

MINUTES
of
A Meeting of New Romney Town Council
Held in the Assembly Rooms, New Romney
on Monday 8th September 2025
Commencing at 6.45pm

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

Town Ward:

Councillors: P Carey, J Houston and W D Wimble

Coast Ward:

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

In Attendance:

Town Clerk - Mrs C Newcombe

IN THE CHAIR

The Mayor – Councillor J Rivers

The Mayor's Chaplain was not present, having conveyed apologies for absence prior to the meeting.

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

216/2025-26 **APOLOGIES FOR ABSENCE**

Apologies for absence were received and noted, as follows:

Councillor J Houston	-	for personal reasons
Councillor Rev Cn S McLachlan	-	for personal reasons
Councillor S Hodges	-	for personal reasons
Councillor L Phillips	-	due to a work commitment

217/2025-26 **DISPENSATION TO PARTICIPATE**

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

218/2025-26 **DECLARATIONS OF INTEREST**

@6.45PM Councillor Hiscock declared a Personal Interest in respect of Town Council finance reports due to her employment of a contractor who is also employed by the Town Council. (Minute Ref: 229/2025-26 refers)

Councillor Wimble declared a Personal Interest in respect of the matter of a Code of Conduct Complaint in which he was identified. (Minute Ref: 237/2025-26 refers)

219/2025-26 **REPORT OF THE KENT COUNTY COUNCILLOR**

The report of the KCC Councillor was not available on this occasion.

220/2025-26 **REPORTS OF THE DISTRICT COUNCILLORS**

FHDC Councillor Thomas' report, which included details of meetings attended, updates regarding current District Council business and the future of the Romney Marsh Visitor Centre, as well as details of grant funding awarded to date, was duly received and noted.

221/2025-26 **ADJOURNMENT OF MEETING**

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

222/2025-26 **PUBLIC QUESTIONS**

None.

223/2025-26 **RE-CONVENING OF MEETING**

Not applicable.

224/2025-26 **MINUTES**

The Chairman presented the minutes of the **Full Council Meeting** held on **11th August 2025**, copies of which had been previously circulated to all Councillors, and it was:

PROPOSED BY: Councillor Carey

SECONDED BY: Councillor Meredith

RESOLVED UNANIMOUSLY – that the minutes of the Full Council Meeting held on 11th August 2025 be approved and signed as a true and correct record.

The Chairman subsequently signed the afore-mentioned minutes.

225/2025-26 **MAYOR'S REPORT AND COMMUNICATIONS**

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

226/2025-26 **TOWN CLERK'S REPORT**

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

MEETING OF FULL COUNCIL – 8TH SEPTEMBER 2025
TOWN CLERK'S REPORT

Actions completed since the Full Council meeting held on 11th August 2025:

- 1) The clean copy of the lease for the Maude Community Centre Ground Floor Sports Pavilion, as amended in accordance with the recent resolution of the Town Council, is currently awaited from the Town Council's solicitor.

The associated press release regarding issue of the afore-mentioned lease will be duly published following exchange and completion.

Additional Items of Report:

- 1) Additional information has, this week, been requested from the external auditor due to the fact that the Council's income or expenditure exceeded £2 million in 2024-25. The required information has been submitted to the auditor, as requested.

Town Clerk

1st September 2025

227/2025-26 **STANDING ORDER NO.14**

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

228/2025-26 **STANDING COMMITTEES**

(i) Councillor Terry presented the minutes of the **Planning & Environment Committee** meeting held on **13th August 2025**, which were duly received and noted.

(ii) The minutes of the **Health & Wellbeing Committee** meeting held on **2nd September 2025** were not yet available.

229/2025-26 **RFO'S FINANCIAL REPORTS FOR 2025-26**

The RFO presented final payments and receipts and final bank reconciliation for the month of **June 2026**, which were duly received and noted and it was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Coe

RESOLVED UNANIMOUSLY – that the finance reports for the month of June 2025 be hereby received and approved.

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

	Receipts:	Payments:
NatWest Current Account	£1,479.30	£1,479.30
Unity Trust Current Account:	£54,137.50	£103,198.74
Lloyds Bank Business Account:	£601,351.83	£499,152.69
NatWest Business Reserve Account:	£1,537.93	£520.60
Petty Cash:	£0.00	£59.93
Lloyds Bank Corporate Card:	£1,626.13	£1,079.28
Lloyds Bank Instant Access O/L Saver:	£627.54	£500,000.00
NSIB:	£0.00	£0.00

230/2025-26 **COUNCIL REPRESENTATIVES REPORTS**

None.

231/2025-26 **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 not available on this occasion due to the close proximity of the scheduled post-project review meeting, for which a final cost report is in preparation.

232/2025-26 **REVIEW OF NRTC STRATEGIC PLAN 2023-27**

The NRTC Strategic Plan 2023-27, as updated to identify the current status of objectives detailed therein, was duly received and noted.

233/2025-26 **UPDATE OF NRTC WEBSITE AND GOV.UK DOMAIN**

The Chairman's report regarding requirements for updating the Town Council's website offer and gov.uk domain provision was duly received and noted and it was:

(i)

PROPOSED BY: Councillor Wimble

SECONDED BY: Councillor Terry

RESOLVED UNANIMOUSLY – that (a) Standing Orders be waived to allow the Council to consider a single quotation for website upgrade and gov.uk domain provision due to the specialist nature of the service required and (b) the quotation in the amount of £999.00 plus VAT for initial website set-up, transfer of documents and year one on-costs, including gov.uk domain name provision, together with subsequent on-costs in the approximate amount of £400 per annum be hereby accepted.*

*AUBERGINE 262 Ltd was, therefore, awarded the afore-mentioned service contract.

(ii)

PROPOSED BY: Councillor Coe

SECONDED BY: Councillor Peacock

RESOLVED UNANIMOUSLY – that a budget in the maximum amount of £2,500.00 for the afore-mentioned year one IT services be hereby approved; to be funded from the IT Support and Management Budget.

234/2025-26 **COUNCILLOR SURGERIES**

Having duly considered a proposal for a revised 'coffee morning' format for monthly NRTC Councillor Surgeries, to be held at the new Maude Community Centre, it was:

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

RESOLVED UNANIMOUSLY – that NRTC Councillor Surgeries be hereby moved to a combined 'Community Coffee Morning / NRTC Councillor Surgery' format, to be held in the Maude Community Centre and hosted by Town Council Members, with sundry refreshment costs to be funded from the Miscellaneous Expenses Budget.

235/2025-26 **EXCLUSION OF PUBLIC AND PRESS**

@7.25PM having duly considered the nature of matters to be discussed, it was:

PROPOSED BY: Councillor Rivers
SECONDED BY: Councillor Meredith

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

There were no members of press or public in attendance.

236/2025-26 **ON-GOING MATTERS**

The Clerk provided a brief verbal update on a matter relating to a s106 Agreement pertaining to the Maude Community Centre project. This information was duly received and noted.

237/2025-26 **PERSONNEL MATTERS**

Having duly considered a Code of Conduct Complaint that had been submitted by a member of public and, having considered the response of the relevant party, it was:

PROPOSED BY: Councillor Rivers
SECONDED BY: Councillor Houston

RESOLVED – that New Romney Town Council hereby instructs Councillor Wimble to update his Town Council DPI form (Record of Disclosable Pecuniary Interests)* to include Marsh Media Ltd, Aquium Ltd and Membership of Kent County Council by end of September 2025.

*To be submitted to the District Council Monitoring Officer

It was noted that, following confirmation that the afore-mentioned action had been completed, the Clerk would communicate with the complainant to formally advise that this matter has been concluded.

238/2025-26 **LAND AND TENANCY MATTERS**

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

239/2025-26 **CONCLUSION OF PRIVATE SESSION**

@7.39PM it was:

PROPOSED BY: Councillor Wimble

SECONDED BY: Councillor Peacock

RESOLVED UNANIMOUSLY that the private session be hereby Concluded.

The Chairman thanked those present for their attendance and the meeting concluded **@7.40PM.**

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