



## **Minutes of the Meeting of Lenham Parish Council**

### **Held on 1<sup>st</sup> September 2021 at 7:30pm at Lenham Community Centre**

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

Cllrs. M Ballard, M Cockett, D Garland, K Hammond, S Heeley, M Lowe, N Osborne, A Ratcliffe & A Walmsley.  
L Westcott (Clerk), J Bate (RFO), 6 Members of the public.

#### **PUBLIC PARTICIPATION**

The Community Warden gave an update on his recent work - medication runs have now stopped for all but those that request them, awareness being raised over the appropriate use of E Scooters and the elderly clubs have restarted.

1 member of the public is keen for the Northern section of Lenham Cemetery to be a wildflower meadow with the Lenham Meadows Trust managing it.

1 member of the public asked what the council's plans were for the Cross centenary. Heritage Lenham are planning a series of talks to run in correlation with other events. It was agreed that LPC will work jointly with Heritage Lenham on the organisation of the events and September 2022 would be an appropriate month as the Cross was unveiled in September 1922. This member of the public also asked about the LPC response to the submission of further details in relation to the planning application on Old Ashford Road. L Westcott will invite the member of the public to the next P&I meeting when submitted documents will be discussed.

2 members of the public wished to be considered for the two councillor vacancies for North Ward. The first candidate gave a brief outline on his background and what projects he is interested in being involved with on the council. The second candidate gave a brief outline on previous volunteer work and connections he has in the village.

The Chairman thanked the members of public for attending and opened the meeting at 8pm.

#### **21/53 APOLOGIES FOR ABSENCE RECEIVED**

Apologies for absence were received from Cllr. M Michaelas and borough Cllrs. T Sams and J Sams and county Cllr. S Prendergast  
Apologies accepted.

#### **21/54 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.

#### **21/55 TO REQUEST NOTIFICATION**

The Chairman requested notification of intention to film, photograph or record any items.  
No notification received.

#### **21/56 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 7<sup>th</sup> JULY 2021**

Cllr. D Garland proposed, Cllr. N Osborne seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 7<sup>th</sup> July 2021** are a true record and were approved, adopted and signed by the Chairman of the Parish Council.



## **21/57 PROGRESS OF RESOLUTIONS (for information purposes)**

Included in agenda.

## **21/58 VOTE ON COUNCILLOR CO-OPTION FOR NORTH WARD**

Cllr. N Osborne proposed, Cllr. M Cockett seconded and it was **RESOLVED** unanimously to co-opt Mr Paul Culver and Mr Mic Lowe as members for the North Ward.

## **21/59 FINANCE**

- a. Responsible Financial Officer Report (J Bate)

J Bate presented a table showing the budget remaining for this year. Going forward the budget and all direct debits will be subject to a quarterly review at F&GP.

- b. To authorise payments and note income:

<b>Description</b>	<b>References:</b>	<b>Amount</b>
B/P to: MR C HILL (Down to Earth)	Ref: LENHAM PC KENT	-1,035.00
B/P to: Amiga Fire and Sec	Ref: 81841/83392	-108.00
B/P to: EDF Energy	Ref: 671158744144	-213.57
B/P to: Hold the Zero Ltd	Ref: LPC RFO	-353.06
B/P to: Lionel Robbins	Ref: LENHAM PC	-240.00
B/P to: Mrs J Bevan (Geraniums)	Ref: LENHAM PC KENT	-30.00
B/P to:  Lotus Design (Printing)	Ref: 12901	-62.40
B/P to: MBC	Ref: ACC:601895	-4,659.60
B/P to: Nathan Beale	Ref: LENHAM PC KENT	-1,330.00
B/P to: Native Ecology (Bat Survey)	Ref: INV 0937	-1,188.00
B/P to: Mrs Lisa Westcott (reimbursements)	Ref: LPC CLERK	-55.32
B/P to: Paul Waring	Ref: 13345	-2,539.20
B/P to: Peter Goodwin (Village Signposts)	Ref: 1192	-1,790.00
B/P to: Seymour & Saunders	Ref: PS210614	-132.00
B/P to: HMRC Cumbernauld	Ref: 577PL00100512	-480.23
B/P to: HALLETT & CO (WC lease)	Ref: CTE/MJD/LE1917.6	-1,000.00
B/P to: Hold the Zero Ltd	Ref: LPC RFO	-433.33
B/P to: HMRC Cumbernauld	Ref: 577PL00100512	-480.23
B/P to: C P ROOTS	Ref: LPC SPEEDWATCH	-36.60

Cllr. M Lowe proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to make these payments along with the salaries for August. Cllrs. N Osborne and D Garland to authorise the payments on-line.

## **21/60 PLANNING AND IMPLEMENTATION (P&I) COMMITTEE REPORT by Cllr. A Walmsley**

- There are three outstanding planning matters including East Lenham Farm and land North of Old Ashford Road. Both of these are included on the agenda for the next P&I meeting.
- MBC Enforcement team have begun to look at the removal of soil in a driveway on Headcorn Road.
- Works on the Limes in the Square has caused concern to some residents, **ACTION** A Walmsley to look into previous planning applications and clarify works being completed.



- d. MBC enforcement are waiting for adoption of the Lenham Square Conservation Appraisal to take forward issues regarding shop signs. **ACTION** A Ratcliffe to draft an email to send to A Walmsley to send to MBC.

**21/61 TO RECEIVE THE MINUTES OF THE PLANNING AND IMPLEMENTATION MEETING 23<sup>rd</sup> AUGUST 2021**

Cllr. N Osborne proposed, Cllr. K Hammond seconded and it was **RESOLVED** that the minutes and reports of the P&I meeting held on Wednesday 15<sup>th</sup> September 2021 are a true record and were approved, adopted and signed by the Chairman of the P&I Committee.

**21/62 TO RECEIVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES MEETING 18<sup>th</sup> AUGUST 2021**

- a. Installations of CCTV for office quote is £1848  
Cllr. A Walmsley proposed, Cllr. M Cockett seconded and it was **RESOLVED** to spend £1848 to set up CCTV in office.
- b. Cllr. N Osborne reported on quotes received for defibrillators, there maybe a potential for a deal if three are purchased. **ACTION** N Osborne to gain more quotes.
- c. Cllr. N Osborne is waiting for a quote for the meeting room office sign.  
Cllr. D Garland proposed, Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes of the F&GP meeting held on Wednesday 18<sup>th</sup> August 2021 are a true record and were approved, adopted and signed by the Chairman of the F&GP Committee.

**21/63 LEGAL ADVICE FOR LAND REAR OF LODER CLOSE**

Knights Solicitors have quoted £340- £640 +VAT to escalate complaint to MBC. They will collate all the relevant information and send to the Local Government Ombudsmen and also request LPC expenses be paid. Cllr. M Lowe proposed and Cllr. M Ballard seconded and it was **RESOLVED** to spend up to £640 +VAT to escalate complaint. **ACTION** J Britt to instruct Knights Solicitors.

**21/64 PREPARING FOR MBC LOCAL PLAN**

- a. To add £10,000 to 21/22 budget to spend on expert advice:  
*To account for additional expert advice relating to the Regulation 19 Consultation of the Maidstone Borough Council Local Plan the consultation of which is due to take place at some point between October 2021 and February 2022 and which will bring forward plans for the borough for the period 2023 to 2037, under provisions set out in Section 111 of the 1972 Local Government Act, Lenham Parish Council **resolves** to move £10,000 from its held reserves to increase the 2021 /2022 budget from £157,067 to £167,067. Lenham Parish Council **resolves** that should this amount be only partially used for the stated purpose the remainder will be returned to held reserves.*  
All in agreement.
- b. To include an item in future budgets to allow for legal action relating to public examination  
*To account for the collection of expert opinion in relation to the briefing for and delivery of legal action relating to the public examination of the Maidstone Borough Council Local Plan review for the period 2023 to 2037, which is expected during the 2022/2023 financial year, under provisions set out in Section 222 of the 1972 Local Government Act Lenham Parish Council **resolves** to include an amount to be determined at the annual budget review to be included in the parish budget for the 2022/2023 financial year. This sum will specifically support the activities as set out in this resolution and will be additional to the agreed running costs of the Parish Council.*  
All in agreement.
- c. Donations received will be accepted to support actions under a and b. Any amount received in excess shall be donated to the Lenham Meadows Trust.



*Under provisions set out in Section 139 of the 1972 Local Government Act Lenham Parish Council **resolves** that any external donations received, via crowd-funding or other donation related activities, will be accepted to support the action taken under Resolution 2 1 September 2021, which itself is supported by provisions in Section 222 of the 1972 Local Government Act, and that those funds will be used specifically for the collection of expert opinion, the briefing for and delivery of legal action relating to the public examination of the Maidstone Borough Council Local Plan review which currently is for the period 2023 to 2037.*

*Should the amount received from external sources be in excess of the amount required then Lenham Parish Council **resolves** that an amount, which will be published once the issues relating to the Maidstone Borough Council Local Plan for the period 2023 to 2037 are resolved, will be donated to the Lenham Meadows Trust to support that Charity's activities to acquire, enhance and preserve green space around the parish of Lenham.*

All in agreement. Cllrs. M Cockett and N Osborne abstained due to conflict of interest.

- d. To serve notice to MBC that LPC will be reviewing the Lenham Neighbourhood Plan.  
Cllr. M Lowe proposed and Cllr. A Ratcliffe seconded and it was **RESOLVED** to notify MBC that LPC will be reviewing the Lenham Neighbourhood Plan.

#### **21/65 CEMETERY**

- a. Risk Assessment – it was agreed that LPC will identify memorials of most concern and ask stone masons for a quote.
- b. Maintenance options – to be discussed at F&GP, maintenance could help with a.
- c. Northern area – Lenham Meadows Trust are to come forward with a proposal for management of the Northern area.

#### **21/66 TRAINING**

L Westcott presented some training options that would be useful to attend:

- a. Introduction to Local Council Administration for clerk provided by SLCC - £120 + VAT
- b. Budgeting Basics, SLCC for clerk and RFO - £35 + VAT
- c. Introduction to Planning Obligations for clerk, RFO and Cllr. D Garland - £35 + VAT
- d. Cemetery Legal Compliance by SLCC for clerk - £165 + VAT

Cllr. M Lowe proposed and Cllr. A Ratcliffe seconded and it was **RESOLVED** that all the training courses should be attended.

#### **21/67 CORRESPONDENCE RECEIVED**

- a. The brown tourist sign on the A20 East of Lenham is bent – **ACTION** A Ratcliffe to look at this and see if it can be fixed.
- b. MBC's community protection team are looking to hold surgeries in Lenham – suggested locations include the Bow Window and the Cornerhouse Café.
- c. The meeting room at 1A could be hired out for £10 an hour.
- d. The archeological finds from Tanyard Farm North should be displayed in the village.

The meeting closed at 22:00