



PARISH COUNCIL

MINUTES OF THE MEETING OF THE LENHAM PARISH COUNCIL
HELD ON THE 26th AUGUST 2020 7.30pm AT THE COMMUNITY CENTRE

PRESENT Cllr. A Walmsley, Chairman presiding.

Cllrs. M Ballard, J Britt, M Cockett, D Garland, K Hammond, N Osborne, P Scrivens & A Ratcliffe.
M McFarlane (Clerk) 3 Members of the public.

PUBLIC PARTICIPATION

(7.30pm 7.50pm)

Cllr. A Walmsley thanked Cllr. R Greenwood for being a key member of the Parish Council for many years and for forging ahead with the Neighbourhood Plan, which has required many extra hundreds of hours of dedication. Fortunately, whilst Cllr. Greenwood has decided to retire from the Parish Council, he will however, continue his work with the Neighbourhood Plan Implementation & Review Group. Farewell gifts were presented to Richard and his wife Sue for all their hard work for the village. Richard thanked the members for their generosity and said it had been a privilege to work with the council, he wished members all success for the future and stated he looked forward to remaining active with the LNP Group.

Cllr. A Walmsley opened the meeting at 7.45pm.

20/43 APOLOGIES FOR ABSENCE RECEIVED

The Council accepted apologies for absence from Cllr. M Michaelas.
Cllr. M Lowe sent apologies after the meeting by email.

20/44 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.

20/45 TO REQUEST NOTIFICATION

The Chairman requested notification of intention to film, photograph or record any items.
No notification received.

20/46 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 5th AUGUST 2020

Cllr. M Ballard proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 5th August 2020** are a true record and were approved, adopted and signed by the Vice Chairman of the Parish Council.

20/47 PROGRESS OF RESOLUTIONS (For information purposes only)

20/38 The new bin for William Pitt will be delivered mid-September and installed early October.

20/39 The vegetation cut back at the Maidstone Road car park is scheduled for w/c 21st September.

20/48 ELECTION OF LENHAM PARISH COUNCIL CHAIRMAN

The Clerk reported two nominations have been received, Cllr. M Lowe nominated Cllr. J Britt and Cllr. M Ballard nominated Cllr. A Ratcliffe. Cllr. M Cockett seconded Cllr. J Britt and Cllr. P Scrivens seconded Cllr. A Ratcliffe. On reflection, Cllr. A Ratcliffe withdrew his nomination due to work commitments. Cllr. J Britt confirmed he was happy to take on the responsibility of the substantial body of work. Members voted 7 to 1 to elect Cllr. J Britt as Chairman.
Cllr. J Britt signed the declaration of acceptance of office of Lenham Parish Council Chairman.

20/49 NEIGHBOURHOOD PLAN IMPLEMENTATION & REVIEW GROUP REPORT

The group met on the 18th August when R Greenwood was voted Chairman. Issues discussed included the future long term management of Open Spaces within the LNP development sites, the associated costs and the possible transfer of buffer zone areas to Lenham Meadows Trust. More in depth information is required from Countryside in order to develop a template which may be used across all the LNP sites. The main aim is to protect for future generations as many of the Open Spaces as possible. SOHL continue to work alongside the LNP communicating with MBC & KCC against the proposed development at Lenham Heath.

20/50 WCs NEW LEASE UPDATE

MBC have offered a new 125year lease, Cllr. J Britt recommended LPC accept the contract, Cllr. A Ratcliffe suggested we agree in principle and forward the Heads of Terms to Thorneloe solicitors.

20/51 SALE OF THE STRIP OF LAND AT WILLIAM PITT FIELD

It will be stressed that uninterrupted access to the field and football facilities must be included in the heads of terms. Cllrs. J Britt, M Cockett and N Osborne will attend a meeting with Sibley Pares to clarify the payment installments and any other outstanding issues.

20/52 PADDOCKS DEVELOPMENT UPDATE

Cllr. M Ballard reported we are awaiting the final undertaking to ensure that if there are any future problems with the sewer pipe below LPC land the council will not be liable.

20/53 JONES HOMES SECTION 106 MONIES REPORT

Cllrs. M Ballard & D Garland are working on the complex S106 agreement. Cllr. Britt suggested we need a clear sense of what monies are outstanding and what the timeline for use of the funds is. Cllr. N Osborne will give contact details to Cllr. D Garland concerning the Glebe Gardens S106.

20/54 COUNCILLOR SPOKEPERSONS REPORTS

Cllr. P Scrivens confirmed the cut back of the vegetation in readiness for the drainage works is being organised and the closure dates will be advertised well in advance.

Cllr. D Garland reported the SSSI site on the North Downs has been closed by gates. Cllr. M Cockett offered to investigate further provided more details of the exact location were made available.

Cllr. J Britt confirmed ongoing discussions with the Len Valley surgery concerning arrangements for prescription collection at the surgery, as yet there are no plans to reopen the Glebe Surgery or change the collection arrangements despite the winter weather and shorter daylight hours. Cllrs. T & J Sams continue to raise any issues and keep LPC informed of any changes to procedures.

Cllr. M Ballard reported Douglas Alms Houses now operate a Key Safe system with individual emergency contact details. Parking issues at the new proposed three alms houses in the High Street will be dealt with at the planning stage. Ongoing issues with problems with the roof tiles on the bungalows have not yet been resolved.

Cllr. M Ballard reported the trees from the Woodland Trust will be delivered in November, he also asked on behalf of Cllr. M Michaelas if there will be a contingency plan if there is a second Covid 19 outbreak?

Cllr M Ballard requested a letter be sent to a property in Royton Avenue which has a dangerous tree which could cause safety issues for neighbours. The Clerk will write to the tree owner.

20/54 SPOKESPERSONS REPORTS CONTINUED

Cllr. N Osborne reported the Nursery School are struggling with numbers for the new term as they are unable to provide ‘wrap around’ nursery care, from early morning to early evening.

Cllr. N Osborne suggested viewing 1A High Street as a possible Parish Office.

Cllrs. N Osborne and A Ratcliffe will explore the idea further and report back to council.

Cllr. A Ratcliffe will submit the planning application for the Nursery School. Cllr. M Ballard proposed and Cllr. A Walmsley seconded and it was **RESOLVED** to pay the application fee.

Cllr. A Ratcliffe is working with the Nursery School on the business plan, Cllr. J Britt asked how long before the completion of the business plan?

Cllr. A Ratcliffe confirmed once the planning was secured if the nursery were unable to fund the project there was the option to offer the facilities to an outside body.

20/55 FINANCE

a) To authorise payments (Details of payments to be tabled).	Cheque no:	Amount £
Jupiter Play & Leisure. (replacement cheque)	5251	4454.10
SOHL Grant for transport assessment.	5252	1500.00
Scottish Power. WCs power.	DD	11.00
EDF. Street lighting monthly charge.	DD	213.38
Southeast water. Cemetery water supply.	DD	2.00
MBC. Cemetery rates.	DD	79.00

Salaries & expenses detailed as Appendix A and are filed with a signed copy of these minutes.

Cllr. J Britt proposed, Cllr. M Ballard seconded, and it was **RESOLVED** to make the payments.

Cllrs. N Osborne and M Cockett signed the cheques on behalf of Lenham Parish Council.

b) Internal Audit report.

The RFO reported the recommendations and confirmed the budget adoption will be uploaded to the website and attached to the minutes as an appendix. Future accounts will be presented as income and expenditure as this is the second year that either receipts or payments have exceeded £200,000 the 2019-20 accounts will be recorded as income and expenditure so they are comparable for 2020-21. Future minutes will show a vote for each candidate for Councillor co-option.

c) Audit Approval of Section 1 Annual Governance Statement 2019-2020.

Councillors considered the details of the Annual Governance Statement; no questions were raised and it was agreed that it should be signed by the Chairman and Clerk.

d) Audit Approval of Section 2 Accounting Statements 2019-2020.

Councillors considered the Accounting Statement; no questions were raised and it was agreed it should be signed by the Chairman and Responsible Financial Officer.

e) Cllr. J Britt proposed, Cllr. M Ballard seconded and it was **RESOLVED** to provide the grant to SOHL

20/56 CORRESPONDENCE RECEIVED (For information only) No correspondence to report.

The meeting closed at 10.00pm

