



## NOTICE OF THE MEETING

Of Lenham Parish Council 7:30pm on Wednesday 4<sup>th</sup> June 2025  
Osborne Room, Lenham Community Centre

### To: All members of the Parish Council

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend the Annual Meeting of Lenham Parish Council on Wednesday 4<sup>th</sup> June 2025 at 7.30 p.m.  
The meeting will be held in Lenham Community Centre, Groom Way, Lenham, ME17 2QT

**Lisa Westcott**

Clerk and RFO, Lenham Parish Council  
28<sup>th</sup> May 2025

### Agenda

**Public participation:** members of the public are welcome to address the council

*A period of 20 minutes has been set aside during which the Parish Council invites Questions from Parishioners present.*

25/27 Apologies for absence received.

25/28 To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.

25/29 To request notification of intention to film, photograph or record any items.

25/30 In accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, the Council is to determine which items, if any, should be taken with the public and press excluded.

25/31 To sign as a correct record the minutes of the Annual Parish Council Meeting on 7<sup>th</sup> May 2025.

25/32 Progress of resolutions from 7<sup>th</sup> May meeting (for information purposes only).

25/33 Staffing Committee report

25/34 To sign as a correct record the minutes of the Finance and General Purposes meetings on 28<sup>th</sup> May 2025

- a. To authorise payments for May and note income  
(Details of payments and income tabled in May F&GP minutes)
- b. Internal Audit report – to receive and note with advice on capital expenditure
- c. Annual governance statement – to approve
- d. Unaudited accounting statements – to approve

25/35 To receive the clerk's report for May 2025 (including the Financial Report)

25/36 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 21<sup>st</sup> May 2025

- a. To consider responses to the planning applications in Appendix A

25/37 To consider adoption of the following policies:

- a. Expenses Policy
- b. Document Retention and Disposal Policy
- c. Freedom of Information Policy
- d. Grants Policy - review
- e. Recording of meetings policy

25/38 – To consider grant application from the Lenham Cricket Club

25/39 – To consider report for proposed Village Wifi

25/40 – To consider quote for the geraniums of £576.

25/41 Update from meetings attended/ planned (for information purposes only)

25/42 Project Updates (for information purposes only)

25/43 To report correspondence received (for information purposes only)

#### **Appendix A**

<b>Application Number</b>	<b>Address</b>	<b>Application Content</b>
25/501959/MOD106	Land North Of Old Ashford Road Lenham Kent	Modification of s106 Planning Agreement by mutual agreement dated 28th September 2018 relating to 17/500357/HYBRID to allow amendments to schedule 5 paragraph 8.2 in regard of occupation trigger.
25/501900/FULL	Old Shelve Farm, Ashford Road Lenham ME17 2DT	Addition of four new roof lights.

*If you require a printed copy of this agenda, please request this from the parish office during opening hours.*

