

Cinque Port Town of New Romney



Mrs C. Newcombe
Town Clerk

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

Tel: New Romney 01797 362348

Ref: CN/3005

7th July 2025

Dear Councillor,

SUMMONS TO ATTEND A MEETING OF NEW ROMNEY TOWN COUNCIL, TO BE HELD IN THE ASSEMBLY ROOMS, CHURCH APPROACH, NEW ROMNEY, ON MONDAY 14TH JULY 2025 AT 6.45PM.

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

Yours sincerely,

C. Newcombe

Mrs C Newcombe
Town Clerk

Email: town.clerk@newromney-tc.gov.uk

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

Members of Public are welcome to join this meeting.

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

PUBLIC PARTICIPATION AT TOWN COUNCIL MEETINGS

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

Members of the Public and Press may attend this Council meeting, except at such times as certain sensitive personal, legal or contractual matters may be considered in private and confidential session, when Members of the Public will be required to leave the meeting.

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

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

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

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

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

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

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

4. What will happen at the Council meeting?

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

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

THE LAWS OF LIBEL AND SLANDER

- These laws are very strict.
- If, in public, you say something about a person that is not true, even if you believe it to be true, you may be sued and have to pay compensation. Therefore, you need to be very careful about any criticism you wish to make of people in any written submission.
- Councillors are able to speak more freely and bluntly while in Council or Committee meetings than members of the public.
- You, as a member of the public, do not have the same protection.

**FULL COUNCIL MEETING
MONDAY 14TH JULY 2025 AT 6.45PM**

PRAYERS led by the Mayor's Chaplain

AGENDA

- 1. APOLOGIES:**
To receive and note the apologies of councillors unable to attend.
- 2. DISPENSATION TO PARTICIPATE:**
To receive and note any applications granted by the Town Clerk, on behalf of the Town Council, for dispensation to participate in Meetings of New Romney Town Council.
- 3. DECLARATIONS OF INTEREST:**
Councillors to declare any Disclosable Pecuniary Interests or Other Significant or Personal Interests they may have in items on the agenda this evening.
- 4. REPORT OF THE KENT COUNTY COUNCILLOR (Encs*):**
To receive the report of the County Councillor for Romney Marsh (who is requested to provide a written copy of the report ahead of the meeting for publication within the electronic meeting agenda).
- 5. REPORTS OF FOLKESTONE & HYTHE DISTRICT COUNCILLORS (Encs*):**
To receive the reports of the District Councillors for New Romney's Town and Coast Wards (who are each requested to provide a written copy of the relevant report ahead of the meeting for publication within the electronic meeting agenda).
- 6. ADJOURNMENT OF MEETING:**
To consider formal adjournment of the meeting of the Council for a maximum period of fifteen minutes to allow for an allocated public session.
- 7. PUBLIC QUESTIONS:**
Members of the public may put questions to the Chairman of the Council for a period of fifteen minutes regarding matters to do with the town of New Romney and its coastal areas of Littlestone and Greatstone, including items on the agenda. Any Councillors who have declared an "Other Significant Interest" in matters to be

discussed at this meeting will also have the opportunity to speak within the session set aside for public participation, in accordance with the Town Council's Code of Conduct Item 5(3)(b), which reads as follows:

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

8. RE-CONVENING OF MEETING:

To formally re-convene the meeting of the Council.

9. MINUTES (Encs*):

(i) To approve the minutes of the **Full Council Meeting** held on **9th June 2025** (Attached hereto*).

(ii) To approve the minutes of the **Especial Full Council Meeting** held on **23rd June 2025** (Attached hereto*).

10. MAYOR'S REPORT AND COMMUNICATIONS:

To receive and note the report of the Mayor:

(i) Mayor's Civic Function List.

(ii) Any Communications received by or for the Mayor

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

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

12. STANDING ORDER No.14:

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

13. STANDING COMMITTEES (Encs*):

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

(i) Planning & Environment Committee

Meeting held on 18th June 2025 (Attached hereto*)

(ii) Personnel Committee :

Meeting held on 25th June 2025 (Attached hereto*)

- 14. RFO'S FINANCIAL REPORTS FOR 2025-26 (Encs*):**
To consider final payments and receipts and bank reconciliations for April 2025, if available. (Attached hereto*)
- 15. COUNCIL REPRESENTATIVES' REPORTS (Encs*):**
To receive and note any **written reports of Representatives on Outside Bodies**, and from Councillors who have attended other meetings or fixtures on behalf of New Romney Town Council since the last ordinary meeting of the Council, if available.
- Lydd Airport Consultative Committee (LACC)
 - Romney Marshes Area Internal Drainage Board (RMAIB)
- 16. CAPITAL PROJECTS REPORT (Encs*):**
(i) To receive and note the report on Capital Projects currently being undertaken, if available, and take any such action as may be deemed necessary thereon and / or consider any recommendations made therein.
- Maude Community Centre Project
- (ii) To receive and note the Maude Community Centre Project Financial Update Report, if available (Attached hereto*)
- 17. COUNCILLOR SURGERIES (Encs*):**
To consider an alternative approach to community engagement (Report attached hereto*)
- 18. RESPONSE TO SSE RENEWABLES PROPOSALS (Encs*):**
To consider KALC request for a Town Council response to the afore-mentioned proposals (Report attached hereto*)
- 19. THE GREENS TOILET BLOCK (Encs*):**
To consider an enquiry regarding the toilet block on The Greens, Littlestone (Report attached hereto*)
- 20. 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.

21. ON-GOING MATTERS:

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

- Maude Community Centre (formerly CHSPN) s106 Agreement

22. PERSONNEL MATTERS:

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

23. LAND AND TENANCY MATTERS:

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

- Maude Community Centre – Sports Pavilion Tenancy*

24. CONCLUSION OF PRIVATE SESSION:

To consider concluding private session, if appropriate.

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

Town Clerk – 7th July 2025

COUNTY COUNCILLOR REPORT – NRTC FULL COUNCIL MTG 14th JULY 2025.

Monthly Report – Councillor David Wimble *Cabinet Member for the Environment, Kent County Council* June 2025

As I complete my first six weeks in post, the initial period of getting to grips with the inner workings of our departments has now made way for the reality of the role – and the workload that comes with it.

I have now settled into a steady and productive rhythm, with a diary consisting of around eight meetings a week, in addition to a range of site visits and local duties. These visits have included everything from inspecting our household waste transfer stations to exploring the fantastic green assets within our county, such as the country parks network – all vital components in our environmental infrastructure.

One particularly eye-opening moment came recently when I was informed I would be chairing a key meeting on the *Kent & Medway Local Nature Recovery Strategy*. Alongside the invitation came a briefing pack – a rather daunting 148 pages, which could well serve as a cure for insomnia! Nevertheless, I am pleased to report that the meeting was a success. Constructive engagement from the 25 attendees helped move the conversation forward, and the outcome is now progressing toward formal policy adoption.

In parallel with this strategic work, I have been working closely with local members, particularly in relation to Romney Marsh. One major focus has been shaping our emerging county-wide policy on solar farms. This has included extensive consultation and the development of a **Kent Solar Forum**, which is now in its final stages of formation. Importantly, this forum will include a specific clause opposing the deployment of **Battery Energy Storage Systems (BESS)**, due to the serious fire safety concerns they present.

To that end, I have been in direct discussions with **Kent Fire & Rescue Service** about the risks posed by these systems. The challenges of emergency access to remote locations, often where such installations are proposed, cannot be overstated. Their input is shaping our approach and will ensure public safety remains paramount in all related planning discussions.

In terms of communications and media engagement, I have taken an active role in speaking publicly about our evolving environmental stance. I have represented the council's views on **BBC1**, **BBC South East Today**, **BBC Radio Kent**, **LBC**, and **Capital Radio**, where I discussed our plans to **scrap the Net Zero commitment** in favour of a more pragmatic and deliverable **best practice policy**. This approach,

grounded in reality rather than rhetoric, will still prioritise environmental stewardship but ensure Kent leads by example in sustainable action, not hollow promises.

As ever, I remain committed to putting local people first, ensuring environmental policy reflects the needs and voices of Kent's diverse communities – from urban hubs to rural landscapes.

David Wimble
KCC Councillor for Romney Marsh
Cabinet Member for Environment

DISTRICT COUNCILLOR REPORT – NRTC FULL COUNCIL MTG 14th JULY 2025.

Since my last NRTC Full Council report I have taken on a number of new roles on FHDC Committees and the Oportunitas Board.

I am a member of the following:

Overview and Scrutiny Committee

Finance and Resources Scrutiny Sub-Committee

Director of Oportunitas.

I continue to be on the following:

Planning and Licensing Committee

FHDC representative on Nuclear Legacy Advisory Forum (NuLEAF)

New Nuclear Local Authority Group (NNLAG) as substitute.

FHDC /Joint Parish Council meeting member.

Chairman of Romney Marsh Partnership.

Southern Water – Folkestone, Hythe & Romney Marsh Steering Group.

FHDC Planning and Licensing Committee meetings.

There have been no planning applications from New Romney presented to this committee since my last report.

Rural England Prosperity Fund Panel meeting

No Panel meetings since my last report.

FHDC Full Council meetings.

Key issues from our last meeting and current consultations.

Corporate Plan

Full council met on Wednesday 25 June and agreed the district council's Corporate Plan for 2025 to 2030.

Our district, our world sets out the vision and direction for the council and its sign-off follows one of the largest public consultations undertaken by the council in recent years.

Town and parish councils were among those who took part in the consultation along with residents and businesses across the district who responded through focus groups, online and paper-based surveys and one to one interviews.

The plan focuses on five themes:

- A well-run, listening council that works closely with its partners.
- Improving people's health, wellbeing and sense of community.
- Building new homes, improving the quality of existing homes and tackling homelessness.
- Growing the economy in a sustainable way and creating opportunities for all.
- Enhancing our local environment and supporting climate action.

Each of the themes has a list of actions and progress will be regularly monitored through an action plan. The corporate plan is available on the council website.

Folkestone – A Brighter Future

Work is continuing at pace along Foresters Way and Shellons Street with the construction of new footpaths, kerbs and drainage systems.

Jacksons have begun to infill the subways at Middelburg Square and will carry out UK Power Network and BT Openreach diversion works in these areas. They have also started the works of a new footway along Middelburg Square North.

The Radnor Park roundabout is now controlled by a four-way traffic light system to allow the infill of the roundabout islands and the construction of vital footways and drainage. This traffic management system will be in place until the end of October.

Summer litter campaign

Council teams are busy working on keeping the district clean and tidy for residents and for visitors coming to enjoy the coastline.

Five new compactor bins in hotspot locations – as well as more litter crews, enhanced equipment and additional signage – are due to be in place during July and August.

Following the positive impact of the first, a second e-bike collection vehicle is being used to help with the regular emptying of bins.

These electric-powered engines ensure zero emissions – making it an environmentally-friendly alternative that allows crews to access areas where larger vehicles cannot.

Visit from Kent County Councillors

The newly elected county councillors for our district were invited to visit several of the key projects the district council is undertaking.

They went to Otterpool Park and discussed the proposed new garden town and the current collaboration work with Homes England.

Councillors also saw the progress of the Brighter Future work in Folkestone town centre and stopped at Folca to discuss the future options being explored for the former store.

They finished the afternoon at the Folkestone Sports Centre talking to representatives from The Sports Trust.

Dog PSPO

A consultation on the proposed changes to the Dog Control Public Spaces Protection Order finished on 25 June and more than 100 responses were received.

Proposed changes, prompted by complaints from residents about dog fouling and dogs being out of control, included extending the areas where pets should be kept on leads.

The responses are due to be reported to a meeting of the council's Cabinet on 16 July.

A successful dog-focussed event was organised in early June by council teams together with Folkestone RSPCA . The Paws for Thought day in Radnor Park was aimed at promoting pet-friendly advice along with the fun element of a dog show.

Celebrating the Folkestone & Hythe district

Three new visitor maps have been created promoting the great places that Folkestone, Hythe and the Romney Marsh have to offer.

They are being distributed through the district's Tourism Board and can be downloaded from the revamped FH visitor website .

Consultations

The Gambling Act 2005 requires the council, in its role as the local licensing authority, to prepare a Statement of Principles related to the exercise of its licensing functions.

This must be reviewed every three years. The current statement ends this year and has been reviewed and updated to cover the next three-year period to 2028. The draft version of the 2025-2028 Statement of Principles is currently out for consultation. Comments are invited via email to licensing@folkestone-hythe.gov.uk before 4pm on Monday 11 August 2025.

Kent County Council has launched a consultation on the draft Adult Social Care Prevention Framework. The aim of the proposed framework is to help people to maintain healthy, fulfilled and independent lives for as long as possible.

The consultation closes on Monday, July 14, 2025. More information via this link <https://letstalk.kent.gov.uk/prevention-framework>

Future Plan for the Romany Marsh Visitors Centre.

FHDC originally worked alongside local agents Motis Estates to market the concession opportunity, which led to significant interest in the site. While initial talks with one operator in the spring unfortunately did not move forward, we are pleased to say that a promising new local operator has now been confirmed (subject to 'Heads of Terms' being agreed) , and preparations are underway to reopen the centre hopefully this summer.

The feedback collected from the public survey and the stakeholder working group will now support the new operator in shaping and evolving their offer, helping to ensure that the centre serves as an engaging, accessible and community driven site promoting the unique landscape of the Romney Marsh.

FHDC/Joint Parish Council meeting.

The next meeting is on Zoom on 24th July 2025.

Representation at the United Nations, Vienna at an International Atomic Energy Agency (IAEA) Conference on Nuclear Communities – May 26th to May 30th 2025.

In May 2025, I was invited by the IAEA to attend an International Conference on Nuclear Communities, along with the Chairman and Vice-Chairman of NuLEAF. This was a five day conference attended by over 600 people from 80 countries, with a further 300 people joining on-line.

On Tuesday 27th May 2025, I gave a 3 minute speech on the benefits of working in a nuclear community and I also took the opportunity to advocate for new nuclear generation at Dungeness. Speaking to nearly 900 people, while it is being simultaneously translated into nearly 100 languages is quite daunting but my speech was well received.

As NuLEAF representatives, we also met with the UK Ambassador to the IAEA at the United Nations and we were able to make our cases for new nuclear, as well as lobbying for the continued support for the decommissioning of Dungeness A, as the outcome of the Government Spending Review had not been completed at that time.

We also met with the UK Government Affairs Manager attached to Rolls-Royce Nuclear, again taking the opportunity to advocate for new nuclear at Dungeness.

Local Resident Concerns.

I am currently dealing with ten planning/enforcement cases, a number of housing issues, footpath/highways issues, parking issues and surface drainage/waste-water (sewage) issues.

Southern Water – Folkestone, Hythe and Romney Marsh Steering Group.

The most recent meeting was held on 13th June 2025 in the FHD Council Chamber.

We were briefed and could ask questions on:

Investment Planning.

Investigation and Data Sharing on Bathing Water Quality.

Citizen Science.

Communications and Engagement.

Data Analysis.

The slides from this meeting have been forwarded to NRTC for inclusion on our website.

Romney Marsh Partnership.

A meeting of the Romney Marsh Partnership was held on 22nd May 2025 at the Lighthouse on the Marsh, with the following agenda.

Welcome, Introductions and Apologies	PT
Minutes from Previous Meeting	PT
Development of a 3-year Economic Plan	RL
Tourism	RL
Current Projects Update –	
Coast Drive	FW
Mountfield Road	FA
Romney Marsh Visitor Centre	JWC
Romney Marsh Business Hub Update	DP
Rural England Prosperity Fund	RL
Marsh Millions	RL
AOB/Roundtable	

Ward Grant Applications.

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

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

FHDC Councillor Paul Thomas – 7th July 2025

MINUTES
of
A Meeting of New Romney Town Council
Held in the Assembly Rooms, New Romney
on Monday 9th June 2025
Commencing at 6.45pm

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

Town Ward:

Councillors: J Davies, P Carey, J Houston and L Phillips

Coast Ward:

Councillors: P Thomas, P Coe, K Terry, S O'Hare,
E Carr and P Peacock

In Attendance:

Deputy Town Clerk	-	Mrs C T Morris
Mayor's Chaplain		
Members of the Public	-	1

IN THE CHAIR

The Mayor – Councillor J Rivers

The Mayor's Chaplain led the Council in prayer.

The formal business of the meeting commenced **@6.45PM.**

061/2025-26 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted, as follows:

Councillor Rev Cn McLachlan	-	for personal reasons
Councillor J Hiscock	-	for personal reasons
Councillor A Meredith	-	for personal reasons
Councillor S Hodges	-	for personal reasons
Councillor D Wimble	-	who was attending a KCC Cabinet meeting

062/2025-26 DISPENSATION TO PARTICIPATE

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

063/2025-26 DECLARATIONS OF INTEREST

None.

064/2025-26 **REPORT OF THE KENT COUNTY COUNCILLOR**

The report of the newly elected KCC Councillor, which advised of his appointment as Cabinet Member holding the portfolio for the Environment along with his attendance at training sessions, was received and noted.

065/2025-26 **REPORTS OF THE DISTRICT COUNCILLORS**

FHDC Councillor Thomas had previously advised that his report was not available on this occasion, but would be presented together with the report for July 2025, at the next ordinary Full Council Meeting.

066/2025-26 **ADJOURNMENT OF MEETING**

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

067/2025-26 **PUBLIC QUESTIONS**

None.

068/2025-26 **RE-CONVENING OF MEETING**

Not applicable.

069/2025-26 **MINUTES**

(i) The Chairman presented the minutes of the **Especial Full Council Meeting** held on **7th April 2025**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor O'Hare

SECONDED BY: Councillor Davies

RESOLVED – that the minutes of the Especial Full Council Meeting held on 7th April 2025 be approved and signed as a true and correct record.

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

The Chairman subsequently signed the afore-mentioned minutes.

(ii) The Chairman presented the minutes of the **Full Council Meeting** held on **14th April 2025**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Terry

RESOLVED – that the minutes of the Full Council Meeting held on 14th April 2025 be approved and signed as a true and correct record.

Councillors Houston, Carr and Phillips abstained from voting as they had not been present at the afore-mentioned meeting.

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The Chairman subsequently signed the afore-mentioned minutes.

(iii) The Chairman presented the minutes of the **Especial Full Council Meeting** held on **29th April 2025**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Davies

RESOLVED – that the minutes of the Especial Full Council Meeting held on 29th April 2025 be approved and signed as a true and correct record.

Councillors Houston, Carr, Carey and Peacock abstained from voting as they had not been present at the afore-mentioned meeting.

The Chairman subsequently signed the afore-mentioned minutes.

(iv) The Chairman presented the minutes of the **Annual Council Meeting** held on **12th May 2025**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor Rivers

SECONDED BY: Councillor Houston

RESOLVED – that the minutes of the Especial Full Council Meeting held on 9th June 2025 be approved and signed as a true and correct record.

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

The Chairman subsequently signed the afore-mentioned minutes.

(v) The Chairman presented the minutes of the **Especial Full Council Meeting** held on **19th May 2025**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor Terry

SECONDED BY: Councillor Davies

RESOLVED – that the minutes of the Especial Full Council Meeting held on 19th May 2025 be approved and signed as a true and correct record.

Councillors Thomas, Carr, Peacock, O'Hare, Phillips and Carey abstained from voting as they had not been present at the afore-mentioned meeting.

The Chairman subsequently signed the afore-mentioned minutes.

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070/2025-26 **MAYOR'S REPORT AND COMMUNICATIONS**

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

071/2025-26 **TOWN CLERK'S REPORT**

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

MEETING OF FULL COUNCIL – 9th JUNE 2025

TOWN CLERK'S REPORT

Actions completed since the Full Council meeting held on 14th April 2025

- 1) Subsequent to approval of a schedule of FHDC assets to be presented to the District Council together with a request for transfer to New Romney Town Council, a further meeting of a number of local Town Councils took place in the Assembly Rooms on 2nd June 2025, in order to agree a unified approach to lobbying the District Council in respect of **asset transfers**. Further updates are to be provided in due course.
- a. The **annual internal audit process** took place on 4th June 2025; the output report will be presented to Full Council for approval at an Especial Meeting of Full Council ahead of signing of the Annual Governance and Accountability Return
- b. The **VE80 celebrations**, which included the official proclamation, church bell-ringing, charity fish and chip luncheon and evening beacon lighting event, went ahead on 8th May 2025 and were a real success, including the beacon lighting event on The Greens, despite the loss of parking at the nearby District Council Coast Drive Car Park.
- c. The signed and sealed **lease for the Maude Community Centre Annex** has been returned to the solicitor for execution and Land Registry registration.

Town Clerk 02-06-25

072/2025-26 **STANDING ORDER NO.14**

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

073/2025-26 **STANDING COMMITTEES**

(i)(a) Councillor Terry presented the minutes of the **Planning & Environment Committee** meeting held on **2nd April 2025**, which were duly received and noted.

(b) Councillor Terry presented the minutes of the **Planning & Environment Committee** meeting held on **23rd April 2025**, which were duly received and noted.

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(c) Councillor Terry presented the minutes of the **Planning & Environment Committee** meeting held on **21st May 2025**, which were duly received and noted.

(ii) Councillor Rivers presented the minutes of the **Health & Wellbeing Committee** meeting held on **20th May 2025**, which were duly received and noted.

(iii) The minutes of the Finance & General Purposes Committee meeting held on 28th May 2025 were not yet available. It was reported that they will now be presented at the next ordinary meeting of Full Council.

(iv) The Town Council duly considered the requirements of the Terms of Reference in respect of the Town Council's **Personnel Committee**, which requires that the Chairman of the Council and the Chairman of the Finance & General Purposes Committee, together with a further three Councillors – to a maximum of five Committee Members – shall form the Committee. Following a ballot, the outcome of which was that the three additional Members, from a list of those Members who had put themselves forward to sit on the Personnel Committee, with the greatest number of votes were:

Councillor Coe
Councillor Peacock
Councillor Davies

It was, therefore:

PROPOSED BY: Councillor Rivers
SECONDED BY: Councillor Houston

RESOLVED – that the New Romney Town Council Personnel Committee for 2025-26 shall comprise councillors Rivers, Thomas, Coe, Peacock and Davies.

074/2025-26 **RFO'S FINANCIAL REPORTS FOR 2024-25**

The RFO presented final payments and receipts and final bank reconciliation for the month of **March 2025**, which were duly received and noted and the RFO advised that Financial Reports for 2025-26 were not yet available as she had been focussing on 2024-25 audit preparation.

It was:

PROPOSED BY: Councillor Rivers
SECONDED BY: Councillor Coe

RESOLVED UNANIMOUSLY – that i) the finance reports for the month of March 2025 be hereby received and approved; ii) a vote of thanks be given to the RFO for all of her hard work in preparing for the 2024-25 audit.

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

	Receipts:	Payments:
NatWest Current Account	£1,689.30	£1,689.30
Unity Trust Current Account:	£38,977.91	£1,049.60
Lloyds Bank Business Account:	£351,777.50	£400,312.29
NatWest Business Reserve Account:	£1,289.31	£470.30
Petty Cash:	£300.00	£168.11
Lloyds Bank Corporate Card:	£1,017.20	£3.00
Lloyds Bank Instant Access O/L Saver:	£2,334.83	£350,000.00
NSIB:	£0.00	£0.00

075/2025-26 **COUNCIL REPRESENTATIVES REPORTS AND APPOINTMENTS FOR 2025-26**

(i) None.

(ii) Having duly considered appointments for Town Council Representatives on Outside Bodies for 2025-26, it was:

PROPOSED BY: Councillor Terry

SECONDED BY: Councillor O'Hare

RESOLVED UNANIMOUSLY that the Town Council Representatives on Outside Bodies for 2025-26 as detailed below, be hereby confirmed and approved.

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ORGANISATION	NRTC REPRESENTATIVE
Steward for Damian Collins MP	Cllr K Terry (Reserve: Cllr P Coe)
Attendants – Town and Coast Ward Surgery Attendants	Replaced with a Councillor rota

Emergency Contacts for Folkestone & Hythe District Council (FHDC)	Town Mayor – Cllr J Rivers Deputy Mayor – Cllr P Coe
Floodline Contacts for Environment Agency	Cllr P Thomas, Cllr J Rivers, Cllr J Hiscock, Cllr P Carey
Shepway Committee of Kent Association of Local Councils	Cllr J Rivers, Cllr P Coe
Shepway District and Parish Councils Joint Committee	(Decided by Members of Above)
Lydd Airport Consultative Committee	Cllr P Coe, Cllr J Davies
Dungeness Site Stakeholder Group	Cllr P Coe, Cllr D Wimble, Cllr Meredith
NHS/ South Kent Coast Clinical Commissioning Group	Cllr J Rivers, Cllr J Hiscock
Southlands Almshouse Charity	Cllr P Coe
Confederation of Cinque Ports	Town Mayor – Cllr John Rivers Town Clerk – Mrs C Newcombe Cinque Ports Champion (4 year term): Cllr Rev Cn S McLachlan
Romney Marshes Area Internal Drainage Board	Cllr P Coe, Cllr P Carey
Environment Agency	Cllr P Coe, Cllr P Carey
Allotment Association	Cllr A Meredith, Cllr J Hiscock
Romney Marsh Forum	Cllr J Hiscock, Cllr D Wimble
Mayoral Representative	No permanent representative- appointed as and when required at the discretion of the Town Mayor
New Romney in Bloom	Vacant

076/2025-26 **CAPITAL PROJECTS REPORT**

(i) The Maude Community Centre Project Update Report was duly received and noted.

(ii) The Maude Community Centre Project Financial Update Report was duly received and noted.

077/2025-26 **REVIEW OF NRTC STANDING ORDERS & FINANCIAL REGULATIONS**

Having duly received and noted the Clerk's report regarding proposed amendments to Standing Orders and Financial Regulations due to internal procedural, financial and personnel matters, and having duly considered all proposed amendments, it was:

PROPOSED BY: Councillor O'Hare

SECONDED BY: Councillor Houston

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RESOLVED UNANIMOUSLY – that (i) it be hereby confirmed that the Town Council has undertaken a review of its Standing Orders and Financial Regulations; (ii) noting the revisions detailed below, all amendments to Standing Orders and Financial Regulations be

hereby approved and adopted with immediate effect, as presented:

11. f) Remove 'reject' and insert 'liaise with the mover to reword the motion'

42. Insert '(c) The Clerk shall refer every query received from a FH&DC planning officer relating to any planning application received to the Chairman of the Planning Committee or, in the Chairmans absence, to the Vice-Chairman.'

And (iii) that the Clerk be requested to clarify the working meaning of Standing Order 5. (a).

@ 7.35PM The Mayor's Chaplain left the meeting.

078/2025-26 **NRTC STRATEGIC PLAN 2023-27**

Having duly considered the purchase of a caretaker van, it was:

PROPOSED BY: Councillor Peacock

SECONDED BY: Councillor Terry

RESOLVED UNANIMOUSLY – that (i) expenditure in the amount of up to £5,000.00 relating to purchase, tax and insurance – and any additional oncosts – of a caretaker van in accordance with Objective RA7 of the Strategic Plan 2023-27, to be purchased from the Romney Marsh Community Hub at a purchase price of £4,000.00; all costs to be funded from the 2025-26 Caretaker Vehicle Budget and (ii) authorise the Clerk to complete the purchase transaction and associated actions to provide for a fully road legal vehicle to be used by the Parish Caretaking Team.

079/2025-26 **EXCLUSION OF PUBLIC AND PRESS**

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

080/2025-26 **ON-GOING MATTERS**

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

081/2025-26 **PERSONNEL MATTERS**

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

082/2025-26 **LAND AND TENANCY MATTERS**

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

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083/2025-26 **CONCLUSION OF PRIVATE SESSION**

Not applicable.

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

Minutes prepared by the RFO

MINUTES
of
An Especial Meeting of New Romney Town Council
Held in the Council Chamber, New Romney
on Monday 23rd June 2025
Commencing at 6.45pm

PRESENT: Deputy Mayor of New Romney, Councillor Peter Coe

Town Ward:

Councillors: P Carey and S Hodges

Coast Ward:

Councillors: J Hiscock, S O'Hare and P Peacock

In Attendance:

Town Clerk	-	Mrs C Newcombe
RFO	-	Mrs C T Morris

IN THE CHAIR

The Deputy Mayor – Councillor P Coe

098/2025-26 **APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted, as follows:

Councillor Rev Cn McLachlan	-	for personal reasons
Councillor J Rivers	-	for personal reasons
Councillor P Thomas	-	who was attending a FHDC meeting

NB: Apologies were also subsequently received from Councillor Phillips due to work commitments and Councillor Terry for personal reasons.

099/2025-26 **DISPENSATION TO PARTICIPATE**

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

100/2025-26 **DECLARATIONS OF INTEREST**

@6.46PM Councillor Miss Hiscock declared a personal interest in Town Council detailed end of year accounts due to her employment of a contractor who is also employed by the Town Council. (Minute Ref 104/2025-26(i) refers.)

101/2025-26 **REVIEW OF ACTIONS UNDERTAKEN IN LIGHT OF INTERNAL AUDITOR'S REPORT ISSUED FOR 2023-24**

The Clerk's report regarding actions undertaken in response to recommendations made by the Town Council's appointed Internal Auditor within the afore-mentioned audit report was duly received and noted. No remedial actions had been required to be undertaken during 2024-25.

102/2025-26 **REVIEW OF EFFECTIVENESS OF INTERNAL CONTROL PROCEDURES FOR 2023-24**

(i) Noting that the Council had previously reviewed and approved the Risk Management Statement for 2024-25 (Minute ref 663/2024-25(ii)(c) refers) and having considered the report of the Internal Auditor for 2024-25, which had been circulated to all Councillors, it was:

PROPOSED BY: Councillor Carey
SECONDED BY: Councillor O'Hare

RESOLVED UNANIMOUSLY - that the report of the Internal Auditor for 2024-25 be received and approved.

(ii) Having considered the Statement of Intent on Internal Control Procedures for 2025-26, which had been previously approved at the Full Council meeting held on 14th April 2025 (Minute ref 663/2024-25(ii)(d) refers), and noting that there had been no significant control issues highlighted by the Town Council's appointed Independent Internal Auditor in respect of 2024-25, it was:

PROPOSED BY: Councillor Peacock
SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY - that the signed Statement of Intent on Internal Control Procedures, which had been previously approved as stated, be now formally received and noted and the Chairman, Clerk and RFO be authorised to counter-sign the afore-mentioned document.

(iii) In light of the above, it was then:

PROPOSED BY: Councillor O'Hare
SECONDED BY: Councillor Hodges

RESOLVED UNANIMOUSLY - that the effectiveness of New Romney Town Council's Internal Control Procedures for 2024-25 be hereby confirmed.

103/2025-26 **REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT FOR 2024-25**

Having duly considered the following points in respect of the 2024-25 Internal Audit process:

- Scope of Internal Audit
- Independence
- Competence
- Relationships
- Audit Planning and Reporting

It was:

PROPOSED BY: Councillor Hiscock
SECONDED BY: Councillor Peacock

RESOLVED UNANIMOUSLY - that the effectiveness of the Internal Audit for 2024-25 be hereby confirmed.

104/2025-26 **END OF YEAR ACCOUNTS AND ANNUAL RETURN 2024-25**

(i) Having duly considered the **detailed Annual Accounts for the year ending 31st March 2025**, copies of which had been previously circulated to all Councillors, it was:

PROPOSED BY: Councillor Peacock
SECONDED BY: Councillor Carey

RESOLVED UNANIMOUSLY - that the detailed annual accounts for the year ending 31st March 2025 be hereby approved.

(ii) Having approved the detailed annual accounts for the year ending 31st March 2025, it was next necessary for the Council to formally resolve to approve the **Annual Return** which included the Annual Governance Statement and the Accounting Statements for 2024-25.

(a) Having duly considered the Annual Governance Statement for 2024-25, as detailed on page 4 of the Annual Return, it was:

PROPOSED BY: Councillor Coe
SECONDED BY: Councillor Peacock

RESOLVED UNANIMOUSLY - that the Annual Governance Statement for 2024-25 on page 4 of the Annual Return be hereby approved and signed accordingly by the meeting Chairman and the Town Clerk.

The Annual Governance Statement for 2024-2025 was then signed by the Chairman and the Town Clerk and dated.

(b) Having next duly considered the Accounting Statements for 2024-25, as detailed on page 5 of the Annual Return, which, it was confirmed, had been signed and dated by the Responsible Financial Officer prior to this meeting, it was:

PROPOSED BY: Councillor Peacock
SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY - that the Accounting Statements for 2024-25, as detailed on page 5 of the Annual Return and as presented, be hereby approved and signed accordingly by the meeting Chairman and that the signed 2024-25 AGAR (Annual Governance and Accountability Return) be submitted forthwith for external audit.

The Accounting Statements for 2024-2025 were then duly signed by the Chairman and dated and the Clerk confirmed that the completed Annual Return would be duly submitted for external audit, together with all required supporting documentation, by the due date.

It was also confirmed that following publication of the 'Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return' on or by 24th June 2025, the Statutory Period for Exercise of Public Rights to inspect Annual Town Council Accounting Records for 2023-24 would commence on 25th June 2025 and conclude on 5th August 2025.

The Chairman thanked the Councillors and Clerk for their attendance and the meeting then concluded **@ 7.05PM.**

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

Minutes prepared by the Town Clerk

MAYOR'S CIVIC FUNCTION LIST

Events attended since the June 2025 meeting of Full Council

1. Tuesday 17th 2025 – ‘Chocolate AGM’ New Romney Scouts
2. Friday 20th 2025 – JAM Art Project, Marsh Academy *
3. Sunday 22nd 2025 – Civic Service, St. Nicholas Church * *
4. Saturday 5th July 2025 – Romney Hythe Dymchurch Railway Celebration *
5. Wednesday 9th July 2025 – JAM ‘Twelfth Night’ at the Old School *
6. Thursday 10th July 2025 – Lord Warden at Walmer Castle *

* Accompanied by the Mayoress.

* Accompanied by the Deputy Mayor.

MEETING OF FULL COUNCIL – 14th JULY 2025 TOWN CLERK'S REPORT

Actions completed since the Full Council meeting held on 9th June 2025

- 1) Details of **NRTC Representatives on Outside Bodies** for 2025-26 have been published on the Town Council website.
- 2) **Approved amendments to Standing Orders and Financial Regulations** have been applied to the relevant documents, including additional amendments as per Full Council resolution (Minute ref: 077/2025-26 refers); the afore-mentioned documents, as amended, will now be published on the Town Council website.
- 3) **The Annual Governance and Accountability Return (AGAR)** was submitted for external audit ahead of the official deadline. The 'Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return' was duly published on or by 24th June 2025, as required, and the Statutory Period for Exercise of Public Rights to inspect Annual Town Council Accounting Records for 2023-24 commenced on 25th June 2025 and concludes on 5th August 2025.

Town Clerk

7th July 2025

MINUTES
of
A Meeting of the Planning and Environment Committee
Held in the Assembly Rooms, Church Approach, New Romney
on 18th June 2025
Commencing at 6.45pm

PRESENT:

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

In the Chair: Councillor K Terry

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

084/2025-26 **APOLOGIES FOR ABSENCE**

No apologies

085/2025-26 **DISPENSATION TO PARTICIPATE**

No new applications for Dispensation to Participate had been received.

086/2025-26 **DECLARATIONS OF INTEREST**

Cllr K Terry declared a Pecuniary interest in application 25/1080/FH, Cllr K Terry is a Contractor for the applicant and works from the building in the application.

Cllr P Coe declared a personal interest in application 25/1039/FH, Cllr Coe is personal friend of the people who live in the property.

087/2025-26 **ADJOURNMENT OF MEETING**

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

088/2025-26 **PUBLIC QUESTIONS**

None received.

089/2025-26 **RE-CONVENING OF MEETING**

Not applicable.

090/2025-26 **MINUTES**

Minutes of the Meeting Held on 21st May 2025

The Chairman presented the **Minutes of the Planning and Environment Committee Meeting** Held on **21st May 2025**, a copy of which had been previously circulated to all Councillors.

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

PROPOSED BY: Councillor Rivers

SECONDED BY: Councillor Coe

RESOLVED UNANIMOUSLY – that (ii) the Minutes of the Planning and Environment Committee Meeting held on 21st May 2025 be

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amended to correctly record NRTC comments for application 25/0740/FH, that NRTC recommend refusal due to the points made by the environment agency, which is in fact a material amendment and not a variation with the increase of a bedroom.

And (ii) The Planning Clerk be instructed to contact Cllr P Thomas and ask for the application to be called in to the FHDC Planning Committee.

091/2025-26 **PLANNING CLERK'S REPORT**

The Planning Clerk's report, which included information about New Romney Town Councils register of current councillor / staff authorities pertaining to Planning and Environment had been previously circulated to all Committee Members, was duly received and noted.

092/2025-26 **SCHEDULE OF PLANNING APPLICATIONS**

It was

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor O'Hare

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

Application No

Location and Description

(i) [25/0416/FH](#)

Springwood Court, Church Road,
New Romney, TN28 8 TY.

works to trees the subject of
TPO No. 7 of 2007 T1 sycamore,
reduce canopy by 2-2.5m, remove
major deadwood, crown thin y
removing crossing and rubbing
branches and crown lift to 3m over
footpath and 5m over highway.

RECOMMENDATION**Voting:****For Application:****Against Application:****Abstained:****NRTC PREVIOUSLY COMMENTED
FOR APPLICATION 21/05/2025.**

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(ii) [25/0855/FH](#)Martinfield Manor, Lydd Road, New
Romney, TN28 8HBChange of use from a mixed use of
guest house and private residential
dwelling house to a single dwelling
(Use Class C).**RECOMMENDATION****Voting:****For Application:****Against Application:****Abstained:****NRTC applied Delegated Authority
Commented: In Favour / No
Objection.**(iii) [25/0866/FH/TCA](#)Caldecot House, North Street, New
Romney TN28 8DW.Situated in conservation area -Felling
of a Bramley Apple tree.**RECOMMENDATION****Voting:****For Application:****Against Application:****Abstained:****NTRC PREVIOUSLY COMMENTED
FOR APPLICATION 21/05/25**(iv) [25/0979/FH](#)The Priory, Ashford Road, New
Romney, TN28 8BZWorks to trees the subject of TPO
No. 03 of 2017 Pine fell to Ground
level.**RECOMMENDATION****Voting:****For Application:****Against Application:****Abstained:****No objection – However concern
raised that the identified tree is
not a pine.****6****0****0**

(v) [25/1039/FH](#)

5 Blenheim Road, Littlestone, New Romney, TN28 8PR
Single storey rear extension.

RECOMMENDATION

Voting:

For Application:

No objection

6

Against Application:

0

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Abstained:

0

(vi) [24/1516/FH](#)

[AP-6695](#)

Land adjoining 10 Links Way, New Romney, TN28 8PS

Appeal against refusal of 24/1516/FH erection of 1no. dwelling

Planning inspectorate number – APP/L2250/W/25/3364333

This appeal will be determined on the basis of written representations. The procedure to be followed is set out in part 2 of the Town and Country Planning (Appeals) (Written Representations Procedure)(England)Hearing. The procedure to be followed is set out in The Town and Country Planning (Hearings Procedure)(England) Rules 2000, as amended.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments, or modify/withdraw your previous representation, you can do so online at <https://acp.planninginspectorate.gov.uk>

The Planning Inspectorate will no longer accept interested party

comments by email only through the link above.

If you do not have access to the internet, you can send your comments to The Planning Inspectorate, Temple Quay House, 2 The Square, Bristol.

All representations must be received by 10/07/2025. Any representations submitted after the deadline will not usually be considered and will be returned. The Planning inspectorate does not acknowledge representations. All representations must quote the appeal reference. Please note that any

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representations you submit to the Planning Inspectorate will be copied to the appellant and this local authority and will be considered by the Inspector when determining the appeal.

The appeal documents are available for inspection online at:

https://folkestonehythedc.my.site.com/PR3/s/detail/a1ebH000000drhBQAQ?c_r=Arcus_BE_Public_Register

You can get a copy of one of the Planning Inspectorate's "Guide to taking part in planning appeals" booklet free of charge at

<https://www.gov.uk/government/collections/taking-part-in-a-planning-listed-building-or-enforcement-appeal>.

When made, the decision will be published online at

<https://acp.planninginspectorate.gov.uk>

Yours faithfully,

Llywelyn Lloyd
Chief Planning Officer

NRTC Previously commented
02/04/2025

Recommended refusal –
Contravenes policies HB1, HB3
and HB10 due to lack of
specification and dimensions.

RECOMMENDATION:

Recommend refusal - NRTC views
remain the same as previous
submitted comments, Application
contravenes policies HB1, HB3 and
HB10 due to lack of Specification
and dimensions.

Voting:

For application:	0
Against Application:	6
Abstained:	0

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Additional Plans Received:

- | | |
|---|--|
| (i) 25/1004/FH
Romney, | 3 Meehan Road, Greatstone, New
TN28 8SQ
Erection of garage |
|---|--|

RECOMMENDATION

No objection

Voting:

For Application:	6
Against Application:	0
Abstained:	0

**@ 7:01PM Councillor K Terry left the meeting, having declared a
DPI in respect of this application.**

- | | |
|---------------------------------|--|
| (ii) 25/1080/FH | Unit 12, Mountfield Road, TN28 8LH

Change of use from classroom to 3
offices and the insertion of new
windows and a roof light to the North
and East elevations. |
|---------------------------------|--|

RECOMMENDATION

No objection

Voting:

For Application	5
Against Application:	0
Abstained:	0

@ 7:02PM Councillor K Terry rejoined the meeting.

(iii) [25/1057/FH](#) St Clair, Park Road, New Romney,
TN28 8NJ

Replacement dwelling

RECOMMENDATION

No objection

Voting:

For Application:	6
Against Application:	0
Abstained:	0

(iv) [25/0755/FH](#) Lindau Retirement Home, 104
Littlestone Road, Littlestone, TN28
8NH

Side and rear single storey rear
extension to provide additional
residential

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care rooms and increase the size of
the communal lounge.

RECOMMENDATION

**No objection – Cllrs pleased to see
investment in the community
facility.**

Voting:

For Application:	6
Against Application:	0
Abstained:	0

093/2025-26 **SCHEDULE OF LICENCE APPLICATIONS**

There were no licence applications for consideration.

094/2025-26 **FOLKESTONE & HYTHE DISTRICT COUNCIL REPORTS/
DECISIONS/MATTERS**

A schedule of delegated decisions of Folkestone & Hythe District
Council Planning Department for the periods ending of 18th May 2025,
1st June 2025 and 8th June 2025 were duly received and noted.

095/2025-26 **ENVIRONMENTAL MATTERS**

The Kent & Medway Air Quality Forecast for Wednesday 18th June 2025 & The latest Water Quality Sampling Information which had previously been circulated to all Committee Members, Kent Minerals and Waste Local Plan 2024-39 Adoption Statement was duly received and noted.

096/2025-26 **REPORTS FROM WORKING PARTIES**

None

097/2025-26 **REQUEST FOR COMMENT FROM PERSIMMON HOMES
REFERENCE TRO APPLICATION FOR DEVELOPMENT 23/0769/FH –
VICTORIA ROAD WEST.**

**NRTC Comments - Victoria Road West, Littlestone Traffic
Regulation Order Plan – Persimmon Homes, May 2025**

- The supporting documents predate the pandemic.
 - Transport Technical Note (04/04/2019)
 - Proposed Access Strategy drawing (23/10/2017)
 - Parking Beat Survey (11/09/2018)
- Parking observed on Tuesday 17th June in Victoria Road West from the Park Road Junction. This data is similar in nature to the Parking Beat Survey of 2018.
 - 8.10am - 10 cars parked on road, 3 cars parked on pavement, verge or crossover
 - 4.05pm - 11 cars parked on road, 1 car parked on pavement, verge or crossover
 - 8.20pm - 11 cars parked on road (including a drop side truck), 3 cars parked on pavement, verge or crossover
 - 41
 - The majority of vehicles parked on the road and verges were to the development end of Victoria Road West (The last 2 sections shown on the Persimmon Homes design)
 - NRTC surmise that the majority of building work will occur between 8am and 4pm. At that time an average of 10 cars parking on the road have been noted. NRTC believe that the proposed TRO, placing double yellow lines over the distance specified, is overkill.
- The last 28.16m (closest to the new development boundary) should be allowed to have double yellow lines on one side. The cars that would be misplaced should be able to park in developed parking bays using the current verges.

Chicane design:

- Recent traffic survey data showed that over a 7 day period there were 744 vehicles travelling East and 741 vehicles travelling West. The average speed was 17.6 mph (E) and 18mph (W) with 98.9% (E) and 98.7% (W) complying with the 30mph speed limit. In addition, 99.6% (E) and 98.7%

(W) were under the enforcement threshold of 35mph and 74.1% (E) and 71.9% (W) were compliant with a proposed 20mph limit for this road. This data suggests that traffic calming measures are not required in Victoria Road West. There is evidence that a chicane design will increase speed rather than decrease speed as vehicles try to “get through” the chicane as quickly as possible. In addition, without parked cars, the average speed will increase from that shown in the data.

- The traffic survey data would appear to show that the amount of traffic referred to in the Technical Note for 80 dwellings (more than the current number of dwellings) of 42-45 two way trips per day is most likely underestimated as from the survey data the average number of daily trips would be 106 (E) and 105 (W). The underestimation in the Technical Note means there is more traffic travelling up and down Victoria Road West. This will naturally increase when the new houses are occupied and the road becomes a through road to the new development rather than the existing no through road.
- The proposed plan produces a chicane type effect with double yellow lines and on-road parking alternating as vehicles move towards the end of Victoria Road West towards the new development area. This proposed layout starts from the Park Road Junction. It is felt that the proposed design will cause difficulties with safe traffic flow for both residents and emergency and larger vehicles due to the length of the chicane and also the lack of priority signing. In addition, for anyone travelling along the chicane, if cars are parked on the roadside with no double yellow lines, there is no safe place for vehicles to pass each other. Even with priority signing – the length of the
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design is too long for this to be safe and effective. There is no possibility of 2-way traffic for the entire proposed distance. Visibility from one end of the chicane to the other would not be possible.
- Just adding in passing areas will not overly improve the problem as this will further restrict parking for current residents and it is felt a positive solution has not yet been found to address these parking issues.

Parking considerations for current residents:

- It is reported by the Chair of Littlestone Residents Association that there is insufficient parking at the back of the flats and surrounding properties. There are not parking courts at the back of the flats – there are garages – one per flat, which are not big enough to hold modern cars. There is not room for residents with more than one vehicle per

property and there is also not room for cars to park and manoeuvre (U-turn) at the back of the flats. In the technical report (2.1.1) it mentions that residents may not park at the rear of their properties due to walking distances and security reasons. (2.1.2) states that KCC advised that rear and remote parking should be avoided as part of the proposed development – therefore this should also apply to current residents impacted because of the development.

- During holiday seasons, it is reported by the Chair of Littlestone Residents Association that holiday makers park along Victoria Road West in the area where the TRO is proposed – this does not seem to have been considered. This increased parking also occurs with the weekly market and events on The Greens. All neighbouring roads, including Victoria Road West, are filled to capacity.
- In the Technical Note it states (2.3.5) *“we are of the view that when construction traffic starts to use the road to access the site, followed by the development traffic, the existing residents are likely to use the parking courts to the rear of their properties as per their intended use. We feel that many residents are currently parking on-street out of convenience and as there is very little passing traffic - virtually none at the north-western end of the road. It is also important to note that public roads are for the passage of vehicles, not the parking of them, with residents not having a right to park on-street. We do however believe that some on-street parking can be beneficial from a 'natural' traffic calming perspective.”* It is felt that the developer should be trying to consider the needs of the current residents as well as residents of the development, when trying to find a positive outcome. This in turn will lead to a more successful project both for the developer and the community. The tone of this note is condescending and shows a lack of understanding of the residents position.

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- 2.4.3 of the Technical Note states *“A copy of the proposals were provided to the Transportation Manager at FHDC on 28th March 2019 via email for their opinion on the proposals, specifically whether the authority would be happy to enforce them. The Transportation Manager responded the following day stating that they would have 'no problem enforcing this once the traffic regulation order and road markings are in place'. The applicant is willing to provide the necessary funding for the traffic regulation order (TRO) that will be required in order to provide the parking restrictions.”* This comment was made 6 years ago and very much has changed since this conversation occurred. There is very limited enforcement in and around New Romney, even in the main High Street. The reality is that enforcement is very unlikely to happen.

- A way forward:
 - Meet with New Romney Town Council Planning and Environment Committee, including the Chair of the Littlestone Residents Association, to address the parking concerns and the construction traffic approach raised in these comments and identify a more suitable solution to this issue.
 - Rather than surmising that residents from the flats and surrounding properties can park behind their buildings (which do not have appropriate, usable parking), survey and report on the actual current parking situation and find a workable solution to this. The PBS survey does not go far enough to give an accurate picture of current parking options. The Chair of the Littlestone Residents Association reports that residents have a clause in their deeds that says they cannot park in front of the garages to the rear of their property due to blocking access for others. They cannot park in front of their garages as they are too small for modern vehicles.
 - Developing the current verges into parking bays should be considered as an option to allow 2-way traffic to safely travel and emergency vehicle access to be achieved.
 - Construction traffic should park within the boundaries of the development only.

It Was

PROPOSED BY: Cllr K Terry
SECONDED BY: Cllr J Rivers

RESOLVED UNANIMOUSLY- that (a) the Planning Clerk and Chairman be instructed to submit the above comments for Persimmon Homes TRO Application from New Romney Town Council to Ardent Consulting Engineers and take necessary action where appropriate.

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(b) the Committee instruct the Clerk to inform the Chair of Littlestone Residents Association when the TRO is issued for Consultation. *

(c) the Committee instruct the Clerk to request a meeting between the Planning and Environment Committee, the Chair of Littlestone Residents Association and Ardent / Persimmon Homes.

* if and when a notification is received.

The Chairman thanked those present for their attendance and the meeting Concluded **at 8:36PM.**

Minutes prepared by the Planning Clerk.

MINUTES
Of
A Meeting of New Romney Town Council's Personnel Committee
Held in the Assembly Rooms, New Romney
on Wednesday 25th June 2025
Commencing at 10.00am

PRESENT: Councillors P Coe, P Thomas, J Davies and
P Peacock

In the Chair: Councillor P Thomas

In Attendance: Town Clerk - Mrs C Newcombe

The Business of the meeting commenced at 10.01am.

105/2025-26 **ELECTION OF COMMITTEE CHAIRMAN**

Having duly considered the previously approved membership of the Personnel Committee for 2025-26 and having also considered the requisite skills, knowledge and understanding for relevant Committee leadership, nominations for the position of Chairman of the Personnel Committee were called for.

It was:

PROPOSED BY: Councillor Coe
SECONDED BY: Councillor Davies

That Councillor Thomas be elected as Chairman of the Personnel Committee for the 2025-26 Civic year.

There were no further nominations.
A vote ensued and it was:

RESOLVED UNANIMOUSLY – that Councillor Thomas be hereby elected as Chairman of the Personnel Committee for the 2025-26 Civic year.

106/2025-26 **APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted, as follows:

Councillor Rivers – for personal reasons

107/2025-26 **DISPENSATION TO PARTICIPATE**

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

108/2025-26 **DECLARATIONS OF INTEREST**

None.

109/2025-26 **MINUTES**

Having duly considered the minutes of the Personnel Committee meeting held on 26th March 2025, copies of which had been previously circulated to Members of the Personnel Committee, it was:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Thomas

RESOLVED – that the minutes of the Personnel Committee meeting held on 26th March 2025 be signed as a true and correct record.

Councillors Davies and Peacock abstained from voting as they had not been present at the afore-mentioned meeting.

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

110/2025-26 **CLERK'S REPORT**

The Clerk's report was duly received and noted.

111/2025-26 **FINANCIAL MATTERS**

The updated Personnel Budget Comparison Report 2025-26 was not available on this occasion due to the close proximity to the start of the current financial year.

112/2025-26 **EXCLUSION OF PUBLIC AND PRESS**

@10.05AM, having considered the nature of matters to be discussed under Agenda Item 9 and, in view of the fact that personal information that may identify one or more individuals was to be discussed, it was, in accordance with the Public Bodies (Admission to Meetings) Act 1960:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Davies

RESOLVED UNANIMOUSLY – 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 and they are now instructed to withdraw.'

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

113/2025-26 **STAFF MATTERS**

(i) Councillor / Staff Protocols

It was confirmed that there were no relevant matters of report on this occasion.

(ii) Maude Community Centre Caretaker / Cleaner

Having duly considered the Town Clerk's confidential report regarding appointment of two temporary part-time caretaker / cleaners to be based primarily at the new Maude Community Centre, it was:

PROPOSED BY: Councillor Peacock

SECONDED BY: Councillor Coe

RESOLVED UNANIMOUSLY – that (i) two candidates, as identified to those present, be appointed as temporary, part-time Cleaner Caretakers, to be based primarily at the Maude Community Centre; both to be appointed on the basis of a minimum 18 paid hours over 3.5 days per week, with contractual overtime payable at basic rate, as required and directed by the employee's Line Manager, under a fixed-term 12 month contract, initially, with potential for permanent employment thereafter, noting that the salary scale for the position has been set at SP11 – SP14 on the nationally agreed salary scale, and the starting salary shall be set at SP11; (ii) the Clerk be authorised to take all such actions as are required to facilitate the afore-mentioned appointments as expediently as possible and (iii) it be hereby confirmed that salaries in respect of the afore-mentioned appointments are to be funded from the Staffing Provision Reserve Fund in the first instance, and then to be fully accounted for in the setting of the Personnel Budget for 2026-27 that is to be presented to the Finance and General Purposes Committee and, subsequently, Full Council for final approval.

114/2025-26 **CONCLUSION OF PRIVATE SESSION**

@10.20AM, it was:

PROPOSED BY: Councillor Peacock

SECONDED BY: Councillor Davies

RESOLVED UNANIMOUSLY – that the private and confidential session be hereby concluded.

The Chairman thanked those present for their attendance and participation and the meeting then concluded **@10.20AM**.

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

Minutes prepared by the Town Clerk

New Romney Town Council Current Year

Bank - Cash and Investment Reconciliation as at 30 April 2025

<u>Confirmed Bank & Investment Balances</u>		
<u>Bank Statement Balances</u>		
30/04/2025	Nat West Current A/c	500.00
30/04/2025	Unity Trust A/c	66,073.42
30/04/2025	Lloyds Bank Business A/c	102,704.55
30/04/2025	Nat West Business Reserve A/c	63,393.43
30/04/2025	Petty Cash	156.86
30/04/2025	Corporate Card	0.00
30/04/2025	Lloyds Bank I/A Online Saver	1,419,807.65
		1,652,635.91
<u>Other Cash & Bank Balances</u>		
		10,453.00
		1,663,088.91
<u>Unpresented Payments</u>		
		405.64
		1,662,683.27
<u>Receipts not on Bank Statement</u>		
		0.00
Closing Balance		1,662,683.27
<u>All Cash & Bank Accounts</u>		
1	Nat West Current A/c	500.00
2	Unity Trust Current A/c	66,073.42
3	Lloyds Bank Business A/c	102,704.55
4	Nat West Business Reserve A/c	63,393.43
5	Petty Cash	156.86
6	Corporate Card	-405.64
7	Lloyds Bank I/A Online Saver	1,419,807.65
	Other Cash & Bank Balances	10,453.00
	Total Cash & Bank Balances	1,662,683.27

Date: 04/06/2025

New Romney Town Council Current Year

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Cashbook 1

User: 6880.T.MORRIS

Nat West Current A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		500.00					500.00	
FP CREDIT	Banked: 03/04/2025	669.00						
FP CREDIT	Hobbs Parker	669.00		-13.50	1010	205	750.00	Hobbs Parker - THH - Rent
					4362	205	-67.50	Hobbs Parker - THH - Net Rent
FP CREDIT	Banked: 04/04/2025	550.00						
FP CREDIT	BABYSEASHELLS LTD	550.00			1010	215	550.00	Baby Seashells - C Hall - Rent
	Banked: 16/04/2025	235.24						
TRANSFER	Nat West Business Reserve A/c	235.24			215		235.24	AUTO TRANSFER
	Banked: 22/04/2025	20.80						
TRANSFER	Nat West Business Reserve A/c	20.80			215		20.80	AUTO TRANSFER
	Banked: 25/04/2025	3,792.30						
TRANSFER	Nat West Business Reserve A/c	3,792.30			215		3,792.30	AUTO TRANSFER
Total Receipts for Month		5,267.34	0.00	-13.50			5,280.84	
Cashbook Totals		5,767.34	0.00	-13.50			5,780.84	

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New Romney Town Council Current Year

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Cashbook 1

User: 6880.T.MORRIS

Nat West Current A/c

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/04/2025	Nat West Business Reserve A/c	TRANSFER	669.00			215		669.00	AUTO TRANSFER
04/04/2025	Nat West Business Reserve A/c	TRANSFER	550.00			215		550.00	AUTO TRANSFER
16/04/2025	EDF Energy - A473728D3	D/D 1	129.13	129.13		500			EDF-T.H - Electricity
16/04/2025	EDF Energy - A-4BC718AD	D/D 2	106.11	106.11		500			EDF-Ass.Rms-Electricit
22/04/2025	Castle Water Ltd	D/D 3	13.66	13.66		500			Castle-T.H.-Water
22/04/2025	Castle Water Ltd	D/D 4	7.14	7.14		500			Castle-Grms Fountain-Water
25/04/2025	EDF - Energy A-B92B4781	D/D 5	3,792.30	3,792.30		500			EDF-MCC Const Site-Electricity
Total Payments for Month			5,267.34	4,048.34	0.00			1,219.00	
Balance Carried Fwd			500.00						
Cashbook Totals			5,767.34	4,048.34	0.00			1,719.00	

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New Romney Town Council Current Year

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Cashbook 2

User: 6880.T.MORRIS

Unity Trust Current A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
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Balance Brought Fwd : 121,700.28

121,700.28

Credit Banked: 08/04/2025 53,828.21

Credit HMRC 53,828.21

105

53,828.21 HMRC - VAT M11

Total Receipts for Month

53,828.21

0.00

0.00

53,828.21

Cashbook Totals 175,528.49

0.00

0.00

175,528.49

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Cashbook 2

User: 6880.T.MORRIS

Unity Trust Current A/c

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
04/04/2025	Lloyds Bank Business A/c	300068	100,000.00			210		100,000.00	T/F Unity Trust to Lloyd
07/04/2025	Three	D/D 1	26.40	26.40		500			Three - Staff Mobiles- CN&PM
16/04/2025	Corporate Card	CORP CARD	296.65			220		296.65	Corporate Card Payment
22/04/2025	Castle Water Ltd	D/D 2	18.92	18.92		500			Castle - Gms Toilets- Water
28/04/2025	Folkestone & Hythe District Co	D/D 3	9,107.10	9,107.10		500			P/Ledger Electronic Payment
30/04/2025	UTB	FEE	6.00			4305	275	6.00	UTB - Fee
Total Payments for Month			109,455.07	9,152.42	0.00			100,302.65	
Balance Carried Fwd			66,073.42						
Cashbook Totals			175,528.49	9,152.42	0.00			166,376.07	

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Cashbook 3

User: 6880.T.MORRIS

Lloyds Bank Business A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		17,929.45					17,929.45	
BGC Banked: 03/04/2025		214,781.00						
BGC FHDC		214,781.00			1076	285	214,781.00	FHDC - Precept
Banked: 04/04/2025		100,000.00						
300068	Unity Trust Current A/c	100,000.00			205		100,000.00	T/F Unity Trust to Lloyds
S/O Banked: 07/04/2025		240.00						
	Sales Recpts Page 371	240.00	240.00		100			Sales Recpts Page 371
FPI Banked: 07/04/2025		100.98						
	Sales Recpts Page 372	100.98	100.98		100			Sales Recpts Page 372
FPI Banked: 07/04/2025		71.83						
	Sales Recpts Page 373	71.83	71.83		100			Sales Recpts Page 373
FPI Banked: 07/04/2025		49.97						
	Sales Recpts Page 374	49.97	49.97		100			Sales Recpts Page 374
FPI Banked: 07/04/2025		71.83						
	Sales Recpts Page 375	71.83	71.83		100			Sales Recpts Page 375
CORRECTION Banked: 07/04/2025		-49.97						
	Sales Recpts Page 434	-49.97	-49.97		100			Sales Recpts Page 434
FPI Banked: 07/04/2025		49.97						
	Sales Recpts Page 435	49.97	49.97		100			Sales Recpts Page 435
BGC Banked: 07/04/2025		28.94						
BGC NSIB		28.94			1080	275	28.94	NSIB - Interest
Banked: 08/04/2025		75,000.00						
TFR	Lloyds Bank I/A Online Saver	75,000.00			225		75,000.00	T/F - Lloyds IA OL to Lloyds
500152 Banked: 08/04/2025		124.92						
	Sales Recpts Page 370	124.92	124.92		100			Sales Recpts Page 370
FPI Banked: 08/04/2025		71.83						
	Sales Recpts Page 376	71.83	71.83		100			Sales Recpts Page 376
FPI Banked: 08/04/2025		49.97						
	Sales Recpts Page 377	49.97	49.97		100			Sales Recpts Page 377
FPI Banked: 08/04/2025		71.83						
	Sales Recpts Page 379	71.83	71.83		100			Sales Recpts Page 379
FPI Banked: 08/04/2025		562.14						
	Sales Recpts Page 380	562.14	562.14		100			Sales Recpts Page 380
FPI Banked: 08/04/2025		249.84						
	Sales Recpts Page 381	249.84	249.84		100			Sales Recpts Page 381
FPI Banked: 08/04/2025		249.84						
	Sales Recpts Page 382	249.84	249.84		100			Sales Recpts Page 382
FPI Banked: 08/04/2025		249.84						

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Cashbook 3

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Lloyds Bank Business A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Sales Recpts Page 383	249.84	249.84		100			Sales Recpts Page 383
FPI Banked: 08/04/2025		49.97						
	Sales Recpts Page 384	49.97	49.97		100			Sales Recpts Page 384
FPI Banked: 08/04/2025		249.84						
	Sales Recpts Page 385	249.84	249.84		100			Sales Recpts Page 385
FPI Banked: 08/04/2025		249.84						
	Sales Recpts Page 386	249.84	249.84		100			Sales Recpts Page 386
FPI Banked: 08/04/2025		249.84						
	Sales Recpts Page 387	249.84	249.84		100			Sales Recpts Page 387
FPI Banked: 08/04/2025		71.83						
	Sales Recpts Page 388	71.83	71.83		100			Sales Recpts Page 388
FPI Banked: 08/04/2025		249.84						
	Sales Recpts Page 389	249.84	249.84		100			Sales Recpts Page 389
FPI Banked: 09/04/2025		249.84						
	Sales Recpts Page 390	249.84	249.84		100			Sales Recpts Page 390
FPI Banked: 09/04/2025		249.84						
	Sales Recpts Page 391	249.84	249.84		100			Sales Recpts Page 391
FPI Banked: 09/04/2025		249.84						
	Sales Recpts Page 392	249.84	249.84		100			Sales Recpts Page 392
FPI Banked: 09/04/2025		249.84						
	Sales Recpts Page 393	249.84	249.84		100			Sales Recpts Page 393
FPI Banked: 09/04/2025		49.97						
	Sales Recpts Page 394	49.97	49.97		100			Sales Recpts Page 394
FPI Banked: 09/04/2025		249.84						
	Sales Recpts Page 395	249.84	249.84		100			Sales Recpts Page 395
FPI Banked: 10/04/2025		249.84						
	Sales Recpts Page 396	249.84	249.84		100			Sales Recpts Page 396
FPI Banked: 10/04/2025		9.84						
	Sales Recpts Page 397	9.84	9.84		100			Sales Recpts Page 397
FPI Banked: 10/04/2025		49.97						
	Sales Recpts Page 398	49.97	49.97		100			Sales Recpts Page 398
FPI Banked: 10/04/2025		249.84						
	Sales Recpts Page 399	249.84	249.84		100			Sales Recpts Page 399
FPI Banked: 10/04/2025		249.84						
	Sales Recpts Page 400	249.84	249.84		100			Sales Recpts Page 400
FPI Banked: 11/04/2025		71.83						
	Sales Recpts Page 401	71.83	71.83		100			Sales Recpts Page 401

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New Romney Town Council Current Year

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Cashbook 3

User: 6880.T.MORRIS

Lloyds Bank Business A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
FPI Banked: 11/04/2025		49.97						
	Sales Recpts Page 402	49.97	49.97		100			Sales Recpts Page 402
FPI Banked: 11/04/2025		71.83						
	Sales Recpts Page 403	71.83	71.83		100			Sales Recpts Page 403
FPI Banked: 14/04/2025		71.83						
	Sales Recpts Page 404	71.83	71.83		100			Sales Recpts Page 404
FPI Banked: 14/04/2025		100.98						
	Sales Recpts Page 405	100.98	100.98		100			Sales Recpts Page 405
FPI Banked: 14/04/2025		35.92						
	Sales Recpts Page 406	35.92	35.92		100			Sales Recpts Page 406
71.81 Banked: 14/04/2025		71.83						
	Sales Recpts Page 407	71.83	71.83		100			Sales Recpts Page 407
FPI Banked: 14/04/2025		249.84						
	Sales Recpts Page 408	249.84	249.84		100			Sales Recpts Page 408
FPI Banked: 14/04/2025		294.84						
	Sales Recpts Page 409	294.84	294.84		100			Sales Recpts Page 409
FPI Banked: 14/04/2025		249.84						
	Sales Recpts Page 410	249.84	249.84		100			Sales Recpts Page 410
BP Banked: 14/04/2025		249.84						
	Sales Recpts Page 411	249.84	249.84		100			Sales Recpts Page 411
FPI Banked: 14/04/2025		100.98						
	Sales Recpts Page 412	100.98	100.98		100			Sales Recpts Page 412
FPI Banked: 14/04/2025		49.97						
	Sales Recpts Page 413	49.97	49.97		100			Sales Recpts Page 413
FPI Banked: 14/04/2025		249.84						
	Sales Recpts Page 414	249.84	249.84		100			Sales Recpts Page 414
TFR Banked: 14/04/2025		250.00						
	Sales Recpts Page 438	250.00	250.00		100			Sales Recpts Page 438
FPI Banked: 15/04/2025		249.84						
	Sales Recpts Page 415	249.84	249.84		100			Sales Recpts Page 415
500153 Banked: 15/04/2025		479.90						
	Sales Recpts Page 416	479.90	479.90		100			Sales Recpts Page 416
FPI Banked: 16/04/2025		324.79						
	Sales Recpts Page 417	324.79	324.79		100			Sales Recpts Page 417
FPI Banked: 16/04/2025		100.98						
	Sales Recpts Page 418	100.98	100.98		100			Sales Recpts Page 418
FPI Banked: 16/04/2025		249.84						

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Cashbook 3

User: 6880.T.MORRIS

Lloyds Bank Business A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Sales Recpts Page 419	249.84	249.84		100			Sales Recpts Page 419
FPI Banked: 17/04/2025		249.84						
	Sales Recpts Page 420	249.84	249.84		100			Sales Recpts Page 420
FPI Banked: 17/04/2025		249.84						
	Sales Recpts Page 421	249.84	249.84		100			Sales Recpts Page 421
FPI Banked: 22/04/2025		324.79						
	Sales Recpts Page 422	324.79	324.79		100			Sales Recpts Page 422
FPI Banked: 22/04/2025		249.84						
	Sales Recpts Page 423	249.84	249.84		100			Sales Recpts Page 423
FPI Banked: 22/04/2025		71.83						
	Sales Recpts Page 424	71.83	71.83		100			Sales Recpts Page 424
FPI Banked: 23/04/2025		124.92						
	Sales Recpts Page 425	124.92	124.92		100			Sales Recpts Page 425
FPI Banked: 23/04/2025		49.97						
	Sales Recpts Page 436	49.97	49.97		100			Sales Recpts Page 436
FPI Banked: 24/04/2025		71.83						
	Sales Recpts Page 426	71.83	71.83		100			Sales Recpts Page 426
FPI Banked: 24/04/2025		71.38						
	Sales Recpts Page 427	71.38	71.38		100			Sales Recpts Page 427
BGC Banked: 24/04/2025		432.58						
BGC Jackson Fencing		432.58		72.10	4361	280	360.48	Jackson - STMF Fencing Refund
FPI Banked: 25/04/2025		249.84						
	Sales Recpts Page 428	249.84	249.84		100			Sales Recpts Page 428
FPI Banked: 29/04/2025		225.12						
	Sales Recpts Page 429	225.12	225.12		100			Sales Recpts Page 429
FPI Banked: 29/04/2025		249.84						
	Sales Recpts Page 437	249.84	249.84		100			Sales Recpts Page 437
FPI Banked: 29/04/2025		400.00						
FPI [REDACTED]		400.00			561		400.00	[REDACTED] - Deposit - H&W 20
FPI Banked: 30/04/2025		249.84						
	Sales Recpts Page 430	249.84	249.84		100			Sales Recpts Page 430
FPI Banked: 30/04/2025		71.83						
	Sales Recpts Page 431	71.83	71.83		100			Sales Recpts Page 431
FPI Banked: 30/04/2025		249.84						
	Sales Recpts Page 432	249.84	249.84		100			Sales Recpts Page 432
FPI Banked: 30/04/2025		249.84						
	Sales Recpts Page 433	249.84	249.84		100			Sales Recpts Page 433

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Cashbook 3

User: 6880.T.MORRIS

Lloyds Bank Business A/c

For Month No: 1

Total Receipts for Month	402,622.08	11,979.56	72.10	390,570.42
Cashbook Totals	<u>420,551.53</u>	<u>11,979.56</u>	<u>72.10</u>	<u>408,499.87</u>

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New Romney Town Council Current Year

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Cashbook 3

User: 6880.T.MORRIS

Lloyds Bank Business A/c

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/04/2025	British Gas	D/D 1	46.17	46.17		500			British Gas - T.H. - Gas
07/04/2025	British Gas	D/D 2	473.91	473.91		500			British Gas - A.R. - Gas
08/04/2025	Folkestone & Hythe District Co	D/D	171.50	171.50		500			Purchase Ledger DDR Payment
08/04/2025	Folkestone & Hythe District Co	D/D 3	724.31	724.31		500			Purchase Ledger DDR Payment
08/04/2025	Rialtas Business Solutions Ltd	FPO 1	2,626.80	2,626.80		500			Rialtas-MTD
08/04/2025	Kent Structures Ltd	FPO 2	66,976.96	66,976.96		500			P/Ledger Electronic Payment
08/04/2025	Furley Page LLP	FPO 3	16.80	16.80		500			Furley Page-Legal Fees Lease
08/04/2025	Societ of Local Council Clerks	FPO 4	2,100.00	2,100.00		500			SLCC-Enterprises Ltd
08/04/2025	HMRC	FPO	2,049.49			4000	100	1,249.53	HMRC - M11
						4005	100	799.96	HMRC - M11
08/04/2025	HMRC	FPO	6.67			4360	275	6.27	HMRC - LPI
						4000	100	0.40	HMRC - Adj
09/04/2025	Kent Structures Ltd	FPO 5	100,000.00	100,000.00		500			P/Ledger Electronic Payment
09/04/2025	Kent Structures Ltd	FPO 6	100,000.00	100,000.00		500			P/Ledger Electronic Payment
15/04/2025	B E Ames Ltd	FPO 7	2,707.20	2,707.20		500			BE Ames- T.H. R&M Ht
15/04/2025	Guy Hollaway Architects	FPO 8	2,100.00	2,100.00		500			Holloway-MCC-Architec Fees
15/04/2025	Mayland Consult Ltd	FPO 9	1,270.00	1,270.00		500			Mayland-MCC-Prof Fee
15/04/2025	Rialtas Business Solutions Ltd	FPO 10	1,934.43	1,934.43		500			Rialtas - Asset Inventor
15/04/2025	Sweco UK Ltd	FPO 11	1,200.00	1,200.00		500			Sweco-MCC-ME Fees
15/04/2025		FPO	160.00			560		160.00	Plot 10A - Dep Ref
15/04/2025	SALARIES	FPO	11,204.60			4000	100	7,742.31	SALARIES - M1
						4005	100	3,357.01	SALARIES - M1
						4020	100	50.83	SALARIES - M1
						4364	275	54.45	SALARIES - M1
15/04/2025	HMRC	FPO	1,810.92			4000	100	1,010.76	HMRC - M12
						4005	100	800.16	HMRC - M12
15/04/2025	Kent Pension Fund	FPO	3,304.51			4000	100	2,110.45	KPF - M12
						4005	100	1,194.06	KPF - M12
15/04/2025	Lloyds Bank	PAY	8.50			4305	275	8.50	Lloyds - Bank Charges
15/04/2025	Ashford Borough Council	FPO	120.00			4385	275	120.00	Ashford BC - Civic/charity eve
23/04/2025	M Coleman Arborocultural Servi	FPO 12	476.40	476.40		500			M.Coleman -Gms-Grounds Maint
23/04/2025	MPR IT Solutions Ltd	FPO 13	539.02	539.02		500			MPR-Voip System
23/04/2025	David Ogilvie Engineering	FPO 14	3,798.00	3,798.00		500			Ogilvie-StMF Notice Board
23/04/2025	Roffes DIY LLP	FPO 15	173.70	173.70		500			Roffes-A.R.-R&M
23/04/2025	R Marshes Area Internal Drainage	FPO 16	5.28	5.28		500			IDB-Allotments Drainag
23/04/2025	New Romney Country Fayre	FPO	50.00	50.00		500			NRCF - Advertising
28/04/2025	Veolia ES (UK) plc	FPO 17	74.50	74.50		500			Veolia-Waste
30/04/2025	Ashe Alarms Ltd	FPO 18	504.00	504.00		500			Ashe Alarms-A.R. Sve Contract
30/04/2025	Euroloos Limited	FPO 19	318.88	318.88		500			Euroloos - Sp Fid-Portaloos
30/04/2025	Furley Page LLP	FPO 20	1,224.00	1,224.00		500			Furley Page-Legal Fees

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Date: 04/06/2025

New Romney Town Council Current Year

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Time: 17:56

Cashbook 3

User: 6880.T.MORRIS

Lloyds Bank Business A/c

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
									Lease
30/04/2025	Kent County Council	FPO 21	163.21	163.21		500			KCC-Printers/Copiers
30/04/2025	Rialtas Business Solutions Ltd	FPO 22	1,370.40	1,370.40		500			Rialtas-Asset Inventory
30/04/2025	S H Bureau Ltd	FPO 23	185.22	185.22		500			SH Bureau-Payroll Outsourcing
30/04/2025	Synergy CPC LLP	FPO 24	5,751.60	5,751.60		500			Synergy- MCC-PM Fee:
30/04/2025	Dr Sam Willis Ltd	FPO 25	1,200.00	1,200.00		500			Dr Sam Willis-SP Podca
30/04/2025	New Romney Country Fayre	FPO	1,000.00			4345	275	1,000.00	NRCF - Grants/donator
Total Payments for Month			317,846.98	298,182.29	0.00			19,664.69	
Balance Carried Fwd			102,704.55						
Cashbook Totals			420,551.53	298,182.29	0.00			122,369.24	

Date: 04/06/2025

New Romney Town Council Current Year

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Cashbook 4

User: 6880.T.MORRIS

Nat West Business Reserve A/c

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		66,156.04					66,156.04	
	Banked: 03/04/2025	669.00						
TRANSFER	Nat West Current A/c	669.00			200		669.00	AUTO TRANSFER
	Banked: 04/04/2025	550.00						
TRANSFER	Nat West Current A/c	550.00			200		550.00	AUTO TRANSFER
	INTEREST Banked: 30/04/2025	66.73						
INTEREST	Nat West	66.73			1080	275	66.73	Nat West - Interest
Total Receipts for Month		1,285.73	0.00	0.00			1,285.73	
Cashbook Totals		67,441.77	0.00	0.00			67,441.77	

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New Romney Town Council Current Year

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Cashbook 4

User: 6880.T.MORRIS

Nat West Business Reserve A/c

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
16/04/2025	Nat West Current A/c	TRANSFER	235.24			200		235.24	AUTO TRANSFER
22/04/2025	Nat West Current A/c	TRANSFER	20.80			200		20.80	AUTO TRANSFER
25/04/2025	Nat West Current A/c	TRANSFER	3,792.30			200		3,792.30	AUTO TRANSFER
Total Payments for Month			4,048.34	0.00	0.00			4,048.34	
Balance Carried Fwd			63,393.43						
Cashbook Totals			67,441.77	0.00	0.00			67,441.77	

Date: 04/06/2025

New Romney Town Council Current Year

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Cashbook 5

User: 6880.T.MORRIS

Petty Cash

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
-------------	---------------	-----------------	-----------	-------	-----	--------	----------	--------------------

Balance Brought Fwd : 178.00

178.00

Banked:

0.00

0.00

0.00

Total Receipts for Month

0.00

0.00

0.00

0.00

Cashbook Totals

178.00

0.00

0.00

178.00

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New Romney Town Council Current Year

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Cashbook 5

User: 6880.T.MORRIS

Petty Cash

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
03/04/2025	Blakemore	P/C 001	10.00			4320	275	10.00	Blakemore - Mobile Top up - SD
10/04/2025	Blakemore	P/C 002	11.14			4360	275	11.14	Blakemore - T/H Refreshments
Total Payments for Month			21.14	0.00	0.00			21.14	
Balance Carried Fwd			156.86						
Cashbook Totals			178.00	0.00	0.00			178.00	

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New Romney Town Council Current Year

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Cashbook 6

User: 6880.T.MORRIS

Corporate Card

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 16/04/2025	296.65						
CORP CARD	Unity Trust Current A/c	296.65			205		296.65	Corporate Card Payment
Total Receipts for Month		296.65	0.00	0.00			296.65	
Balance Carried Fwd		405.64						
Cashbook Totals		702.29	0.00	0.00			702.29	

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New Romney Town Council Current Year

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Cashbook 6

User: 6880.T.MORRIS

Corporate Card

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
31/03/2025	IZMAS HARDWARE	CORP CARD	178.80		29.80	4375	275	149.00	IZMAS - Zettle Pay Terminal
01/04/2025	PPL PRS Ltd	CORP CARD	28.32	28.32		500			PPL PRS- Licences
01/04/2025	Amazon	CORP CARD	74.04		12.33	4380	275	61.71	Amazon - P&S - 80g A4 Paper
01/04/2025	Amazon	CORP CARD	12.49		2.08	4380	275	10.41	Amazon - P&S - Pens
02/04/2025	Lloyds Bank	CORP CARD	3.00			4305	275	3.00	Lloyds Bank - Fee - TM
02/04/2025	FHDC	CORP CARD	21.00			4384	275	21.00	FHDC - Events - Licenc VE
						323	0	-21.00	FHDC - Events - Licenc VE
						6000	275	21.00	FHDC - Events - Licenc VE
15/04/2025	Oypla.com LLP	CORP CARD	47.96		8.00	4355	275	39.96	Oypla - Orange Fencing
15/04/2025	Origin Suregreen Ltd	CORP CARD	36.94		6.16	4355	275	30.78	Origin Suregreen - Fence Pins
15/04/2025	Amazon	CORP CARD	8.90		1.48	4380	275	7.42	Amazon - P&S - Ring Binders
15/04/2025	Amazon	CORP CARD	30.48		5.07	4380	275	25.41	Amazon - P&S - Coloured Paper
15/04/2025	Amazon	CORP CARD	18.34		3.06	4355	275	15.28	Amazon - Call Point Ke
23/04/2025	Amazon	CORP CARD	13.70		2.28	4380	275	11.42	Amazon - P&S - Magne
23/04/2025	Amazon	CORP CARD	65.96		11.00	4360	275	54.96	Amazon
23/04/2025	Amazon	CORP CARD	35.99		6.00	4360	275	29.99	Amazon - Photo Frame
23/04/2025	Amazon - VE Day Supplies	CORP CARD	63.57		10.58	4384	275	52.99	Amazon - VE Day Supplies
						323	0	-52.99	Amazon - VE Day Supplies
						6000	275	52.99	Amazon - VE Day Supplies
24/04/2025	Haowen Limited	CORP CARD	5.50		0.92	4384	275	4.58	Haowen - VE Day Supplies
						323	0	-4.58	Haowen - VE Day Supplies
						6000	275	4.58	Haowen - VE Day Supplies
30/04/2025	Amazon	CORP CARD	21.59		3.60	4384	275	17.99	Amazon
						323	0	-17.99	Amazon
						6000	275	17.99	Amazon
30/04/2025	VDDIRECT LTD	CORP CARD	15.94		2.66	4384	275	13.28	VDDIRECT - VE Day Supplies
						323	0	-13.28	VDDIRECT - VE Day Supplies
						6000	275	13.28	VDDIRECT - VE Day Supplies
30/04/2025	REYON LTD	CORP CARD	13.98		2.33	4384	275	11.65	Reyon - VE Day Supplie
						323	0	-11.65	Reyon - VE Day Supplie
						6000	275	11.65	Reyon - VE Day Supplie
30/04/2025	Nyalkaran Limited	CORP CARD	5.79		0.97	4384	275	4.82	Nyalkaran - VE Day Supplies
						323	0	-4.82	Nyalkaran - VE Day Supplies
						6000	275	4.82	Nyalkaran - VE Day Supplies

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New Romney Town Council Current Year

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Cashbook 6

User: 6880.T.MORRIS

Corporate Card

For Month No: 1

Total Payments for Month	702.29	28.32	108.32	565.65
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Cashbook Totals	702.29	28.32	108.32	565.65
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New Romney Town Council Current Year

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Cashbook 7

User: 6880.T.MORRIS

Lloyds Bank I/A Online Saver

For Month No: 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,492,798.78					1,492,798.78	
INTEREST	Banked: 09/04/2025	2,008.87						
INTEREST	Lloyds Bank	2,008.87			1080	275	2,008.87	Lloyds - Interest
					337		2,008.87	Lloyds - Interest
					6001	275	-2,008.87	Lloyds - Interest
Total Receipts for Month		2,008.87	0.00	0.00			2,008.87	
Cashbook Totals		1,494,807.65	0.00	0.00			1,494,807.65	

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New Romney Town Council Current Year

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Cashbook 7

User: 6880.T.MORRIS

Lloyds Bank I/A Online Saver

For Month No: 1

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
08/04/2025	Lloyds Bank Business A/c	TFR	75,000.00			210		75,000.00	T/F - Lloyds IA OL to Lloyds
Total Payments for Month			75,000.00	0.00	0.00			75,000.00	
Balance Carried Fwd			1,419,807.65						
Cashbook Totals			1,494,807.65	0.00	0.00			1,494,807.65	

REPORTS FROM NRTC REPRESENTATIVES ON OUTSIDE BODIES

Lydd Airport Consultative Committee 29/05/25.

To enable enhancement of operations, 12 new Firefighters, 3 Ground Operations Staff, 2 ATSAs, & a trainee Air Traffic Control Officer have been taken on, plus there is a new CEO.

A phased replacement programme of navigational aids (Non-Directional Beacon, and VHF Direction Finding) is being rolled out.

Two additional Fire Appliances are being sourced as well as Hydraulic Rescue Equipment.

Air Traffic Control provision comes in 3 levels, Air Ground, Flight Information Service, & Air Traffic Control, a staged upgrade will go from Air Ground to FIS and then to ATC leading the way to H24 operation.

There is a new tenant of Invicta Flying Club having expanded to Lydd after problems with water logging at Rochester.

New runway lighting is being considered, including a Solar option.

New Fuel Farm planning is at a late stage with commencement on the horizon, on completion the old farm will be decommissioned.

The Maritime Coastguard Agency have awarded Bristow a new SAR2G 10year contract.

Concept of Operations and Standard Operational Procedures for management of the special use airspace over the English Channel are being developed.

The Airport will be rebranding away from "London Ashford" to "Lydd Airport".

Cllr P Coe

Internal Drainage Board Meetings 25/06/25.

An Extraordinary Meeting was held immediately before the Main Board Meeting to address the problem of the absence of the Clerk/Engineer on [REDACTED] grounds.

The Assistant Clerk/Engineer left the room.

It was explained that a temporary Clerk/Engineer needed to be in place to enable board business and the signing off of the accounts to proceed. A short discussion ensued and the Assistant Clerk/Engineer was appointed to the role on a temporary basis. He returned to the room and the second item on the agenda, Staffing Arrangements, was discussed. The outcome of this was that, subject to ratification, the Pay & Conditions Committee become the Personnel Committee & take on two more members to look into the matter.

The Extraordinary Meeting closed and the Main Board meeting commenced.

Routine matters started the meeting, minutes received etc., the engineer's report of the F&GP produced some discussion on the progress of the Mink eradication project.

A separate agenda item regarding Planned Beaver Releases highlighted the difference between upland and lowland, particularly flatland, and the damage that can occur. Different Boards will have different policies, and it was recommended that the Board develop a policy opposing the wild release of Beavers in the IDB Catchment Area.

The End of Year Accounts and Audit Reports were all completed.

The date for the Next General Meeting was set for 19/11/25.

Cllr P Coe

CAPITAL PROJECTS REPORT

(i) Maude Community Centre Project Update Report

The Maude Community Centre Main Building and Car Park was formally handed over to the Town Council on Friday 4th July 2025 (the annex building having been officially handed over in April 2025) and the Certificate of Practical Completion has been issued, with a few minor exceptions that are being actioned during the current week. On-going work includes marking out of parking spaces and general cleaning as well as completion of the outdoor boot washing area. The acoustic panels are also to be installed in the main Community Hall and the Annex building.

The Town Council's solicitor will now be instructed to serve notice on the District Council in respect of issuing the remaining 10% of s106 Funds that were allocated to this project.

Furniture, furnishings and equipment are due to be delivered and installed on Wednesday 16th July, with completion of FFE installation on Thursday 17th July, ahead of the official opening ceremony and opening week events. A confirmed date for installation of the main Community Centre Sign has not, as yet, been identified – but it has been indicated that the signage should be in place by mid-July, so it is hoped that this will be in place in time for the Community Centre opening.

Firefighting equipment is scheduled to be installed during the current week in accordance with the recommendations of a commissioned Fire Safety Report and Evacuation Plan.

An order has now been placed for supply and installation of 2x public EV charging points, which were required as a planning condition. However, anticipated installation date is mid-August 2025 and the District Council Planning Officer will now be advised of the proposed installation date, so that this planning condition can then be signed off. An order has also been placed for supply and installation of a community defibrillator with on-going aftercare package. A trauma/bleed kit cabinet will be installed alongside the defibrillator cabinet and a LifeVac (choking) device is to be installed alongside first aid kits in the community hall kitchen area.

Town Council Officers are working closely with New Romney in Bloom to arrange for the implementation of the planting scheme for the Community Centre frontage. This will involve phased planting over several months in accordance with relevant seasonal planting limitations. NRIB will require volunteer assistance, in particular in respect of digging and it is hoped that this can be arranged with other local organisations and NRTC Caretaking personnel. The two required insect hotels are to be installed by the NRTC caretaking team.

New Romney Football Club is currently undertaking works to return the first team football pitch to a playable condition, and this area will, therefore, remain fenced off for a further 6 to 8 weeks, whilst newly laid turf beds in.

Discussions are on-going with the sports clubs in respect of the tenancy of the ground floor sports pavilion and it is hoped that this matter can be concluded within the coming weeks.

Opening Week events are actively being publicised and it is hoped that local residents will take this opportunity to view these fantastic new facilities, whilst enjoying the opportunity to socialise with other members of their local community.

A formal project review is to be undertaken by the NRTC Project Steering Group together with the Synergy Project Management Team following the official opening of the Maude Community Centre, at which time the final Project Cost versus original Project Budget will be reviewed as well as general project outcomes. The final costings and output summary / report will be presented to Full Council in due course.

The project has now entered into a 12 month post - construction 'snagging period' whereby any relevant issues arising (ie matters covered by the contractors warranties) will be required to be rectified by the contractor before the project retention sum is released at the end of this period.

Town Clerk – 7th July 2025

(ii) Maude Community Centre Project Financial Update Report



FINANCIAL REPORT NR 14

THE MAUDE COMMUNITY CENTRE

at

NEW ROMNEY TOWN COUNCIL

for

New Romney Town Council

11 June 2025

Project Ref: 14032

THE MAUDE COMMUNITY CENTRE

FINANCIAL REPORT

Report Nr.14


NOTES/ COMMENTS

Date: 11 Jun 2025

Ref. Description

- 1 Works continue in accordance with Kent Structures Ltd's construction programme
- 2 An extension of time has been previously issued to cover for the nesting bird ecology matters and for the intrusive UXO survey, and an overall award of 15 working days has been granted.
- 3 A further award of three weeks has now been granted due to delays with the UKPN meter and connection works, and the additional S278 Highways Works requested by KCC.
- 4 The revised Contract Completion date has been extended to 17th June 2025.
- 5 The Annex building has been handed over to the Nursery for occupation.
- 6 Five formal Contract Instructions have been issued to date
- 7 Potential variations currently awaiting instruction will be identified in Appendix B together with associated costs
- 8 Adjustment of Provisional Sum expenditure (excluding Contingency) will be identified in Appendix C
- 9 Key changes in the since the last report include:
 - Finalisation of costs to the boot wash
 - Finalised costs for the acoustic panels
 - New power supply to difribulator
- 10 The combined further effect of variations, anticipated variations and provisional sum expenditure in the intervening period is shows a small decrease in costs of circa £350.
- 11 In line with reporting from last period, we have excluded any remaining contingency monies, and the cost report now only shows projected construction costs and Fees.
- 12 The fifteenth valuation has been carried out in the intervening period, and the cashflow section of the Cost Report has been updated to reflect the gross value of works to date.

THE MAUDE COMMUNITY CENTRE

Employer New Romney Town Council Town Hall, High Street New Romney TN28 8BT				Report No: 14								
Employers Agent Synergy Construction & Property Consultants LLP 8 / 9 Faraday Road Guildford GU1 1EA				Date of Issue: 11-Jun-25								
Contractor Kent Structures Ltd Unit 6, The Glenmore Centre Moat Way, Ashford TN24 0TL				Reference: SY14032								
Contract Dates:	Possession: 29-Apr-24	Completion 28-Apr-25	Extended to: 17-Jun-25	Contract dated: 06-Mar-24								
Contract Period (in weeks)	Total Weeks 59	Weeks elapsed 58	Weeks Remaining 1									
CONTRACT SUM Less Contingency Related Allowances				£3,291,506 £0 £3,291,506								
EMPLOYER'S AGENT INSTRUCTIONS: Actual as Appendix A Anticipated as Appendix B PROVISIONAL SUMS : See Appendix C												
<table border="1"> <thead> <tr> <th>Omit</th> <th>Add</th> </tr> </thead> <tbody> <tr> <td>£0</td> <td>£18,646</td> </tr> <tr> <td>£0</td> <td>£41,521</td> </tr> <tr> <td>(£176,500)</td> <td>£229,253</td> </tr> </tbody> </table>				Omit	Add	£0	£18,646	£0	£41,521	(£176,500)	£229,253	£18,646 £41,521 £52,753
Omit	Add											
£0	£18,646											
£0	£41,521											
(£176,500)	£229,253											
CLAIMS 30 working days claimed and authorised by EA				£8,000								
Sub-total				£3,412,426								
Employer contingency remaining £0				£0								
ANTICIPATED FINAL COST OF MAIN CONTRACT WORKS				£3,412,426								
ADDITIONAL CLIENT ITEMS: See Appendix D				£0								
PROFESSIONAL FEES: - See Appendix E				£120,005								
Sub-total				£3,532,431								
VALUE ADDED TAX (on construction costs and all fees except planning fee)				EXCLUDED								
ANTICIPATED TOTAL FINAL COST OF WORKS				£3,532,431								
Delays and Extension of Time Delays notified by Contractor to Employers Agent 30 days Extension of Time Granted by Employers Agent 30 days Extended date for Completion 17-Jun-25												
				Approved by: Signed: [Signature] Date: 11/06/2025								

APPENDIX A - EMPLOYER'S AGENT INSTRUCTIONS

Instruction/ Variation	Brief Description		
		Omit	Add
	<u>EMPLOYER'S AGENT INSTRUCTIONS</u>		
CI Nr. 1	Kent Structures to provide groundhog cabin and subsequent temporary generator for site power until installation of meter	Offset from Prov Sums	
CI Nr. 2	Kent Structures to undertake intrusive UXO survey prior to piling works		£13,310
CI Nr. 3	1a. Provision of 2nr commando sockets		£992
	1b. Additional cost for chrome socket faceplates etc		£696
	2. Fire and intruder alarm monitoring system		£2,515
	3. Additional containment for future access control / intercom		£415
CI Nr. 4	Repair damaged culvert / pipe for foul sewer		Separate budget
CI Nr. 5	1. Omit Provisional Sum for Additional External Works	See Provisional Sums	
	2. Proceed with additional S278 Highway Works	See Provisional Sums	
	3. Provide foul drain to bin store	See Provisional Sums	
	4. Proceed with additional parking spaces to meet Planning	See Provisional Sums	
	5. Install fencing and hoop barriers	See Provisional Sums	
	6. Proceed with drop down shower seats etc		£719
	7. provide EV charger for NRTC use	See Provisional Sums	
	8. Proceed with new kitchen to Annex	See Provisional Sums	
	9. Proceed with new kitchen to Community Hall	See Provisional Sums	
	10. Proceed with new kitchen to Pavilion	See Provisional Sums	
	11. Proceed with design for new soft landscaping	See Provisional Sums	
	Carried forward	£0	£18,646

APPENDIX B - POTENTIAL VARIATIONS AWAITING INSTRUCTION

[illegible]

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APPENDIX C - PROVISIONAL SUMS

Item	Brief Description	Tender allowance		
			Omit	Add
	<u>PROVISIONAL SUMS</u>			
	<u>Employer Provisional Sums for Defined Works</u>			
A	Boot cleaning area	£7,500	(£7,500)	£3,345
B	Additional client fit out: Notice boards etc	£5,000	(£5,000)	£0
C	Building external signage	£3,000	(£3,000)	By Employer
D	Additional acoustic measures	£25,000	(£25,000)	£13,141
E	Additional external works	£50,000	(£50,000)	
	Foul drain to bin store			£2,486
	Additional S278 highways works			£37,012
	Vehicle entrance barrier			£6,339
	Extension of car park for additional spaces			£7,665
	Site fencing excluding hoop protectors			£8,476
	1200 high fencing in lieu of hoops			£3,600
	Soft planting and landscape			£5,305
	EV Charging points including infrastructure			£2,800
	Additional EOT costs for UKPN and S278 delays			£8,000
	Additional delays due to S278 suspension			£8,000
	Additional drainage works required by LA			£14,059
	<u>Contractor Included Provisional Sums</u>			
	Kitchen / bar fit out & reception desks			
F	Annex kitchen	£7,500	(£7,500)	£8,118
G	Pavilion - ground floor kitchen and bar	£10,000	(£10,000)	£18,902
H	Pavilion - first floor kitchen, bar and servery	£10,000	(£10,000)	£21,851
I	Annex reception and counter	£3,500	(£3,500)	£0
J	Incoming mains services supplies	£40,000	(£40,000)	£44,000
K	Covered cycle canopy and bike racks	£15,000	(£15,000)	£16,155
	Employer Contingencies		See Summary	
	Carried forward	£176,500	(£176,500)	£229,253

APPENDIX D - CLIENT DIRECT COSTS

Instruction/ Variation	Brief Description		
			Add
	<p align="center"><u>CLIENT DIRECT COSTS</u></p> <p><u>Client Fixtures & Fittings - furniture / specialist fit out etc</u></p> <p>Budget</p>		£62,500
	Carried to Summary		£62,500

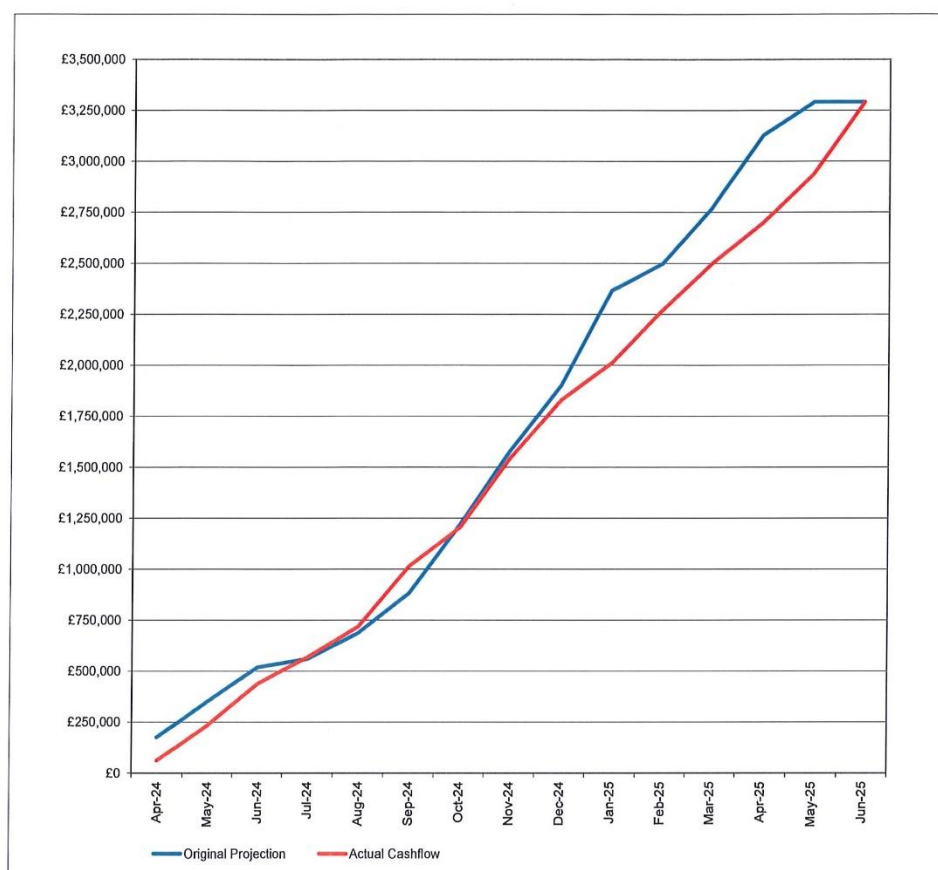
APPENDIX E - PROFESSIONAL AND OTHER FEES

[illegible]

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APPENDIX F - PROJECT CASHFLOW



ORIGINAL PROJECTION						ACTUAL CASHFLOW / REVISED PROJECTION				
Val Due	Gross	Retention	Nett	Previous	Monthly	Gross value	Retention	Nett	Previous	Monthly
Date	Projection				Payment					Payment
1	15-Apr-24	£175,000	-£5,250	£169,750	£0	£169,750	£62,599	-£1,878	£60,721	£0
2	13-May-24	£350,000	-£10,500	£339,500	£169,750	£169,750	£233,170	-£6,995	£226,175	£60,721
3	13-Jun-24	£518,989	-£15,570	£503,419	£339,500	£163,919	£438,608	-£13,158	£425,450	£226,175
4	15-Jul-24	£560,432	-£16,813	£543,619	£503,419	£40,200	£568,359	-£17,051	£551,308	£425,450
5	13-Aug-24	£687,540	-£20,626	£666,914	£543,619	£123,295	£719,680	-£21,590	£698,090	£551,308
6	13-Sep-24	£881,995	-£26,460	£855,535	£666,914	£188,621	£1,017,301	-£30,519	£986,782	£698,090
7	14-Oct-24	£1,219,229	-£36,577	£1,182,652	£855,535	£327,117	£1,205,636	-£36,169	£1,169,467	£986,782
8	13-Nov-24	£1,581,424	-£47,443	£1,533,981	£1,182,652	£351,329	£1,546,868	-£46,406	£1,500,462	£1,169,467
9	13-Dec-24	£1,900,762	-£57,023	£1,843,739	£1,533,981	£309,758	£1,830,456	-£54,914	£1,775,542	£1,500,462
10	13-Jan-25	£2,367,431	-£71,023	£2,296,408	£1,843,739	£452,669	£2,010,738	-£60,322	£1,950,416	£1,775,542
11	13-Feb-25	£2,496,773	-£74,903	£2,421,870	£2,296,408	£125,462	£2,268,593	-£68,058	£2,200,535	£1,950,416
12	13-Mar-25	£2,770,305	-£83,109	£2,687,196	£2,421,870	£265,326	£2,497,955	-£74,939	£2,423,016	£2,200,535
13	14-Apr-25	£3,129,024	-£93,871	£3,035,153	£2,687,196	£347,957	£2,699,416	-£66,453	£2,632,963	£2,423,016
14	13-May-25	£3,291,506	-£49,373	£3,242,133	£3,035,153	£206,980	£2,939,032	-£72,932	£2,866,100	£2,632,963
15	13-Jun-25	£3,291,506	-£49,373	£3,242,133	£3,242,133	£0	£3,292,398	-£82,908	£3,209,490	£2,866,100
16	14-Jul-25	£3,291,506	-£49,373	£3,242,133	£3,242,133	£0	£3,410,382	-£51,156	£3,359,226	£3,209,490
17	05-May-26	£3,291,506	£0	£3,291,506	£3,242,133	£49,373	£3,412,426	£0	£3,412,426	£3,209,490
TOTAL					£3,291,506	£3,562,162				

Note: All figures are exclusive of VAT, which shall be charged at the prevailing rate where applicable

Councillor Surgeries Discussion Document

Current Position:

We offer Councillor surgeries for half an hour on a monthly basis. This is attended by 2 NRTC Councillors on a rota. Over the past 2 and a half years, only 2 people in total have come to speak directly with NRTC Councillors at these surgeries.

The purpose of Councillor Surgeries:

- Community Engagement and feedback
- Direct Access to Councillors and increased councillor visibility and accountability
- Signposting to other services including FHDC, KCC and MP
- Information about Council Services and Committees
- Education about “layers” of council and their different roles and responsibilities

Discussion - a new approach:

- Plan Councillor Engagement events around the civic year, for example:
 - April/May – Annual Town Meeting and Statutory Council Meeting
 - June – Civic Sunday
 - **July – Meet your Councillors Engagement Event**
 - August – None
 - **September - Local Services Councillors Engagement Event – highlights services in the community and beyond**
 - October - None
 - **November - Strategic Plan (to include a community survey) – to share updates and successes on Strategic Plan and collect new thoughts**
 - December – Community Concert
 - **January - Planning and Environment (including Highway Improvement Plan)**
 - February - None
 - **March – Health and Wellbeing (including local organisations)**
- Engagement events held in either Community Centre or Annexe on a Saturday morning or a weekday evening for 2 hours.
- Set up a working party to manage and organise the events and to liaise with the Town Clerk. It is recognised that Council Staff would not have capacity to organise the events and so the proposed working party would be responsible for this.
- To note, if a member of the public wanted to arrange a private discussion at any time with a Councillor an appointment can be arranged at the event. In addition, members of the public are able to contact councillors using the information on the NRTC website and this does happen occasionally.

Cllr K Terry

RESPONSE TO SSE RENEWABLES PROPOSALS

A request has been received from the Kent Association of Local Councils (KALC) that all Town and Parish Councils respond to the proposals of SSE Renewables:

Dear Town and Parish Clerks,

At the Shepway Area Committee meeting on 19th June, it was suggested that all town and parish councils be asked to respond to SSE Renewables proposal for solar farms on Romney Marsh.

The Minute referring to this item is as follows:

1345: ANY OTHER BUSINESS:

██████████ raised concern over the extensive solar farm planning proposals by SSE Renewables that propose desecration of the Marsh and surrounding areas. ██████████ recommended councils encourage members to respond to SSE with their views and make collective objections:

Online: sserenewables.com/shepway

Email: shepway@sse.com

Action:

- To consider submission of formal NRTC response to the aforementioned proposals

ENQUIRY RE THE GREENS TOILET BLOCK

The following enquiry was received from a local business person.

The relevant party was advised that, currently, the Council had not been considering the future of the toilet block but that the enquiry would be put before the Council.

It was further advised that there is no electric supply to the building and it was confirmed that this would not be an issue if the Council is minded to consider the proposal.

It should be noted that the Council's adopted Strategic Plan provides that the Council will aim to *'Re-develop the toilet block on The Greens, Littlestone, to provide a café facility and external public toilet(s) and generate revenue to support local improvements.'* (TC25)

The Council may wish to consider whether it is minded to work towards undertaking that re-development itself or whether, in principle, it is minded to permit a local business to undertake the re-development in exchange for a lease arrangement (terms to be agreed) which would still generate an income with which to support local improvements.

'Hi, I am enquiring about the white toilet block on littlestone beach front and wondered if this may be for sale or lease ?

I am a local businessman and run a national technology company that has been trading for over 25 years, specialising in business communication technology.

My colleague and I are currently seeking a coastal location to establish a community-focused venue offering high-quality coffee and other hot drinks, along with a selection of simple cold snacks such as sandwiches, cakes, and similar items, all sourced ingredients, where possible, from local suppliers. Our aim is to employ local staff, with daily management handled by one of our partners, who is also based in the area.

The conversion works would be undertaken by myself and my colleague, who is in the building trade. At this stage, we do not intend to make any structural changes to the building, aside from an internal refit and the installation of bifold windows at the front to take advantage of the coastal view. We are also considering a small outdoor seating area at the front for use during the summer months. There is no anticipated need to extend the property either outward or upward, our plan is simply a straightforward internal conversion.'

Action:

- To consider whether agreement to progress this matter, in principle, is appropriate at this time (subject to further negotiation and eventual legal agreement) or, whether the Council does not want to engage with this proposal at the current time.

END

