



PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE LENHAM PARISH COUNCIL
HELD ON THE 8th MAY 2019 7.30pm AT THE COMMUNITY CENTRE

PRESENT Cllr. R Greenwood, Chairman presiding.

Cllrs. J Britt, M Cockett, C Huggens, N Osborne, A Ratcliffe & A Walmsley.

M McFarlane (Clerk & RFO) Cllr. V Foster representing Harrietsham Parish Council.

2 Members of the public.

19/01 APOLOGIES OF ABSENCE RECEIVED

The Council accepted apologies for absence from Cllrs. M Ballard and P Scrivens.

County Cllr. S Prendergast, Borough Cllrs. T & J Sams, PCSO J Boyd.

Apology received 9th May from Cllr. M Lowe.

19/02 TO RECEIVE DECLARATIONS

Declarations of interest on Agenda items. No declarations received.

Declarations of changes to the Register of Interests. None were declared.

Request for dispensations. No requests received.

19/03 TO REQUEST NOTIFICATION

The Chairman requested notification of intention to film, photograph or record any items.

No notification received.

19/04 ELECTION OF CHAIRMAN

All members present from the uncontested election of 2nd May 2019 signed the

Declaration of Acceptance forms in the presence of the Clerk.

There remain two vacancies for the South Ward which will be advertised.

Cllr. N Osborne proposed and Cllr. M Cockett seconded the nomination of Cllr. R Greenwood.

It was **RESOLVED** that **Cllr. R Greenwood be elected as Chairman.**

Cllr. R Greenwood wished it to be noted that he only intends to remain as Chairman until such time the Neighbourhood Plan is made and adopted.

19/05 ELECTION OF VICE CHAIRMAN

Cllr. C Huggens proposed and Cllr. J Britt seconded the nomination of Cllr. A Walmsley.

It was **RESOLVED** that **Cllr. A Walmsley be elected as Vice-Chairman.**

19/06 FORMATION OF COMMITTEES

A Finance and General Purposes

Cllr. R Greenwood offered to continue chairing the F & GP meetings. All Cllrs. agreed.

Cllr. R Greenwood and Cllr. A Walmsley sit on the committee as ex-officio members.

Cllr. J Britt nominated and Cllr. M Cockett seconded the nomination of Cllr. N Osborne.

It was **RESOLVED** that **Cllr. N Osborne be elected to sit on the F & GP Committee.**

Cllr. N Osborne nominated and Cllr. A Ratcliffe seconded the nomination of Cllr. C Huggens.

It was **RESOLVED** that **Cllr. C Huggens be elected to sit on the F & GP Committee.**

Cllr. R Greenwood nominated and Cllr. C Huggens seconded the nomination of Cllr. M Cockett.

It was **RESOLVED** that **Cllr. M Cockett be elected to sit on the F & GP Committee.**

Cllr. C Huggens nominated and Cllr. J Britt seconded the nomination of Cllr. M Ballard.

It was **RESOLVED** that **Cllr. M Ballard be elected to sit on the F & GP Committee.**



B Planning Committee

Cllr. Walmsley offered to continue chairing the Planning meetings. All Cllrs. agreed.
Cllr. R Greenwood and Cllr. A Walmsley sit on the committee as ex-officio members.
Cllr. A Ratcliffe nominated and Cllr. C Huggens seconded the nomination of Cllr. M Ballard.
It was **RESOLVED** that **Cllr. M Ballard be elected to sit on the Planning Committee.**
Cllr. M Cockett nominated and Cllr. R Greenwood seconded the nomination of Cllr. Ratcliffe.
It was **RESOLVED** that **Cllr. A Ratcliffe be elected to sit on the Planning Committee.**
Cllr. N Osborne nominated and Cllr. J Britt seconded the nomination of Cllr. C Huggens.
It was **RESOLVED** that **Cllr. C Huggens be elected to sit on the Planning Committee.**
Cllr. N Osborne nominated and Cllr. A Ratcliffe seconded the nomination of Cllr. M Cockett.
It was **RESOLVED** that **Cllr. M Cockett be elected to sit on the Planning Committee.**
Cllr. C Huggens nominated and Cllr. A Ratcliffe seconded the co-option of Cllr. J Britt.
It was **RESOLVED** that **Cllr. J Britt be co-opted to sit on the Planning Committee.**

C NEIGHBOURHOOD PLAN GROUP

Cllr. R Greenwood nominated and Cllr. N Osborne seconded the nomination of Cllr. J Britt.
It was **RESOLVED** that **Cllr. J Britt be elected to sit on the Neighbourhood Plan Group.**

19/07 COUNCILLOR SPOKESPERSONS

Cllrs. present agreed roles and responsibilities, a full copy will be advertised on the notice boards and on the Lenham Parish Council website.

19/08 REPRESENTATIVES KALC, COMMUNITY CENTRE, DOUGLAS ALMS HOUSES.

Cllr. Greenwood will be the KALC representative, Mr. J Nye continues in his role on behalf of the LPC as Community Centre Trustee and Cllr. M Ballard continues as a Douglas Alms House Trustee.

19/09 HARRIETSHAM PARISH COUNCIL MEETINGS

The Clerk circulated the rota for the attendance of LPC Cllrs. at the Harrietsham Parish Council meetings.

19/10 DATES AND TIMES OF PARISH COUNCIL MEETINGS

Cllr. R Greenwood proposed, Cllr. M Cockett seconded and it was **RESOLVED** all meeting dates and times remain the same. The details will be advertised on the notice boards and web-site.

Cllr. R Greenwood signed the declaration of acceptance of office as Lenham Parish Council Chairman.
Cllr. A Walmsley signed the declaration of acceptance of office as Lenham Parish Council Vice Chairman.

Following the completion of the above business, the AGM was closed, and the Chairman opened the first meeting of the uncontested elected Lenham Parish Council to the public at 7.55pm.

PUBLIC PARTICIPATION

The Chairman welcomed the members of the public and Cllr. V Foster representing Harrietsham Parish Council. There were no questions from the members of the public. The Chairman confirmed there are two vacancies for members to serve the South ward.

19/11 APOLOGIES FOR ABSENCE RECEIVED

The Council accepted apologies for absence from Cllr. P Scrivens, County Cllr. S Prendergast, Borough Cllrs. T & J Sams, PCSO J Boyd, Community Warden M Sherwood.
(Cllr. M Ballard arrived at 9pm after representing LPC at a Douglas Alms House Charity meeting)



19/12 TO RECEIVE DECLARATIONS

Declarations of interest on the Agenda items. No declarations received.
Declaration of changes to the Register of Interests. None were declared.
Request for dispensations. No requests received.

19/13 TO REQUEST NOTIFICATION

The Chairman requested notification of intention to film, photograph or record any items.
No notification received

19/14 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING

Cllr. N Osborne proposed, Cllr. J Britt seconded, and it was **RESOLVED** that the minutes of the Parish Council Meeting held on the **3rd April 2019** are a true record and were approved and adopted and signed by the Chairman of the Parish Council.

19/15 PROGRESS OF RESOLUTIONS (For information purposes only)

Following the presentation at the April meeting concerning the proposed youth club facility in the village, Cllr. J Britt liaised with the youth work team to help progress the project.

19/16 NEIGHBOURHOOD PLAN REPORT

NHP members have requested more cooperation from MBC officers in progressing the plan and sought clarification, in relation to funding contributions for education and highways provision from Section 106 and CIL monies. Infrastructure delivery group meetings continue to progress master planning aims in conjunction with design statements to coordinate all sites for connectivity. Full Neighbourhood Plan Group minutes are published on the website.

19/17 TO RECEIVE THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING

Cllr. N Osborne proposed and Cllr. A Ratcliffe seconded, the instruction to remove the tree to the rear of Loder Close as per the quote. The Clerk will inform Aspen Tree Services.
The future maintenance of the Cross will be an agenda item for June, Cllr. A Walmsley suggested a volunteer group could form a working party.
The landscape services contract will include the Glebe pond area. Cllr. N Osborne suggested a working party could meet at the picnic site to collect the wood recently cut from the hedge to be piled in readiness for burning.

Cllr. A Ratcliffe proposed, Cllr. N Osborne seconded, and it was **RESOLVED** that the minutes of the meeting held on **17th April 2019** are a true record and the recommendations were approved, adopted and signed by the Chairman of the Finance & General Purposes Committee.

19/18 TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING

The Chairman outlined the applications considered and flagged up concerns raised by a resident relating to a development on Flint Lane. Cllr. A Ratcliffe confirmed the dwelling was within regulatory guidelines.

Cllr. R Greenwood proposed, Cllr. C Huggens seconded, and it was **RESOLVED** that the minutes of the meeting of the **17th April 2019** are a true record and the recommendations were approved, adopted and signed by the Chairman of the Planning Committee.



PARISH COUNCIL

19/19 REPORTS FROM COUNCIL SPOKESPERSONS & CLLRs. ATTENDING OUTSIDE MEETINGS

Cllr. J Britt confirmed no further communication has been received about the proposed lorry park.

Cllr. N Osborne reported the Lenham Meadows Trust open day at the Glebe pond was a success and the LMT website has membership details.

Cllr. A Ratcliffe outlined the consultation event for the proposed new nursery facility at the Ham Lane site to be held Saturday 18th May from 9am. Confirmation of the viability of the site to develop an affordable and deliverable project before submitting a planning application will be fully discussed with parishioners.

Cllr. M Ballard reported the possibility of providing more Douglas Alms Houses in the village, subject to costings and funding options.

Cllr. M Ballard will continue to ensure the S106 monies due for the possible refurbishment of the skate park equipment at William Pitt field will be forthcoming from MBC. An article for Focus magazine and the LPC website will be produced to request ideas for possible alternative uses of the site to encourage all age groups to use the facility.

Cllr. V Foster was pleased to confirm the new Harrietsham Parish Council office was now open.

19/20 FINANCE

a) To approve accounts for payment (Details of accounts to be tabled)

Made by Falcon. Web-site Service April.	5051	60.00
Lenham Community Centre. Room hire.	5052	222.00
BTF Partnership. NHP advice re land value.	5053	675.00
M McFarlane Petty cash (Annual Assembly)	5054	209.78
Made by Falcon Web-site annual hosting fee.	5055	72.00
Orchids Catering. Annual Assembly.	5056	300.00
Down to Earth. Handyman duties April.	5057	660.00
JJ Ault Tree Surgeons Ltd. Tree maintenance (The Limes)	5058	410.00
Cannon Hygiene Duty of care WCs.	5059	25.51
Jen Contractors Litter/Dog bins.	5060	756.00
Amiga Security. CCTV maintenance	5061	54.00
SSE Southern Electric Allotment site.	5062	46.32
Business Stream. WCs waste water supply.	5063	402.03

Salaries and expenses detailed as Appendix A and filed with a signed copy of these minutes.

Details of monies received

Allotment rents 2019-2020	320.00
Allotment water account (final invoice)	198.69
Cemetery fees.	900.00

Cllr. R Greenwood proposed, Cllr. A Walmsley seconded, and it was **RESOLVED** to make the payments. Cllrs. N Osborne and M Cockett signed the cheques on behalf of Lenham Parish Council.

b) Bank mandate

Cllrs. M Cockett, R Greenwood, N Osborne and P Scrivens remain as the cheque signatories.

19/21 CORRESPONDENCE RECEIVED (For information only) Dealt with under agenda items.

19/22 MEETING DATES

Finance & General Purposes & Planning 15th May.

Planning 3rd June Parish Council 5th June F & GP & Planning 19th June

The meeting closed at 9.25pm

