



**Minutes of the Meeting of Lenham Parish Council**  
**Held on Wednesday 7<sup>th</sup> June 2023 at 7:30pm at Lenham Community Centre**

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

Cllrs. P Culver, D Earl, K Hammond, S Heeley, M Michaelas, N Osborne, A Ratcliffe & A Walmsley

J Bate RFO, L Westcott Clerk

4 Members of the public.

**Public participation**

1 member of the public requested an updated list of cllr. responsibilities to be included on the notice board. L Westcott will do this when the list has been finalised.

1 member of the public introduced himself as the applicant for a Street Traders Licence near Old Shelve Farm at the bottom of Rayners Hill. Following questions from Cllrs. the following points are of note:

- a. The applicant has considered options along the A20 since leaving Victoria's and would like to be close to Lenham near current customers with good visibility from the road.
- b. The vehicle would be removed from site every night.
- c. Water and power would be brought onto the site.
- d. The landowner is installing hard standing regardless of whether the proposed street trading licence is granted.
- e. There will be 10-15 parking spaces.
- f. The applicant reported that no objections have been received from local residents and KCC Highways, but it is not known which local residents have been consulted or whether KCC Highways have logged the request and responded.

1 member of the public from the cricket club asked about the timescales on works to the footpath. Cllr. A Walmsley advised that the fence will be replaced at the end of August and he has liaised with the landowner.

1 member of the public attended as an observer interested in becoming a cllr.

The chair opened the meeting at 19:55.

**23/23 Apologies for absence received.**

Apologies were received and accepted from Cllr. D Turner.

**23/24 To receive declarations**

Declarations of interest on Agenda items. Cllr. M Michaelas declared a conflict of interest to item 23/28.

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

Requests for dispensations. No new requests received. Cllr. K Hammond has an existing dispensation in relation to the MBC Local Plan.

**23/25 To request notification of intention to film, photograph or record any items.**

There were none.

**23/26 To sign as a correct record the minutes of the Parish Council Meeting on 10<sup>th</sup> May 2023.**

Cllr. A Ratcliffe proposed, Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 10<sup>th</sup> May 2023** are a true record and were approved, adopted and signed by the Chairman of the Parish Council.

**23/27 Progress of resolutions from 10<sup>th</sup> May meeting (for information purposes only)**

Cllr. A Walmsley reported that he has scheduled a meeting with the chair of the allotments association.



Cllr. P Culver reported that the primary school are reviewing extension options.

**23/28 To consider response to updated information provided to street trading licence application at Old Shelve Farm**

Cllr. M Michaelas declared a conflict of interest due to his business.

Cllr. J Britt reported that further information has been received from the applicant and MBC have asked for an updated response from LPC. Cllr. J Britt read the response from the AONB unit sent to MBC licencing.

Cllr. A Ratcliffe stated that there has been a previous decision to not permit development North of the A20. Cllr. D Earl requested further information on the consultation process. Cllr. S Heeley declared he has previously spoken to the applicant and does sympathise with the lack of location options, KCC Highways appear to have no objections, although it is unknown if they actually responded.

Cllr. J Britt asked all Cllrs. to vote on whether to accept the licence:

Object = 7      Approve = 1      Abstain = 1

The objection was supported by the majority of Cllrs.

**ACTION** L Westcott to respond to MBC Licencing to confirm no change to the previously made objection.

**23/29 Finance (taken in a different order to agenda):**

a. Responsible Financial Officer Report includes:

d. To authorise payments and note income:

J Bate reported that the payment list has been reviewed at F&GP.

Cllr. A Walmsley proposed, Cllr. K Hammond seconded and it was **RESOLVED** to make the payments tabled. Cllrs. N Osborne and J Britt to authorise the payments on-line.

e. To update on revised bank authorities

Cllr. K Hammond has provided ID. J Bate will remind all at F&GP.

f. To update on payment card application

J Bate has not progressed this.

b. To review and approve annual governance statement

J Bate reported that the internal audit is booked for 14<sup>th</sup> June and will be reported to F&GP.

Cllr. A Ratcliffe proposed and Cllr. P Culver seconded and it was **RESOLVED** to accept and sign the Annual Governance Statement 2022/23.

c. To review unaudited accounting statements

Cllr. N Osborne proposed and Cllr. A Ratcliffe seconded and it was **RESOLVED** to accept and sign the draft unaudited accounting statements 2022/23.

**23/30 To sign as a correct record, the minutes of the Finance and General Purposed Committee meeting on 17<sup>th</sup> May 2023**

Cllr. K Hammond proposed and Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes of the F&GP meeting held on Wednesday 17<sup>th</sup> May 2023 are a true record and were approved, adopted and signed by the Chairman of the F&GP Committee.

**23/31 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 22<sup>nd</sup> May 2023 plus report for May**

Cllr. N Osborne proposed and Cllr. D Earl seconded and it was **RESOLVED** that the minutes of the P&I committee meeting held on Wednesday 22<sup>nd</sup> May 2023 are a true record and were approved, adopted and signed by the Chairman of the P&I Committee.

a. Cllr. A Ratcliffe proposed and Cllr. P Culver seconded and it was **RESOLVED** to accept the proposed costs from PMC Planning to represent LPC at the planning appeal for Wyndrush, Platts Heath.

b. Planning consultation - 23/501919, No 13 Millside Cottages, Lenham – all agreed no comments.



**23/32 To consider grant application from Lenham Cricket Club for £1000**

The grant application was discussed; it is for a community event that would not just benefit the cricket club. All agreed to support the grant providing LPC support is publicised and that a stand/table could be used at the event for engagement.

Cllr. M Michaelas proposed and Cllr. J Britt seconded and it was **RESOLVED** to accept the grant and give £1000 to Lenham Cricket Club.

**23/33 To review vacant Councillor responsibilities as per circulated list**

The responsibility sheet was reviewed and updates all agreed. This will be available on the Notice board and website.

**23/34 To review dates of committee meetings**

Cllr. J Britt proposed swapping the dates of the committee meetings in order to cover planning consultation times. All agreed to do this as a trial for three months – July – September inclusive and to be reviewed at the October full council meeting.

**23/35 Project Updates**

- a. Cllr. A Ratcliffe reported that the edges to the Cross have been cut.
- b. Cllr. N Osborne reported that the emergency services were fantastic in their response to the explosion at Old School Close.

**23/36 To report correspondence received**

- a. Complaints received about weeds on high street. L Westcott to instruct.
- b. J Bate reported that he has received a request for financial information from a member of the public.
- c. Cllr. A Walmsley reported that a resident is having issues with his wall being hit on the roadside in Platts Heath. This will be reviewed at P&I.

**The meeting closed at 22:00**

Signed as a true record on this day 5<sup>th</sup> July 2023.....

Chairman of Lenham Parish Council