

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

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

In Attendance:

RFO	-	Mrs C T Morris
Finance Clerk	-	Mrs J Field
Councillor P Peacock	-	Observer
Member of the Public	-	1

IN THE CHAIR: Councillor P Thomas

606/2024-25 **APOLOGIES FOR ABSENCE**

Councillor J Rivers – for personal reasons
Councillor Rev Cn S McLachlan – for personal reasons

607/2024-25 **DISPENSATION TO PARTICIPATE**

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

608/2024-25 **DECLARATIONS OF INTEREST**

@6.46PM Councillor Hiscock and Councillor Thomas declared a Personal Interest in Town Council finance reports due to their employment of a contractor who is also employed by the Town Council

609/2024-25 **ADJOURNMENT OF MEETING**

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

610/2024-25 **PUBLIC QUESTIONS**

None

611/2024-25 **RE-CONVENING OF MEETING**

Not applicable

612/2024-25 **MINUTES**

The Chairman presented the Minutes of the **Finance & General Purposes Committee Meeting** held on **22nd January 2025**, a copy of which had been previously circulated to all Councillors and it was:

PROPOSED BY: Councillor Terry

SECONDED BY: Councillor Coe

RESOLVED – that the minutes of the Finance & General Purposes Committee Meeting held on 22nd January 2025 be approved and signed as a true and correct record.

Councillor J Hiscock abstained from voting as she had not been in attendance at the meeting.

The Chairman subsequently signed the Minutes.

613/2024-25 **FINANCIAL MATTERS**

(i) To receive and note 2024/2025 Budget Comparison and Income & Expenditure reports

The 2024/2025 Budget Comparison Report and Income and Expenditure Reports were received and noted.

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

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

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY – that the afore-mentioned detailed schedule of Payments Approved under Financial Regs, SPAA and/or Delegated Authority, in the sum of £31,604.33 exc. VAT, be received and noted and identified cost centres be approved.

(iii) Schedule of Fund Transfers

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

614/2024-25 **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

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

615/2024-25 **RFO'S REPORT**

The RFO's report, which read as under, was received and noted:
RFO's Report – F&GP Meeting on 19th March 2025

Actions completed since the F&GP Committee meeting held on 22nd January 2025:

1. Following their confirming acceptance of the award, the payment for grant funding to the John Armitage Memorial Trust (JAM) has been made (*Minute Ref: 496/2024-25 refers*).
2. An order was placed with Folkestone & Hythe District Council for cleaning & maintenance of The Greens toilet block for the 2025 season (*Minute ref: 495/2024-25(i) refers*).
3. An order was placed with M Coleman Arboricultural Service to carry out tree works (*Minute ref: 495/2024-25(ii) refers*).
4. An order was placed with Higher Elevation Ltd to provide a 3-year service plan for the Town Hall platform lift (*Minute ref: 495/2024-25(iii) refers*).
5. An order was placed with David Ogilvie Engineering for the supply of a community notice board (*Minute ref: 498/2024-25(iii) refers*).
6. An order was placed with B E Ames Ltd for the installation of a community notice board (*Minute ref: 498/2024-25(iii) refers*).
7. An order was placed with Amberol Ltd for the supply of a 4 off planters (*Minute ref: 499/2024-25(iii) refers*).
8. An order was placed with B E Ames Ltd for the removal of existing and installation of new planters (*Minute ref: 499/2024-25(iii) refers*).

Other Matters of Report:

9. Notification of rate changes was received from NatWest Bank (Attached hereto*)
10. Notification of changes to interest rates was received from NSIB (Attached hereto*)
11. Notification of changes to account status was received from Lloyds Bank (Attached hereto*)
12. A duly completed grant monitoring form has been received from New Romney in Bloom (Attached hereto*).

This concludes my report – RFO 12th March 2025

616/2024-25 **QUOTATIONS**

(i) Town Council Insurance Cover

Consideration was given to the quotation received in respect of Town Council insurance provision. It was:

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Davies

RESOLVED UNANIMOUSLY – that (i) the quotation received to provide insurance cover under a 3-year index linked agreement at a year one cost of £7170.83, be accepted; (ii) this to be funded from the 2025/2026 Insurance budget and the Clerk be authorised to settle all invoices, once received, first having ascertained all is in order.

NB: The contract was, therefore, awarded to Zurich Insurance Company Ltd.

(ii) Sports Field Herbicide Spraying

Consideration was given to the current difficulties in accessing the Sports Field, due to the development of the Maude Community Centre and it was:

(a)

PROPOSED BY: Councillor Terry

SECONDED BY: Councillor Hiscock

RESOLVED UNANIMOUSLY – that due to the current difficulties in accessing the Sports Field, Standing Orders be waived to consider the single quotation sought.

(b)

PROPOSED BY: Councillor Davies

SECONDED BY: Councillor Terry

RESOLVED UNANIMOUSLY – that (i) the quotation received to carry out Herbicide spraying treatment to the Sports Field In the sum of £933.20 plus VAT , be approved and funded from the Sports Field Budget; (ii) the RFO be authorised to settle all relevant invoices, when received, having first ascertained that all is in order.

The contract was, therefore, awarded to Weed Management.

617/2024-25 **GRANT FUNDING/ DONATIONS**

(i) Due consideration was given to the grant funding application received from New Romney Country Fayre. It was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Terry

RESOLVED UNANIMOUSLY – that grant funding in the sum of £1000.00, to be funded from the 2025/26 Grants/Donations Budget, be awarded to New Romney Country Fayre.

(ii) Due consideration was given to the grant funding application received from New Romney in Bloom. It was:

PROPOSED BY: Councillor Terry

SECONDED BY: Councillor Coe

RESOLVED UNANIMOUSLY – that grant funding in the sum of £300.00, to be funded from the 2025/26 Grants/Donations Budget, be awarded to New Romney in Bloom.

(iii) Due consideration was given to the grant funding application received from Romney Marsh Community Hub in respect of providing its Ex-Armed Forces Coffee Mornings. It was:

PROPOSED BY: Councillor Terry

SECONDED BY: Councillor Carey

RESOLVED UNANIMOUSLY – that grant funding in the sum of £500.00, to be funded from the 2025/26 Grants/Donations Budget, be awarded to Romney Marsh Community Hub.

The Chairman thanked the Councillors for their attendance and the meeting then concluded @ **7.20PM**.

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

Minutes prepared by the Finance Clerk.