

NORTHBOURNE PARISH COUNCIL

MINUTES

Meeting held on Thursday 12th February 2026 at 7pm
At Parish Hall, Northbourne

1. PRESENT AND APOLOGIES

In attendance: Cllrs Steve Morgan (Chair), Eileen Rowbotham and Michaela.
Clerk: Steph Woods

Apologies: Cllrs Brian Butcher; Mark Pays; Steve Manion (DDC) and Bridget Porter (KCC)

0 members of the public

2. DECLARATIONS OF INTEREST:

There were none.

3. MINUTES OF THE PREVIOUS MEETING

To approve the minutes of the ordinary meeting held on 8th January 2026
It was agreed that the minutes were an accurate representation of the meeting, proposed by Cllr Morgan, seconded by Cllr Rowbotham. ALL AGREED.

4. PUBLIC CONTRIBUTION TIME – limited to items on the agenda, maximum of 15 minutes in total.

None.

5. District/County reports

None.

6. PLANNING

- a). To consider any applications received by the date of this meeting.
1. 26/00084 - Erection of a single storey rear extension at West Street Farm, West Street Farm Road, Finglesham, Deal.
 2. 26/00177 - Erection of new dwelling (Self-build/Custom Build) at Finglesham Well, The Street, Finglesham, CT14 0NE

Neutral with no further comments on both applications. Clerk to submit comments to DDC Planning.

8. FINANCE

a). Payments and receipts

The balance as of 12th February 2026 is £21,121.47 (with £20,089.24 in savings account and £1,032.23 in current account).

Credits:

Unity Trust Interest - £89.24

Payments:

HMRC – Clerk PAYE - £86.31

Hugo Fox – Monthly Website Costs (Jan 2026) - £11.99

Stephanie Woods – Salary (Jan 2026)

Unity Trust – Monthly Service Fee (Jan 2026) - £6.00

EDF – £48.87

Cloud Next – Domain Hosting - £59.98

Parish Hall - £12.00

The above payments were approved, proposed by Cllr Morgan, seconded by Cllr Rowbotham. AGREED BY ALL.

8. PARISH COUNCIL/COMMUNITY MATTERS

- a. Bus shelter – still looking for a change of use to a community book share. Roof needs repairing and shelter needs painting plus our noticeboard/s need painting. Clerk to get quotes.
- b. Defibrillator at Crown – ongoing.
- c. Correspondence – the previous meeting venue was discussed after correspondence from a resident who was concerned about the suitability of the church rooms as a venue. Clerk has booked the Parish Hall for all proposed meetings in 2026 so an alternative venue should not be needed.
- d. Community Group – an update was given by Cllr Rowbotham that they are busy with the upcoming summer fete.
- e. Pavilion – the location of the keys was discussed again and it was agreed that if they are not located asap then Cllr Morgan will arrange to get the locks change Cllr Steve to do. The future of the Pavilion and the working group was discussed and it was suggested maybe the PC should ascertain what works need completing and costs associated with this before the group meetings to discuss its future.

9. ITEMS FOR FUTURE DISCUSSION

None.

10. CLOSE

There being no further business, the meeting closed at 19:42.

Date of Next Meeting – Thursday 19th March 2026 at 7pm