



ANNUAL REPORT
APRIL 2016 - MARCH 2017

Approved at a meeting of Council on Monday 12 June 2017

FOREWORD BY THE CHAIRMAN

Over the past few years I have started this report noting changes and cuts to services. This year I start on a much happier note. Your council are pleased to say that the play area and the addition of the MUGA pitch (Multi-Use Games Area) are up and running. I think the word running is the right word by the way it is being used. It has taken longer than we would have liked but the finished project has made it worth the wait. The reports we have been receiving from you are good, an asset to the village and our children.

Cllr B Curtis, Chairman

MEMBERS OF THE COUNCIL At the Annual Meeting of the Council in May 2016 Cllr Curtis was re-elected as Chairman and Cllr Addis re-elected as Vice-Chair. Cllrs Addis, Baker, Catt and Prebble were elected as members of the Planning Committee. The office of Internal Financial Control and Allotment maintenance was filled by Cllr Catt and the office of Maintenance Checks & Inspections for the Play Area, MUGA, Council property and SID was filled by Cllr Prebble. Parish Council representatives for other village organisations were also agreed.

Following the resignation of Cllr D Issitt in August 2016, the vacancy was filled by the co-option of Natasha Redfearn in September 2016.

Throughout the year, members of the Council furthered the interests of the Wingham community at meetings of the Dover District Towns and Parishes, KCC Highways Seminar, the Kent Association of Local Councils, the Police Parish Forum, the A257 Traffic Group and other local organisations. Conferences and training were also attended by Councillors and the Clerk in order to keep abreast of changing legislation. Cllr Addis represented the council in emergency planning and oversaw the production of the Training policy. Cllr Baker chaired the Planning Committee and represented the council on the Recreation Ground committee. Cllr E Brice represented the council on the Dover area KALC committee, the Village Hall Management Committee and emergency planning. Cllr Catt also represented the council on the Dover Area KALC Committee, and carried out audit checks in his role of Internal Financial Control Officer. Cllr Graydon was involved in many projects throughout the year including the play area, grit spreader and phone kiosk. Cllr Prebble helped oversee the Play Area and MUGA installation as well as carrying out the annual property maintenance check and regular repositioning of the SID. Cllr Redfearn was involved with the play area project and investigations into speed limits. Cllr Young oversaw the Internal Audit Review and policy, helped with emergency planning and provided analysis reports from SID statistics.

MEETINGS Parish Council meetings were held every month, except for August. A public session was held at each meeting to enable questions from members of the public. In addition, a public budget meeting was convened on 5 December.

The Annual Parish Assembly was held on 20 April 2016. Following the Annual Report given by the Chairman, presentation of Community Awards and questions regarding displayed reports, Cllr Curtis introduced Terry Martin, Chief Executive of the Kent Association of Local Councils, who gave his presentation: "Devolution – challenges and opportunities". Terry spoke to the assembly about what devolution could mean for our village. Residents were asked to think about what in the village we would like to look after or be more involved with, and what the likely impact would be should the village decide to take these things on.

ACHIEVEMENTS Our major project and achievement for 2016/17 is our fantastic new Play Area & MUGA at the Recreation Ground. There remain a few minor 'snags' but these are being addressed and new fencing to the rear of the play area is to be erected soon. Working with the Primary School, our 'Welcome to Wingham' poster competition was held again, and the successful entry was printed and displayed on the commemorative wooden

planter. The 40mph buffer zone on the A257 at Wingham Green came about thanks to a request from the residents of Wingham Well, and work by the Parish Council with KCC Highways. We must thank our County Councillor, Leyland Ridings, for providing the finance through his KCC members fund. The Community Emergency Plan is being developed thanks to residents and businesses who have responded to the Council. The A257 traffic group continued to meet regularly and is proof of successful working in partnership.

LAND, CAPITAL AND PROPERTY In addition to Elgar's Field and the Recreation Ground, both of which are owned by the Parish Council, the Council continued to arrange for the grass to be cut at Wingham Green and Garden of Remembrance in the High Street.

During the year, the youth shelter and glass bus shelter were cleaned; toilet maintenance paid; a new bench donated by a resident replacing the damaged one near the newsagents; maintenance carried out on the High Street rose plants and commemorative planter; and geraniums purchased for the pedestrian crossing. A new Speed Indicator Device (SID) was purchased providing important statistics; a donated defibrillator was installed into the Parish Council-owned High Street kiosk; a new notice board purchased for Wingham Well; the Elgars Field entrance improved; and a tree stump in the RBL garden removed and replaced by a flowering crab tree.

COMMUNITY ACTIVITIES Members of the Parish Council took part in the Remembrance Day Parade and Service in November. During the service the Chairman of the Council, on behalf of the village, laid a wreath at the war memorial. The Christmas Community Carols in the High Street were supported by members of The Salvation Army band. Two First Aid Training sessions took place which were motivated by the Scouts and carried out by Future First Aiders.

FINANCE The Precept for 2016/17 showed an increase of just over £2,000 from the previous year and expenditure was within the amount budgeted for the year. The budget included money for earmarked funds, namely the Youth Development and Play Area Funds for provision of a new Play Area and MUGA at the Recreation Ground. During the year financial support towards running costs was given to the Recreation Ground, the Village Hall, Wingham Scouts, Wingham School, Wingham Community News and Wingham Parochial Church Council for the upkeep of the burial ground. Small capital grants were given to Wingham Scout Group, Wingham PCC for Tiny Tots & Messy Friday, and See-Saw Pre-School.

All Members of the Council declined to take the Councillors' Basic Allowance. The Chairman's Allowance to defray the expenses of office was used to purchase a wreath for Remembrance Day and public event refreshments.

The Independent Internal Auditor of Accounts report for the 2015/16 Annual Return carried out in May 2016 stated, "There is a robust framework of controls and appropriate actions are taken to manage risks within all areas reviewed. Controls are applied consistently and I found no significant risks to the achievement of parish council objectives." The 2016/17 Annual Audit Review of Effectiveness of Internal Audit was carried out and the report approved in February 2017.

The public budget meeting convened on 5 December 2016 was poorly attended and it has been agreed that this year's public meeting will be incorporated with the November Parish Council meeting.

SUMMARY OF PARISH COUNCIL ACCOUNTS 2016/2017

RECEIPTS	£
Balance in hand at 1 April 2016 <i>including earmarked funds at 31.3.16</i>	147417
Precept <i>(incl. £777 DDC Grant)</i>	59345
Interest on savings account	854
VAT Refund 2015-16	1249
Allotment Rents	228
Recreation Ground Rent	1
Miscellaneous <i>(Donations, refund)</i>	655
TOTAL	209749

Administration (detail)	£
Clerk's salary, pension & heat/ lighting expenses	8272
Annual subscriptions	820
Insurance	1481
Audit	360
Office supplies	193
Post and telephone	503
Hire of Village Hall	174
Water allotments	75
Tax Payments	0
Election costs	0
Reference books	75
TOTAL	11953

EXPENDITURE	£
Administration <i>(as detailed above)</i>	11953
Grants to village organisations	10788
Land maintenance	5394
Property maintenance <i>(inc. shelter cleaning, WC maint., BT kiosk, play area)</i>	6175
Councillor's allowances	35
Chairman's allowance	99
Training and conferences	288
Trees and verges	1333
Capital expenditure <i>(inc. Play Area, MUGA, notice board, SID, bench)</i>	148,284
Contingencies & Section 137	132
Miscellaneous <i>(centenary day costs)</i>	347
<i>NB. These totals include £25935 VAT to be reclaimed</i>	
TOTAL	184,828

Earmarked Funds at 31.3.17	£
Reserve for contingencies	250
Pension Fund (now closed)	0
Partnership Funding	8381
Youth Development <i>(MUGA now built & fund closed)</i>	0
Village Organisations	0
Election Fund	2637
Play Area	0
IT Fund	4350
TOTAL	15618

END OF YEAR BALANCE	£ 24921
<i>(total receipts minus total expenditure)</i>	

NB. This total includes the earmarked funds noted above