



**Minutes of the Meeting of Lenham Parish Council**  
**Held on Wednesday 2<sup>nd</sup> July 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, K. Hammond, J. Murray  
L Westcott (Clerk), A Ratcliffe (Finance & Admin Clerk)

**Public Participation**

1 member of the public - KCC Councillor Sarah Emberson.

Sarah has recently been elected as the local councillor for Maidstone Rural East Division.

**25/ Apologies for absence received.**

Apologies were received and accepted from Cllr. M. Michaelas, P. Culver, D Turner and MBC Cllr's. T & J Sams.

**25/45 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. Cllr. N. Osborne declared interest on item 25/63.

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

Requests for dispensations. No new requests.

**25/46 To request notification of intention to film, photograph or record any items.**

There were none.

**25/47 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.

**25/48 To sign as a correct record the minutes of the Parish Council Meeting on 4<sup>th</sup> June 2025.**

Cllr. A. Ratcliffe proposed, Cllr. D. Earl seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 4<sup>th</sup> June 2025** are a true record and were approved, adopted and signed by the Chair of the Parish Council.

**25/49 Progress of resolutions from 4<sup>th</sup> June meeting (for information purposes only)**

The Sandway mirror has now been replaced.

**25/50 Staffing Committee report to include:**

Cllr. D Earl led a discussion on the need for future planning and robustness of the Council. The next meeting of the staffing committee is on 8<sup>th</sup> July 2025.

**25/51 To sign as a record the minutes of the Finance and General Purpose meeting on 23<sup>rd</sup> June 2025.**

Cllr. K. Hammond proposed, Cllr. N. Osborne seconded and it was **RESOLVED** that the minutes of the meeting held on **4<sup>th</sup> June 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 June.

A table of payments and income for June is include in the minutes from F & GP. Cllr. A. Ratcliffe proposed, Cllr. K. Hammond seconded and it was **RESOLVED** to make all payments.

**ACTION** Cllr. N. Osborne and Cllr. D. Garland to authorise the payments online.



- b. Cllr. A. Walmsley Proposed, Cllr. D. Garland seconded and it was **RESOLVED** to instruct CSG to clean out the Maidstone Road car park drains.
- c. Cllr. D. Garland proposed, Cllr. N. Osborne seconded and it was **RESOLVED** to accept the quote for the Roller Door at the public toilets for £3750.
- d. Cllr. A. Ratcliffe proposed, Cllr. K. Hammond seconded and it was **RESOLVED** to accept the grant application for Lenham Lights for £2000.
- e. L Westcott reported on the requirements for play park inspections and suggested that officers take on the visual weekly inspections. All agreed.  
**ACTION** Officers to write up procedure
- f. Cllr. Ratcliffe discussed possible solution for the area under the lime trees in the Square following advice from Andrew Cox of Lloydbore. **ACTION** Officers to investigate costings and feasibility.

#### **25/52 To receive the clerk's report for June 2025 (including Financial Reporting)**

L. Westcott presented the report for June. There was a discussion about office visits and members of the public queries.

#### **25/53 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 18<sup>th</sup> June 2025**

Cllr. J. Britt proposed, Cllr. D. Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **18<sup>th</sup> June 2025** are a true record and with the recommendations were approved, adopted and signed by the Chair.

To follow up: Cllr. M. Michaelas has spoken to the barbers next door to 1A regarding their signage.

**ACTION** Cllr. A. Walmsley to contact KKC regarding speed roundels.

- a) To consider responses to the planning applications:

25/502359/FULL	58 Maidstone Road Lenham Kent ME17 2QJ	We note that this is a significant change to the original application, but we have no principal objection. We would however ask the Planning Officer to consider adding a condition that the existing (and remaining) Gable end is modified to a Hip to match that on the proposed extension – this on aesthetic grounds.
25/502489/SUB	Land At Old Ham Lane Lenham Maidstone Kent	See our comment in respect of 25/502482
25/502487/FULL	Sunnyside Lenham Heath Road Lenham ME17 2BP	We note that this is an extensive addition to the property and wonder about any MBC restrictions in this respect. We also note that there is no proposed site plan to show the completed project. However, this is an extensive plot capable of accommodating the extension and it will not affect the visibility from the Roadway. We have no specific objections.

25/502482/SUB	Land At Old Ham Lane Lenham Maidstone Kent	LPC has found it difficult to decide on this application and the accompanying applications 25/502489 and 25/502490 as we cannot find detail of the material lists (they are given as “as per drawing” but the drawing is not available.) Given that this application includes the new fence line by the entrance to the neighbouring Playing Field. Would it be possible to re-order the plot numbering to bring the completion of 19/20 much closer to 2/4 – it would seem to be the group in the road and would thus complete the front of the site rather than leaving the entrances half finished to the very end.
25/502490/SUB	Land At Old Ham Lane Lenham Maidstone Kent	See our comment in respect of 25/502482

#### **25/54 To consider investment of capital funds with CCLA as per report**

Cllr. Britt has contacted 2 additional lenders and neither can provide services to parish councils.

Cllrs. called for a vote, 8 yes and with 1 abstaining, it was **RESOLVED** to invest £1.5 million with CCLA via a public sector deposit fund. **ACTION** L. Westcott to commence application process.

#### **25/55 To consider adoption of the following policies:**

L Westcott presented the following policies for adoption:

- a. Capital Grant Policy
- b. Shop front advertising for historic buildings – agreed to review to adopt

Cllrs. discussed whether Capital Grant Policy is required if all capital money is ringfenced for major projects. Further discussion is required at F&GP.

Cllr. J. Britt proposed, Cllr. D. Earl seconded and it was **RESOLVED** to adopt the reviewed Shop Front Advertising Policy and published it on the LPC website.

#### **25/56 To consider the grant application from LWFC**

Cllrs. discussed the lack of detail included in the application, which is not in line with the grants policy. For such a large sum of money requested, LWFC should be providing as much information as possible.

**ACTION** L. Westcott to issue a response.

#### **25/57 To consider quote of £108 + vat for lorry parking at WPF.**

Cllr. D. Garland proposed, Cllr. N. Osborne seconded and it was **RESOLVED** to accept quote for signs.

**ACTION** A. Ratcliffe to instruct Lotus Printing.

#### **25/58 To consider quote of £8400 for streetlight repairs as per report.**

Cllr. J. Murray proposed, Cllr. A. Walmsley seconded and it was **RESOLVED** to accept the quote of £8400 to address the streetlight repairs required. **ACTION** A. Ratcliffe to instruct Streetlights.

#### **25/59 To consider quote of £1582.50 from Meopham Fencing for replacement of 1 gate at WPF.**

Cllr. D. Garland proposed, Cllr. A. Ratcliffe seconded and it was **RESOLVED** to instruct Meopham Fencing to replace the gate at the WPF. Cllrs. agreed not to make a claim through LPC insurance.

**ACTION** A. Ratcliffe to instruct Meopham Fencing. .

#### **25/60 To consider quote of £108 for LPC ID cards.**

Cllr. D. Garland proposed, Cllr. N. Osborne seconded and it was **RESOLVED** to purchase ID cards.



**ACTION** A. Ratcliffe to instruct printers.

**25/61 To sign the amended documents to the section 278 agreement for the land at WPF.**

Cllrs. decided to delay this until the outstanding work was completed.

**ACTION** Cllr. J. Britt to contact solicitors.

**25/62 Update from meetings attended/ planned (for information purposes only)**

- a) Cllr A. Ratcliffe to attend Cherry Close meeting with HAGS 14<sup>th</sup> July.
- b) Cllr. D. Garland to attend meetings with Rural 4G broadband and Amiga 3<sup>rd</sup> & 4<sup>th</sup> July regarding Wi-fi.
- c) Cllrs. J. Britt & K. Hammond to attend SPD meeting 11<sup>th</sup> July
- d) Cllr. N. Osborne to attend Nursery meeting 3<sup>rd</sup> July regarding finances.
- e) P & I committee 16<sup>th</sup> July
- f) F & GP committee 21<sup>st</sup> July

**25/63 Project Updates (for information purposes only)**

- a) Cllr. N Osborne reported his meeting with a Project Manager.  
**ACTION** Cllr. A. Ratcliffe to work out balance sheet from 3 quotes.
- b) Cllr. J. Britt to contact MBC to put pressure on CIL bids and the application window.

**25/64 To report correspondence received**

- a) L. Westcott confirmed she has contacted MBC regarding waste bins in Lenham Square.

**The meeting closed at 22:00**

Signed as a true record on this day 3<sup>rd</sup> September 2025.....  
Chair of Lenham Parish Council