



Working with the community

ANNUAL REPORT
APRIL 2020 - MARCH 2021

Approved at a meeting of Council on Monday 12 July 2021

FOREWORD BY THE CHAIRMAN

This is my second annual report as Chairman of Wingham Parish Council and is written following the most extraordinary year that most of us have ever experienced. The Parish Council has not met face to face due to Covid 19 restrictions; however as soon as legislation was changed to allow councils to meet virtually, the Council has successfully held all its meetings via Zoom since last May.

Despite the restrictions, I am amazed at the amount the Parish Council has achieved and assisted with despite our limited resources.

Cllr S Addis, Chairman

MEMBERS OF THE COUNCIL Due to the pandemic the Annual Meeting of the Council was not held in May 2020 and the regulations allowed for existing offices to be carried forward until May 2021. Cllr Addis therefore remained Chairman and Cllr Graydon Vice-Chairman. Cllrs Brice, Catt, Collins and Prebble remained members of the Planning Committee and all other offices for various roles including Internal Financial Control, Internal Audit, Maintenance checks, Property checks, Allotment checks, Speed Indicator Device (SID) Stats, Speedwatch, GDPR and resident voluntary roles remained the same.

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. Virtual conferences and training were also attended by Councillors. 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 chaired the Planning Committee. Cllr Colthart was the HR Coordinator and 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 became a River Warden. Cllr Prebble carried out Play Area Maintenance checks. Cllr Young was responsible for Speedwatch and Speed Indicator Device (SID) statistics, GDPR, and Internal Audit.

VOLUNTEERS: Chris Pike, Tree Warden, updated the Tree Inventory and accompanied the arboriculturist during the Annual Tree Inspection; Andy Cook helped with SID maintenance; Bryan Curtis, A257 Group representative, continued to chair regular virtual A257 meetings and as Flag Warden, changed flags as required throughout the year; Wingham Footpath Group (WFPG) acted collectively as the Footpath Warden and walked the 30 footpaths crossing our Parish at least twice; and various residents helped tidy parish garden areas.

MEETINGS Parish Council meetings were held virtually every month, except for April and 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 could not be held due to the pandemic. All Annual Reports were displayed on the Parish Council website for residents to read. The Community Awards presentation was held at a socially-distanced event in the garden of The Anchor Inn on 18 August 2020. The Jack Jolly Award was presented to Mike and Lynne Conolly for organising the RBL appeal, their support of St Mary's Church through the Friends to raise funds and Lynne's co-ordination of WCN delivery. The KALC Community Award was presented to Karl Randall & Yolanda Helsloot for their community spirit and commitment to the village whilst running Wingham Post Office 2006-2019 and for providing a vital focal point and supporting so many village events and organisations.

ACHIEVEMENTS Our major projects for 2020/21 were the new Parish Council website which meets Government Accessibility Regulations, and, as part of the Council's Health & Wellbeing initiative, purchase of an outdoor gym at the Recreation Ground plus a table-tennis table at Elgars Field. The Council have also proceeded with the major project on the Council's Highway Improvement Plan, the 20mph zone, which residents were consulted on in February 2020. Action with Communities in Rural Kent were engaged to carry out a Local Housing Needs Survey of residents in February 2020 to assess the current need for affordable housing in the Parish.

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 tidied when possible and safe to do so by volunteers with plants added to garden areas. Tree & shrub maintenance was carried out at the Play Area and Elgars Field. Maintenance of street furniture was carried out and batteries replaced in the defibrillator kiosk and Speed Indicator Devices. An annual tree inspection of all Wingham PC-owned trees was carried out and tree work carried out at Elgars Field. A new sewn Union flag was purchased to replace the damaged printed flag and a new tree topper and lights for the Christmas Tree to be erected in 2021, all of which have been PAT tested. Mulch and six new saplings were purchased for the Recreation Ground. A type 1 stone was purchased to repair the entrance of Elgars Field and a brass plaque bought to replace the missing one on the bench outside St Mary's Church. Three new A3 signs were purchased and erected in the village car park and the annual inspection of the Play Area and the MUGA was carried out by Playdale Playgrounds.

COMMUNITY ACTIVITIES Sadly there were no Parish Council organised village activities this year due to the pandemic.

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 Wingham Community News. 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.

The Independent Internal Auditor of Accounts report for the 2019/20 Annual Return carried out in May 2020 stated that the Finance and Accounts for the year ending 2020 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 public budget meeting incorporated into the November meeting failed to attract any attendees.

SUMMARY OF PARISH COUNCIL ACCOUNTS 2020/2021

RECEIPTS	£
Balance in hand at 1 April 2020 including earmarked funds at 31.3.20	93519
Precept	53731
Interest on savings account	565
VAT Refund 2019-20	1745
Allotment Rents	215
Recreation Ground Rent	1
Grants	0
Miscellaneous (Donations/refund)	8
TOTAL	149784

Administration (detail)	£
Clerk's salary, pension, NI & heat/lighting expenses	12728
Annual subscriptions	936
Insurance	1983
Audit	460
Office supplies	310
Post and telephone	540
Hire of Village Hall	0
Water allotments	115
Tax Payments	0
Election costs	0
Reference books	124
TOTAL	17196

EXPENDITURE	£
Administration (as detailed above)	17196
Grants to village organisations	7793
Land maintenance	2617
Property maintenance	12755
IT expenses (zoom, new website, etc)	1255
Councillor's allowances	0
Chairman's allowance	50
Training and conferences	35
Trees and verges	1200
Capital expenditure	29104
Contingencies & Section 137	0
Miscellaneous (A4 frame, KCC fee, Amazon Prime error)	694
NB. These totals include £5881 VAT to be reclaimed	
TOTAL	72699

Earmarked Funds at 31.3.21	£
Community Event Fund	1500
Election Fund	2480
Health & Wellbeing Fund	0
IT Fund	3025
Partnership Funding	15161
Play Area	18853
Reserve for contingencies	25250
Village Organisations	107
TOTAL	66376

END OF YEAR BALANCE	£	77085
(total receipts minus total expenditure)		

NB. This total includes the earmarked funds noted above