



Report of the Finance and General Purposes Committee Wednesday 20th July 2022 at 7:30pm

PRESENT Cllr. J Britt Chairman presiding.
Cllrs. N Osborne, A Ratcliffe, A Walmsley & K Hammond
J Bate, (RFO), L Westcott (Clerk)

Public Participation:

No members of the public present.

1. APOLOGIES FOR ABSENCE

No apologies.

2. DECLARATIONS OF INTEREST ON THE AGENDA

Cllrs. N Osborne and A Ratcliffe declared an interest in Lenham Nursery School.
No other interests declared.

3. MINUTES FROM F&GP 15th JUNE 2022

The minutes of the F&GP meeting held on 15th June 2022 were agreed as being accurate.

4. FINANCIAL REPORT (by RFO J Bate)

- a. Payment Card – J Bate reported that he has begun to look at the process involved in setting up a payment card. The council standing orders will need to be updated and the procedure for its use will need to be agreed at full council to mitigate the reduction of control.
ACTION J Bate to draft documents for agreement and complete application form
ACTION L Westcott to order items for London Bridge via existing methods.
- b. Pension – not progressed, this will be reviewed at August's F&GP.
- c. Utilities Review – Cllr. N Osborne has begun to review the EDF bills securing a cheaper tariff. J Bate has been looking at payments made to Scottish Power and the account is currently in credit.
ACTION J Bate and L Westcott to continue to review all Utilities and record accurately what accounts are active for each site on the asset register (Parish online).
- d. MBC Local Plan Review – Quotes have been provided for legal representation at the Local Plan Inspection. J Bate has reviewed the budget and provided a verbal breakdown.
ACTION J Bate to provide all figures in a written format.

5. UPDATE ON S106 AND CIL MONIES DUE

L Westcott reported that no CIL money is due at present. There is a pending amount of S106 monies of £204,979 available. D Garland was responsible for overseeing S106 and CIL money, but has recently resigned. Cllr. N Osborne agreed to step in to oversee this in the short term.

6. PROJECTS UPDATE

- a. The Cross – Cllr. A Ratcliffe reported that the working party worked hard over the weekend spreading and stamping down new chalk. It was a shame to see the fire affecting the grass and adjacent field later the same day. A thorough site check was completed following completion of the works and nothing was left behind that could have caused a fire. An article will be included in the next Lenham Focus. Work on the steps and gates will begin this week.

- b. Lenham Nursery School – Cllr. N Osborne reported that a meeting is to be held next Tuesday.
- c. Sale of strip of land at WPF – Cllr. J Britt reported that the new solicitors have received all the required information to progress matters. One will be dealing with the Heads of Terms and one will be dealing with the S106 agreement.
- d. Cherry Downs Picnic Site – Cllr. N Osborne reported that the tree works were now complete. A management plan for the site is required and a new gate system would make the site more accessible.
ACTION Cllr. N Osborne to start compiling a plan.
- e. Play areas – L Westcott reported that due to Cllr. resignations, no one is currently allocated to checking the play areas. It was suggested that three people take it on with one per site for the interim period. It was agreed that L Westcott would be responsible for Ham Lane Play area, Cllr. N Osborne for Cherry Close play area and Cllr. A Ratcliffe for WPF. These should be checked every one-two weeks.
ACTION L Westcott to send the latest information and a check list for each site.
- f. Skate Ramp – Cllr. A Walmsley and L Westcott met a representative from Corrosion Protection Systems Ltd at the Skate ramp. A sample of GRP was provided and it was agreed that it would be a hardwearing surface resistant to weathering with little maintenance required. Cllr. A Ratcliffe said it would be important for the GRP to overlap round the edges so that it cannot be pulled off. More information and a detailed quote will be provided and circulated.

7. CORRESPONDENCE RECIEVED

- a. Cllr. N Osborne reported that the repeat prescription requests process at Len Valley Surgery was not running smoothly and everyone appears to have a different experience. It was agreed that LPC should write to the manager to pass on concerns raised.
ACTION L Westcott to write to practice manager.
- b. L Westcott reported that residents are expecting a souvenir brochure for the QPJ as promised by recently resigned Cllrs. It was suggested that the Lenham Focus team may be able to help design it.
ACTION Cllr. J Britt to discuss with the Lenham Focus editor.
- c. L Westcott reported that the market has requested the public WCs be open for the next market day on 14th August. L Westcott is on holiday so Cllrs. N Osborne and K Hammond offered to open and close them.
- d. L Westcott reported that all Cllrs. have been informed of the three Cllr. resignations and MBC have confirmed receipt of the Cllr. vacancy notices.

8. SUMMARY OF RECOMMENDATIONS TO COUNCIL

None

The meeting closed at 22:00

Signed as a true record on this day 7th September 2022.....

Chairman of Finance and General Purposes Committee