



Minutes of the Meeting of Lenham Parish Council
Held on Wednesday 4th December 2024, 7:30pm at Lenham Community Centre

PRESENT Cllr. J Britt, Chair presiding.

Cllrs. P Culver, D Earl, D Garland, K Hammond, S Heeley, M Michaelas, J Murray, N Osborne, D Turner & A Walmsley.
L Westcott (Clerk)

Public participation

2 members of the public present.

One member of the public recently met with the head of the Lenham School to discuss heritage and tourism. They have requested a role of Honour for their Remembrance gathering and asked if LPC can attend the school. They would like to adopt a local charity—can LPC provide a list of local charities? There is also concern over the lack of local activities for teenagers. Cllr. J Britt reported that this is KCC’s remit; the school is likely to be more appropriate to lead on this.

Cllr. A Walmsley stated the member of public’s letter on archaeology at the Abbey Homes site was interesting and they should write to MBC. **ACTION** Cllr. J Britt to provide planning officer details.

The chair opened the meeting at 19:55.

24/104 Apologies for absence received.

Apologies were received and accepted from Cllr. A Ratcliffe, as well as J Bate (RFO) and MBC Cllrs. T&J Sams.

24/105 To receive declarations.

Declarations of interest on Agenda items. Cllr. N Osborne declared an interest in Lenham Nursery (item 24/116). Cllrs S Heeley and K Hammond declared an interest in item 24/114. Cllr. J Britt declared an interest in item 24/110a.

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

Requests for dispensations. No new requests received, current dispensations stand for Cllrs. K Hammond and S Heeley.

24/106 To request notification of intention to film, photograph or record any items.

There were none.

24/107 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.

Cllr. D Earl requested that item 24/112 be taken in a confidential session.

Cllr. J Britt requested that item 24/114 be taken in a confidential session.

All agreed.

24/108 To sign as a correct record the minutes of the Parish Council Meeting on 6th November 2024.

Cllr. D Garland proposed, Cllr. D Earl seconded and it was **RESOLVED** that the minutes of the meeting held on

Wednesday 6th November 2024 are a true record and were approved, adopted and signed by the Chair of the Parish Council.

24/109 Progress of resolutions from 6th November meeting (for information purposes only)

L Westcott reported that we are awaiting a date for the skate ramp to be fixed – this is weather dependent.

24/110 To sign as a correct record the minutes of the Finance and General Purposes meeting on 25th November 2024

Cllr. D Garland proposed, Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes of the meeting held on Monday 25th November are a true record and with the recommendations, were approved, adopted and signed by the Chair.



- a. To authorise payments and note income:
A table of the payments and income for November is included in the F&GP minutes.
L Westcott reported that the Safeplay invoice (£178.20) for play park inspections needs to be included in the payments, Cllr. D Turner proposed, Cllr. N Osborne seconded and it was **RESOLVED** to add the invoice to the list. Cllr. S Heeley proposed, Cllr. D Turner seconded and it was **RESOLVED** to make all the payments including Safeplay.
ACTION Cllrs. D Garland and N Osborne to authorise the payments online.
- b. To consider LPC contributions to staff pensions
L Westcott summarised the report circulated. Cllr. D Earl proposed LPC increase contributions to 15%, Cllr. D Garland seconded and it was **RESOLVED** to increase LPC pension contributions to 15%.
- c. To consider tender proposals for public toilet reconfiguration
L Westcott reported that Cllrs. at F&GP would like Cllr. A Ratcliffe's opinion on the applications. As he was not present, this was put on hold until F&GP on December 16.
- d. Update on the draft budget 25/26:
L Westcott will circulate the latest version and invited everyone to review it and make comments.
- e. Countryside have requested a deferral of the second payment for the strip of land at the WPF due in December 2024. Cllr. P Culver proposed, Cllr. N Osborne seconded and it was **RESOLVED** to accept the proposal to defer the payment to January 3rd 2025. It was **RESOLVED** to instruct Kate Turnham of Thomson Snell & Passmore LLP to prepare the Deed of Variation. Costs will be covered by Countryside. It was noted there will also be an additional interest payment to the parish of £2500.
- f. Cllr. D Garland proposed, Cllr. K Hammond seconded and it was **RESOLVED** to accept the quote of £1750 from Salus for Building Control Approving Service if no other comparable quote can be found. **ACTION** Cllr. A Ratcliffe to contact other companies to discuss the project and request a quote.

24/111 To receive the clerk's report for November 2024 (including Financial Report)

This was circulated to all Cllrs. Points to note include...

- a. The office will be closed from 23rd December to 6th January for the Christmas holiday period.

24/112 To sign as a correct record the minutes of the staffing committee meeting on 18th November

To be taken in a confidential session as per 24/107.

24/113 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 20th November

Cllr. J Britt proposed, Cllr. J Murray seconded and it was **RESOLVED** that the minutes of the meeting held on Wednesday 120th November 2024 are a true record and with the recommendations, were approved, adopted and signed by the Chair.

Cllr. A Walmsley reported that the meeting with LWFC is organised for 17th December. The road names suggestions and the response to the byway consultation have all been submitted.

Cllr. J Britt reported that the LPC land agent has been contacted by the East Lenham Farm land agent and they would like to meet in January. It was agreed that Cllrs. J Britt, D Garland and N Osborne will attend with P McCreery.

- a. The following responses were agreed to Planning Applications:
24/504828/LAWPRO (Shepton 28 Glebe Gardens Lenham Kent ME17 2QA) – No comments
24/504692/FULL (27 Honywood Road Lenham Kent ME17 2HH) – No comments
24/504718/FULL (Shepherds Lenham Forstal Road Lenham Heath Kent ME17 2JG) – No comments
- b. Cllrs. J Britt and K Hammond attended the Heathlands SPD meeting – a summary was circulated. MBC would like to complete the SPD by August 2025. Technical documents may be given to those attending to review. Cllr. J Britt stated that LPC will require professional help reviewing these documents.



Cllr. D Garland proposed, Cllr. A Walmsley seconded and it was **RESOLVED** to engage P McCreery (Planning Consultant) and other specialist services to review documents.

24/114 To consider request for support to SOHL (up to £6300) as per circulated confidential report

All agreed to be taken in confidential session as per 24/107.

24/115 To consider quote for CCTV upgrade at the WPF for £3016.80

The CCTV project was discussed more broadly, it was agreed to put this on hold and arrange a separate meeting with Cllrs. D Garland, J Murray, N Osborne and A Walmsley.

24/116 To consider resubmission of planning application for Lenham Nursery up to £1500

Cllr. N Osborne explained that the planning decision has expired so the application needs to be resubmitted.

Cllr. J Murray proposed, Cllr. D Garland seconded and it was **RESOLVED** to resubmit the planning application.

24/117 To consider response to the MBC Gypsy, Traveller and Showpeople Plan Preferred Approaches Consultation

Cllr. A Walmsley has drafted a response, any additions should be sent to L Westcott.

ACTION L Westcott to submit the response by 12th December.

24/118 Update from meetings attended/ planned

- a. Cllrs. J Britt and K Hammond attended the SPD meeting and will attend the next one on 16 January 2025.
- b. Cllrs. D Garland, K Hammond, J Murray and D Truner have attended training “ Finance for councillors”
- c. Cllr. D Garland has also attended Scribe training on budget setting.
- d. Cllrs. J Britt and N Osborne attended a meeting with Helen Whately MP.
- e. Cllr. J Britt attended the KALC transport seminar.

24/119 Project Updates (for information only)

- a. Tourism – working group meeting on Friday 6th December.
- b. Speedwatch will begin in the new year.

24/120 To report correspondence received

- a. Cllr. M Michaelas reported that the Village Stores sign will be replaced.

The meeting closed at 21:45 and entered a closed session.

Signed as a true record on this day 8th January 2025.....

Chair of Lenham Parish Council