



NOTICE OF THE MEETING

Of Lenham Parish Council 7:30pm on Wednesday 1st April 2026
Osborne Room, Lenham Community Centre

To: All members of the Parish Council

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend the Meeting of Lenham Parish Council on Wednesday 1st April 2026 at 7.30 p.m.
The meeting will be held in Lenham Community Centre, Groom Way, Lenham, ME17 2QT

Lisa Westcott

Clerk and RFO, Lenham Parish Council

26th March 2026

Agenda

Public participation: members of the public are welcome to address the council

A period of 20 minutes has been set aside during which the Parish Council invites Questions from Parishioners present.

25/195 Apologies for absence received.

25/196 To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.

25/197 To request notification of intention to film, photograph or record any items.

25/198 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.

25/199 To sign as a correct record the minutes of the Lenham Parish Council Meeting on 4th March 2026

25/200 Progress of resolutions from 4th March (for information purposes only).

25/201 Report from Staffing Committee

- a. To confirm the appointment of Stephanie Richardson as parish caretaker for a term of 12 months
- b. To sign as a correct record the minutes of the Staffing Committee meeting on 9th March 2026

25/202 To sign as a correct record the minutes of the Finance and General Purposes (F&GP) meeting on 23rd March 2026

- a. To authorise payments for March and note income.
- b. To approve works with Wallond for additional fence work
- c. To adopt the reviewed Internal Controls Policy.
- d. To approve the event - Lenham Fest on 1st August
- e. To approve the cabling works required at 1A by SOS (£1,337.40)

25/203 To consider the request for a regular jacket potato stall in the Square

25/204 To consider the grant application for The Gardening Society for £250.

25/205 To consider the repairs at Ham Lane Play Park (Zip wire link @ £204.00)

25/206 To consider adopting the following policies

- a. Tree Management Policy - new
- b. Community Engagement Policy - new
- c. Investment Strategy - new
- d. Allotment Structure Policy & Rules - new
- e. Road Naming Policy - review

25/207 CCTV Project - To consider timing and cost of KCC load testing on streetlights (£1000 to do 6)

25/208 To receive the clerk's report for March 2026 (including the Financial Report)

25/209 Updates from meetings attended/ planned (for information purposes only)

25/210 Project Updates (for information purposes only)

25/211 To report correspondence received (for information purposes only)

If you require a printed copy of this agenda, please request this from the parish office during opening hours.

Appendix A

Application Number	Address	Application Content
26/501060/PNR	Mount Castle Cottage Mount Castle Ln Lenham Heath ME17 2JE	Prior notification for the change of use of agricultural building to a flexible commercial use falling within Class Eg(i) (as offices with ancillary storage space). For its prior approval to: Transport and Highways impacts of the development - Noise impacts of the development - Contamination risks on the site - Flooding risks on the site.
26/500782/LAWPRO	Biggin Farm Sandway Road Sandway Kent ME17 2LU	Lawful Development Certificate for proposed change of use of existing annex to a separate residential dwelling.
26/501058/TPOA	1 Grovelands Lenham Kent ME17 2QR	Tree Preservation Order application: T1 Goat Willow - Lift to allow at least 1.5m clearance from garage roof removing smaller secondary branches only.

