



Working with the community

ANNUAL REPORT
APRIL 2018 - MARCH 2019

Approved at a meeting of Council on Monday 10 June 2019

FOREWORD BY THE OUTGOING CHAIRMAN & MESSAGE FROM THE NEW CHAIRMAN

This annual report each year gives your council the chance to inform you of what we have tried to achieve - it doesn't seem to get any easier! What with the pressure on finances and the ever-moving goal posts (the changes in legislation; the way we need to prioritise things; the format we must deliver things in), it all adds to our responsibilities and your councillors work very hard to come up with the right formula for dealing with this.

Cllr B Curtis, Outgoing Chairman

I'd like to thank Cllr Curtis for his long and dedicated service to the village. I am honoured to become his successor and will strive, along with my fellow councillors, to maintain Wingham as the wonderful vibrant community that it has become under his stewardship.

Cllr S Addis, Chairman

MEMBERS OF THE COUNCIL At the Annual Meeting of the Council in May 2018 Cllr Curtis was re-elected as Chairman and Cllr Addis re-elected as Vice-Chair. Cllrs Addis, Baker, Brice and Catt were elected as members of the Planning Committee. Offices for various roles including: Internal Financial Control, Internal Audit, Maintenance checks, Property checks, Allotment checks, Speed Indicator Device (SID) Stats & Maintenance, Speedwatch, GDPR and Emergency Plan were filled by Councillors and representatives for village organisations were agreed.

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 A257 Traffic Group and other local organisations. Conferences and training were also attended by Councillors and the Clerk. Cllr Addis represented the council on the KALC Dover Area Committee, emergency planning, and training. Cllr Baker chaired the Planning Committee. Cllr Brice represented the council on the Dover area KALC committee, the Village Hall Management Committee and emergency planning. Cllr Catt carried out his role of Internal Financial Control Officer and undertook allotment checks. Cllr Collins was co-opted at the July meeting. Cllr Graydon carried out property and defibrillator maintenance checks, and from October was the Recreation Ground representative. Until she stood down from the Council in October, Cllr Redfearn was jointly responsible for Speedwatch and was the Recreation Ground Committee representative. Cllr Prebble was co-opted back on to the council at the December meeting. Cllr Young was responsible for Speedwatch and Speed Indicator Device (SID) statistics, GDPR, Internal Audit and emergency planning. Resident volunteers helped with weekly play area checks and moving the SIDs.

MEETINGS Parish Council meetings were held every month, except for August. A public session was held at each meeting to enable questions from residents. In addition, a public budget meeting was incorporated into the November Council meeting.

The Annual Parish Assembly was held on 23 April 2018. Following the Chairman's annual report, presentation of Community Awards and questions regarding displayed reports, Cllr Curtis introduced Wingham Scouts who gave a presentation entitled, 'Let's make Wingham plastic clever', encouraging residents to reduce the number of single-use plastic items used in the village. This was followed by a presentation from churchwarden Steve Sheath and Rev Chris Brewer giving an account of current issues facing the church building and the costs involved in keeping it heated and in reasonable repair.

ACHIEVEMENTS Our major projects for 2018/19 were the new Wingham Village Sign at Red Lion Corner Garden which was unveiled on 1 September, purchase of a second Speed Indicator Device, and a new bus shelter at The Paddock. 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. Thanks to generous donations from residents, and time digging and planting by resident volunteers, the Parish Council completed 'The Perennial Project' at the High Street pedestrian crossing. The A257 traffic group, chaired by Cllr Curtis, continued to meet regularly and launched their 'A257 Plan' to invited guests on 28 September.

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 the Garden of Remembrance in the High Street. During the year maintenance for the WCs in St Mary's Meadow was paid to DDC; Red Lion corner garden was regularly tidied by volunteers; High Street roses were pruned, mulched and new plants added; tree & shrub maintenance was carried out at the Play Area and Elgars Field; three metal bollards were installed outside Riverside Cottage and six wooden bollards installed to help protect our High Street grass verges; four acrylic posters were purchased to try and prevent pavement parking; chestnut paling fencing was erected at the Play Area; light fittings were replaced in the defibrillator kiosk and batteries replaced as needed; The Paddock bench by the bus stop was repaired and stained; graffiti was removed; and the Play Area/MUGA Annual Inspection was carried out by Playdale Playgrounds.

COMMUNITY ACTIVITIES The unveiling of the new village sign at Red Lion Corner took place on Saturday 1 September and members of the Parish Council took part in the Remembrance Day Parade and Service in November. During the service the Chairman laid a wreath at the war memorial. The Christmas Community Carols in the High Street were supported by members of Wingham Singers with keyboard accompaniment.

FINANCE Councillors responsible for Internal Audit, our clerk and the Independent Internal Auditor all helped to ensure that the official external Annual Audit found our accounts to be in accordance with proper practice. The annual community grants and small capital grants were awarded to various village organisations including The Recreation Ground Committee, Scouts, See-Saw Pre-School, Wingham School PTFA, Village Hall Management Committee, PCC for maintenance of the burial ground, Tiny Tots & Messy Friday and the Wingham Lawn Tennis Club. A donation was made to the RBL Poppy Appeal for the Remembrance Wreath.

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 2017/18 Annual Return carried out in May 2018 stated, "The check of the framework of general controls reveals that robust procedures are in place and actions are clearly taken to manage risks. ...My overall audit opinion remains at a substantial level indicating the operation of consistent actions to meet Parish Council objectives." The 2018/19 Annual Audit Review of Effectiveness of Internal Audit was carried out and the report approved in February 2019.

The public budget meeting incorporated into the November meeting failed to attract any attendees.

SUMMARY OF PARISH COUNCIL ACCOUNTS 2018/2019

RECEIPTS	£
Balance in hand at 1 April 2018 including earmarked funds at 31.3.18	120728
Precept (paid Mar.18 by DDC: £58087)	0
Interest on savings account	401
VAT Refund 2017-18	3727
Allotment Rents	241
Recreation Ground Rent	1
Grants (KCC Member grant+KCC bus shelter)	2617
Miscellaneous (Donation/refund/proj. hire)	2151
TOTAL	129866

Administration (detail)	£
Clerk's salary, pension & heat/ lighting expenses	8555
Annual subscriptions	832
Insurance	1712
Audit	480
Office supplies	350
Post and telephone	447
Hire of Village Hall	234
Water allotments	123
Tax Payments	0
Election costs	0
Reference books	111
TOTAL	12844

EXPENDITURE	£
Administration (as detailed above)	12844
Grants to village organisations	8805
Land maintenance	3510
Property maintenance (inc. WC maint, bench install, fencing, historypanel)	9373
Councillor's allowances	0
Chairman's allowance	131
Training and conferences	288
Trees and verges	667
Capital expenditure (inc. bollards, Village sign, SID, busshelter)	18578
Contingencies & Section 137	329
Miscellaneous	670
NB. These totals include £4359 VAT to be reclaimed	
TOTAL	55195

Earmarked Funds at 31.3.19	£
Community Event Fund	1000
Election Fund	2637
Health & Wellbeing Fund	12000
IT Fund	4350
Partnership Funding	10161
Play Area	17517
Reserve for contingencies	15250
Village Organisations	-5
TOTAL	62910

END OF YEAR BALANCE	£ 74671
(total receipts minus total expenditure)	

NB. This total includes the earmarked funds noted above