

**WINGHAM PARISH COUNCIL**  
**Chairman's Annual Report**  
**April 2023 – March 2024**

**Finance, Capital Expenditure and Audit**

The accounts for 2023/24 balanced and the Independent Internal Auditor reported that the Financial Statements and Accounting Records for the year ending March 2023 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".

I'd like to thank our Parish Clerk, Kerry Coltham, for her excellent bookkeeping and the two councillors involved in the internal audit checks for their work.

No councillors took the Basic Allowance.

The Public Budget Meeting was incorporated with the Parish Council meeting in November 2023. After due consideration, a precept of £58,414.94 was set for 2023/24 which represents a 5.7% increase on last year and again with no grant from Dover District Council.

IT support continues with HIBITS with Office 365 provided for nine Councillors and the Clerk along with website maintenance. Zoom membership was renewed to carry out virtual on-line meetings if required however this has been discontinued for 2024. A new laptop was purchased for the clerk following the old one experiencing critical operating issues.

The following purchases were made during the year:

- A new laptop for the clerk (see above).
- A new Union flag, plus new halyard and base cover.
- A Welcome to Wingham poster winning entry enlargement for the Commemorative planter.
- An enhanced access portable toilet at the Recreation Ground (rented).
- 5x pavement parking signs.
- 4x Wingham Parish Council newsletter inserts for the Wingham Community News printed by Dover District Council.
- Architect drawings for the proposed extension to the Miles Room.
- Registration with the Information Commissioners office.
- Insurance including cyber insurance.
- Hire of hall for meetings.
- Membership renewals for KALC, NALC, FIT and SLCC
- Office stationery and seat support cushion for clerk.
- CCTV monthly line rental and annual maintenance.
- Water for the allotments.
- Compostable bags for the EcoGreen dog bag dispensing stations.

**Equipment Repairs, Maintenance and Inspections**

Maintenance of the public toilets was carried out by Dover District Council at a cost of £10950.28.

Ground maintenance was carried out by Harmer & Sons.

Tree felling, hedge maintenance, and tree pruning was carried out by Leaf Tree Services.

Red Lion Corner Garden, the Remembrance Garden and the Perennial Garden at the High Street crossing were maintained by volunteers with new plants donated and purchased.

Mulch was donated for trees at the Rec and spread by volunteers.

The annual Health & Safety inspections on village trees was carried out in April 2023.

The Remembrance Garden holly was pruned by Cliff Meader.

The High Street defibrillator was serviced, parts replaced, new batteries and kiosk lighting replaced.

The annual inspection of the Play Area, MUGA and Outdoor Gym was carried out by Playdale Playgrounds and the Play Area Zipwire mended.

A metal bollard was installed at the Elgars Field entrance.

High Street furniture was maintained as required by Cliff Meader.

**Grants, Donations and Projects**

Community Grants were awarded to the Recreation Ground, the PCC for the burial ground, the Pre-school, the Village Hall, the Scouts and Wingham Community News. Small capital grants were awarded to the Village Hall, Pre-school, the football club and the Scouts.

A donation was made to the RBL Poppy Appeal for the Remembrance Wreath and to the Dover District Beekeepers Association to support their management of Asian hornets.

The precept for 2024/25 once again includes funds for village organisation grants, plus a contribution to the new WPC Office Funds and amounts budgeted for general maintenance.

### **Training, Conferences and Meetings**

Emma Baker, Andy Cook, Sharon Addis and Enid Brice attended Dynamic Councillor training and Sharon Addis undertook data protection training.

Meetings attended by councillors and the Clerk include the A257 Traffic Group, the Village Hall Committee, the Recreation Ground Committee and KCC Highways meetings.

### **Village Activities**

The Remembrance Service took place on 12<sup>th</sup> November and Community Carols on 14<sup>th</sup> December 2023. A community litter pick took place on 16<sup>th</sup> March 2024.

### **Parish Councillor and Volunteer Roles and Responsibilities**

Cllr Sharon Addis	Chairman of the Parish Council
Cllr Emma Baker	Allotment checks, Training coordinator
Cllr Enid Brice	Planning Committee, Wingham Village Hall representative, GDPR
Cllr Dan Collins	Planning Committee Chairman
Cllr Andy Cook	Coopted July 2023. SID Maintenance and moving
Cllr Russell Graydon	Vice Chairman, Property Maintenance, AED Maintenance, Highways representative, Planning Committee
Cllr Bob Harvey	Flood Warden, Internal Finance, Planning Committee, Play Area checks
Cllr Martin Smith	Environment/sustainability, Tree Warden
Cllr Pat Young	SID Stats, Speedwatch Co-ordinator, Internal Audit
Bryan Curtis (resident)	A257 Traffic Group representative, Flag Warden
Wingham Foot Path Group	Footpath Warden

### **Thank You**

The Parish Council has limited resources both financially and in terms of manpower. We would not be able to achieve as much as we do without the support and work of Wingham residents and businesses. Working together means we have a vibrant community. Once again, I am indebted to all those who support our activities. I set out below those who I know have contributed to this and apologise in advance if I have forgotten anyone who should be thanked.

- My fellow Parish Councillors, our District and County Councillors and especially our Parish Clerk, Kerry Coltham. We welcomed Andy Cook as a new councillor.
- Our Independent Internal Auditor, Jess Gibbins, of Young's Accountancy.
- All village volunteers and residents who have attended meetings, responded to consultations, taken part in village events and tidied our village.
- Gareth Winters, Wingham Community News Editor & Lynne Connolly and the distributors of the Wingham Community News.
- Village Committees, Groups and Organisations.
- The village wardens: Footpath Warden – Wingham Footpath Group; Flagpole Warden – Bryan Curtis; and Tree Warden – Martin Smith.
- All those involved with the Christmas Tree including Michelle Abbott, Wingham Fire Brigade and the Dental Surgery.
- Village businesses who have displayed posters; Elgars Estate Agents for photocopying; The Dog at Wingham for supporting the "Welcome to Wingham" poster competition and community litter pick; Wilmshurst Bakery for supporting the community litter pick.
- Our local MPs, District/County and local Parish Councillors who have participated in the A257 Traffic Group aimed at improving road safety in the village and surrounding areas.
- Our county association, KALC, for its support and advice.
- The Speedwatch Team of volunteers.
- PC Jon Bowler, Neighbourhood Beat Officer, Dover Community Safety Unit.
- Wingham Primary School & children for participating in the poster competition.

**This concludes my Annual Report**

Cllr Sharon Addis  
Wingham Parish Council, April 2024