



PARISH COUNCIL

MINUTES OF THE ZOOM MEETING OF THE LENHAM PARISH COUNCIL
HELD ON THE 6th OF JANUARY 2021 AT 7.30pm

PRESENT Cllr. J Britt, Chairman presiding.

Cllrs. M Ballard, M Cockett, D Garland, K Hammond, S Heeley, D Hunter-Laver, M Lowe, M Michaelas, N Osborne, A Walmsley & A Ratcliffe. M McFarlane (Clerk) J Bate (RFO).

4 members of the public.

PUBLIC PARTICIPATION

(7.30pm 7.50pm)

Cllr. J Britt informed parishioners of a site meeting with the landowner to progress the improvement works to the Cross. A letter received concerning the ongoing off road vehicle/bike problems will be an agenda item for February.

Following the paper tabled pre-meeting, the Chair & Vice Chair of the LNP Implementation Group agreed to liaise with LPC to plan and execute the referendum preparations which will take place (subject to COVID-19 restrictions) in May 2021. A budget of £1000 was agreed for advertising, media and PR.

Cllr. S Heeley agreed to front the social media platform. The LNP Group will progress the work programme and report back to LPC.

20/101 APOLOGIES FOR ABSENCE RECEIVED

The Council accepted apologies for absence from Cllr. P Scrivens

20/102 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.

20/103 TO REQUEST NOTIFICATION

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

No notification received.

20/104 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 2nd DECEMBER 2020.

Cllr. A Walmsley proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 2nd December 2020** are a true record and were approved, adopted and signed by the Chairman of the Parish Council. (post meeting)

20/105 PROGRESS OF RESOLUTIONS (For information purposes only)

Dealt with under the following agenda items.

20/106 DECLARATION OF ACCEPTANCE OF OFFICE FOR THE NORTH WARD

The Chairman welcomed Mr. Hunter-Laver to join the Parish Council as a member representing the North ward. The Clerk will organise the signing of the Declaration of Acceptance of Office, post meeting within Covid 19 regulations.

20/107 FINANCE

a) Responsible Financial Officer Report

The RFO confirmed the relevant paperwork has been produced to obtain the loan of £100,000 towards the purchase of the new parish office at 1A High Street.



20/107 continued.

b) Budget 2021-2022 precept setting

The Lenham Parish Council considered the budget proposals for the 2021-22 year over two months (four meetings) prior to its submission and in the meeting of the full Parish Council on the 6th of January 2021 it was reviewed and accepted by a unanimous vote. The budget is attached to these minutes for reference. The agreed precept requirement amount of £157,067 will be submitted to Maidstone Borough Council under the Local Government Finance Act 1992 duly signed by the Clerk and Chairman to the Council. (post meeting)

c) To authorise payments and note income (Details of payments & income to be tabled)

Cheques for consideration and payment 6th January 2021

Prepared by: James Bate - Lenham Parish Council RFO

	Cheque no:	Amount £
Business Stream Wastewater Services – WC's	5305	271.46
Stock Signs – Car Park Closed x 2signs	5306	245.18
MBC – Ham Lane Pay Area Works	5307	5512.20
Harrietsham & Lenham Parish Helpers A/C - Loan Repayment	5317	906.00
Streetlights – Liverton Hill remedial works	5309	530.10
Mike Lowe – Engraving Additional Logo	5310	18.00
Lenham Community Centre room hire	5311	141.00
Orchids – Neighbourhood Plan open days catering.	5312	457.00
John Britt – Chairman's Expenses	5316	275.00
J Boyd Farms Ltd. Footpath improvement works.	5318	710.00
Officials salaries drafted in Appendix A.		

Cllr. J Britt proposed, Cllr. M Ballard seconded and it was **RESOLVED** to make the payments. Cllr. N Osborne and Cllr. M Cockett signed the cheques on behalf of Lenham Parish Council.

20/108 PROPOSED PURCHASE OF 1A HIGH STREET UPDATE

The Lenham Parish Council considered the purchase of 1A High Street in Lenham as predominately a base for the Parish Council. The loan was agreed by the Ministry of Housing Communities and Local Government as supplied by the Public Works Loan Board and the terms of which were reviewed by a meeting of the full Parish Council and it was resolved to proceed with the loan. Updates will follow throughout the buying process. Cllr. J Britt confirmed the sum of £120,000 will be needed to finalise the purchase of the office, other expenses including the purchase of the fixtures and fittings of £2000, conveyancing fees and stamp duty are also payable, plus new IT equipment. It was agreed a small, short term working party of Cllrs. J Britt, N Osborne and A Ratcliffe will see the project through to fruition.

20/109 NEIGHBOURHOOD PLAN REVIEW GROUP REPORT

No report, the next meeting will be the 12th of January by zoom at 7.30pm.

20/110 PLANNING REPORT

Cllr. A Walmsley has circulated the December planning applications and uploaded on to the LPC website. Cllr. J Britt proposed and Cllr. A Ratcliffe and it was **RESOLVED** to submit the responses to MBC.



20/111 SIGN AS A CORRECT RECORD THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING

Cllr. M Ballard confirmed all the trees have been received from Woodland Trust and planting has been allocated to various sites. Cllr. M Lowe confirmed possible planting areas in the play parks. Cllr. A Walmsley suggested planting along the Pilgrims Way near the Cross. Cllr. K Hammond offered to help with the planting.

Cllr. D Garland has produced a table showing all the S106 monies and CIL amounts received. This table will be regularly updated by Cllr. D Garland working with the RFO.

Cllr. N Osborne proposed, Cllr. D Garland seconded and it was **RESOLVED** that the minutes of the F & GP meeting held on Wednesday 16th December 2020 are a true record and were approved, adopted and signed by the Chairman of the F & GP Committee. (post meeting)

20/112 COUNCILLOR SPOKEPERSON'S REPORTS

Cllr. D Garland has submitted a report regarding the replacement/maintenance of the planters throughout the parish, the most in need of attention are the three planters on the entrances to the village at Maidstone Road and Old Ashford Road, these will be dealt with first and then the twelve small planters in the Square will be replaced. A possible new planter in Church Square will be further investigated. Cllr. J Britt thanked Cllr. D Garland for his excellent report.

Cllr. A Ratcliffe has progressed layout designs for the WCs refurbishment/rebuild project, he has also been working on the layout plan for the new sports facilities at East Lenham. (site 1 of the NHP) Once the tree in the churchyard has been removed, Cllr. A Ratcliffe suggests planting an additional two or three trees to ensure the next generation of trees are established.

Cllr. M Ballard is working on the deed of grant for the sewer pipe under the LPC land from the Paddocks development, no updates at present. He is also working with KCC to ensure the footpath improvements from Ham Lane to Maidstone Road are finalised.

Cllr. S Heeley will investigate the Lenham Heath traffic calming project this month.

Cllr. M Michaelas has investigated the use of vehicle electric charging points in the Square and highlighted the cost of installation and ongoing maintenance expenditure. He is working with MBC and will report back when he has more information.

Cllr. A Walmsley reported that Boughton Malherbe Parish Council wish to join forces with Lenham and use two of the Speed Indicator Device poles at Platts Heath, alongside their pole at Grafty Green, data from both parishes will be shared. Cllr. A Ratcliffe proposed, Cllr. J Britt seconded and it was **RESOLVED** that both parishes work together.

Cllr. M Lowe is progressing the new outdoor gym equipment fitness trail. He has reservations about the reinstatement of the play area facilities at the William Pitt field site, post-sale of the strip of land to Countryside. Clarification will be sought as to the responsibility of reinstatement works.

20/113 CORRESPONDENCE RECEIVED (For information only)

Problems with light pollution from the industrial site on the A20, Cllr. N Osborne will investigate. The Cricket Club have requested funds towards pavilion improvements, no specified amount.

A grant application towards tree surgery at the Cricket Field/play area will be discussed at F&GP.

A site meeting at the Cross with the landowner raised access issues for farm equipment, agreement was granted for the improvement works and information board at the memorial bench area, also tree planting along the fence area. Consideration will be given to the ongoing problems with off road vehicles causing damage to the area, also possible CCTV coverage and changes to the BOAT gates.

