



MINUTES OF THE MEETING OF THE LENHAM PARISH COUNCIL
HELD ON THE 4TH NOVEMBER 2020 7.30pm AT THE COMMUNITY CENTRE

PRESENT Cllr. J Britt, Chairman presiding.

Cllrs. D Garland, S Heeley, K Hammond, N Osborne, P Scrivens & A Ratcliffe.

M McFarlane (Clerk) 1 Member of the public.

PUBLIC PARTICIPATION

(7.30pm 7.50pm)

A resident reported due to the latest Covid 19 government guidelines the Country Market has been cancelled for Sunday 8th November. He went on to ask for an update on the progress on the WCs which have been closed for a considerable time. Cllr. J Britt confirmed negotiations with MBC were ongoing and it is hoped a new 125 lease will be granted to the Parish Council. The option of opening the facilities (depending on Covid 19 guidelines) following an up to date inspection will be investigated. A request that a list of Councillor contacts and responsibilities (which is available on the council website) will be placed on the notice board in the Square.

The Chairman thanked the member of the public for attending and opened the meeting at 7.35pm

20/71 APOLOGIES FOR ABSENCE RECEIVED

The Council accepted apologies for absence from

Cllrs. M Ballard, M Cockett, M Lowe, M Michaelas, A Walmsley. RFO J Bate.

20/72 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.

20/73 TO REQUEST NOTIFICATION

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

No notification received.

20/74 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 7th OCTOBER 2020

Cllr. A Ratcliffe proposed, Cllr. D Garland seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 7th October 2020** are a true record and were approved, adopted and signed by the Chairman of the Parish Council.

20/75 PROGRESS OF RESOLUTIONS (For information purposes only)

Dealt with under the following agenda items.

20/76 DECLARATION OF ACCEPTANCE OF OFFICE FOR THE SOUTH WARD

The declaration of acceptance was signed by S Heeley and witnessed by the Clerk. The Chairman welcomed Cllr. S Heeley to join the council as a representative of the South Ward.

20/77 COUNCILLOR CO-OPTION FOR THE NORTH WARD

Deferred to the next council meeting on the 2nd December.



20/78 **FINANCE**

a) Responsible Financial Officer Report

The report provided a bank reconciliation of £302,081.01 to date. The RFO recommends we consider alternative bank accounts and digital banking at a later date as due to the Covid 19 situation most banks are not accepting new accounts at the present time. We can review the options in January 2021 for the new financial year.

b) Budget 2021-2022 proposals & considerations

We need to consider the cost of supporting the fight against the proposed Heathlands development in terms of assistance with legal advice and specific tasks.

The cost of the Neighbourhood Plan referendum will be factored in to the 2021-22 budget.

Cllr. J Britt requested Cllr. D Garland & the RFO produce a table of the CIL & Section 106 monies already received and sums due to tally with ringfenced amounts for projects.

Cllrs. were requested to send any project suggestions to the RFO in readiness for budget setting.

Cheques for consideration and payment 4th November 2020

Prepared by: James Bate - Lenham Parish Council RFO

c) To authorise payments (Details of payments to be tabled).	Cheque no:	Amount £
Jupiter Play and Leisure Ltd. Ham Lane new equipment	5272	13362.30
Amiga Fire and Security. CCTV maintenance	5273	54.00
Void cheque.	5274	0.00
Royal British Legion. Wreaths for Remembrance services	5275	90.00
Paul Waring. 2 nd invoice for ground works	5276	4569.12
Cllr. M Ballard. Expenses	5277	50.00
SSE. Allotment electric standing charge	5278	44.28
Steve Loader. Communications PR services	5279	1336.73
Streetlights. first half payment for contract	5280	384.00
Lenham Wanderers - grounds maintenance payment	5281	687.70
MS Computer Services - Email services	5282	40.00
Knight Freeman Surveyors - re purchase of 1A High Street	5283	1014.00
Tree Pro tree works at the churchyard	5284	500.00
Inkstand Cottage RFO service	5285	1175.00
Down to Earth – Chris Hill – September ground works	5286	425.00
N Beale Litter picking/Dog bins. October service.	5287	650.00
RCL Royland. Car park drainage investigations.	5288	969.00

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

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

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

20/79 **PROPOSED PURCHASE OF 1A HIGH STREET UPDATE**

Cllr. J Britt reported purchase procedures were progressing. A business plan produced by Cllr. A Ratcliffe and the RFO has been submitted with the application for a £100,000 loan.

Public consultation duties are undertaken by way of the full details of the proposals being on the parish website and the notice boards alongside a Focus magazine article. The aim of the council is to provide a permanent village centre office with the possibility of Tourist Information facility.



20/80 PROPOSED NEW EQUIPMENT FOR WILLIAM PITT FIELD

Cllr. M Lowe had submitted a presentation of outdoor gym equipment for the William Pitt Field. The replacement skate ramp will be considered at a later date once the sale of the strip of land to Countryside developments is finalised.

Cllr. A Ratcliffe proposed, Cllr. P Scrivens seconded and it was **RESOLVED** to purchase the equipment and progress the project.

20/81 NEIGHBOURHOOD PLAN REVIEW GROUP REPORT

The council has acknowledgement from MBC ref: response to the Local Plan call for sites.

Cllr. N Osborne suggested it would be advantageous to have the LPC Chairman of planning join the LNP Review Group for a more coordinated approach to future planning applications. Cllr. J Britt will speak with Cllr. A Walmsley.

Cllr. K Hammond will attend the virtual MBC SPI meeting on the 9th November and report back. The MBC Local Plan 18b consultation will run from 1st to 21st December. Cllr. K Hammond will continue to attend the MBC meetings during December and report back.

20/82 SIGN AS A CORRECT RECORD THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING

a) Recommendation: Maidstone Road car park drainage works

Cllr. A Ratcliffe will clarify the depth of the soak ways should be increased by 50% for extra drainage capacity, which will slightly change the original quote figures. Cllr. J Britt proposed, Cllr. N Osborne seconded and it was **RESOLVED** to carry out the drainage improvement works.

b) Electronic meeting protocol and policy adoption

Cllr. N Osborne proposed, Cllr. D Garland seconded and it was **RESOLVED** to adopt the protocol for future electronic meetings. The first meeting which will use the zoom platform will be the Finance & General Purposes Committee on Wednesday 18th November.

c) Countrystyle bin collection contract

Cllr. A Walmsley proposed, Cllr. K Hammond seconded and it was **RESOLVED** to authorise a fortnightly bin collection by Countrystyle at an annual cost of £352.40. The RFO will set up the direct debit and sign the contract.

Cllr. A Ratcliffe proposed, Cllr. D Garland seconded and it was **RESOLVED** that the minutes of the F & GP meeting held on Wednesday 21st October are a true record and were approved, adopted and signed by the Chairman of the F & GP Committee.

20/83 REGISTRATION OF ROAD NAMES OLD GOODS YARD HEADCORN ROAD LENHAM

Cllrs. will recommend the following names to MBC for consideration. MBC decide the type of road name ending, Road, Drive, Close etc. Recommended names Arrow Way, Southern, The Old Goods Yard, Railway Terrace, Boorman, Kilnwood, Clayton, Thelson, Parker & Henson.

20/84 PLANNING SUMMARY OF APPLICATIONS & RESPONSES

Cllr. A Walmsley confirmed all applications have been dealt with mainly a 'no comment' response. The contentious dumping of site spoil on land below Highfields Faversham Road has been contested. There were no questions raised to the applications received, all response details are on the Lenham Parish Council website. www.lenhamparish.org.uk



20/85 COUNCILLOR SPOKEPERSON'S REPORTS INCLUDING PROJECT UPDATES

Cllrs. J Britt & A Ratcliffe met with the Ham Lane Allotment Association representatives to discuss the proposed new Nursery School. A skip will be ordered to clear the earth along the Robins Avenue boundary fence to allow a resident to access their fence for replacement.

Cllrs J Britt & A Ratcliffe confirmed the Remembrance services on the 8th & 11th November will be low-key events this year. A wreath will be laid on behalf of the Parish Council at both services.

Cllr. A Ratcliffe is corresponding with Mr. Rainsford from MBC concerning the Elmstone conservation area, he hopes to meet on site or by a zoom meeting; he will report back to council.

Cllr. D Garland will provide Cllrs. with an updated Section 106 monies due and CIL payments.

Cllr. P Scrivens reported large lorry movements causing problems close to the Sandway pinch point. Cllr. J Britt confirmed the lorries were involved in the backfill of the north face of the sandpit.

Cllr. J Britt reported ongoing problems with parking issues in the Square, he confirmed the village only has an average of five hours a month enforcement provided by MBC.

20/86 CORRESPONDENCE RECEIVED (For information only)

No correspondence to report.

The meeting closed at 10.10pm