



Minutes of the Meeting of Lenham Parish Council
Held on Wednesday 2nd April 2025, 7:30pm at Lenham Community Centre

PRESENT Cllr. J Britt, Chair presiding.

Cllrs. P Culver, D Garland, S Heeley, J Murray, N Osborne, A Ratcliffe, D Turner & A Walmsley.
L Westcott (Clerk), S Newell (Deputy Clerk)

Public participation

5 members of the public present.

2 members of the Lenham Market management team updated LPC on the current situation as follows:

- A new street traders licence has been granted by MBC.
- The market received an award for the Farm Retail Association Farmers Market of the year.
- There have been issues with accessing the bank account, a new one has been set up.
- A new market committee needs to be set up, Managers to contact LPC to arrange.

MBC Cllrs. T& J Sams reported the following:

- Bretts are holding a consultation event tomorrow (4:30pm – 8pm) on the new sandpit.
- There will be Heathlands consultation events on 10th and 13th May.

The chair opened the meeting at 7:55pm.

24/178 Apologies for absence received.

Apologies were received and accepted from Cllrs. D Earl and K Hammond.

24/179 To receive declarations.

Declarations of interest on Agenda items. Cllr. N Osborne declared an interest in Lenham Nursery.

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

Requests for dispensations. No new requests received, current dispensations stand for Cllr. S Heeley.

24/180 To request notification of intention to film, photograph or record any items.

There were none.

24/181 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.

There were none.

24/182 To sign as a correct record the minutes of the Parish Council Meeting on 5th March 2025.

Cllr. J Murray proposed, Cllr. D Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 5th March 2025** are a true record and were approved, adopted and signed by the Chair of the Parish Council.

24/183 Progress of resolutions from 5th March meeting (for information purposes only)

Cllr. J Britt reported that he asked Harrietsham PC about the role of the KCC Community Warden, no report is available to share, only monthly updates on work completed.

24/184 To sign as a correct record the minutes of the Finance and General Purposes meeting on 25th March 2025

Cllr. D Garland proposed, Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes of the meeting held on **Monday 24th March 2025** are a true record and with the recommendations were approved, adopted and signed by the Chair.



- a. To authorise payments and note income for March:
A table of the payments and income for March is included in the minutes from F&GP.
Cllr. A Ratcliffe proposed, Cllr. D Turner seconded and it was **RESOLVED** to make all the payments.
L Westcott has received the invoice for the defibrillators and asked to include this on the payment list.
Cllr. A Ratcliffe proposed, Cllr. J Murray seconded and it was **RESOLVED** to add this payment to this list.
ACTION Cllrs. D Garland and A Walmsley to authorise the payments online.
- b. Cllr. D Garland proposed, Cllr. D Turner seconded and it was **RESOLVED** for LPC to organise and spend up to £300 on an Easter egg trail event from the events budget.
- c. Cllr. P Culver proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to use the remaining budget (£1000) for defibrillators to contribute to the new defibrillator at Lenham Community Centre and add the annual maintenance contract cost to the contract for the other new defibrillators at £200.
- d. Cllr. N Osborne proposed, Cllr. P Culver seconded and it was **RESOLVED** to authorise Safeplay to complete operational play park inspections for 25/26.

24/185 To receive the clerk's report for March 2025 (including Financial Report)

L Westcott presented the report for March.

34/186 To consider adoption of the following policies

L Westcott presented the following policies for adoption, some additions were suggested:

- a. Credit Card Use Policy – update to “purchase card Policy”.
- b. Action Plan 25/26 – “Ongoing” will be updated to “monthly/quarterly” when assessed at meetings.
- c. Equality and Diversity Policy – no suggestions.
- d. Health and Safety Policy – add statement with reference to committee.
- e. Sickness and Absence Policy – reference employment contracts

With slight amendments as above, all agreed to adopt the Policies to be published on our website.

24/187 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 19th March 2025

Cllr. J Britt proposed, Cllr. S Heeley seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 19th March 2025** are a true record and with the recommendations were approved, adopted and signed by the Chair.

Cllr. A Walmsley reported that the proposed update to the Highways Improvement Plan will be discussed with KCC.

- a. To consider responses to the planning applications in Appendix A
25/500980/AGRIC (Gipps Oast) – Proposed position of building now acceptable, but still concerns regarding the use of the lanes by large vehicles/lorries. **ACTION** Cllr. A Walmsley to draft a response.
25/500931/FULL (Shepherd Farmhouse) – No comments.
25/501122/FULL (91 Robins Close) – Object due to overdevelopment. **ACTION** Cllr. A Walmsley to draft a response.
- b. Cllr. P Culver proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to instruct P McCreery to represent LPC at the upcoming appeal for the Gables for a fee of £2000.

24/188 To consider recommendations for the play park refurbishments – please see circulated report

S Newell outlined the proposals for the refurbishment of the play parks that had been reviewed in detail and recommended by the working group. Some small amendments to the final plans were suggested.

- a. Cllr. D Turner proposed, Cllr. S Heeley seconded and it was **RESOLVED** to instruct Wicksteed to refurbish Ham Lane play park.
- b. Cllr. J Murray proposed, Cllr. D Turner seconded and it was **RESOLVED** to instruct HAGS to refurbish Cherry Close play park.



24/189 To consider placement of a memorial bench in Cherry Close play park

Cllr. P Culver proposed, Cllr. D Garland seconded and it was **RESOLVED** to accept in principle the placement of a memorial bench in Cherry Close play park for Kaz Gupwell. The style and installation details are to be agreed.

24/190 To receive a report from the Staffing Committee

L Westcott reported that a recruitment panel has been established, and interviews are being set up.

24/191 To update on the Local Government Reorganisation

L Westcott circulated a report for information. Parish Councils have been advised to establish who owns what assets in their areas. KALC will send local councils all the latest information.

24/192 To discuss plans for VE Day 80 celebrations

Cllr. A Ratcliffe outlined the latest plans for VE Day 80, he is organising someone to serve tea and coffee. S Newell will speak to Kent Loves and the Chequers about pre-ordering food.

24/193 To review plans for the Annual Parish Meeting

L Westcott outlined plans for the meeting. Catering has been booked.

24/194 Update from meetings attended/ planned

- i. Cllr. D Garland attended a virtual meeting on EV Chargers.
- ii. Cllr. S Heeley reported that the latest tourism meeting was cancelled, but work continues on a leaflet and getting quotes for cycle racks.
- iii. Cllr. A Ratcliffe reminded everyone of the Cross clean up on Saturday 5th April.

24/195 Project Updates (for information only)

- i. Cllr. N Osborne reported that the planning application for the nursery has been validated.
- ii. Cllr. J Murray reported that one quote received for village Wifi is £23,000, a follow up meeting is being planned to review this.
- iii. Cllr. D Garland reported that the floor project in 1A is nearly complete, the cupboard has been fitted today and the carpet will be fitted later this week.
- iv. Cllr. D Garland reported that there have been some delays with the WCs, the doors are being ordered.
- v. Cllr. D Turner reported that the village spring clean up will take place on 17th May.

24/196 To report correspondence received

- a. L Westcott reported that a member of the public has reported concerns regarding the nature of posts being authorised on the KLS facebook page. Cllrs. do not want to be involved and advised the enquirer to contact the admin of the page directly.
- b. L Westcott reported on concerns about a parcel of land recently put up for sale on Boughton Road. Cllr. A Walmsley has also been approached. LPC know nothing about it.

The meeting closed at 22:00

Signed as a true record on this day 7th May 2025.....
Chair of Lenham Parish Council