



NOTICE OF THE LENHAM PARISH COUNCIL MEETING
ON WEDNESDAY 5th FEBRUARY 2025 AT 7.30pm IN OSBORNE ROOM, COMMUNITY CENTRE

AGENDA

PUBLIC PARTICIPATION 7.30-7.50pm

- 24/141 Apologies for absence received.
- 24/142 To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.
- 24/143 To request notification of intention to film, photograph or record any items.
- 24/144 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.
- 24/145 To sign as a correct record the minutes of the Parish Council Meeting on 8th January 2025.
- 24/146 Progress of resolutions from 8th January meeting (for information purposes only).
- 24/147 To sign as a correct record the notes of the Finance and General Purposes meetings on 27th January 2025
- a. To authorise payments for January and note income
(Details of payments and income tabled in F&GP minutes)
 - b. To confirm signing of Bank Reconciliation report and bank statement
 - c. To note and review actions from the interim internal audit report
 - d. To confirm amendment to insurance policy to increase the Fraud and Dishonesty from £175,000 to £2million for £1,541.03 (up to end of September) as recommended by internal auditor
 - e. To review cemetery and allotment fees
- 24/148 To receive the clerk's report for January 2025 (including Financial Report)
- 24/149 To receive report from parish council staffing committee
- a. To consider recruitment to cover staff maternity leave
- 24/150 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 22nd January 2025
- a. To consider responses to the planning applications in Appendix A
 - b. To consider information received from Countryside
- 24/151 To consider applying for Bronze Local Council Award Scheme for £130 in May's application window
- 24/152 To consider the following policies for adoption:
- a. Dignity at Work/Bullying and Harassment Policy
 - b. Disciplinary Policy and Procedure
 - c. Grievance Policy and Procedure
 - d. Publications Scheme
 - e. Training / Learning and Development Policy
 - f. Substitution Policy - review
- 24/153 To consider going to tender for Cherry Close and Ham Lane Play park improvements
- 24/154 Update from the Tourism Group
- 24/155 Update from meetings attended/ planned
- 24/156 Project Updates (for information only)
- 24/157 To report correspondence received

Signed: *LAWestcott*
Lisa Westcott- Clerk to Lenham Parish Council

30th January 2025

Appendix A

Application Number	Address	Application Content
KCC/SCO/MA/0002/2025	Chapel Farm, Lenham Heath Road, Lenham Heath, Kent	REQUEST FOR A SCOPING OPINION UNDER THE TOWN AND COUNTRY PLANNING (ENVIRONMENTAL IMPACT ASSESSMENT) REGULATIONS 2017 (REGULATION 15)
25/500233/TPOA	8 Churchill Cottages, Liverton Hill, Sandway, Kent, ME17 2NJ	TPO application to reduce the crown of one Ash tree, reduce the height by 2 meters and 1 meter on both sides of the width (two metres across the width) as the tree overhangs the driveway and the workshop.
25/500268/TCA	Car Park, Maidstone Road, Lenham, Kent, ME17 2QH	Conservation area notification: 2 x Ash - Fell to ground level. 1x Sycamore - Raise canopy to provide 3 metres clearance above ground level.
24/505018/FULL	Land South Of Lenham Heath Road, Lenham Heath, Maidstone, Kent, ME17 2BP	Retrospective application for change of use of land to a Gypsy/Traveller site including 1no. mobile, 1no. tourer, associated parking, fencing, landscaping and installation of package treatment plant.
25/500159/LBC	23A Maidstone Road Lenham Kent ME17 2QH	Listed Building Consent for restoration and repair works to property including removal of a staircase, creation of a new hallway and relocation of the kitchen to the ground floor, and creation of a new bathroom and ensuite to the first floor. Replacement of electrics, plumbing and boiler system, flooring, and removal and replacement of wall plaster where needed.

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