



Minutes of the Meeting of Lenham Parish Council
Held on Wednesday 4th June 2025, 7:30pm at Lenham Community Centre

PRESENT Cllr.. J Britt, Chair presiding.

Cllr.. D Earl, D Garland, S Heeley, N Osborne, A Ratcliffe, & A Walmsley.

L Westcott (Clerk), S Newell (Deputy Clerk), A Ratcliffe (Finance & Admin Clerk)

Public Participation

3 Police officers updated LPC on:

- William Pitt Field gate incident
- The Harrow – no new information available
- No reports of bikes on the Pilgrims Way
- Positives of having a Community Support Officer in the village
- PC Cox joined PLC facebook as well as Keep Lenham Safe social media accounts

1 member of the public reported the following:

- Unhappiness regarding the weeds and untidy nature of Lenham Square as well as path through the churchyard
- Enquiry regarding more resources available for village upkeep.

25/27 Apologies for absence received.

Apologies were received and accepted from Cllr.. M Michaelas, P. Culver, D Turner, J Murray, K Hammond and MBC Cllr.s. T & J Sams.

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

Declarations of interest on Agenda items. No declarations received.

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

Requests for dispensations. No new requests.

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

There were none.

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:

There were none.

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

Cllr. D. Garland proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 7th May 2025** are a true record and were approved, adopted and signed by the Chair of the Parish Council.

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

Authorise transfer to savings.

25/33 Staffing Committee report to include:

Cllr.. D Earl asked for a meeting date asap in order to discuss future proofing and staff contingency.



25/34 To sign as a record the minutes of the Finance and General Purpose meeting on 7th May 2025.

Cllr.. D. Garland proposed, Cllr. A. Walmsley seconded and it was **RESOLVED** that the minutes of the meeting held on **7th May 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 May
A table of payments and income for May is include in the minutes from F & GP. Cllr. A. Walmsley proposed, Cllr. A. Ratcliffe seconded and it was **RESOLVED** to make all payments.
ACTION Cllr. N. Osborne and. Garland to authorise the payments online.
- b. The Annual Internal Audit Report was received and noted.
- c. Cllr. A Walmsley proposed, Cllr. D Garland seconded and it was **RESOLVED** to approve the Annual Governance Statement 2024/25. The Chair and Clerk of the meeting signed the Annual Governance Statement.
- d. Cllr. A Ratcliffe proposed, Cllr. D Garland seconded and it was **RESOLVED** to approve the Accounting Statements for 2024/25. The Chair signed the Accounting Statements.

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

L. Westcott presented the report for May, including an update on Bronze Award application.

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

Cllr.. J. Britt proposed, Cllr..D. Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **21st May 2025** are a true record and with the recommendations were approved, adopted and signed by the Chair.

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

25/501959/MOD106 (Land North of Old Ashford Road) – LPC objected to proposed modification,
Cllr. A. Walmsely to draft comments.
25/501900/FULL (Old Shelve Farm) – No Comment

25/37 To consider adoption of the following policies:

L Westcott presented the following policies for adoption:

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

Cllr.. J. Britt proposed, Cllr. D. Earl seconded and it was **RESOLVED** to adopt these policies and to be published on LPC website. With a suggested amendment to the document Retention and Disposal Policy.

25/38 To consider grant application from Lenham Cricket Club

Cllr. A. Ratcliffe proposed, Cllr. D. Earl seconded and it was **RESOLVED** to grant £1200 to Lenham Cricket Club.

25/39 To consider report for proposed Village Wifi

Cllr. D. Garland reported on the Orbital quotation, the monthly amount was queried and suggestions made to reach out to other suppliers. **ACTION:** Audrey R to contact Headcorn and Staplehurst PC to gain information on their systems.



25/40 To consider quote for the geraniums of £876.

Cllr. S. Heeley proposed, Cllr. D. Earl seconded and it was **RESOLVED** to accept the quote of £876.00 from Coolings for geraniums for village planters.

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

- a) Cllr. S. Heeley reported that the Lenham School are completing a video around the village on 30th June
- b) Cllr. A. Ratcliffe attended meeting re doors at Maidstone Road Toilets
- c) Cllr. A. Walmsley & Cllr. J. Britt attended a meeting with Church about the Community Hub,
- d) Cllr. J. Britt to attend Stakeholder meeting (Heathlands), Cluster meeting on 17th June and KALC 19th June
- e) Cllr. N. Osborne to attend a meeting with Sarah Emberson 25th June at Lenham Nursery.
- f) L. Westcott to meet Meopham Fencing at William Pitt Field on 10th June regarding the gate damage.
- g) P & I 18th June
- h) F & GP 23rd June

25/42 Project Updates (for information purposes only)

- a) S Newell reported provisional dates have been set for Ham lane and Cherry Close play parks work to commence. Facebook post to be written.
- b) L. Westcott reported Maidstone Road Car park surveys have now been completed.
- c) Cllr.. N Osborne & Cllr. A. Ratcliffe are reviewing the Nursey planning terms and composing response.

25/43 To report correspondence received

- a) Cllr. A. Ratcliffe asked for LPC approval for re-doing of REME plaque at cost of £300.
- b) L. Westcott confirmed a phone call from Lenham Storage re Ham Lane closures.
- c) Cllr. A. Ratcliffe requested LPC permission to purchase new blind spot mirror in Sandway. Cllr. A. Ratcliffe to suggest appropriate mirror.

The meeting closed at 21:50

Signed as a true record on this day 2nd July 2025.....
Chair of Lenham Parish Council