



**Minutes of the Meeting of Lenham Parish Council
Held on Wednesday 6th May 2026, 7:30pm at Lenham Community Centre**

PRESENT Cllr. J Britt, Chair presiding.

Cllrs. P Culver, H Dale, D Garland, K Hammond, S Heeley, M Michaelas, A Ratcliffe & A Walmsley.
L Westcott (Clerk & RFO), S Newell (Deputy Clerk and RFO)

26/01 Election of Parish Council Chair. Elected chair to sign Declaration of Acceptance of Office.

Cllr. A Walmsley proposed and Cllr. M Michaelas seconded the nomination of Cllr. J Britt. There being no other nominations, Cllr. J Britt accepted the nomination, and it was **RESOLVED** that Cllr. J Britt be re-elected as chair. Cllr. J Britt to sign his Declaration of Acceptance of Office.

26/02 Election of Parish Council Vice Chair. Elected vice chair to sign Declaration of Acceptance of Office.

Cllr. J Britt proposed and Cllr. P Culver seconded the nomination of Cllr. A Walmsley. There being no other nominations, Cllr. A Walmsley accepted the nomination, and it was **RESOLVED** that Cllr. A Walmsley be re-elected as vice chair. Cllr. A Walmsley to sign his Declaration of Acceptance of Office.

26/03 Apologies for absence received.

Apologies were received and accepted from Cllrs. D Earl, J Murray & D Turner.

26/04 To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.

There were none.

26/05 To request notification of intention to film, photograph or record any items.

There were none.

26/06 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.

None.

26/07 Formation of Council Committees and nominations of members

a. Finance and General Purposes Committee (6)

The following members were agreed and duly elected to the committee by the Parish Councillors in attendance: Cllr. J Britt, Cllr. H Dale, Cllr. K Hammond, Cllr. D Garland, Cllr. D Turner & Cllr. A Walmsley. All agreed, and it was **RESOLVED** for Cllr. J Britt to continue as chair of the F&GP committee.

b. Planning and Implementation Committee (6)

The following members were agreed and duly elected to the committee by the Parish Councillors in attendance: Cllr. J Britt, Cllr. P Culver, Cllr. S Heeley, Cllr. J Murray, Cllr. A Ratcliffe & Cllr. A Walmsley. All agreed, and it was **RESOLVED** for Cllr. A Walmsley to continue as chair of the P&I committee.

c. Staffing Committee (4)

The following members were agreed and duly elected to the committee by the Parish Councillors in attendance: Cllr H Dale, Cllr. D Earl, Cllr. D Garland & Cllr. D Turner. All agreed, and it was **RESOLVED** for Cllr. D Earl to continue as chair of the staffing committee

26/08 Review of Delegation arrangements to Committees and their Terms of Reference

a. Finance and General Purposes Committee

Cllr. S Heeley proposed and Cllr. K Hammond seconded and it was agreed to adopt The Terms of Reference for the Finance and General Purposes Committee.

b. Planning and Implementation Committee

Cllr. A Ratcliffe proposed and Cllr. D Garland seconded and it was agreed to adopt The Terms of Reference for the Planning and Implementation Committee.

c. Staffing Committee

Cllr. H Dale proposed and Cllr. A Ratcliffe seconded and it was agreed to adopt The Terms of Reference for the Staffing Committee.

26/09 Councillor responsibilities – review existing and vacant responsibilities.

ACTION – all councillors to review.

26/10 Appointment of Representatives to outside bodies:

a. Kent Association of Local Councils (KALC)

Cllr. J Britt and Cllr. K Hammond was appointed to represent LPC at KALC Maidstone.

b. Lenham Community Centre

Cllr. K Hammond was appointed to represent LPC at Lenham Community Centre.

c. Lenham Meadows Trust

Cllr. D Garland was appointed to represent LPC at the Lenham Meadows Trust.

26/11 To consider the adoption of the Council's updated Standing Orders May 2026.

Cllr. D Garland proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to adopt the standing orders 2026.

26/12 To consider the adoption of the Council's updated Financial Regulations May 2026.

Cllr. K Hammond proposed, Cllr. A Walmsley seconded and it was **RESOLVED** to adopt the Financial Regulations 2026.

26/13 Public Participation: Adjourn meeting to enable members of the public to address the council.

Public Participation started at 19:46.

4 members of public present.

- MoP raised subsiding issues of memorials next to family members grave. Also concerns of rabbit holes at cemetery.
- MBC Cllr. Steve Povey reported – on local plan steering group, heathlands consultation, visit to a hospice and success of bluebell walk. Issues at Harrietsham Wastewater Treatment works.
- MoP living on border of Lenham/Harrietsham. Concerns of huge litter issues along A20, advised to report to KCC highways. Dirty bus shelter – email Sarah Emberson. Also Speeding concerns on A20.
- MoP – planning consultant for owners of East Lenham Farm, discussed the recreation area. Commitment from the Barr Family to gift sports division to LPC inline with LNP. Planning for 100 homes and sport land -S106 agreement transfer from developer to LPC, 1 Pitch needs laying once 50th house is occupied, playpark provided in sports division, LPC will not be party to S106 (on advice from MBC solicitor & Land owner solicitor as LPC not the land owner yet). Requested an informative on condition 23 to ensure the specification is in collaboration with LPC. Marketing will come later this year. At least 2 years off.

Public Participation closed at 20:30

26/14 To sign as a correct record the minutes of the Lenham Parish Council Meeting on 1st April 2026

Cllr. D Garland proposed, Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes of the meeting held on Wednesday 1st April 2026 are a true record and were approved, adopted and signed by the Chair of the Parish Council.

26/15 Progress of resolutions from 1st April (for information purposes only).

- Email sent to the Jacket potato stall about their proposal – no response.

26/16 Report from Staffing Committee

Steph has started in her new role as caretaker and is doing really well.

Nothing else to report.

26/17 To sign as a correct record the minutes of the Finance and General Purposes (F&GP) meeting on 20th April 2026

Cllr. K Hammond proposed, Cllr. H Dale seconded and it was **RESOLVED** that the minutes of the meeting held on Monday 20th April are a true record and with the recommendations were approved, adopted and signed by the Chair. Cllr. A Ratcliffe reported that nothing has been done about the spoil in the churchyard.

- To authorise payments and note income for April:** (Cllr. A Ratcliffe declared an interest)
A table of the payments and income for April is included in the minutes from F&GP. Cllr. K Hammond proposed, Cllr. J Britt seconded and it was **RESOLVED** to make all the payments.
ACTION Cllrs. D Garland and A Walmsley to authorise payments on the bank.
- To transfer £250k to CCLA. Cllr. D Garland proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to make the transfer.
- Action Plan – Noted.
- Purchase of Geraniums for £190. Cllr. P Culver Proposed, Cllr. K Hammond seconded and it was **RESOLVED** to place the order.
- Purchase of heavy weight gazebos – Cllr. A Ratcliffe proposed, Cllr. S Heeley seconded and it was **RESOLVED** to place the order.
- Repairs to skate ramp – Cllr. A Walmsley proposed, Cllr. H Dale seconded and it was **RESOLVED** to instruct CPS.

26/18 To receive the clerk's report for April 2026.

L Westcott reported the clerks report.

L Westcott/S Newell to check electricity usage at the WC's.

Also to keep an eye on potential leak in service room.

26/19 To sign as a correct record the minutes of the Planning and Implementation Committee (P&I) meetings on 18th March and 15th April 2026

Cllr. P Culver proposed, Cllr. J Britt seconded and it was **RESOLVED** that the minutes of the meeting held on Wednesday 18th March 2026 are a true record and with the recommendations were approved, adopted and signed by the Chair.

Cllr. J Britt proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** that the minutes of the meeting held on Wednesday 15th April 2026 are a true record and with the recommendations were approved, adopted and signed by the Chair.

- S Newell emailed lady about fall at the cemetery – No response.
- HLAA - Cllr. A Walmsley completed annual inspection, report sent to committee.
- All planning decisions to go on website.

a. See planning applications and comments in Appendix A

26/20 To consider the quote for the replacement dormer at 1A (Office) for £21,950

Cllr. A Walmsley proposed and Cllr. P Culver seconded and it was **RESOLVED** to proceed with plans for the works including planning permission.

ACTION Cllr. A Ratcliffe to prepare and send to officers.

26/21 To consider options for East Lenham Farm Playpark facility.

Playpark – all agreed to support T Dean proposal to assist in construction of playpark and transfer to LPC.
All in favor.

26/22 Updates from meetings attended/ planned (for information purposes only)

- Cllr. K Hammond attended the Maidstone lisason meeting.
- Cllr. A Walmsley and Cllr. D Garland attending HIP Meeting
 - a. proposal for roundels – all agreed to get a quote.
 - b. No lorry signage off A20.
 - c. Costing for interactive flashing sign be sought.
 - d. “no left turn” will be expensive. (await further information)
- Cllr. A Ratcliffe has a meeting about WPF building options and a nursery meeting to brainstorm plan b.
- Cllr. J Britt meeting with PHP and Community Centre. Moving planning application forward.

26/23 Project Updates (for information purposes only)

- Cllr. A Ratcliffe has drawings for carpark and cemetery.
- Cllr. M Michaelas reported that there had been 2 thefts of wing mirrors in the village – need ANPR CCTV to be implemented asap.

26/24 To report correspondence received (for information purposes only)

- Cllr. J Britt received a letter from Homes England on public engagements on planning application.
- S Newell received an email from Lenham Storage about using the WPF for an event, LPC have not been asked directly or received adequate information. S Newell to respond.

The meeting closed at 21:52

Signed as a true record on this day 3rd June 2026.....

Chair of Lenham Parish Council

Appendix A

26/501429 /FULL	Old Shelve, The Stables Ashford Road Lenham Kent ME17 2DT	The Parish Council in principle does not object to this application. However, we would point out that the pitch of the roof - especially of the gym building - appears to be in error. The application form says 'tiles' but this pitch is too low.
26/501396 /SUB	Ivy House 4 Brenchley Field Harrietsham Kent ME17 1WS	No comment.
26/501515 /FULL	Warren Lands Lenham Heath Road Sandway Kent ME17 2NB	Application withdrawn no need to comment.
26/501203 /FULL	Banky Meadow Farm Headcorn Road Sandway Kent ME17 2NE	No comment.
26/501298 /LBC	Ridding Farm Headcorn Road Sandway Kent ME17 2ND	No comment.
26/50129 7/FULL	Ridding Farm Headcorn Road Sandway Kent ME17 2ND	No comment.