



Report of the Finance and General Purposes Committee Monday 23rd February 2026 7:30pm

PRESENT Cllr. J Britt Chair presiding.
Cllrs. D Garland, A Ratcliffe, A Walmsley, K Hammond & C Wood
A Ratcliffe (Finance & Admin Officer)

Public Participation:

No members of public present

The chair opened the meeting at 19:30

1. **Apologies for Absence**
Cllrs. D Turner and H Dale
2. **Nominations for Substitutions**
Cllr. C Wood for Cllr. D Turner. All agreed.
3. **Declarations of interest on the agenda**
Cllr. C Wood declared an interest in 9 and 18 on the payment schedule.
4. **In accordance with the public bodies (Admission to Meetings) Act 1990, s1, the councils is to determine which items. If any, should be taken with the public excluded**
No items were determined as confidential.
5. **Minutes from F&GP committee meeting held on 23rd January 2026**
The notes of the F&GP meeting held on 23rd January were agreed as being accurate.
Points to follow up on:
 - **ACTION** Officers to contact TreePro and get advice and price for overhanging footpath work after next nesting season.
6. **RFO Financial Report and update on work in progress**
A Ratcliffe reported the bank account balances as follows:
Current account = £84,796.28 Savings = £259,115.92 CCLA = £1,500,000
 - a. **Review payment list for recommendation to full council.**
All transactions are presented in Appendix A.
All agreed to recommend payments for approval.
Cllrs. D Garland and A Walmsley reviewed and signed the invoices.
ACTION L Westcott to process payroll.
ACTION Cllrs. A Walmsley & D Garland to approve on the bank.
 - b. **Bank Reconciliation Report and budget statement for January**
Cllr. J Britt reported that he has reviewed the bank statements, and these reconcile with the accounting software statement. The bank statements and bank reconciliations for January have been signed.

7. **Update on Section 106 and CIL monies due/ application for funds made and note receipts.**
Nothing to report.
8. **To consider Grant Application from St Mary's Church PCC of up to £10,000.**
All agreed that some support was needed. **ACTION** Cllr. J Britt to contact PCC to ask if they have reached out to other institutions for funding.
ACTION Recommend to full council to support with 50% of the request
9. **To consider Grant Application from Lenham Repair Café Group for £2626**
All agreed to support.
ACTION Recommend to full council to offer £2500
10. **To consider Grant Application from Ham Lane Allotment Association for £11,706.17**
All agreed more work is needed
ACTION Cllr Walmsley to contact Doug to look for alternative prices.
11. **To consider the quotation from Paul Waring 2026/2027 prices for grounds maintenance**
All agreed to support.
ACTION Recommend to Full Council .
12. **To consider the planning application fee for the Bike Rack in the Square (£397)**
Following an email received February 23rd, this confirmed that planning permission was not needed, as it is under permissible development.
ACTION Cllr. A Ratcliffe to email MBC explaining the need for a rack in keeping with a Conservation Area.
13. **To consider report for Lenham Fest (report already circulated)**
All agreed to support. Other potential locations and dates could be investigated. Cllrs. agreed local food and drink businesses should be approached before asking external contractors.
ACTION Officers to contact Barr family and ask for use of 'their' field
14. **To consider the request for a Jacket Potato van in the Square**
It was noted no more information has been forthcoming from the applicant. Cllrs. are concerned about the impact on existing businesses.
15. **To consider Dog agility area**
Officers reported on the initial idea from Cllr. H Dale and welcomed input from Cllrs. particularly on location. More information is to be required on running logistics, costings, nuisances and insurance issues.
ACTION Cllr. H Dale and officers to research further.
16. **To note the additional works for fencing the Maidstone Road Carpark**
Additional works are required around the trees in the corner. Waste has been piled up behind a fence panel in the corner, the panel will be removed on Tuesday to assess the work required.
ACTION Recommend further works to Full Council dependent on assessment on Tuesday.
17. **To consider the draft Investment Strategy.**
All agreed to adopt.
ACTION Recommend to Full Council.
18. **To update on the Parish Caretaker Application**
Officer Ratcliffe confirmed 7 applications have been received. Officers to contact candidates and offer interviews w/c 2nd March.
19. **To consider options for play park inspections.**
Officer Ratcliffe 2 additional quotes have been obtained and neither are cheaper.
ACTION Recommend to Full Council to remain with Safeplay.

20. Projects update

- a. **Lenham Nursery** - Awaiting CIL response. Modus have been kept in the loop re timings
- b. **Cemetery Road Surfacing** - Cllr. A Ratcliffe to nudge Evans and Langsford to start specification.
- c. **Maidstone Road Carpark** - Cllr. A Ratcliffe to nudge Evans and Langsford to start specification.

21. Correspondence (for information only)

- a. MoP has recommended double yellows on Honeywood Road. This is not an issue for LPC.
- b. Letter received from MoP about planned works on trees in churchyard.
ACTION Officer Ratcliffe to email Qualitree reiterating only direction taken from LPC not any neighbours.
- c. MoP has asked for LPC support for K9 phone box at Marley Site.
- d. Email received from MBC asking LPC to help fund cast iron waste bins (around £2.5k)
ACTION Cllr. A Ratcliffe to email MBC with cheaper alternatives.
- e. MoP visited office wanting information regarding Panettonni's green space plan.
ACTION Officer Ratcliffe to email MoP with site plan.

15. Summary of recommendations to full council

- a. To approve grant to St Marys Church PCC for 50% of request
- b. To approve grant to Lenham Repair Café Group of £2500
- c. To approve payment to Wallond for additional fence work (if required)
- d. To instruct Safeplay to carry out play park inspections for 26/27
- e. To approve fee increase from Paul Waring for 2026/2027 season
- f. To authorise payments for February
- g. To accept the Investment Strategy

The meeting closed at 21:40

Signed as a true record on this day 4th March 2026
Chair of the Finance and General Purposes Committee

APPENDIX A – February 2026 Pay run

27/01/26-23/02/2026					
Name	Frequency	Description	Invoice Date	Amount	VAT
Invoices					
Amiga	ad hoc	call out for camera not working at pavillion	23/02/2026	108.00	18.00
Capital Cleaning	ad hoc	Black sacks	12/02/2026	143.94	23.99
Charing Ltd (Fixings warehouse)	ad hoc	Paint for meeting room floor	19/01/2026	32.43	5.40
Down to earth	Monthly	Bonfire and tree work at Cemetery	31/01/2026	100.00	
KALC	Ad hoc	Climate Change and Planning training - J Murray	27/11/2025	42.00	7.00
Lenham Community Centre	monthly	Meeting room hire	31/01/2026	95.00	
Lenham Focus	Annual	Advert cost	04/02/2026	226.80	
Nathan Beale	monthly	Waste management and toilet cleaning	31/01/2026	1258.51	
Play inspection company	yearly	Annual inspection and life expectancy	30/01/2026	347.40	57.90
Safeplay	Ad hoc	Replacement zip wire treads	12/02/2026	155.76	
SLCC	ad hoc	Agenda & minutes training	15/01/2026	140.40	23.40
TCR	Monthly	Office window cleaning	04/02/2026	17.00	
Tree Pro	ad hoc	The Paddocks Clearing	04/02/2026	1440.00	240.00
Paid Feb 2025					
Safeplay	Bi monthly	Bi monthly play park operational inspections	23/01/2025	180.00	30.00
SLCC	Ad hoc	FiLCA training (S Newell)	05/02/2026	168.00	28.00
			TOTAL	1754.74	12.40
Direct Debits					
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Amiga	Monthly	CCTV Maintenance & Emergency cord at WCs (x 2 months)	01/02/2026	105.00	17.50
Business Stream (Q bill)	Monthly	1A High Street water (£80.90 in credit)			
Busines Stream (Q bill)	Quarterly	Toilets (£256.67 in credit)			
Castle Water	Monthly	Water at picnic site - (£1.18 in credit)			
Castle Water	Monthly	Public Toilets Maidstone Road (£19.66 credit)			
Countrystyle Recycling	Monthly	Large Rubbish Bin collection and office recycling	31/01/2026	235.54	39.26
Direct 365	Monthly	Toilet bin (Nappy & Hygiene)	01/02/2026	36.29	6.05
EDF	Monthly	Maidstone Road public toilets	04/02/2026	566.58	
EDF	Monthly	Pop up Power (1 the Square) (credit £70.40)			
EDF	Monthly	1A High Street	04/02/2026	135.94	
EDF	Monthly	Streetlights - 02/09-01/02	17/02/2026	3655.02	798.16
EDF	Monthly	Allotments buildings	09/02/2026	19.53	0.93

Hugofox	Monthly	Website hosting	19/01/2026	23.99	4.00
Lloyds Bank	Monthly	LPC Debit Card - as per statement (inc bank charges £3)	16/02/2026	418.60	
MBC NNDR	Monthly	Lenham Cemetery Rates (ten months)	01/12/2025	60.00	
MBC NNDR	Monthly	Public Conveniences Rates (12 months)	01/12/2025	103.00	
MBC NNDR	Monthly	1A Office Rates	01/12/2025	289.00	
Nayax	Monthly	Toilets	01/02/2026	12.29	
South East Water	Monthly	Cemetery		3.00	
Service Charge (UNITY)	Monthly	Monthly service charge (for Dec)	31/01/2026	11.85	
Scribe	Monthly	Monthly subscription	01/02/2026	94.80	15.80
			TOTAL- direct debits	5770.43	864.20
Payroll					
HMRC	Monthly	HMRC payment	28/02/2026	2640.43	
NEST	Monthly	Pensions	28/02/2026	645.36	
Staff Wages	Monthly	L Westcott, S Newell & A Ratcliffe	28/02/2026	6593.09	
			TOTAL Payroll	9878.88	0.00
			TOTAL EXPENDITURE	17404.05	876.60
Income - Current Account					
CCLA	monthly	Interest	04/02/2026	4839.63	
Cheque	ad hoc	Cemetery fees	03/02/2026	400.00	
MBC Rate refund	ad hoc	rates refund on 1A from 2022	17/02/2026	10405.34	
BT Refund	one off	Refund on Wifi and telephone charges	05/02/2026	23.32	
			TOTAL	15668.29	

