



Working with the community

**ANNUAL REPORT**  
**APRIL 2021 - MARCH 2022**

**Approved at a meeting of Council on Monday 13 June 2022**

## FOREWORD BY THE CHAIRMAN

This is my third annual report as Chairman of Wingham Parish Council but is the first that has been delivered to attendees of the Annual Parish Assembly in person due to the effect the COVID 19 Pandemic had on public gatherings. I am pleased to report that the Parish Council has been meeting in person since last July and, with the ongoing invaluable support of the Clerk, has been very actively engaged with the community.

*Cllr S Addis, Chairman*

**MEMBERS OF THE COUNCIL** At the virtual Annual Meeting of the Council in May 2021 Cllr Addis was re-elected as Chairman with Cllr Graydon re-elected as Vice-Chairman. Cllrs Brice, Catt, Collins & Prebble were elected as members of the Planning Committee. Offices for various roles including: Internal Financial Control, Internal Audit, Maintenance checks, Property checks, Allotment checks, Highways, Speed Indicator Device (SID) stats, Speedwatch, HR and GDPR were filled by Councillors and representatives for KALC and village organisations were agreed. Resident volunteer roles were also 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, the Kent Association of Local Councils, the A257 Traffic Group and other local organisations. Virtual conferences and training were also attended by Councillors and the clerk. 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 Finance Control Officer and undertook allotment checks. Cllr Collins chaired the Planning Committee. Cllr Colthart was the HR Rep and one of the KALC Dover Area Committee Reps. Cllr Graydon carried out property checks and defibrillator maintenance and was the Highways and Recreation Ground Rep. Cllr Harvey is a named 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:** Our Tree Warden, Chris Pike, maintained the Inventory and accompanied the arboriculturist during the Annual Tree Inspection; Andy Cook helped with SID maintenance; Bryan Curtis, A257 Group representative, continued to chair A257 meetings and as Flag Warden, changed flags as required throughout the year; the Wingham Footpath Group acted collectively as the Footpath Warden and walked the 30 footpaths crossing our Parish; and various residents helped tidy parish garden areas.

**MEETINGS** Parish Council meetings were held virtually in April and May and then in person from July 2021. There were no meetings in June or 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 virtually before the May Annual Meeting. All Annual Reports were displayed on the website for residents to read. The Community Awards presentation was held separately on 4 August in the garden of The Anchor Inn. The Jack Jolly Award was presented to the Wingham Newsagents Team: Kerry, Ray and recently retired Jean Penfold; for running the newsagents with genuine friendly efficiency and always greeting everyone with a smile. They adapted to the pandemic, maintaining deliveries throughout. The KALC Community Award was presented to The Anchor Inn team for their consistent commitment to the village in providing a much-needed hospitality service which they adapted to fit in with relevant Covid regulations. The other unseen ways that Michelle had supported residents and the village were also noted.

**ACHIEVEMENTS** Our major projects for 2021/22 were the 20mph zone through the village and 40mph buffer zone on Preston Hill; CCTV at the Recreation Ground; a 'bee-friendly' bus shelter and a granite plaque for the Remembrance Garden.

**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 Remembrance Garden in the High Street. Red Lion corner garden, the Perennial Garden, High Street roses and the Commemorative Planter were tidied by volunteers with plants added to garden areas and insect houses added to the Red Lion Corner garden. Wildflowers and seeds were planted at Elgars Field. Tree, hedge and shrub maintenance was carried out at the Play Area, Elgars Field and Remembrance Garden. An annual tree inspection of all Wingham PC-owned trees was carried out and subsequent work carried out at the Recreation Ground. Young trees at the Recreation Ground were mulched and a new 'Wingham Elm' tree purchased and planted at Elgars Field for the Queen's Green Canopy scheme. During the year maintenance for the WCs in St Mary's Meadow was paid to DDC. Maintenance of street furniture was carried out with KCC-owned streetlamps repainted. Adult and paediatric pads were purchased for the defibrillator and batteries changed as required. A Ukrainian National flag was purchased as a symbol of solidarity; and a bodycam purchased for Speedwatch volunteers. The annual inspection of the Play Area, MUGA and outdoor gym was carried out by Playdale Playgrounds.

**COMMUNITY ACTIVITIES** Members of the Parish Council took part in the Remembrance Day Parade and Service on 14 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 on 16 December 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, See-Saw Pre-School, Village Hall Management Committee, PCC for maintenance of the burial ground, Scouts 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 Independent Internal Auditor of Accounts report for the 2021/22 Annual Return carried out in May 2022 stated that the Finance and Accounts for the year ending April 2022 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 2021 meeting failed to attract any attendees.

**THANK YOU:** The Parish Council has limited resources both financially and in terms of workforce. We would not be able to achieve as much as we do without the support and work of the residents and businesses of Wingham. Working together means we have a vibrant community. Thank you to all those who have contributed to this.

**SUMMARY OF PARISH COUNCIL ACCOUNTS 2021/2022**

| <b>RECEIPTS</b>   | <b>£</b>      |
|---|---------------|
| Balance in hand at 1 April 2021<br>including earmarked funds at 31.3.21 | 77085         |
| Precept   | 53399         |
| Interest on savings account   | 8             |
| VAT Refund 2020-21  | 5881          |
| Allotment Rents   | 304           |
| Recreation Ground Rent  | 1             |
| Grants  | 4120          |
| Miscellaneous (Donations/refund)  | 4382          |
|   |               |
|   |               |
|   |               |
| <b>TOTAL</b>  | <b>145180</b> |

| <b>Administration (detail)</b>              | <b>£</b>     |
|---|--------------|
| Clerk's salary, pension, NI & WFH allowance | 13352        |
| Annual subscriptions                        | 1126         |
| Insurance                                   | 2577         |
| Audit                                       | 460          |
| Office supplies + IT costs                  | 1268         |
| Post and telephone                          | 547          |
| Hire of Village Hall                        | 220          |
| Water allotments                            | 90           |
| Tax Payments                                | 0            |
| Election costs                              | 0            |
| Reference books                             | 0            |
| <b>TOTAL</b>                                | <b>19640</b> |

| <b>EXPENDITURE</b>                                 | <b>£</b>     |
|--|--------------|
| Administration (as detailed above)                 | 19640        |
| Grants to village organisations                    | 7370         |
| Land maintenance                                   | 3746         |
| Property maintenance                               | 6906         |
| Councillor's allowances                            | 0            |
| Chairman's allowance                               | 49           |
| Training and conferences                           | 294          |
| Trees and verges                                   | 1161         |
| Capital expenditure                                | 4942         |
| Contingencies & Section 137                        | 382          |
| Miscellaneous & Projects                           | 18885        |
| NB. These totals include £3673 VAT to be reclaimed |              |
| <b>TOTAL</b>                                       | <b>63375</b> |

| <b>Earmarked Funds at 31.3.22</b> | <b>£</b>     |
|-----------------------------------|--------------|
| Community Event Fund              | 1500         |
| Election Fund                     | 2480         |
| Health & Wellbeing Fund           | 5000         |
| IT Fund                           | 2203         |
| Partnership Funding               | 3669         |
| Play Area                         | 18287        |
| Reserve for contingencies         | 29661        |
| Village Organisations             | 430          |
| New Office Fund                   | 5000         |
| <b>TOTAL</b>                      | <b>68230</b> |

|  |          |              |
|--|----------|--------------|
| <b>END OF YEAR BALANCE</b>               | <b>£</b> | <b>81805</b> |
| (total receipts minus total expenditure) |          |              |

NB. This total includes the earmarked funds noted above