



MINUTES OF THE MEETING OF THE LENHAM PARISH COUNCIL  
HELD ON THE 5<sup>th</sup> DECEMBER 2018 IN THE OSBORNE ROOM AT THE COMMUNITY CENTRE AT 7.30pm

**PRESENT** Cllr. R Greenwood, Chairman presiding.

Cllrs. M Ballard, J Britt, M Cockett, P Culver, C Huggens, S Knowles, N Osborne, P Scrivens & A Walmsley. Mrs. M McFarlane (Clerk & RFO) 5 Members of the public.

**PUBLIC PARTICIPATION**

(7.30pm – 7.50pm)

The Community Warden supplied information concerning extra security precautions specifically relevant during the Christmas season, he also reported on Immobilise the UK National Property Register.

The details will be on the LPC web-site and notice boards. Reports of hoax phone calls, scam emails, and rogue traders were discussed. The Warden asked for vigilance and help to keep an eye on vulnerable neighbours, he reiterated the importance of contacting the authorities on 101 if you are suspicious of any cold callers, always call as soon as possible.

Following the theft of a vehicle, Cllr. Culver will speak with Cllr. Michaelas and investigate the logistics and cost of adding to the camera range covering the Square.

A resident presented evidence that the original village sign was designed for the Bowls Club badge in 1951. He also reported the street lights at the Cherry Estate were still not repaired and the situation after several months of requesting repairs is now totally unacceptable, there are personal safety concerns and a reported increase in dog fouling issues on the estate.

Borough Cllr. J Sams confirmed she is in communication with the KCC cabinet member to resolve the situation and have the works completed as a matter of urgency. It was agreed Cllr. Sams will forward the communication to the Clerk, so the council may offer their support to resolve the situation.

Borough Cllr. Sams thanked the Cllrs. for all their hard work for the parish throughout the year.

Cllr. Ballard reported contractors inconsiderate parking meant the bins could not be emptied in Royton Avenue, he requested MBC sweep the roads, especially as the leaves in Old Ashford Road are hazardous underfoot. Cllr. Osborne requested all contractors' vehicles should be on the development site and wheel wash facilities be installed as a condition on planning applications. Cllr. Sams noted the comments.

The Chairman thanked the members of the public for attending and opened the meeting at 8pm.

**18/87 APOLOGIES FOR ABSENCE RECEIVED**

The Council accepted apologies for absence from Cllrs. M Michaelas, A Ratcliffe, B Ryan and County Cllr. S Prendergast.

**18/88 TO RECEIVE DECLARATIONS**

Declarations of Interest on Agenda items. No declarations received.

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

Requests for dispensations. No requests received.

**18/89 TO REQUEST NOTIFICATION**

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

No notification received.



**18/90 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING**

Cllr. Ballard proposed, Cllr. Knowles seconded, and it was RESOLVED that the minutes of the meeting held on Wednesday 7<sup>th</sup> November 2018 are a true record and were approved, adopted, and signed by the Parish Council Chairman.

**18/91 PROGRESS OF RESOLUTIONS (For information purposes only) No items for discussion.**

**18/92 PROPOSALS FOR FUTURE MAINTENANCE OF THE CROSS**

Cllr. Walmsley suggested volunteers could scrape and clean the chalk surface three times a year, April, July and October. The surface could be weed sprayed three times annually and quotes sought to have the memorial bench and small garden area improved. Cllr. Ryan will be requested to circulate his research for a long-term maintenance plan. Cllr. Cockett will contact English Heritage for advice. Cllr. Britt offered assistance to investigate available funding options.

**18/93 NEIGHBOURHOOD PLAN REPORT**

The quarterly meetings with developers are progressing and the viability report for individual sites is underway. A pre-planning meeting with MBC to discuss the new proposed sporting facilities to the east of Lenham was useful. Discussions to forward the project will continue following the NHP Regulation 16 publication. The Environment Agency will be contacted for advice concerning the sensitivity of the proposed land use. The NHP group are collating all the responses from Regulation 14 consultation. The response from MBC has been dealt with and the ongoing conversation with KCC regarding education provision is progressing. Cllr. C Roots from HPC will enquire about the progress of the enlargement of the Harrietsham primary school. Further meetings are planned with KCC in the new year. The Regulation 16 document will be produced by the end of April 2019.

**18/94 TO RECEIVE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING**

Cllr. Cockett proposed, Cllr. Culver seconded, and it was RESOLVED to accept the quote for the completion of the rabbit proof fencing and removal of the redundant shed at the cemetery for the sum of £4098 this completes the improvement project of the site.

Cllr. Ballard reported on the ongoing issues with the new highway installations at the Faversham Road/A20 junction. The junction is still not safely lit and the traffic reduction order from 60mph to 50mph has still not been submitted by the developers at the Paddocks site. Cllr. Ballard will draft a letter to be sent to MBC & KCC. The land owners and developers will be invited to meet with LPC as a matter of urgency to discuss several outstanding issues.

Cllr. Greenwood proposed, Cllr. Cockett seconded, and it was RESOLVED that the recommendations contained in the report of the meeting of the 21<sup>st</sup> November 2018 be approved, adopted, and signed by the Finance & General Purposes Chairman.

**18/95 TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS**

Cllr. Walmsley outlined applications received, he reported on the proposed nursery at the allotment site. The buildings will remain in situ until permission is granted for the nursery. The entire project will be completely funded by the nursery school.

Cllr. Cockett proposed, Cllr. Culver seconded, and it was RESOLVED to undertake a topographical survey, specifically to map out the whole allotment site. Cllr. Ratcliffe will progress the survey.



**18/95 Planning continued**

Cllr. Britt is working on a community emergency plan which will follow the Kent Resilience Forum. He will cross reference the information from the previous plan and ensure the validity of the transposed information following advice from KRF. Cllr. Osborne will assist Cllr. Britt with the up to date contact information required. The community emergency plan will be presented to full council for consideration and adoption in 2019.

Cllr. Greenwood proposed, Cllr. Britt seconded, and it was RESOLVED that the recommendations contained in the report of the meetings on the **21<sup>st</sup> November & 3<sup>rd</sup> December 2018** be approved, adopted, and signed by the Planning Committee Chairman.

**18/96 TO RECEIVE REPORTS FROM COUNCIL SPOKEPERSONS**

Cllr. Osborne reported that for health and safety reasons the refurbishment of the pop-up power unit in the Square should be undertaken as soon as possible, at a cost of approximately £800. The unit is safe to use and has the appropriate certificate until October 2019, however, dampness inside the cabinet is a concern.

Cllr. Greenwood proposed, Cllr. Cockett seconded, and it was RESOLVED to repair the unit. The work will be scheduled for early in 2019.

Cllr. Scrivens will work with Cllr. Greenwood to organise a works schedule and quotes for the drainage improvements needed for the Maidstone Road car park.

Cllr. Knowles will consult with Cherry Close residents about improvement works to the play area. Cllr. Walmsley will assist with delivering the consultation letters.

Cllr. Britt suggested the Plunket Foundation for possible funding for the nursery project.

Cllr. Walmsley is working with the Platts Heath action group to improve highway issues. Cllr. Sams will provide the funding for a traffic assessment as requested by KCC highways.

Cllrs. agreed to the request from Friends of St Mary's to use the William Pitt field for a proposed fundraising event during June 2019.

Cllr. Osborne will meet with the handyman to organise the hedge cutting at the picnic site. The works are scheduled for early 2019.

Cllr. Cockett suggested a village wish list of projects which could be reviewed annually and reported in the Focus would be useful. Parishioners could suggest projects for consideration.

**18/97 REPORTS FROM OUTSIDE MEETINGS**

Cllrs. Greenwood and Cockett attended the Campaign to Protect Rural England (CPRE) AGM on behalf of LPC on November 9<sup>th</sup> held at the Lenham Community Centre.

Cllr. Britt attended the Action with Communities in Rural Kent (ACRK) AGM on behalf of LPC on November 13<sup>th</sup> held at Teynham Village Hall. The group are still active despite having their funding retrospectively withdrawn by KCC.

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**18/98 FINANCE**

a) To authorize payments (Details of payments to be tabled).	Cheque no:	Amount
Made by Falcon. Web-site service. December web-site.	4979	60.00
CPRE Kent AGM. Cllrs. attendance 9 <sup>th</sup> November.	4980	24.00
A Walmsley. MBC pre-planning. re Nursery & Sports facilities.	4981	600.00
Lenham Christmas Lights. Grant for new lights.	4982	300.00
R Greenwood. The Cross poppy memorial materials.	4983	75.95
M McFarlane. Admin costs plus poppy memorial November.	4984	573.62
Peter Brett Assoc: Transport survey November.	4985	4800.00
B Llong. Planters for the Square.	4986	73.98
Down to Earth landscape work November.	4987	900.00
R Beale. WCs repairs.	4988	30.00
Cannon Hygiene. WCs duty of care.	4989	51.95
Jen Contractors. WCs cleaning, dog bins & litter November.	4990	912.00
Amiga Fire & Security Ltd. Monthly maintenance. December.	4991	54.00
Streetlights. Lamp repairs Platts Heath.	4992	115.50
Salaries & expenses detailed as Appendix A and are filed with a signed copy of these minutes.		

To note receipt of income (Details of income to be tabled) No monies received.

Cllr. Ballard proposed, Cllr. Walmsley seconded, and it was RESOLVED to make the payments.

Cllrs. Scrivens and Osborne signed the cheques on behalf of Lenham Parish Council.

b) Budget preparation 2019-2020 & recommendations from F & GP Committee.

The forward forecast for the next financial year covering administration, landscapes and maintenance were circulated to Cllrs. beforehand, notes accompanying the budget proposals were also provided for consideration.

Cllr. Greenwood proposed, Cllr. Osborne seconded, and it was RESOLVED to budget £50,000 for the Neighbourhood Plan.

Cllr. Scrivens proposed, Cllr. Ballard seconded, and it was RESOLVED to budget £25,000 for the Maidstone Road car park drainage works.

The Twittens footpath will need work undertaken to make the surface safe. S106 monies may be available subject to agreement with MBC.

Cllr. Culver will provide quotes for replacement BMX equipment the funding will be from S106 monies.

Cllr. Greenwood will speak with Cllr. Ratcliffe for design ideas, costs and planning advice for the WCs.

The Clerk will research new notice board options to replace the Ham Lane board.

Quotes will be sought for refurbishing the bus stop in the Square.

**18/99 CORRESPONDENCE RECEIVED** (For information only)

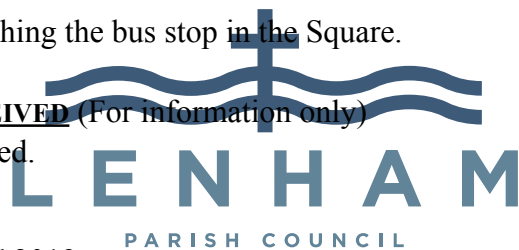
No correspondence received.

**18/100 MEETING DATES**

Parish Council January 2<sup>nd</sup> 2019

Finance & General Purposes followed by Planning Committee on January 16<sup>th</sup> 2019

Members of the public are welcome to attend the meetings.



The meeting closed 10pm