



Minutes of the Meeting of Lenham Parish Council
Held on Wednesday 3rd September 2025, 7:30pm at Lenham Community Centre

PRESENT Cllr. J Britt, Chair presiding.

Cllrs. P Culver, D Earl, D Garland, S Heeley, K Hammond, A Ratcliffe, D Turner, A Walmsley & C Wood
L Westcott (Clerk), A Ratcliffe (Finance & Admin Clerk)

Public Participation

2 members of the public - KCC Councillor Sarah Emberson & Chris Wood

Cllr. S Emberson reported on KCC spending plans: £67 million on road and repairs; £25 million on improving roads, £10 million on preventative measures to stop potholes & £11 million on permanent repairs. Reform are against the Local government re-organisation and are looking at alternative proposals due by the end of September. Cllr. A Walmsley asked for an update on the 40mph project on the A20.

ACTION Cllr. A Walmsley to forward HIP and correspondence to Cllr. S Emberson.

25/71 Apologies for absence received.

Apologies were received and accepted from Cllrs. M Michaelas & J Murray.

25/72 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. None to report.

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

Requests for dispensations. No new requests.

25/73 To request notification of intention to film, photograph or record any items.

There were none.

25/74 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.

25/75 To note resignation of MBC Cllrs. T Sams, J. Sams and K. Cox

This was noted. **ACTION** L. Westcott to write and thank them all for their support.

LPC Cllr. N Osborne has resigned due to ill health. **ACTION** L. Westcott to transfer his email to the office and inform MBC. Discussions were held about gift ideas.

25/76 To consider nominations received to fill the vacancies in North Ward by co option

Chris Wood presented himself to be considered to fill the vacancy. Cllr. A. Walmsley proposed, Cllr P. Culver seconded and it was **RESOLVED** unanimously to co-opt Mr Chris Wood as a member for the North Ward. The declaration of acceptance was signed by Chris Wood and witnessed by the clerk. The chair welcomed Cllr. C Wood to join the council as a representative of the North Ward.

25/77 To sign as a correct record the minutes of the Parish Council Meeting on 2nd July 2025.

Cllr. D. Garland proposed, Cllr. K. Hammond seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 2nd July 2025** are a true record and were approved, adopted and signed by the Chair of the Parish Council.



25/78 To sign as a correct record the minutes of the Extraordinary Council Meeting on 13th August 2025.

Cllr. A. Walmsley proposed, Cllr. A. Ratcliffe seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 13th August 2025** are a true record and were approved, adopted and signed by the Chair of the Parish Council.

25/79 Progress of resolutions from 2nd July and 13th August meetings (for information purposes only).

The square lime trees are to be kept weeded.

Cllr. A. Walmsley confirmed KCC are drawing up plans for 20 mph roundels.

L. Westcott confirmed CCLA application form is ready to send.

Officer A. Ratcliffe confirmed streetlight works are ongoing and the WPF gate is due to be repaired 5th September

Cllr. J Britt confirmed turf has been laid at WPF. He has contacted Solicitor regarding the signing of the paperwork.

ACTION Cllr. S Emberson to check the streetlights at Lenham Springs have been adopted by KCC

25/80 Staffing Committee report to include:

To approve the adoption of the pay award for 2025/2026. Cllr. D. Turner proposed, Cllr. A. Ratcliffe seconded and it was **RESOLVED** to accept the pay award. Cllr. D Earl congratulated L. Westcott on passing Unit 1 of CiLCA as well as achieving the council Bronze accreditations. Next meeting 29th September.

25/81 To sign as a record the minutes of the Finance and General Purpose meeting on 21st July 2025.

Cllr. D Garland proposed, Cllr. K. Hammond seconded and it was **RESOLVED** that the minutes of the meeting held on Monday 21st July are a true record and with the recommendations, were approved, adopted and signed by the Chair. Cllr. A. Walmsley proposed, Cllr. D. Garland seconded and it was **RESOLVED** that the minutes of the meeting held on Wednesday 27th August are a true record and with the recommendations, were approved, adopted and signed by the Chair.

- a. To authorise payments and note income: A table of the payment lists for July are included in the F&GP minutes. Cllr. K Hammond proposed, Cllr. D. Garland seconded and it was **RESOLVED** to make the payments. To authorise payments and note income: A table of the payment lists for August are included in the F&GP minutes. Cllr. A. Ratcliffe proposed, Cllr. K. Hammond seconded and it was **RESOLVED** to make the payments. An additional payment from Mulberry Training (£32) was added as this takes place before the next full council meeting. Cllr. A. Walmsley proposed, Cllr. D. Garland seconded and it was **RESOLVED** to make the payment.
- b. To authorise the payment of Utility Search at the nursery site by AlkinsRealis. Cllr. P Culver proposed, Cllr. D Garland seconded and it was **RESOLVED** to make the payment.

25/82 To receive the clerk's report for July & August 2025 (including Financial Reporting)

L. Westcott presented the report for July & August There was a discussion about office visits from the public.

25/83 To sign as a correct record, the minutes of the Planning and Implementation Committee meeting on 2nd July 2025 & 20th August 2025.

Cllr. S Heeley proposed, Cllr. D. Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **2nd July 2025** are a true record and with the recommendations were approved, adopted and signed by the Chair.

Cllr. A Ratcliffe proposed, Cllr. D. Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **20th August 2025** are a true record and with the recommendations were approved, adopted and signed by the Chair.

Cllr J. Britt, A. Walmsley & D. Garland attended the MHS open event – no developers turned up.

ACTION Cllr. A Walmsley to write to planning officer.



- a) To consider responses to the planning applications: Please see Appendix A.

25/84 To consider adoption of the following policies:

L Westcott presented the following policies for adoption:

- a. Grant Policy - Cllr. A. Walmsley proposed, Cllr. D. Garland seconded and it was **RESOLVED** to adopt the reviewed Grant Policy and publish it on the LPC website.
- b. Privacy Policy - Cllr. D Earl proposed, Cllr. A. Ratcliffe seconded and it was **RESOLVED** to adopt the reviewed Privacy Policy and publish it on the LPC website.
- c. Grievance Policy Cllr. P. Culver proposed, Cllr. D. Turner seconded and it was **RESOLVED** to adopt the reviewed Grievance Policy and publish it on the LPC website.

25/85 To consider plans for Remembrance Day

It was reported that Frank Bradshaw has decided to step down at the end of this year from organising Remembrance Day. Cllr. A Ratcliffe to take this on and maintain liaison with REME.

ACTION Officer Ratcliffe to purchase wooden crosses, lamp post poppies and wreaths.

Under S137 allocation for power to spend.

25/86 Update from meetings attended/ planned (for information purposes only)

- a) Cllr. A Ratcliffe has attended a meeting with Modas regarding Project management of the Nursery
- b) Cllr. J Britt to attend meetings with regards to Policy and advisory for SPD/ Heathlands 17th October
- c) P & I committee 17th September
- d) F & GP committee 2nd September

25/87 To consider the purchase of a property

Cllr A. Ratcliffe discussed his report regarding the potential to purchase 1 Ham Lane.

ACTION Cllr A. Ratcliffe & Officer Ratcliffe to attend viewing .

Cllr D. Earl raised concerns re interest lost, taxation and capital gains implications.

ACTION Cllr. J. Britt to contact Mark Presland regarding his view.

ACTION L. Westcott & Officer Ratcliffe to compile figures and report back at F & GP 22nd September.

25/88 Project Updates (for information purposes only)

L. Westcott has received fee proposal for Evans and Langford regarding the Maidstone Road Carpark. To be discussed at F & GP 22nd September.

ACTION Officer Ratcliffe to get quotes for tree works at Royton Avenue and Churchyard.

25/89 To report correspondence received

Cllr. J. Britt reported he is unable to attend the last Church service and lunch for Rev. John Huggins and asked for a substitute.

The meeting closed at 22:00

Signed as a true record on this day 1st October 2025.....

Chair of Lenham Parish Council