



Working with the community

ANNUAL REPORT
APRIL 2019 - MARCH 2020

Approved at a meeting of Council on Monday 8 June 2020

FOREWORD BY THE CHAIRMAN

This is my first annual report since having the honour of being elected Chairman of Wingham Parish Council in May 2019. Regrettably the Covid-19 crisis means that the Annual Parish Assembly could not take place in April for the delivery of my Chairman's Annual report to residents and so this will be shared via the Parish Council website.

Looking back at the last year, I am amazed at the amount the Parish Council has done and assisted with despite our limited resources and the highlights of these are set out in this year's Parish Council Annual Report.

Cllr S Addis, Chairman

MEMBERS OF THE COUNCIL At the Annual Meeting of the Council in May 2019 Cllr Curtis stood down as Chairman and Cllr Addis was elected as Chairman with Cllr Graydon elected as Vice-Chairman. Cllrs Baker, Brice, Catt and Collins 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, Speedwatch, and GDPR were filled by Councillors and representatives for village organisations were agreed. A resident volunteer post was also agreed for SID maintenance.

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, the Clerk and the Tree Warden. Cllr Baker chaired the Planning Committee until November 2019 when, for personal reasons, he resigned from the council. Cllr Brice represented the council on the Dover area KALC committee and the Village Hall Management Committee. Cllr Catt carried out his role of Internal Financial Control Officer and undertook allotment checks. Cllr Collins took over as Planning Committee Chairman from December 2019. Cllr Colthart was one of the KALC Dover Area Committee Reps. Cllr Graydon carried out property checks and defibrillator maintenance and was the Recreation Ground Rep. Cllr Harvey was co-opted in January 2020. Cllr Prebble carried out Play Area Maintenance checks and joined the Planning Committee in December 2019. Cllr Young was responsible for Speedwatch and Speed Indicator Device (SID) statistics, GDPR, and Internal Audit. Chris Pike, our volunteer Tree Warden, carried out an audit of Wingham trees and updated the Inventory and Andy Cook, resident volunteer, helped with 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 15 April 2019. Following the Chairman's annual report, questions regarding displayed reports, presentation of Community Awards to Dave Ivatt (Jack Jolly Award) and Pat Fletcher (KALC Community Award), election of two Village Representatives to the Recreation Ground Committee and an update on the new Health & Wellbeing Fund, Cllr Curtis introduced Mandy Pile from Dover District Council Waste Services who gave her presentation, 'Reduce, Reuse, Recycle'. This was followed by the launch of the WASUP (Wingham Against Single-Use Plastic) Community Group, then general questions from residents.

ACHIEVEMENTS Our major projects for 2019/20 were the new Flagpole and VE Day 75 Commemorative Bench at the Royal British Legion Garden; three Tikspac dog bag dispensers, sponsored by The Dog at Wingham, In the Dog House, and Ovendens, installed at the Recreation Ground and Elgars Field; and updating our IT facilities with a new laptop for the clerk, new domain name, and working with a local IT firm, a new Parish Council website which will meet new Accessibility Regulations to go live later in 2020. 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 A257 traffic group, chaired by Bryan Curtis, continued to meet regularly.

LAND, CAPITAL AND PROPERTY In addition to Elgars 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, the Perennial Garden, High Street roses and the Commemorative Planter were regularly tidied and watered by volunteers with plants added to garden areas and maintenance of larger shrubs carried out; tree & shrub maintenance was carried out at the Play Area and Elgars Field; maintenance of street furniture carried out; the Rope Climb at the Play Area was repaired; batteries replaced in the defibrillator kiosk; and tap replaced at the Allotment garden. 45 sapling trees purchased from The Woodland Trust were planted at the Recreation Ground along with 3 larger birch trees. The Annual Play Area & MUGA Inspection has been delayed to the Summer due to Covid-19, but as these facilities are currently closed for the same reason, there is no safety implication.

COMMUNITY ACTIVITIES A small reception was held at The Anchor on 20 May as a retirement farewell to our previous Chairman, Bryan Curtis, to thank him for all he has contributed to the village. 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 brass accompaniment for the Christmas Community Carols in the High Street was supplied by members of the Sawl family.

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. Community grants and small capital grants were awarded to various village organisations, including The Recreation Ground Committee, Scouts, See-Saw Pre-School, 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 2018/19 Annual Return carried out in May 2019 stated that the Finance and Accounts for the year ending 2019 showed "...a fair, reasonable and true representation. Wingham Parish Council has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources." The 2019/20 Annual Audit Review of Effectiveness of Internal Audit was carried out and the report approved in February 2020.

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

SUMMARY OF PARISH COUNCIL ACCOUNTS 2019/2020

RECEIPTS	£
Balance in hand at 1 April 2019 including earmarked funds at 31.3.19	74671
Precept	57178
Interest on savings account	592
VAT Refund 2018-19	4359
Allotment Rents	212
Recreation Ground Rent	1
Grants	0
Miscellaneous (Donations/refund)	596
TOTAL	137609

Administration (detail)	£
Clerk's salary, pension & heat/ lighting expenses	9613
Annual subscriptions	852
Insurance	1820
Audit	460
Office supplies	365
Post and telephone	596
Hire of Village Hall	248
Water allotments	128
Tax Payments	0
Election costs	1072
Reference books	52
TOTAL	15206

EXPENDITURE	£
Administration (as detailed above)	15206
Grants to village organisations	7931
Land maintenance	2601
Property maintenance	12517
Play Area/MUGA expenses	1028
Councillor's allowances	57
Chairman's allowance	306
Training and conferences	423
Trees and verges	1157
Capital expenditure	2626
Contingencies & Section 137	197
Miscellaneous	41
NB. These totals include £1745 VAT to be reclaimed	
TOTAL	44090

Earmarked Funds at 31.3.20	£
Community Event Fund	1000
Election Fund	2480
Health & Wellbeing Fund	22747
IT Fund	4350
Partnership Funding	12661
Play Area	19004
Reserve for contingencies	20250
Village Organisations	70
TOTAL	82562

END OF YEAR BALANCE (total receipts minus total expenditure)	£ 93519
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NB. This total includes the earmarked funds noted above