



**Minutes of the Meeting of Lenham Parish Council  
Held on 7<sup>th</sup> July 2021 at 7:30pm at Lenham Community Centre**

**PRESENT** Cllr. J Britt, Chairman presiding.

Cllrs. M Cockett, D Garland, K Hammond, M Michaelas, N Osborne, A Ratcliffe & A Walmsley.  
L Westcott (Clerk). J Bate (RFO) 2 Members of the public.

**PUBLIC PARTICIPATION**

(7.30pm - 7.50pm)

1 member of the public requested that a list of councillors be included on the notice board. This will be done when new councillors are co opted in September.

Chair opened the meeting at 7:35pm.

**21/37 APOLOGIES FOR ABSENCE RECEIVED**

Apologies received from Cllrs. M Ballard, S Heeley and M Lowe as well as MBC Cllrs. T Sams and J Sams.

Apologies accepted.

**21/38 TO RECEIVE DECLARATIONS**

Declarations of Interest on Agenda items. No declarations received.

Declarations to changes to the Register of Interests. No declarations received.

Requests for dispensations. No requests received.

**21/39 TO REQUEST NOTIFICATION**

The Chairman requested notification of intention to film, photograph or record any items.

No notification received.

**21/40 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 2<sup>nd</sup> JUNE 2021**

Cllr. A Walmsley proposed, Cllr. D Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 2<sup>nd</sup> June 2021** are a true record and were approved, adopted and signed by the Chairman of the Parish Council.

**21/41 PROGRESS OF RESOLUTIONS**

Cllr. N Osborne reported that an electrical inspection of 1A High Street had not been completed before purchase was completed, this has now been done.

L Westcott to put memorial bench paper on website.

Cllr. M Ballard to send L Westcott information regarding the train station rooms to circulate.

**21/42 VOTE ON COUNCILLOR CO OPTION FOR NORTH WARD**

Two co option candidates sent their apologies, so the was vote postponed until September council meeting.

**21/43 FINANCE**

a. Responsible Financial Officer Report (J Bate)

- i. Finance Accepted for 31/3/2021 accounts
- ii. AGAR drafted and audited by Internal Audit
- iii. Period of Execution of Public Rights
- iv. Final Phase – Pack up AGAR after the 20<sup>th</sup> and send off to PKF Littlejohn (External Audit)



Cllr. J Britt reported that the RFO is required to be an employed officer to satisfy Legal requirements and ensure future audit reports do not continue to highlight irregularities. A Contract of Employment has been drawn up. All agreed that this should be backdated to the 1<sup>st</sup> July 2021.

b. To authorise payments and note income:

	Cheque/Reference no:	Amount £
Thorneloe and Co - 141243		900.00
SLCC – 202416 & 202415		24.00
Tree Pro – 1415		300.00
Nathan Beale – 062 & 068 (includes £20 underpayment from previous invoice)		1688.00
1A High St Equipment Reimbursement - Nick Osborne		1470.47
Lenham Community Centre		62.00
JKP – Flowers (re-print)		280.00

J Bate highlighted that salaries throughout the year should remain payable by default despite any pandemic, Parish Council summer break etc. **ACTION** J Bate to work out standard salaries for himself and L Westcott to be paid monthly, any overtime to be agreed each month.

Cllr. D Garland proposed, Cllr. M Michaelas seconded and it was **RESOLVED** to make these payments along with the salaries for July.

**21/44 PLANNING AND IMPLEMENTATION (P&I) COMMITTEE REPORT**

- i. Cllr. A Walmsley reported that the Loder Close developers want to reduce the hedge height from the WPF side. Cllr. A Walmsley is to attend a meeting with borough councillors and developer.
- ii. Meeting notes were circulated from a meeting with MHS Homes. CIL money lower than expected from site at £80k instead of £360k. **ACTION** J Britt to gain legal advice from Solicitors dealing with site adjacent to Loder Close. MHS Homes are no longer interested in LPC taking over the play area.
- iii. Blue Farm application – turned down.
- iv. Sandpits Appeal – refused.
- v. Lenham village centre 20mph campaign – meeting planned with KCC, this aligns with conservation area appraisal. There will be a basic consultation with the public.  
**ACTION** Cllr. A Walmsley to draft a statement for consultation.

**21/45 TO RECEIVE THE MINUTES OF THE PLANNING AND IMPLEMENTATION MEETING 21st JUNE 2021**

Cllr. K Hammond proposed, Cllr. N Osborne seconded and it was **RESOLVED** that the minutes and reports of the P&I meeting held on Wednesday 21<sup>st</sup> June 2021 are a true record and were approved, adopted and signed by the Chairman of the P&I Committee.

**21/46 TO RECEIVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES MEETING 16<sup>th</sup> JUNE 2021**

- i. An asset register is to be put together over the next few meetings, J Bate and L Westcott to draft.
- ii. Grant application for Lenham Christmas Lights for £500.  
Cllr. D Garland proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to accept the grant.
- iii. Grant Application for Speedwatch Group for £73.20. Cllr. A Walmsley proposed, Cllr. N Osborne seconded and it was **RESOLVED** to accept the grant.
- iv. Grant application for Young at Heart Group for £300.  
Cllr. N Osborne proposed, Cllr. M Michaelas seconded and it was **RESOLVED** to accept the grant.



- v. Volunteers Day – Cllr. N Osborne reported that the date has had to be changed due to a change in COVID regulations. £500 will be required, Cllr. A Ratcliffe proposed and Cllr. K Hammond seconded and it was **RESOLVED** to pay £500 towards the event.

Cllr. A Ratcliffe proposed, Cllr. K Hammond seconded and it was **RESOLVED** that the minutes and reports of the F&GP meeting held on Wednesday 16<sup>th</sup> June 2021 are a true record and were approved, adopted and signed by the Chairman of the F & GP Committee.

#### **21/47 PREPARING FOR MAIDSTONE LOCAL PLAN**

Cllr. K Hammond reported that MBC are continuing to push for the Heathlands development and don't appear to be considering any other options. At the recent SPI meeting at MBC on 6 July 2021, a delay to the local plan was confirmed with the consultation now planned for October/November 2021. Further discussions were held on how LPC will prepare to respond.

All agreed that a working group meeting is required to decide on LPC responses and funding options for these. Cllr. N Osborne reported that for any additional funding required, this will require a public consultation and community engagement.

Cllr. N Osborne proposed and Cllr. A Ratcliffe seconded and it was **RESOLVED** to hold an additional working group meeting to discuss the way forward. This is scheduled for 14<sup>th</sup> July. **ACTION** Cllr. J Britt to invite MBC and KCC councillors. All proposals from this meeting will be taken to September's full council meeting for resolution

#### **21/48 OPENING OF OFFICE AT 1A HIGH STREET**

L Westcott presented the proposed office opening hours, to start with these will be Tuesdays, Wednesdays and Thursdays from 10am till 1pm. This will be reviewed in three months. **ACTION** L Westcott to measure wall to determine map size required. Security was discussed, **ACTION** NO to get further advice on the CCTV set up.

#### **21/49 SWIMMING POOL**

Cllrs. J Britt, D Garland and M Lowe met with the swimming pool committee. An article will be included in the Lenham Focus, a survey is to be prepared to gain local opinion and the next meeting will be in September.

#### **21/50 WILLIAM PITT FIELD**

Two enquiries have been received regarding the use of the WPF, one for a wedding reception and one for a food van. All agreed to ask the opinion of the Lenham Wanderers football club as the main users of the field and report back to F&GP.

#### **21/51 COUNCILLOR SPOKESPERSON REPORTS INCLUDING PROJECT UPDATES**

- i. New nursery building - Cllr. A Ratcliffe reported that the ecological consultants have confirmed that no bats have been located during the surveys at the old allotments building, currently waiting for the report.
- ii. Village Signposts – Cllr. D Garland reported that these are currently being installed.
- iii. Toilets – Cllr. J Britt reported that £1000 has been sent to the solicitors to cover MBC's legal costs and progress the lease.

#### **21/52 CORRESPONDENCE RECEIVED**

- i. Additional space is required in the cemetery for ashes, **ACTION** L Westcott to contact Steven Waring to see if this is something he can do or recommend anyone.
- ii. LPC has been advised the PCSO John Boyd will be changing areas as part of a reorganisation.
- iii. Cllr. A Ratcliffe reported that the shop signs installed that are not in line with guidance have not been changed/removed. **ACTION** A Ratcliffe to draft an email to send to MBC and send to L Westcott.

The meeting closed at 22:05