



NOTICE OF THE ANNUAL GENERAL MEETING

Of Lenham Parish Council 7.30pm – 7.50pm on Wednesday 4th May 2022

AGENDA

1. Apologies for absence received.
2. To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.
3. To request notification of intention to film, photograph or record any items.
4. Election of Parish Council Chairman.
5. Election of Parish Council Vice Chairman.
6. Formation of Committees – Planning and Implementation, Finance and General Purposes
7. Councillor Spokespersons – as per current responsibilities / vacancies
8. Appointment of Representatives for KALC, Community Centre and Honeywood & Douglas Alms-Houses Charity.
9. Dates and Times of Council and Committee Meetings.

NOTICE OF THE LENHAM PARISH COUNCIL MEETING

AGENDA

Public Participation 7.50 – 8.10pm

1. Apologies for absence received.
2. To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.
3. To request notification of intention to film, photograph or record any items.
4. To sign as a correct record the minutes of the Parish Council Meeting on 6th April 2022.
5. Progress of resolutions from 6th April meeting (for information purposes only)
6. Finance:
 - a. Responsible Financial Officer Report
 - b. To authorise payments and note income (Details of payments and income to be tabled)
 - c. To consider contribution of £240 to RFO for laptop
 - d. To consider overtime payment of £485.12 to RFO in lieu of holiday
 - e. To note adjustment in NALC pay scales for 21/22 year
 - f. Grant Applications – proposed annual timeframe for submissions
7. Planning and Implementation Committee Report
8. To sign as a correct record the minutes of the Planning and Implementation Committee meeting on 25th April 2022.
9. To sign as a correct record the minutes of the Finance and General Purposes meeting on 20th April 2022.
 - a. To consider setting aside 50% after fees from the initial agreement funds relating to the sale of the WPF to Sports and Recreation Group
10. Sale of the strip of land at the William Pitt Field, to consider changing representing solicitors from Hallett & Co to Kate Jardine of Thomson Snell & Passmore LLP and acceptance of the proposed legal fees:
 - a. £2500 – Section 106 agreement
 - b. £750 – Option Agreement, Heads of Terms
 - c. Payment of fees for existing work undertaken by Hallett & Co (TBA)
11. To consider purchasing a flagpole for the square for up to £100
12. Village litter pick event – 28th May 2022
13. Annual Parish Assembly – an opportunity to provide comments/feedback
14. Councillor spokesperson's reports including project updates
15. To report correspondence received (for information purposes only)

Signed: 
Lisa Westcott
Clerk to Lenham Parish Council

27th April 2022