



Minutes of the Meeting of Lenham Parish Council Held on 1st December 2021 at 7:30pm at Lenham Community Centre

PRESENT Cllr. J Britt, Chairman presiding.

Cllrs. M Cockett, D Garland, K Hammond, M Michaelas, M Lowe, N Osborne, A Ratcliffe & A Walmsley
L Westcott (Clerk), J Bate (RFO), 3 Members of the public.

PUBLIC PARTICIPATION

Cllr. N Osborne requested a one minutes silence in remembrance of Jean Cockett who recently passed away.

The Community Warden wished everyone a Happy Christmas and how extra care should be taken with security over the festive season. He is happy to give advice to any members of the public. He explained how he works with his colleagues to ensure every area is covered within Kent, especially over Christmas and New Year.

One member of the public was interested to hear the discussion regarding the Lenham Meadows Trust proposal.

One member of the public was keen to hear the latest about anti-social behaviour on the Pilgrim's Way – Cllr. J Britt reported that an exercise is being proposed by Kent Police.

The Chairman thanked the members of public for attending and opened the meeting at 7:45pm.

21/103 APOLOGIES FOR ABSENCE RECEIVED

Apologies for absence were accepted from Cllrs. M Ballard, P Culver, S Heeley and Mic Lowe.

21/104 TO RECEIVE DECLARATIONS

Declarations of Interest on Agenda items. Cllr. M Michaelas reported a declaration of interest in item 13.

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

Requests for dispensations – request received from Cllr. K Hammond in relation to item 6. Cllrs. all voted in favour of awarding the dispensation to able to discuss item 6, but Cllr. K Hammond stated that she would abstain from votes.

21/105 TO REQUEST NOTIFICATION

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

No notification received.

21/106 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 3rd NOVEMBER 2021

Cllr. D Garland proposed, Cllr. M Lowe seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 3rd November 2021** are a true record and were approved, adopted and signed by the Chairman of the Parish Council.

21/107 PROGRESS OF RESOLUTIONS (for information purposes)

Cllr. A Walmsley reported that a formal complaint should be made about the lighting and lines on the road over the Railway. **ACTION** L Westcott to contact KCC and MHS Homes.

21/108 FINANCE

a. Responsible Financial Officer Report (J Bate) - J Bate reported the income as £8340 this month from the cemetery and CIL payments. Outgoings were £3023.52 and are detailed below in point c.

b. J Bate presented the draft budget. The Standing orders currently state that LPC will keep 100% precept in reserves. Due to the purchase of 1A High Street, Cllr. J Britt proposed that it would be sensible to reduce this to 50%. The recommendation is for 30 -100% precept to be kept as reserves.

Cllr. A Walmsley proposed, Cllr. M Cockett seconded and it was **resolved** to change the standing orders to amend the amount of precept kept in reserve as 50%.

ACTION L Westcott to review standing orders and prepare an update to them.

J Bate outlined the process for reclaiming VAT, approximately £26k could be due for 2019/20 and 2020/21. Cllr. N Osborne stated that VAT will be reclaimed throughout the year as well.

ACTION J Bate to look at how long it has previously taken for funds from a VAT reclaim to be sent.
ACTION All to send any queries to J Bate regarding the proposed budget to review at F&GP.

c. To authorise payments:

Name	Date	Amount £
Amiga Fire and Security Ltd (CCTV)	01/12/2021	54.00
BT Group (Office Wifi and Phone)	29/10/2021	37.78
Coolings Garden Centre (Plants for planters)	16/11/2021	336.74
EuroOffice (stationery and equipment for office)	23/11/2021	435.48
Lenham Focus Magazine (Advert cost)	16/11/2021	21.00
Lotus Design and Printing (LNP printing)	29/10/2021	258.00
MBC Playground Works	29/10/2021	632.40
Nathan Beale (Litter Collection)	31/10/2021	660.00
Nigel Turner (Cemetery maintenance)	30/11/2021	150.00
Scottish Power	20/10/2021	373.44
Southern Electric	20/10/2021	64.68

Cllr. M Lowe proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to make these payments.
 Cllrs. N Osborne and D Garland to authorise the payments on-line.

21/109 PLANNING AND IMPLEMENTATION (P&I) COMMITTEE REPORT

All agreed this was an accurate record of planning comments from November.

21/110 TO RECEIVE THE MINUTES OF THE PLANNING AND IMPLEMENTATION MEETING 22nd NOVEMBER 2021

Item 4 - 21/505841/OUT - Land West of Northdown Business Park, Ashford Road, Lenham, Kent, ME17 2DL – Cllr. A Walmsley reported on the discussions from P&I. All agreed to submission of the draft comments presented.
 Cllr. N Osborne proposed, Cllr. J Britt seconded and it was **RESOLVED** that the reports and minutes of the P&I meeting held on Monday 22nd November 2021 are a true record and were approved, adopted and signed by the Chairman of the P&I Committee.

21/111 TO RECEIVE THE MINUTES OF THE FINANCE AND GENERAL PURPOSES MEETING 17th NOVEMBER 2021

Item 7 - Cllr. N Osborne and Cllr. M Cockett declared an interest - Lenham Meadows Trust have submitted a management plan for land North of the Cemetery.
 Cllr. A Walmsley proposed, Cllr. M Michaelas seconded and it was **RESOLVED** to accept the management plan from Lenham Meadows Trust with a recommendation to make a grant application.
 Cllr. D Garland proposed, Cllr. N Osborne seconded and it was **RESOLVED** that the minutes and reports of the F&GP meeting held on Wednesday 17th November 2021 are a true record and were approved, adopted and signed by the Chairman of the F&GP Committee.

21/112 TO CONSIDER PURCHASING AN ANNUAL SUBSCRIPTION FOR PARISH ONLINE AT £160 + VAT

Recommendation from F&GP. Cllr. M Lowe proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to pay £160 + VAT for an annual subscription to Parish Online.

21/113 PROJECT UPDATES

- a. Trees from the Woodland Trust – Most of these are likely to be going to cemetery in line with the Lenham Meadows Trust plan, some will go to the Cross to fill in gaps from new gates and some to Rose Lane Industrial Estate.
- b. The Cross – The garden works have been finished and the contractor has been instructed to construct the new steps.
- c. Queens Platinum Jubilee – MBC Cllrs. have stated that the festival group do not intend to organise a celebration.
- d. WPF Signage - Cllr. A Walmsley proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to purchase new signs for £228 + VAT and installation t £75 + VAT
- e. 20mph zone – Cllr. A Walmsley reported that the survey cables will be in place on the roads for one week.

21/114 MAIDSTONE LOCAL PLAN

- a. With reference to the Policy written by P McCreery in Appendix A, Cllr. A Walmsley proposed, Cllr. D Garland seconded and it was **RESOLVED** to adopt the Policy in advance of writing a response to the Local Plan.
- b. LPC response – Cllr. J Britt reported that P McCreery will be holding a workshop for all Cllrs. to present a summary of the responses that will be submitted to MBC.
ACTION L Westcott to send meeting details to all.

21/115 TO REVIEW A STREET TRADING APPLICATION AT FORMER VICTORIA'S SITE

Cllr. M Michaelas declared an interest in this item.

LPC have been consulted on a street trading licence application made to MBC for a pizza trailer at the former Victoria's site. The company currently works from the site, but by telephone order only. Cllr. J Britt reported concerns over the impact on traders in the village centre. Cllr. M Lowe reported concerns on entering and exiting the site from the busy A20 with a 50mph limit.

ACTION Cllr. M Lowe to draft an objection response and send to L Westcott for circulation.

21/116 SUBSTITUTES MEMBERS OF F&GP AND P&I COMMITTEES

Cllr. J Britt reported that the recent P&I meeting was inquorate due to lack of committee members. It was suggested that each committee has named substitutes so if committee member cannot attend, they can arrange for a substitute to sit in their place.

ACTION L Westcott to email all Cllrs. not on a committee to ask who would like to be willing to be a committee member substitute.

21/117 CHRISTMAS OPENING ARRANGEMENTS

L Westcott proposed to shut the office to the public for the two week festive period, from 20th December and open again on 4th January. All agreed this was sensible.

21/118 TO REPORT CORRESPONDENCE RECEIVED

- a. Lenham Wanderers Football Club – An invoice has been received for grass cutting, this will be discussed at F&GP.

The meeting closed at 21:40