0	0
	plus Transfer from EMR	0	3,000	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(250)</u>	<u>(1,124)</u>	<u>(250)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
400	<u>Health & Wellbeing Committee</u>									
	Overhead Expenditure	250	0	250	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(250)</u>	<u>0</u>	<u>(250)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
	Total Budget Income	445,440	1,276,339	467,407	578,885	0	0	0	0	0
	Expenditure	445,440	3,009,756	467,407	1,268,136	0	0	0	0	0
	Net Income over Expenditure	<u>0</u>	<u>-1,733,418</u>	<u>0</u>	<u>-689,251</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	2,643,938	0	1,034,201	0	0	0	0	0
	less Transfer to EMR	0	841,022	0	120,026	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>69,498</u>	<u>0</u>	<u>224,924</u>	<u>0</u>		<u>0</u>		

Payments Approved Under Financial Regs, SPAA and/or Delegated Authority - F&GP Meeting 19th November 2025																			
Date	Supplier/Contractor			Description			Funding Source			Net		VAT	Total						
16.7.25	Adobe			Software			IT Support & Maintenance - Budget			£	198.96	£ -	£ 198.96	TC	SDA FR			Routine business/everyday running	
27.8.25	Amazon			Tap			Toilets - R&M - Budget			£	28.32	£ 5.66	£ 33.98	TC	SDA FR			Health & Safety	
23.8.25	Amazon			Litter picker			Small Tools & Consumables - Budget			£	15.00	£ 3.00	£ 18.00	TC	SDA FR			Routine business/everyday running	
25.8.25	Amazon			Signage			MCC - Misc - Budget			£	3.32	£ 0.66	£ 3.98	TC	SDA FR			Routine business/everyday running	
21.8.25	Amazon			Signage			MCC - Misc - Budget			£	31.01	£ 6.20	£ 37.21	TC	SDA FR			Routine business/everyday running	
20.8.25	Amazon			Signage			MCC - Misc - Budget			£	3.70	£ 0.74	£ 4.44	TC	SDA FR			Routine business/everyday running	
25.8.25	Amazon			Laminating pouches			Printing & Stationery - Budget			£	18.29	£ 3.66	£ 21.95	TC	SDA FR			Routine business/everyday running	
21.8.25	Amazon			Maintenance lanyard			MCC - Misc - Budget			£	44.98	£ 9.00	£ 53.98	TC	SDA FR			Routine business/everyday running	
17.8.25	Amazon			Recording equipment			Office Equipment - Budget			£	299.17	£ 59.83	£ 359.00	TC	SDA FR			Routine business/everyday running	
17.8.25	Amazon			PA setup			Office Equipment - Budget			£	44.16	£ 8.83	£ 52.99	TC	SDA FR			Routine business/everyday running	
17.8.25	Amazon			PA setup			Office Equipment - Budget			£	14.82	£ 2.97	£ 17.79	TC	SDA FR			Routine business/everyday running	
17.8.25	Amazon			PA setup			Office Equipment - Budget			£	20.42	£ 4.08	£ 24.50	TC	SDA FR			Routine business/everyday running	
17.8.25	Amazon			PA setup			Office Equipment - Budget			£	161.64	£ 32.32	£ 193.96	TC	SDA FR			Routine business/everyday running	
1.8.25	Amazon			Window cleaning kit			MCC - Cleaning & Hygiene - Budget			£	45.82	£ 9.17	£ 54.99	TC	SDA FR			Routine business/everyday running	
31.7.25	Amazon			Key cabinet & tags			MCC - Misc - Budget			£	18.58	£ 3.72	£ 22.30	TC	SDA FR			Routine business/everyday running	
31.7.25	Amazon			Maintenance harness			MCC - Misc - Budget			£	44.78	£ 8.96	£ 53.74	TC	SDA FR			Routine business/everyday running	
29.7.25	Amazon			Firechief break glass keybox			MCC - Misc - Budget			£	4.97	£ 0.99	£ 5.96	TC	SDA FR			Health & Safety	
29.7.25	Amazon			FSSS break glass keybox			MCC - Misc - Budget			£	4.99	£ 1.00	£ 5.99	TC	SDA FR			Health & Safety	
14.7.25	Amazon			Soft broom			MCC - Cleaning & Hygiene - Budget			£	12.48	£ 2.49	£ 14.97	TC	SDA FR			Routine business/everyday running	
14.7.25	Amazon			Signage			MCC - Misc - Budget			£	10.79	£ 2.16	£ 12.95	TC	SDA FR			Routine business/everyday running	
10.7.25	Amazon			Fem hygiene bins			MCC - Misc - Budget			£	52.30	£ 10.45	£ 62.75	TC	SDA FR			Routine business/everyday running	
11.7.25	Amazon			Rinse aid			MCC - Cleaning & Hygiene - Budget			£	7.58	£ 1.52	£ 9.10	TC	SDA FR			Routine business/everyday running	
22.10.25	MCC Hirer			Deposit refund			Damage Deposits Reserve Fund			£	150.00	£ -	£ 150.00	TC	SDA FR			Routine business/everyday running	
1.10.25	Ashford BC			Civic/charity event			Mayor's Allowance			£	91.00	£ -	£ 91.00	TC	SDA FR			Payable from Mayor's Allowance	
6.8.25	Ashford BC			Civic/charity event			Mayor's Allowance			£	130.00	£ -	£ 130.00	TC	SDA FR			Payable from Mayor's Allowance	
30.7.25	Ashford Concert Band			MCC/VE Day 80			Festivities Reserve Fund			£	250.00	£ -	£ 250.00	TC	SDA FR			Routine business/everyday running	
30.7.25	Ashford Outside Catering			MCC/VE Day 80			Festivities Reserve Fund			£	1,476.00	£ -	£ 1,476.00	TC	SDA FR			Routine business/everyday running	
6.8.25	Ashford Window Tints			MCC tinting			Facilities Management Reserve Fund			£	623.75	£ -	£ 623.75	TC	SDA FR			Health & Safety	
10.7.25	Ashford Window Tints			MCC annexe tinting			MCC Reserve Fund			£	945.72		£ 945.72	TC	SDA FR			Health & Safety	
25.6.25	Aquaheat Ashford Ltd			Boiler service			Town Hall - R&M - Budget			£	84.70	£ 16.94	£ 101.64	TC	SDA FR			Routine business/everyday running	
15.10.25	MCC Hirer			Deposit refund			Damage Deposits Reserve Fund			£	147.00	£ -	£ 147.00	TC	SDA FR			Routine business/everyday running	
4.11.25	BE Ames Ltd			Repairs			Town Hall House - R&M - Budget			£	944.00	£ 188.80	£ 1,132.80	TC	SDA FR			H&S/Fabric of building	
30.7.25	BE Ames Ltd			Replace lock			Assembly Rooms - R&M - Budget			£	314.00	£ 62.80	£ 376.80	TC	SDA FR			Security of building	
9.10.25	BILT			Maintenance mats			MCC - R&M - Budget			£	37.86	£ 7.57	£ 45.43	TC	SDA FR			Routine business/everyday running	
10.7.25	BILT			Maintenance mats			The Greens - R&M - Budget			£	37.86	£ 7.57	£ 45.43	TC	SDA FR			Routine business/everyday running	
5.11.25	Branch Fire Ltd			Fire safety equipment			MCC Annexe - Fire Safety Equip - Budget			£	50.00	£ 10.00	£ 60.00	TC	SDA FR			Health & Safety	
22.10.25	Branch Fire Ltd			Fire safety equipment			Departmental Budgets			£	209.95	£ 41.99	£ 251.94	TC	SDA FR			Health & Safety	
15.7.25	Branch Fire Ltd			Fire safety equipment			MCC - Fire Safety Equip - Budget			£	1,010.40	£ 202.08	£ 1,212.48	TC	SDA FR			Health & Safety	
21.10.25	British Gas			Gas			Assembly Rooms - Gas - Budget			£	30.54	£ 1.52	£ 32.06	TC	SPAA			Minute Ref: 059/2024-25(a)	
19.9.25	British Gas			Gas			Assembly Rooms - Gas - Budget			£	30.33	£ 1.51	£ 31.84	TC	SPAA			Minute Ref: 059/2024-25(a)	
20.8.25	British Gas			Gas			Assembly Rooms - Gas - Budget			£	30.33	£ 1.51	£ 31.84	TC	SPAA			Minute Ref: 059/2024-25(a)	
22.7.25	British Gas			Gas			Assembly Rooms - Gas - Budget			£	30.54	£ 1.52	£ 32.06	TC	SPAA			Minute Ref: 059/2024-25(a)	
20.6.25	British Gas			Gas			Assembly Rooms - Gas - Budget			£	35.10	£ 1.75	£ 36.85	TC	SPAA			Minute Ref: 059/2024-25(a)	

10.10.25	British Gas		Gas			Town Hall - Gas - Budget		£	48.44	£	2.42	£	50.86	TC	SPAA	Minute Ref: 059/2024-25(a)	
10.9.25	British Gas		Gas			Town Hall - Gas - Budget		£	30.33	£	1.51	£	31.84	TC	SPAA	Minute Ref: 059/2024-25(a)	
11.8.25	British Gas		Gas			Town Hall - Gas - Budget		£	30.33	£	1.51	£	31.84	TC	SPAA	Minute Ref: 059/2024-25(a)	
9.7.25	British Gas		Gas			Town Hall - Gas - Budget		£	32.93	£	1.64	£	34.57	TC	SPAA	Minute Ref: 059/2024-25(a)	
10.6.25	British Gas		Gas			Town Hall - Gas - Budget		£	64.94	£	3.24	£	68.18	TC	SPAA	Minute Ref: 059/2024-25(a)	
11.9.25	Brunel Engraving		Plaque			MCC Reserve Fund		£	308.95	£	61.79	£	370.74	TC	SDA FR	Capital Project Expenditure	
15.7.25	Brunel Engraving		Plaque			Facilities Management Reserve Fund		£	427.12	£	85.42	£	512.54	TC	SDA FR	Capital Project Expenditure	
19.8.25	Business Stream		Drainage			Town Hall - Water - Budget		£	60.60	£	-	£	60.60	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.10.25	Business Stream		Drainage			Assembly Rooms - Water - Budget		£	22.87	£	-	£	22.87	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.7.25	Business Stream		Drainage			Assembly Rooms - Water - Budget		£	177.24	£	-	£	177.24	TC	SPAA	Minute Ref: 059/2024-25(a)	
18.7.25	Business Stream		Drainage			Toilets - Water - Budget		£	162.15	£	-	£	162.15	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.10.25	Castle Water		Water supply			MCC - Water - Budget		£	43.40	£	8.68	£	52.08	TC	SPAA	Minute Ref: 059/2024-25(a)	
2.9.25	Castle Water		Water supply			MCC - Water - Budget		£	372.94	£	74.59	£	447.53	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.8.25	Castle Water		Water supply			MCC - Water - Budget		£	12.40	£	2.48	£	14.88	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.7.25	Castle Water		Water supply			MCC - Water - Budget		£	14.56	£	2.91	£	17.47	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.6.25	Castle Water		Water supply			MCC - Water - Budget		£	14.80	£	2.96	£	17.76	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.10.25	Castle Water		Water supply			Assembly Rooms - Water - Budget		£	14.56	£	-	£	14.56	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.9.25	Castle Water		Water supply			Assembly Rooms - Water - Budget		£	19.61	£	-	£	19.61	TC	SPAA	Minute Ref: 059/2024-25(a)	
18.8.25	Castle Water		Water supply			Assembly Rooms - Water - Budget		£	5.18	£	-	£	5.18	TC	SPAA	Minute Ref: 059/2024-25(a)	
3.7.25	Castle Water		Water supply			Assembly Rooms - Water - Budget		£	31.39	£	-	£	31.39	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.6.25	Castle Water		Water supply			Assembly Rooms - Water - Budget		£	31.63	£	-	£	31.63	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.10.25	Castle Water		Water supply			The Greens - Toilets - Water - Budget		£	36.19	£	7.24	£	43.43	TC	SPAA	Minute Ref: 059/2024-25(a)	
3.9.25	Castle Water		Water supply			The Greens - Toilets - Water - Budget		£	36.43	£	7.29	£	43.72	TC	SPAA	Minute Ref: 059/2024-25(a)	
5.8.25	Castle Water		Water supply			The Greens - Toilets - Water - Budget		£	36.43	£	7.29	£	43.72	TC	SPAA	Minute Ref: 059/2024-25(a)	
3.7.25	Castle Water		Water supply			The Greens - Toilets - Water - Budget		£	36.19	£	7.24	£	43.43	TC	SPAA	Minute Ref: 059/2024-25(a)	
3.6.25	Castle Water		Water supply			The Greens - Toilets - Water - Budget		£	58.07	£	11.61	£	69.68	TC	SPAA	Minute Ref: 059/2024-25(a)	
5.9.25	Castle Water		Water supply			The Greens - Fountain - Water - Budget		£	7.59	£	-	£	7.59	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.10.25	Castle Water		Water supply			The Greens - Fountain - Water - Budget		£	7.35	£	-	£	7.35	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.8.25	Castle Water		Water supply			The Greens - Fountain - Water - Budget		£	7.59	£	-	£	7.59	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.7.25	Castle Water		Water supply			The Greens - Fountain - Water - Budget		£	7.35	£	-	£	7.35	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.6.25	Castle Water		Water supply			The Greens - Fountain - Water - Budget		£	7.59	£	-	£	7.59	TC	SPAA	Minute Ref: 059/2024-25(a)	
7.10.25	Castle Water		Water supply			Allotments - Water - Budget		£	19.37	£	3.87	£	23.24	TC	SPAA	Minute Ref: 059/2024-25(a)	
14.9.25	Castle Water		Water supply			Allotments - Water - Budget		-£	346.37	-£	69.28	-£	415.65	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.8.25	Castle Water		Water supply			Allotments - Water - Budget		£	281.60	£	56.32	£	337.92	TC	SPAA	Minute Ref: 059/2024-25(a)	
2.7.25	Castle Water		Water supply			Allotments - Water - Budget		£	194.83	£	38.97	£	233.80	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.6.25	Castle Water		Water supply			Allotments - Water - Budget		£	22.01	£	4.40	£	26.41	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.10.25	Castle Water		Water supply			Town Hall - Water - Budget		£	12.16	£	-	£	12.16	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.9.25	Castle Water		Water supply			Town Hall - Water - Budget		£	14.80	£	-	£	14.80	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.8.25	Castle Water		Water supply			Town Hall - Water - Budget		£	14.80	£	-	£	14.80	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.7.25	Castle Water		Water supply			Town Hall - Water - Budget		£	12.16	£	-	£	12.16	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.6.25	Castle Water		Water supply			Town Hall - Water - Budget		£	14.80	£	-	£	14.80	TC	SPAA	Minute Ref: 059/2024-25(a)	
18.8.25	Destiny Entertainments Ltd		PA setup			Office Equipment - Budget		£	221.92	£	44.38	£	266.30	TC	SDA FR	Routine business/everyday running	
22.10.25	MCC Hirer		Deposit refund			Damage Deposits Reserve Fund		£	150.00	£	-	£	150.00	TC	SDA FR	Routine business/everyday running	
17.9.25	Ecoheat PH Ltd		Landlords gas safety inspection			Assembly Rooms - Budget		£	91.67	£	18.33	£	110.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
21.8.25	ECOMMERCE GBR LTD		Litter hoop			Small Tools & Consumables - Budget		£	16.14	£	-	£	16.14	TC	SDA FR	Routine business/everyday running	
9.10.25	EDF Energy		Electricity			Facilities Management Reserve Fund		£	1,352.05	£	270.41	£	1,622.46	TC	SPAA	Minute Ref: 059/2024-25(a)	
11.9.25	EDF Energy		Electricity			Facilities Management Reserve Fund		£	1,184.75	£	236.48	£	1,421.23	TC	SPAA	Minute Ref: 059/2024-25(a)	
20.8.25	EDF Energy		Electricity			Facilities Management Reserve Fund		£	1,192.96	£	238.59	£	1,431.55	TC	SPAA	Minute Ref: 059/2024-25(a)	

28.5.25	EDF Energy		Electricity			Facilities Management Reserve Fund	£ 1,650.95	£ 239.25	£ 1,890.20	TC	SPAA	Minute Ref: 059/2024-25(a)	
1.10.25	EDF Energy		Electricity			Town Hall - Electricity - Budget	£ 117.18	£ 5.86	£ 123.04	TC	SPAA	Minute Ref: 059/2024-25(a)	
1.9.25	EDF Energy		Electricity			Town Hall - Electricity - Budget	£ 123.56	£ 6.18	£ 129.74	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.8.25	EDF Energy		Electricity			Town Hall - Electricity - Budget	£ 129.90	£ 6.50	£ 136.40	TC	SPAA	Minute Ref: 059/2024-25(a)	
1.7.25	EDF Energy		Electricity			Town Hall - Electricity - Budget	£ 126.41	£ 6.32	£ 132.73	TC	SPAA	Minute Ref: 059/2024-25(a)	
2.6.25	EDF Energy		Electricity			Town Hall - Electricity - Budget	£ 131.84	£ 6.59	£ 138.43	TC	SPAA	Minute Ref: 059/2024-25(a)	
1.10.25	EDF Energy		Electricity			Assembly Rooms - Electricity - Budget	£ 70.46	£ 3.52	£ 73.98	TC	SPAA	Minute Ref: 059/2024-25(a)	
1.9.25	EDF Energy		Electricity			Assembly Rooms - Electricity - Budget	£ 73.32	£ 3.67	£ 76.99	TC	SPAA	Minute Ref: 059/2024-25(a)	
4.8.25	EDF Energy		Electricity			Assembly Rooms - Electricity - Budget	£ 76.28	£ 3.81	£ 80.09	TC	SPAA	Minute Ref: 059/2024-25(a)	
1.7.25	EDF Energy		Electricity			Assembly Rooms - Electricity - Budget	£ 73.02	£ 3.65	£ 76.67	TC	SPAA	Minute Ref: 059/2024-25(a)	
2.6.25	EDF Energy		Electricity			Assembly Rooms - Electricity - Budget	£ 75.28	£ 3.76	£ 79.04	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.10.25	EDF Energy		Electricity			MCC Annexe - Electricity	£ 295.55	£ 14.78	£ 310.33	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.9.25	EDF Energy		Electricity			MCC Annexe - Electricity	£ 335.82	£ 16.79	£ 352.61	TC	SPAA	Minute Ref: 059/2024-25(a)	
6.8.25	EDF Energy		Electricity			MCC Annexe - Electricity	£ 157.20	£ 7.86	£ 165.06	TC	SPAA	Minute Ref: 059/2024-25(a)	
18.7.25	EDF Energy		Electricity			MCC Annexe - Electricity	£ 177.02	£ 8.85	£ 185.87	TC	SPAA	Minute Ref: 059/2024-25(a)	
25.6.25	EK Fire Protection Ltd		Risk Assessments/Evac Plans			Facilities Management Reserve Fund	£ 3,487.55	£ 697.50	£ 4,185.05	TC	SDA FR	Health & Safety	
3.9.25	Electricare Ltd		EV Chargers			MCC Reserve Fund	£ 5,200.00	£1,040.00	£ 6,240.00	TC	SDA FR	Capital Project Expenditure	
15.10.25	MCC Hirer		Deposit refund			Damage Deposits Reserve Fund	£ 150.00	£ -	£ 150.00	TC	SDA FR	Routine business/everyday running	
30.7.25	Euroloos Ltd		Portaloos			Admin & Misc - Budget	£ 257.16	£ 51.44	£ 308.60	TC	SDA FR	Health & Safety	
25.6.25	Euroloos Ltd		Portaloos			Admin & Misc - Budget	£ 265.74	£ 53.14	£ 318.88	TC	SDA FR	Health & Safety	
23.7.25	Reimbursement		MCC/VE Day 80			Festivities Reserve Fund	£ 114.04	£ -	£ 114.04	TC	SDA FR	Routine business/everyday running	
13.8.25	Firetech Systems Ltd		Alarm call out			Facilities Management Reserve Fund	£ 150.00	£ 30.00	£ 180.00	TC	SDA FR	Health & Safety	
9.10.25	FH&DC		Civic/charity event			Mayor's Allowance	£ 30.00	£ -	£ 30.00	TC	SDA FR	Payable from Mayor's Allowance	
8.6.25	FH&DC		Non domestic rates			A Rooms - Non Domestic Rates - Budget	£ 175.00	£ -	£ 175.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.7.25	FH&DC		Non domestic rates			A Rooms - Non Domestic Rates - Budget	£ 175.00	£ -	£ 175.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.8.25	FH&DC		Non domestic rates			A Rooms - Non Domestic Rates - Budget	£ 175.00	£ -	£ 175.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.9.25	FH&DC		Non domestic rates			A Rooms - Non Domestic Rates - Budget	£ 175.00	£ -	£ 175.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.10.25	FH&DC		Non domestic rates			A Rooms - Non Domestic Rates - Budget	£ 175.00	£ -	£ 175.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.6.25	FH&DC		Non domestic rates			T Hall - Non Domestic Rates - Budget	£ 720.00	£ -	£ 720.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.7.25	FH&DC		Non domestic rates			T Hall - Non Domestic Rates - Budget	£ 720.00	£ -	£ 720.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.8.25	FH&DC		Non domestic rates			T Hall - Non Domestic Rates - Budget	£ 720.00	£ -	£ 720.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.9.25	FH&DC		Non domestic rates			T Hall - Non Domestic Rates - Budget	£ 720.00	£ -	£ 720.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
8.10.25	FH&DC		Non domestic rates			T Hall - Non Domestic Rates - Budget	£ 720.00	£ -	£ 720.00	TC	SPAA	Minute Ref: 059/2024-25(a)	
23.7.25	Food Electrical Centre		Fridge freezer			Facilities Management Reserve Fund	£ 583.32	£ 116.67	£ 699.99	TC	SDA FR	Routine business/everyday running	
9.10.25	Four Seasons Fencing Ltd		Fencing & gate			MCC Reserve Fund	£ 2,433.04	£ 486.61	£ 2,919.65	TC	SDA FR	Capital Project Expenditure	
29.10.25	Furley Page LLP		Legal fees			Legal & Professional Fees - Budget	£ 53.00	£ 1.60	£ 54.60	TC	SDA FR	Routine business/everyday running	
24.9.25	Furley Page LLP		Legal fees			Legal & Professional Fees - Budget	£ 926.50	£ 185.30	£ 1,111.80	TC	SDA FR	Routine business/everyday running	
3.9.25	Furley Page LLP		Legal fees			Legal & Professional Fees - Budget	£ 575.00	£ 115.00	£ 690.00	TC	SDA FR	Routine business/everyday running	

19.8.25	GEAR4MUSIC		PA setup			Office Equipment - Budget		£ 79.07	£ 15.82	£ 94.89	TC	SDA FR	Routine business/everyday running
19.8.25	Land Registry		Search fees			Legal & Professional Fees - Budget		£ 7.00	£ -	£ 7.00	TC	SDA FR	Routine business/everyday running
5.11.25	S J Harland		Town Christmas Tree			Festivities Reserve Fund		£ 166.67	£ 33.33	£ 200.00	TC	SDA FR	Routine business/everyday running
13.8.25	Hastings BC		Speakers Day			Confederation Reserve Fund		£ 105.00	£ -	£ 105.00	TC	SDA FR	Routine business/everyday running
11.9.25	Hawkinge Town Council		Civic/charity event			Mayor's Allowance		£ 60.00	£ -	£ 60.00	TC	SDA FR	Payable from Mayor's Allowance
2.9.25	Hobbs Parker		Management fees			Management Fees - Budget		£ 72.00	£ 14.40	£ 86.40	TC	SDA FR	Routine business/everyday running
4.8.25	Hobbs Parker		Management fees			Management Fees - Budget		£ 72.00	£ 14.40	£ 86.40	TC	SDA FR	Routine business/everyday running
2.7.25	Hobbs Parker		Management fees			Management Fees - Budget		£ 67.50	£ 13.50	£ 81.00	TC	SDA FR	Routine business/everyday running
3.6.25	Hobbs Parker		Management fees			Management Fees - Budget		£ 67.50	£ 13.50	£ 81.00	TC	SDA FR	Routine business/everyday running
6.5.25	Hobbs Parker		Management fees			Management Fees - Budget		£ 67.50	£ 13.50	£ 81.00	TC	SDA FR	Routine business/everyday running
23.7.25	Hopkins		Defib & aftercare			Facilities Management Reserve Fund		£ 2,739.00	£ 547.80	£ 3,286.80	TC	SDA FR	Health & Safety
16.7.25	Andrew James Homewares		Thermal jugs			MCC - Misc - Budget		£ 114.96	£ 22.98	£ 137.94	TC	SDA FR	Minute Ref: 059/2024-25(a)
29.10.25	KALC		Training - PM & SD			Recruitment & Training Reserve Fund		£ 140.00	£ 28.00	£ 168.00	TC	SDA FR	Routine business/everyday running
29.10.25	KCC		Printer/copiers			Office Equipment - Budget		£ 136.01	£ 27.20	£ 163.21	TC	SPAA	Minute Ref: 059/2024-25(a)
3.9.25	KCC		Printer/copiers			Office Equipment - Budget		£ 245.28	£ 49.05	£ 294.33	TC	SPAA	Minute Ref: 059/2024-25(a)
30.7.25	KCC		Printer/copiers			Office Equipment - Budget		£ 136.01	£ 27.20	£ 163.21	TC	SPAA	Minute Ref: 059/2024-25(a)
15.10.25	Kent County Playing Fields		Subscription			Subscriptions - Budget		£ 20.00	£ -	£ 20.00	TC	SDA FR	Routine business/everyday running
22.10.25	KM Media Group Ltd		Job advert			Recruitment & Training Reserve Fund		£ 265.00	£ 53.00	£ 318.00	TC	SDA FR	Routine business/everyday running
20.8.25	Land Registry		Title plans			Legal & Professional Fees - Budget		£ 11.00	£ -	£ 11.00	TC	SDA FR	Routine business/everyday running
9.7.25	Lifevac		Lifevac kit			Facilities Management Reserve Fund		£ 153.90	£ 30.78	£ 184.68	TC	SDA FR	Health & Safety
29.10.25	Margate Charter Trustees		Civic/charity event			Mayor's Allowance		£ 45.00	£ -	£ 45.00	TC	SDA FR	Payable from Mayor's Allowance
5.11.25	Margate Charter Trustees		Civic/charity event			Mayor's Allowance		£ 10.00	£ -	£ 10.00	TC	SDA FR	Payable from Mayor's Allowance
10.7.25	Marsh Magazine		Subscription			Subscriptions - Budget		£ 12.00	£ -	£ 12.00	TC	SDA FR	Routine business/everyday running
13.8.25	Mayoress of Folk Ch Fund		Civic/charity event			Mayor's Allowance		£ 60.00	£ -	£ 60.00	TC	SDA FR	Payable from Mayor's Allowance
1.7.25	First Aid 4 Less		MCC - Bleed kit			Facilities Management Reserve Fund		£ 572.50	£ 114.50	£ 687.00	TC	SDA FR	Health & Safety
15.10.25	MPR IT Solutions Ltd		IT support/VOIP phone system			IT Support/Phone & Internet - Budget		£ 525.78	£ 105.16	£ 630.94	TC	SPAA	Minute Ref: 059/2024-25(a)
23.9.25	MPR IT Solutions Ltd		IT support/VOIP phone system			IT Support/Phone & Internet - Budget		£ 427.00	£ 85.40	£ 512.40	TC	SPAA	Minute Ref: 059/2024-25(a)
27.8.25	MPR IT Solutions Ltd		IT support/VOIP phone system			IT Support/Phone & Internet - Budget		£ 674.50	£ 134.90	£ 809.40	TC	SPAA	Minute Ref: 059/2024-25(a)
30.7.25	MPR IT Solutions Ltd		IT support/VOIP phone system			IT Support/Phone & Internet - Budget		£ 427.00	£ 85.40	£ 512.40	TC	SPAA	Minute Ref: 059/2024-25(a)
25.6.25	MPR IT Solutions Ltd		IT support/VOIP phone system			IT Support/Phone & Internet - Budget		£ 427.00	£ 85.40	£ 512.40	TC	SPAA	Minute Ref: 059/2024-25(a)
23.7.25	Reimbursement		MCC/VE Day 80			Festivities Reserve Fund		£ 76.90	£ -	£ 76.90	TC	SDA FR	Routine business/everyday running
29.10.25	Newline Essex Ltd		Cleaning mats			MCC - Cleaning & Hygiene - Budget		£ 142.73	£ 28.55	£ 171.28	TC	SDA FR	Routine business/everyday running
24.10.25	Newline Essex Ltd		Cleaning mats			MCC - Cleaning & Hygiene - Budget		£ 149.07	£ 29.81	£ 178.88	TC	SDA FR	Routine business/everyday running
6.8.25	Assembly Rooms Hirer		Deposit refund			Damage Deposits Reserve Fund		£ 100.00	£ -	£ 100.00	TC	SDA FR	Routine business/everyday running
13.8.25	Playsafety Ltd		Rospa inspections			Play/Gym - R&M - Budget		£ 304.00	£ 60.80	£ 364.80	TC	SPAA	Minute Ref: 059/2024-25(a)
22.10.25	Rolfes DIY LLP		R&M mats/s tools & cons/PPE			Departmental Budgets		£ 223.36	£ 44.68	£ 268.04	TC	SPAA	Minute Ref: 059/2024-25(a)
9.10.25	Rolfes DIY LLP		R&M mats/s tools & cons/PPE			Departmental Budgets		£ 240.28	£ 38.06	£ 278.34	TC	SPAA	Minute Ref: 059/2024-25(a)
3.9.25	Rolfes DIY LLP		R&M mats/s tools & cons/PPE			Departmental Budgets		£ 424.38	£ 84.88	£ 509.26	TC	SPAA	Minute Ref: 059/2024-25(a)
23.7.25	Rolfes DIY LLP		R&M mats/s tools & cons/PPE			Departmental Budgets		£ 249.03	£ 49.79	£ 298.82	TC	SPAA	Minute Ref: 059/2024-25(a)
3.9.25	MCC Hirer		Deposit refund			Damage Deposits Reserve Fund		£ 150.00	£ -	£ 150.00	TC	SDA FR	Routine business/everyday running
17.9.25	PPL/PRS		Licence			MCC - Misc - Budget		£ 148.08	£ 29.62	£ 177.70	TC	SPAA	Minute Ref: 059/2024-25(a)
18.6.25	Lionel Robbins		Internal audit			Legal & Professional Fees - Budget		£ 315.00	£ -	£ 315.00	TC	SDA FR	Routine business/everyday running
25.6.25	Safety First Display Ltd		Signage			MCC - Misc - Budget		£ 16.80	£ 3.40	£ 20.20	TC	SDA FR	Routine business/everyday running
2.7.25	Satswana Ltd		DPO service			Subscriptions - Budget		£ 500.00	£ 100.00	£ 600.00	TC	SPAA	Minute Ref: 059/2024-25(a)
17.9.25	SH Bureau Ltd		Payroll outsourcing			Payroll Outsourcing - Budget		£ 163.80	£ 32.76	£ 196.56	TC	SPAA	Minute Ref: 059/2024-25(a)
15.10.25	SLCC		Subscription			Subscriptions - Budget		£ 229.00	£ -	£ 229.00	TC	SPAA	Minute Ref: 059/2024-25(a)
13.8.25	Steve Marsh Designs Ltd		Signage			MCC Reserve Fund		£ 300.00	£ 60.00	£ 360.00	TC	SPAA	Capital Project Expenditure
24.9.25	SSP Direct Ltd		Signage			MCC - Misc - Budget		£ 85.40	£ 17.08	£ 102.48	TC	SDA FR	Routine business/everyday running
19.10.25	Three		Mobile contracts			Phone/Internet - Budget		£ 40.82	£ 8.16	£ 48.98	TC	SDA FR	Routine business/everyday running

19.9.25	Three			Mobile contracts			Phone/Internet - Budget		£	42.84	£	8.57	£	51.41	TC	SDA FR	Routine business/everyday running		
19.8.25	Three			Mobile contracts			Phone/Internet - Budget		£	33.98	£	6.80	£	40.78	TC	SDA FR	Routine business/everyday running		
19.7.25	Three			Mobile contracts			Phone/Internet - Budget		£	33.98	£	6.80	£	40.78	TC	SDA FR	Routine business/everyday running		
19.6.25	Three			Mobile contracts			Phone/Internet - Budget		£	33.98	£	6.80	£	40.78	TC	SDA FR	Routine business/everyday running		
16.10.25	Trooli			MCC Annexe - Internet			MCC Annexe - Phone/Internet - Budget		£	45.83	£	9.17	£	55.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
15.9.25	Trooli			MCC Annexe - Internet			MCC Annexe - Phone/Internet - Budget		£	198.10	£	39.62	£	237.72	TC	SPAA	Minute Ref: 059/2024-25(a)		
16.10.25	Trooli			Town Hall - Internet			Phone/Internet - Budget		£	40.00	£	8.00	£	48.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
15.9.25	Trooli			Town Hall - Internet			Phone/Internet - Budget		£	40.00	£	8.00	£	48.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
18.8.25	Trooli			Town Hall - Internet			Phone/Internet - Budget		£	40.00	£	8.00	£	48.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
17.7.25	Trooli			Town Hall - Internet			Phone/Internet - Budget		£	40.00	£	8.00	£	48.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
17.6.25	Trooli			Town Hall - Internet			Phone/Internet - Budget		£	40.00	£	8.00	£	48.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
19.5.25	Trooli			Town Hall - Internet			Phone/Internet - Budget		£	40.00	£	8.00	£	48.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
16.10.25	Trooli			MCC - Internet			MCC - Phone/Internet - Budget		£	49.05	£	9.81	£	58.86	TC	SPAA	Minute Ref: 059/2024-25(a)		
15.9.25	Trooli			MCC - Internet			MCC - Phone/Internet - Budget		£	45.83	£	9.17	£	55.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
18.8.25	Trooli			MCC - Internet			MCC - Phone/Internet - Budget		£	45.83	£	9.17	£	55.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
17.7.25	Trooli			MCC - Internet			MCC - Phone/Internet - Budget		£	45.83	£	9.17	£	55.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
17.6.25	Trooli			MCC - Internet			MCC - Phone/Internet - Budget		£	45.83	£	9.17	£	55.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
15.10.25	MCC Hirer			Deposit refund			Damage Deposits Reserve Fund		£	150.00	£	-	£	150.00	TC	SDA FR	Routine business/everyday running		
21.8.25	Vehicle Control Solutions Ltd			Signage fixings			MCC - Misc - Budget		£	16.66	£	3.33	£	19.99	TC	SDA FR	Routine business/everyday running		
30.9.25	Veolia			Waste			Waste - Budget		£	80.02	£	16.00	£	96.02	TC	SPAA	Minute Ref: 059/2024-25(a)		
31.8.25	Veolia			Waste			Waste - Budget		£	78.79	£	15.76	£	94.55	TC	SPAA	Minute Ref: 059/2024-25(a)		
31.7.25	Veolia			Waste			Waste - Budget		£	62.08	£	12.42	£	74.50	TC	SPAA	Minute Ref: 059/2024-25(a)		
30.6.25	Veolia			Waste			Waste - Budget		£	62.08	£	12.42	£	74.50	TC	SPAA	Minute Ref: 059/2024-25(a)		
30.7.25	Vision ICT Ltd			Website hosting			IT Support/Phone & Internet - Budget		£	700.00	£	140.00	£	840.00	TC	SPAA	Minute Ref: 059/2024-25(a)		
15.10.25	MCC Hirer			Deposit refund			Damage Deposits Reserve Fund		£	150.00	£	-	£	150.00	TC	SDA FR	Routine business/everyday running		
17.9.25	MCC Hirer			Deposit refund			Damage Deposits Reserve Fund		£	150.00	£	-	£	150.00	TC	SDA FR	Routine business/everyday running		
15.7.25	Zurich Town & Parish			Vehicle insurance			Caretakers Vehicle - Budget		£	706.19	£	-	£	706.19	TC	SPAA	Minute Ref: 059/2024-25(a)		
25.6.25	Zurich Town & Parish			MCC insurance			Insurance - Budget		£	1,758.89	£	-	£	1,758.89	TC	SPAA	Minute Ref: 059/2024-25(a)		
30.9.25	Amazon			Toilet rolls			MCC - Cleaning/Hygiene Supp - Budget		£	22.50	£	4.50	£	27.00	TC	SDA FR	Routine business/everyday running		
30.9.25	Amazon			Toilet rolls			MCC - Cleaning/Hygiene Supp - Budget		£	22.50	£	4.50	£	27.00	TC	SDA FR	Routine business/everyday running		
30.9.25	Viaan Enterprise Ltd			Wall planner			Printing & Stationery - Budget		£	5.74	£	1.15	£	6.89	TC	SDA FR	Routine business/everyday running		
30.9.25	Amazon			A4 paper			Printing & Stationery - Budget		£	23.06	£	4.61	£	27.67	TC	SDA FR	Routine business/everyday running		
23.9.25	Amazon			Bins			MCC - Misc - Budget		£	118.61	£	23.66	£	142.27	TC	SDA FR	Routine business/everyday running		
24.9.25	FHDC			Licence application fee			MCC - Misc - Budget		£	190.00	£	-	£	190.00	TC	SDA FR	Routine business/everyday running		
18.9.25	Vehicle Control Solutions Ltd			Signage fixings			MCC - Misc - Budget		£	16.66	£	3.33	£	19.99	TC	SDA FR	Routine business/everyday running		
17.9.25	Amazon			Signage			MCC - Misc - Budget		£	16.13	£	3.23	£	19.36	TC	SDA FR	Routine business/everyday running		
9.9.25	Fern Trades Ltd			Caretaker mobile phone			Office Equipment - Budget		£	226.66	£	45.34	£	272.00	TC	SDA FR	Routine business/everyday running		
10.9.25	Amazon			Stickers, tags & phone case			MCC - Misc & Off Equip - Budget		£	30.90	£	6.16	£	37.06	TC	SDA FR	Routine business/everyday running		
8.9.25	Amazon			Keyrings & tags			MCC - Misc - Budget		£	22.23	£	4.45	£	26.68	TC	SDA FR	Routine business/everyday running		

[illegible]

NRTC – Schedule of Transfers Between Town Council Bank Accounts

01.10.25	Lloyds Current Account to Lloyds Online Instant Access Account	£150,000.00 Online T/F RFO, Chairman & F&GP Chairman
----------	--	--

RFO's Report – F&GP Meeting on 19th November 2025

Actions completed since the F&GP Committee meeting held on 30th July 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 12th November 2025

CIL Statement 12th November 2025

NRTC CIL Invoiced 2020/2021	£12,282.47
Expenditure	
3G Football Pitch – Grant Funding	<u>£10,000.00</u>
Balance of 2020/2021 CIL Held	£ 2,282.47
Less Allocated Funds	<u>£ 2,282.47</u>
Available Balance of 2020/2021 CIL	<u>£ 0.00</u>

NRTC CIL Invoiced 2021/2022	£ 0.00
NRTC CIL Invoiced 2022/2023	£ 0.00

NRTC CIL Invoiced 2023/2024	£14,048.32
Expenditure	
MCC F&F and Rubber Crumb Surfacing	<u>£14,048.32</u>
Balance of 2023/2024 CIL Held	£ 0.00
Less Allocated Funds	<u>£ 0.00</u>
Available Balance of 2023/2024 CIL	<u>£ 0.00</u>

NRTC CIL Invoiced 2024/2025	£16,872.72
Expenditure	
MCC F&F and Rubber Crumb Surfacing	<u>£15,951.68</u>
Balance of 2024/2025 CIL Held	£ 921.04
Less Allocated Funds	<u>£ 0.00</u>
Available Balance of 2024/2025 CIL	<u>£ 921.04</u>

NRTC CIL Invoiced 2025/2026	£30,619.51
Expenditure	<u>£ 0.00</u>
Balance of 2025/2026 CIL held	£30,619.51
Less Allocated Funds	<u>£ 0.00</u>
Available Balance of 2025/2026 CIL	<u>£30,619.51</u>

Total CIL Held	<u>£31,540.55</u>
-----------------------	--------------------------

151/2025-26

REPORTS FROM WORKING PARTIES

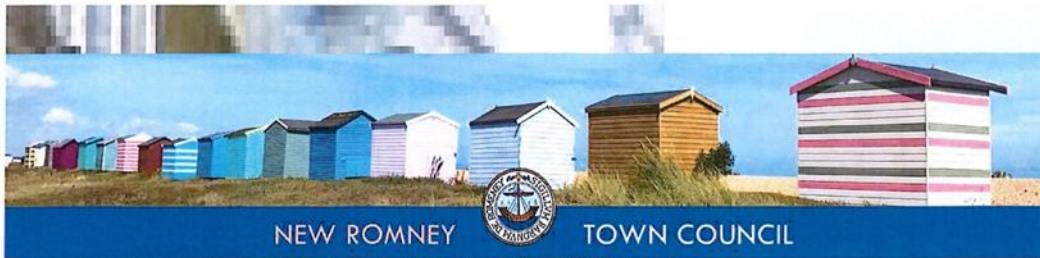
The Parish Highway Improvement Plan working party report, which had been previously circulated to all Committee Members, was duly received and noted and, as a result it was:

(i)

PROPOSED: Cllr Rivers

SECONDED: Cllr Terry

RESOLVED UNANIMOUSLY -that the planning clerk request that the F&GP Committee put a scheme in place to fund and help find a source of funding for the proposed 20MPH speed limit installation for zones 1 and 2.



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	<u>2023-27</u>	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	<u>2023-27</u>	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	2024-25 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	Paused: 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	COMPLETED – 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	2025-26 2026-27	Re-scheduled – 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	COMPLETED – VAN PURCHASED
RA 8: Deliver the completed Community Hall, Sports Pavilion and Nursery project	Full Council	2025-26	COMPLETED – 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	2025-26	Commenced Refurbishment on-going (Posts and rails being replaced in accordance with condition priority)

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 changes 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

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	2023-24	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	2025-26	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	2025-26	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	2024-25 2026-27	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	2025-26	WITHDRAWN Outdated due to FHDC Play Strategy
TC 23: Undertake a post-community hall project review of NRTC buildings use	F&GP	2026-27	Commenced; 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	2024-25	COMPLETED – 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	2026-27	Commenced: 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

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

www.newromney-tc.gov.uk



New Romney Town Council



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]

Sunflower House, Rolfe Lane, New Romney, TN28 8JR

Tel: 01797 363888

Email: [REDACTED]@rmch.org.uk

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

Romney Marsh Community Hub (local charity) 1093388

If applicable:

Total Membership: over 300

Target Age Group: over 55 years of age

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

Christmas party for all of the Memory cafes we run across the Romney Marsh.

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

40

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

£310

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

£310

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

Ratified: 08/10/2012

Last Reviewed: 12th April 2023

Where is the remaining funding to come from?

We pay for the hire of the Hall and salary for the Dementia Organiser from our own monies.

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 Signature] Date: 10/11/2025

Position (e.g. Chairman, leader) CEO

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

Sunflower House
Rolfe Lane
New Romney
Kent TN28 8JR
01797 363888
hello@rmch.org.uk
www.rmch.org.uk

I am asking New Romney Town Council to help us to put on a Christmas Party for all of our Memory Café attendees.

We run 6 cafes a month across the Marsh; Dymchurch, St Mary's Bay once a month and twice a month in Greatstone (Lydd on Sea), and New Romney. The attendees of these cafes would like to all get together for one big party.

We are asking the New Romney Town Council for £310 to pay for the additional costs of this party. These costs include:

Sunflower Singers	£50.00
Food for 40 from local café JK Kitchen	£200.00 (this is for sandwich platters, crisps, mince pies and fruit)
Festive Napkins and plates	£30.00
Crackers (for pulling!)	£30.00
Total Requested	£310.00

The Hub will be paying for the hire of the venue, all of the drinks, the volunteer expenses, and the salary and expenses of the Dementia Organiser.

Events like these are incredibly valuable for the attendees of our Memory Cafés. They offer a safe and welcoming environment where carers can relax and enjoy themselves, confident that their loved ones are supported and understood by staff who are experienced in dementia care. The Christmas season can often be overwhelming for people living with dementia, meaning that many couples are unable to celebrate in the traditional way with family and friends. This event will ensure that they still have the opportunity to experience the joy and spirit of Christmas — in a calm, controlled, and inclusive setting tailored to their needs.



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
[redacted], 84a High St, New Romney, TN28 8AU
Tel: 07881657824 Email: lightupnewromney@hotmail.com

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

Local non-profit Organisation - Light Up New Romney

If applicable:

Total Membership: n/a Target Age Group: all ages

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

(Separate Sheet)

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

approx 800-1000

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

£6000

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

£750.00

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

Where is the remaining funding to come from?

Fundraisers, grants + funding, traders support
+ market income

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

walker construction, kent community foundation,
Blakemore foundation, Cllr Paul Thomas, Cllr Tony Cooper
+ Cllr Tony Hills.

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?

not to our knowledge at all.

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: 27.09.25

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

A summary of Light Up New Romney

Light Up New Romney is an award-winning annual community lantern parade held every December. It was created in 2017 by a small team of volunteers with a dual mission: 1) to build community cohesion by creating an annual festive event for the town and 2) to promote the 'shop local' message by supporting local traders and entrepreneurs with the recreation of late-night shopping. Prior to 2017, there had been no festive event or late night shopping in New Romney for over a decade. The traders suffered as a result as residents travelled to neighbouring towns to do Christmas shopping. New Romney was a sad place in the winter and there were many complaints, particularly on social media about the lack of festive community spirit.

Ahead of the parade each December, the volunteer team delivers over 20 hours of free community lantern-making workshops. These range from 2 full day public workshops for individual to make their own lantern to carry in the parade, to outreach work with local primary schools to make giant feature lanterns. This year we are hoping to engage with students from our local secondary school too. We also run a further free workshop with community group leaders to teach them lantern making techniques and provide them with resources to make their own feature lantern to represent their organisation and what they are about. Over 400 people take part in the parade every year. The parade itself takes on a carnival atmosphere with a samba band and local Morris and dance schools taking part, as well as representatives from all sections of the community and, of course, including the local Rotary Club's Santa and his sleigh!

We estimate that the parade and late night shopping attract over 1000 visitors into the town on the night from the local and wider community. In addition to late night shopping, we also hold a festive market in two venues in the town, made up of many Romney Marsh based artisans and craftspeople selling locally made products. We organise and plan a variety of entertainment for event night and work hard to source funding to try to keep the event free for all the community to enjoy.

Light Up New Romney is entirely organised by a very small team of volunteers who live in, grew up in or work on Romney Marsh and who work tirelessly to create an event the town has grown extremely proud of. We even won a Pride of New Romney award in 2022, voted for by the community and awarded by New Romney Town Council in recognition of the contribution the event has made to the community. In 2021, we were featured live on ITV Meridian's local news and gained a bigger and bigger following with each year.

GARTEC
AN ARITCO GROUP COMPANY

Gartec Limited
Unit 6 Midshires Business Park
Smeaton Close
Aylesbury
Bucks
HP19 8HL

01296 397100
sales@gartec.com

2025 Platform Lift Servicing

The Facilities/Premises Manager

Dear Sir / Madam,

Our installation records show the warranty on the platform lift we installed for you is due to expire or has already expired. At Gartec we are part of the Aritco Group we recommend the lift is serviced at least twice a year. Regular maintenance can provide a long life and a safe, smooth operation. If the lift is used by employees as part of their duties the lift falls under LOLER (Lifting Operators and Lifting Equipment Regulations) and must be subjected to thorough examinations from a competent person at six monthly intervals.

Maintenance Options

As part of our lift offering, we can provide **regular maintenance and LOLER examinations**, with packages to suit a range of requirements and budgets.

Service contract customers have access to our out of hours **emergency phonenumber**. This line is manned 24 hours a day, 365 days a year. We also offer priority response for call outs and additional visits for lifts with an active service contract in place. Gartec provide a Certificate of Thorough Examination at the time of installation, and our 'Plus' contracts provide two LOLER inspections a year.

Gartec has a **nationwide network** of competent service engineers backed by the technical expertise at our head office. Our operatives carry a comprehensive stock of parts enabling single visit repairs on many occasions.

Platinum Service Contract, offering a bespoke and flexible lift servicing contract. You can tailor the number of service visits and LOLER inspections included each year to your requirements.

We are also introducing a **3- or 5-year contract** option, available on all service plans. The price will be fixed at the current yearly rate for 3 to 5 Years * (please note 3- and 5-year Gold contracts will be subject to a conditional inspection of the lift).

We Recommend

Our expertise allows us to offer you useful advice regarding care and maintenance of your lift, such as making sure it is run regularly. Our engineers check key locations so you will not be caught out in an emergency. We also have online training videos demonstrating the emergency release procedures and resets available.

I have enclosed a summary of the service lift maintenance contracts we offer for your reference. If you would like to proceed, please complete and return to Gartec Ltd, or if you would rather discuss your options, or you need further information, please get in touch.

Yours faithfully,

Heidi Wright
Heidi Wright
01296 390172
h.wright@gartec.com



Gartec Limited, Midshires Business Park, Smeaton Close, Aylesbury, Bucks, HP19 8HL
T: 01296 397100 E: sales@gartec.com W: www.gartec.com

Registered in England no. 2898632

PLATFORM LIFT MAINTENANCE PACKAGE OPTIONS 2025

Bronze £495 +VAT

- To perform two planned 50-point check services per year, including oil and consumables
- To offer priority response over noncontract customers
- To offer access to our out of hours emergency assistance phoneline
- To provide call outs, training sessions.
- To offer advice on any changes required by law, regulations or recommendations

Bronze PLUS £656.00 +VAT

- As Bronze, plus the addition of two LOLER inspections and issue certificates (if required by legislation)

Silver4 £893.00 +VAT

- To perform four planned 50-point check services per year, including oil and consumables
- To offer priority response over noncontract customers
- To offer access to our out of hours emergency assistance phoneline
- To provide call outs, training sessions.
- To offer advice on any changes required by law, regulations or recommendations

Silver4 PLUS £1,056.00 +VAT

- As Silver, plus the addition of two LOLER inspections and issue certificates (if required by legislation)

Gold PLUS £2,421 +VAT

- To perform four planned 50-point check services per year, including oil and consumables
- To provide all parts, labour and call outs during office hours free of charge, except instances arising from vandalism, force majeure, misuse or where unauthorised persons have worked on the lift. Please note glass is excluded from the provisions of the warranty.
- To offer priority response over noncontract customers
- To offer access to our out of hours emergency assistance phoneline
- To provide call outs, training sessions.
- To perform two LOLER inspections and issue certificates (if required by legislation)
- To offer advice on any changes required by law, regulations or recommendations
- **NB: For new Golds PLUS contracts the lift will be subject to an initial condition assessment.**

NEW Platinum

Bespoke: Cost on Request

- A bespoke package, with your choice of annual service visit frequency and optional LOLER inspections
- To perform service visits with a planned 50-point check, including oil and consumables at frequency specified in your bespoke package
- To perform LOLER inspections and issue certificates at frequency specified in your bespoke package

- To offer priority response over noncontract customers
- To offer access to our out of hours emergency assistance phonenumber
- To provide call outs, training sessions.
- To offer advice on any changes required by law, regulations or recommendations
- Please contact [redacted] on [redacted] to discuss pricing and to tailor your Platinum Package

PLATFORM LIFT MAINTENANCE PACKAGE SELECTION 2025

If you would like to proceed with a contract, please make your selection from the list below and fill in your details so that we can process your order. Return your completed form to [redacted]@gartec.com, or post to Gartec Ltd, Midshires Business Park, Smeaton Close, Aylesbury, Bucks, HP19 8HL.

Please tick the package you would like to select:

Package	Cost	1 Year	3 Years	5 Years
Bronze	£495.00 plus vat per annum			
Bronze +	£656.00 plus vat per annum			
Silver4	£893.00 plus vat per annum			
Silver4 +	£1056.00 plus vat per annum			
Gold	£2421.00 plus vat per annum		*	*
NEW Platinum	Bespoke pricing on request – please get in touch			

Please get in touch to discuss 3 – 5-year Gold Contracts. Lifts will be subject to the lift coming out of Gartec warranty or a full condition of works lift assessment

Item	Cost	No of Sets
Additional Set of Keys	£45 per set	

Please state the month which you require the contract to start on: _____

Please note the contract will start on the 1st day of the month stated.

Payment will need to be received before this date.

Lift Location: Address

Contact: _____

Full Invoicing Details

Contact: _____

Phone _____	Phone _____
Email _____	Email _____
Ordered by _____	Signed _____
Order No _____	Date _____



**Please get in touch to discuss 3 year Gold Contracts. Lifts will be subject to assessment and agreement.*

INITIAL CONDITIONS AND FURTHER INFORMATION

Please note that supplementary charges apply for lifts located in Northern Scotland and Islands, Channel islands and the Isle of wight. Please call or email for a quote.

- Annual premium for 1-year contracts is payable in advance and may increase annually. Full premium for 3- and 5-year contracts is payable in advance.
- Normal working hours are 8.30am – 5.30pm Monday to Friday excluding Bank Holidays. ALL call outs outside these times are chargeable at the out of hours rates.
- The agreement will run for twelve months (1 year contract) or 36 months (3-year contract) or 60 months (5-year contract). An invoice offering contract renewal will be issued one month before the end of the contract in place. This is not automatically renewed.
- Basic emergency release procedure checks will be run through over the phone prior to sending an engineer to avoid any unnecessary call out charges due.
- 3 months' notice must be given in writing of any changes or cancellation of the agreement; at which point the value of goods and services provided will be calculated at standard prices and deducted from the amount paid.

FOR GARTEC OFFICE USE ONLY	
Manufacturing / Serial No _____	Navision Ref _____
Project No _____	ACC _____

Gartec Limited accept BAC's, debit, or credit card payments, unfortunately we can no longer accept payments by bankers' cheque.



B E AMES LTD

BUILDERS & DECORATORS

Unit 1A Cinque Ports Road, Mountfield Industrial Estate
NEW ROMNEY, Kent TN28 8LJ
Telephone: 01797 344241 Email: office@beamesltd.co.uk



ESTIMATE

11th November 2025

[REDACTED]

Facilities and Communications Clerk
New Romney Town Council
Town Hall, High Street
NEW ROMNEY, Kent
TN28 8BT

fc.clerk@newromney-tc.gov.uk

Dear [REDACTED]

RE: MAUDE COMMUNITY HALL & ANNEX, STATION ROAD, NEW ROMNEY

We have pleasure in submitting our estimate for the following works:-

Community Hall – Ground Floor Proposed Storage Cupboard

- To Provide labour, plant and material to construct timber stud walling to form storage cupboard in entrance hall.
Stud wall to be constructed using 4" x 2" CLS. Timber floor plate to be secured using high strength grab adhesive as underfloor heating present.
Supply and fit softwood door lining to suit 2'6" door.
Supply and fix 12.5mm plasterboard to both sides of stud walling.
Skim walls using multi finish plaster set to a smooth and even finish.
Supply and fit MDF primed skirting boards and architrave to match existing.
Supply and hang 2'6" fire door complete with all door furniture i.e. hinges, handles and lock.
Apply 1No mist coat to all new plaster.
Prepare walls and apply 2No. coats of Dulux Trade vinyl matt emulsion. Colour to match existing.
Prepare woodwork and apply 2No undercoats followed by 1No topcoat. Colour to be white and finish to match existing.
Cart away all arisings leaving site clean and tidy on completion.

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

**£1,926.00
£385.20**

£2,311.20

BEAMES LTD

BUILDERS & DECORATORS

Unit 1A Cinque Ports Road, Mountfield Industrial Estate
NEW ROMNEY, Kent TN28 8LJ
Telephone: 01797 344241 Email: office@beamesltd.co.uk



ESTIMATE

11th November 2025

[REDACTED]
Facilities and Communications Clerk
New Romney Town Council
Town Hall, High Street
NEW ROMNEY, Kent
TN28 8BT

Annex – Lock Installations

To Provide labour, plant and material to supply and fit 4No ERA Satin Chrome Euro Thumbturn Cylinders to match existing in the following rooms:

- Sleep Room – Key entry to be hallway side.
- Baby Room – Key entry to be hallway side.
- Playroom – Key entry to be hallway side.
- Playroom/Hired Room – Key entry to be hired room side.

Cart away all arisings leaving site clean and tidy on completion.

FOR THE SUM OF:-	£558.00
PLUS VAT @ 20%	<u>£111.60</u>
	<u>£669.60</u>

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

Yours sincerely





Gas Boiler Installation Specialists

Unit 10 Adams Court, Mountfield Rd, New Romney, TN28 8LH 01797 369253

Contract Number: QN4576

Date; 04/11/25

Quotation as discussed:

New Romney Town Council
Town Hall
High Street
New Romney
TN28 8BT

AQUAHEAT have been chosen by **Which?** to become a **Which? trusted trader**, This means we have met the professional assessment standard and committed to delivering the highest quality of work.

Specification of works **included:**

- All carpets and floors protected where work carried out.
- Lee to meet engineer on day one to set up.
- Installation of 4 x 500X1200 double black radiators in the main town hall.
- Installation of 1 x 500X800 double black radiator in the side room.
- 15mm copper supply pipework run around the downstairs high level.
- 22mm primary pipework run from boiler to the radiator supply pipework.
- Controls upgrade:
 - EPH CP4 Wireless timer.
 - Honeywell 2 port zone valves x 2
 - Honeywell bypass straight.
 - Drayton wiring center.
- This quote is for the job to be completed in one continuous visit over 4 days.
- Drained and refilled with inhibitor X100.
- **All pipework to be of copper installed to high standard.**

The total costs to complete the above work; £6,420 INC VAT

Note; please carefully check this list, anything not listed on this specification is not quoted for, if you feel something is missing please contact me to arrange it to be added.

If you have any questions about this quotation or any other quotations you may receive as part of your project please do feel free to call and we will always endeavour to help.

If you wish to accept the above quotation, please read the terms and conditions and reply to this email stating you accept the terms and conditions, alternatively return the form.

I very much look forward to working with you,

LEE DANIEL

Director

07815821

Aquaheatashford@hotmail.co.uk



Terms & Conditions

- AQUAHEAT is a trade name of AQUAHEAT ASHFORD LTD.
- The stated price is valid for **30 days** quotation date.
- Once accepted, modifications, amendments or additions to the scope of the works will be subject to a price review.
- All parts and components removed in relation to the installation detailed in this quotation, will be taken from site and disposed of (unless otherwise stated) if there are any parts or components you wish to keep, you must discuss this with the engineers on site prior to commencement of works. Any claims for losses for which the engineers were not made aware of will not be valid once work has commenced.
- Additional charges will be incurred if the site is not prepared / ready as specified above or if site is not fully accessible, we will require access to all areas whilst on site and these must be kept clear.
- Commencement schedule and duration of the works are subject to change if unexpected work overruns or non-availability of components occur.

Note: Every effort will be made to commence the works on the scheduled date. Should it be necessary, the Client will be contacted not less than 24 hours prior with a revised commencement date.

Note: If we need access to adjoining properties, then the homeowner/landlord will need to make the suitable arrangements for us to obtain access. If we are unable to carry out the installation in part or in full, then additional charges will apply. If you are unsure of the access needed, please ask the team.

- The quotation does not include the removal or disposal of any dangerous substances (such as asbestos) revealed during the progress of the works.

Note: Should such circumstances arise, the Client will be advised of the cost of removal and disposal as a separate cost.

- Removal and disposal of dangerous substances (such as asbestos) identified prior to commencement of the works are quoted for as a separate item in the quotation.

Note: The Client is at liberty to receive quotations from specialist third parties where removal and disposal of significant quantities of dangerous substances is required prior to commencement of the works.

- The materials and components used are guaranteed as per the manufacturers' warranties.
- **We will not be responsible for remedial works where a manufacturer's guarantee claim has been denied due to iron oxide and AQUAHEAT advice to powerflush and/or to install of a magnetic filter has been ignored.**
- We will not be responsible for warranty claims in respect of any materials or components not supplied by us unless.

Note: AQUAHEAT only supply quality materials and components which have proven themselves in many installations. Should the Client wish to supply their own materials, the responsibility for dealing with warranty claims should be agreed prior to commencement of the works.

- We will assume that you have obtained Landlord's permission for the works specified in the quotation. AQUAHEAT will accept no liability in respect of loss or damage arising from failure to obtain such permission.
- We will take reasonable care to carry out the work without causing unnecessary damage to your home. AQUAHEAT will make good necessary damage caused to the fabric of the building, such as bricking up holes vacated by old flues.
- Where carpets / flooring need to be bought up we will make every effort to cause the least possible disturbance, however, all flooring and underlay will deteriorate over time. AQUAHEAT will not cover any costs to replace flooring / underlay where they cannot be made good due to this.

Note: This quotation does not include remediation of necessary damage to decoration or fittings to enable the works to be performed and the Client is advised that redecoration may be required in some areas following completion of the works.

- Where we need to connect new equipment to your existing central heating system, AQUAHEAT will not accept liability for the cost of repairing or replacing parts of your existing system which subsequently develops faults.
- We will not accept liability for a failure in performance of your central heating system caused by an inadequate or variable water supply, unless we have been negligent in our specification or performance of the works.
- We will not accept liability if we cannot fulfil our side of the contract for reasons which are beyond the control of AQUAHEAT, such as fire, accidents, war, adverse weather conditions, industrial disputes, strikes and fuel shortages/rationing.
- To enable the works to be performed in a timely manner, AQUAHEAT reserves the right to employ suitably qualified and experienced sub-contractors.

Note: All sub-contractors will be approved by us and Gas Safe registered.

- We reserve the right to withdraw from site if the contract payment schedule is not adhered to. Title and ownership of the materials and equipment will remain with AQUAHEAT until the final scheduled payment has been made.

Note: The Client agrees to enable access to the site such that AQUAHEAT personnel can recover materials and components in the event of non-payment.

- It is the site owner/managers responsibility to keep site secure any materials stolen will be the responsibility of the owners insurance.
- These terms and conditions are set out to clarify the contract entered into between you and AQUAHEAT; they in no way affect your statutory rights.
- AQUAHEAT reserve the right to refuse working for any customer, for any reason they deem as reasonable or otherwise. This includes and is not limited to our obligation to repair Worcester products on behalf of the manufacturer.
- AQUAHEAT's Public Liability is capped at 5 million – a copy of our certificate can be supplied upon request.

Payment Terms

Contract value less than £1000

- 100% of contract price within 7 days of completion of the works.

Contract value greater than £1000-less than £5000

- Deposit of £400 in cleared funds prior to commencement of the works.
- Remaining amount of contract price within 7 days of completion of the works.

Contract value greater than £5000-less than £10000

- Deposit of £1000 in cleared funds prior to commencement of the works.
- A further £1000 required at completion of 50% of the contract work schedule.
- Remaining amount of contract price within 7 days of completion of the works.

Note: Alternative payment schedules must be agreed in writing and recorded on the quotation to which the Acceptance Slip refers.

Contract Value greater than £10000-less than £20000

- Deposit of £2000 in cleared funds prior to commencement of the works.
- A further £2000 required at completion of 50% of the contract work schedule.
- A further £2000 required at completion of 75% of the contract work schedule.
- Remaining amount of contract price within 7 days of completion of the works.

Note: Alternative payment schedules must be agreed in writing and recorded on the quotation to which the Acceptance Slip refers.

Contract Value greater than £20000

- Deposit of £5000 in cleared funds prior to commencement of the works.
- A further £4000 required at completion of 50% of the contract work schedule.
- A further £4000 required at completion of 75% of the contract work schedule.
- Remaining amount of contract price within 7 days of completion of the works.

Note: Alternative payment schedules must be agreed in writing and recorded on the quotation to which the Acceptance Slip refers.

PLEASE NOTE – cancellation terms: all deposits are refundable, unless less than 5 working days notice has been given. Any installation cancellation made with less than 5 working days notice will result in the deposit being non refundable, this will be used to cover engineers pay and / or pay of non returnable parts which have already been ordered.

We accept payment by card, cheque, cash or online banking. Please make cheques payable to **AQUAHEAT ASHFORD LTD.**



Gas Boiler Installation Specialists

Unit 10 Adams Court, Mountfield Rd, New Romney, TN28 8LH 01797 369253

ACCEPTANCE OF WORK FORM

Contract Number: QN

Name:

Address:

Please tick as appropriate:

I/We confirm that I/We have read and understood the terms and conditions and payment terms and accept the quotation prepared by AQUAHEAT to carry out the specified works. ☐

We further confirm that we accept the advice of AQUAHEAT in respect of additional protective works. ☐

Optional extras required are: ☐

Deposit for quotation =

.Please tick as appropriate:

- I have paid deposit of £_____ into the account of AQUAHEAT Sort-20-02-62 Acc-73118894. Please use contract number as bank transfer reference. ☐
- I have enclosed a cheque for £_____ and understand work will not commence until cheque has cleared in account. Payable to AQUAHEAT ASHFORD LIMITED. ☐
- I accept your quotation and will arrange payment in cash of £_____ prior to commencement of the works. ☐
- ☐

SIGNED

PRINT.....

DATE.....

Thank you for choosing **AQUAHEAT**.

END