



Minutes of the Meeting of Lenham Parish Council **Held on Wednesday 1st July 2026, 7:30pm at Lenham Community Centre**

PRESENT Cllr. J Britt, Chair presiding.

Cllrs. D Earl, D Garland, K Hammond, S Heeley, A Ratcliffe, D Turner & A Walmsley.

L Westcott (Clerk & RFO), S Newell (Deputy Clerk and RFO) & S Richardson (Parish Caretaker)

Public Participation

1 member of the public present.

KCC Cllr. Sarah Emberson reported on meetings attended regarding the water situation and the lack of consultation with the water companies at the planning stage. L Westcott raised the issue of the bus stop on the A20, Cllr. Emberson will follow up on this and find out when work will begin.

The chair opened the meeting at 19:40.

26/44 Apologies for absence received.

Apologies were received and accepted from Cllrs. P Culver, H Dale, M Michaelas & K Hammond (who will be late).

26/45 To receive declarations of interest on the agenda, declarations to changes to the Register of Interests, and to consider Requests for dispensations.

Cllr. D Garland declared an interest on item 26/55b.

Cllr. A Ratcliffe declared an interest on item 26/58.

26/46 To request notification of intention to film, photograph or record any items.

There were none.

26/47 In accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, the Council is to determine which items, if any, should be taken with the public and press excluded.

There were none.

26/48 To sign as a correct record the minutes of the Lenham Parish Council Meeting on 3rd June 2026.

Cllr. D Garland proposed, Cllr. D Earl seconded and it was **RESOLVED** that the minutes for the meeting held on 3rd June are a true record and were approved, adopted and signed by the Chair of the Parish Council.

26/49 Progress of resolutions from 3rd June (for information purposes only).

To note:

- a. L Westcott has submitted the AGAR and associated documents to the External Auditor.
- b. The planned report for the picnic site is progressing following discussions about funding.
- c. Cllr. J Britt confirmed that parish councils are required to fall in line with the new election dates under LGR or fund elections themselves.

26/50 To confirm that the Parish Council meets the eligibility criteria and to resolve to adopt the General Power of Competence (GPC).

It was confirmed that the Parish Council meets the eligibility criteria to exercise the General Power of Competence (GPC), including having a qualified Clerk and the requisite number of elected Members. All Cllrs. agreed and it was **RESOLVED** to adopt the General Power of Competence with immediate effect.

26/51 To confirm that the requirements for the Local Council Award Scheme Silver application have been met and to approve submission of the application

Cllr. D Earl proposed, Cllr. D Turner seconded and it was **RESOLVED** to confirm that the required information is in place to support the silver application to the Local Council Award Scheme.

26/52 To receive an update on the church food bank and consider support.

Cllrs. are keen to support the food bank, it is currently supported by the co op. Social media could be used to request donations.

26/53 To delegate authority to the F&GP committee to approve payments for July at the July F&GP meeting (there is no full council meeting in August)

Cllr. A Walmsley proposed, Cllr. D Tuner seconded and it was **RESOLVED** that the payments for July will be approved by the F&GP committee.

26/54 Report from Staffing Committee.

Cllr. D Earl reported on the Local Government Award Scheme and planned staff appraisals.

Cllr. K Hammond arrived 20:12.

26/55 To sign as a correct record the minutes of the Finance and General Purposes (F&GP) meeting on 24th June 2026.

Cllr. K Hammond proposed, Cllr. A Walmsley seconded and it was **RESOLVED** that the minutes for the meeting held on 24th June are a true record and were approved, adopted and signed by the Chair of the Parish Council.

Recommendations:

- a. A table of payments and income for June is included in the minutes of F&GP.
Cllr. K Hammond proposed, Cllr. D Turner seconded and it was **RESOLVED** to make all payments.
Cllr. D Garland & Cllr. A Walmsley to authorise the payments online.
- b. Cllr. D Earl proposed, Cllr. D Turner seconded and it was **RESOLVED** to award a grant to Lenham Primary PTA for £2500 towards their forest school. KCC Cllr. S Emberson will also offer a community grant for £500.
ACTION – Officers to write a social media post about awarding grants.
- c. Cllr. D Garland proposed, Cllr. A Walmsley seconded and it was **RESOLVED** to instruct JK Construction to complete the electrical work at the office following EIRC (£180 for an earthing cable and £970 for a new consumer unit).
- d. Cllr. A Walmsley proposed, Cllr. K Hammond seconded and it was **RESOLVED** to order for a replacement interpretation panel for The Cross.
- e. Cllr. A Walmsley proposed, Cllr. D Garland seconded and it was **RESOLVED** to instruct CSG to clear the drains in the Maidstone Road car park for £572 + waste.
- f. Cllr. D Turner proposed, Cllr. D Garland seconded and it was **RESOLVED** to instruct Safeplay to replace x4 treads on zip wire at Ham Lane Play Park for £280.
- g. Cllr. K Hammond proposed, Cllr. D Turner seconded and it was **RESOLVED** to instruct Safeplay to fix the zip wire for £284.
- h. Cllr. A Walmsley proposed, Cllr. D Garland seconded and it was **RESOLVED** to replace the final LED bulb on streetlights in Platts Heath for £375 + VAT.

26/56 To receive the clerk's report for June 2026.

Noted.

26/57 To sign as a correct record the minutes of the Planning and Implementation Committee (P&I) meeting 17th June 2026

Cllr. J Britt proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** that the minutes for the meeting held on 17th June are a true record and were approved, adopted and signed by the Chair of P&I.

- a. See planning decisions in Appendix A.
- b. Cllr. J Britt proposed, Cllr. A Walmsley seconded and it was **RESOLVED** to instruct planning agent for a technical response to the Heathlands EIA scoping report for £425.

26/58 To consider funding an Autocad subscription - professional software used to create accurate technical drawings, plans, and maps for engineering, architectural, and surveying projects – for £492

Cllr. K Hammond proposed, Cllr. D Garland seconded and it was **RESOLVED** to fund an Autocad subscription to aid planning for projects for £492.

26/59 To receive an update on the sale of 7A Church Square and the associated flying freehold and to agree any necessary actions.

Cllr. J Britt reported on the progress of the sale of 7A Church Square and has requested information from the solicitor about the flying freehold.

26/60 To consider adopting the following policies

- a. **Co-option Procedure** - Cllr. D Garland proposed, Cllr. K Hammond seconded and it was **RESOLVED** to adopt the policy.
- b. **Breach Notification Policy and Procedure** - Cllr. D Garland proposed, Cllr. K Hammond seconded and it was **RESOLVED** to adopt the policy.
- c. **Scheme of Delegation** - Cllr. D Garland proposed, Cllr. K Hammond seconded and it was **RESOLVED** to adopt the policy.

26/61 Updates from meetings attended/ planned (for information purposes only)

- a. Cllrs. S Heeley and K Hammond met with residents in Lenham Heath.
- b. Cllr. D Garland attended a training session with Scribe on Employment Law.
- c. All Cllrs. are invited to P McCreery's retirement celebration.

26/62 Project Updates (for information purposes only)

- a. Cllr. A Ratcliffe has received the scope of works for the cemetery road and Maidstone Road car park, he is waiting for further information on questions asked and then these will be ready to go to tender.
- b. Cllr. D Garland provided a report on the CCTV/Wifi project.

26/63 To report correspondence received (for information purposes only)

L Westcott reported on an email regarding the state of Liberty View – roads, paths and the undeveloped area, contact will be made with Abbey Homes.

Three planters have been found in Platts Heath, Cllrs. are keen to adopt these and fund plants. Officers will try and find out more information.

L Westcott has been asked about parking in Church Square associated with No 3 High Street's garden.

L Westcott asked which Cllrs. were keen to take part in the tug of war competition at Lenham Fest.

The meeting closed at 21:59

Signed as a true record on this day 2nd September 2026.....

Chair of Lenham Parish Council

Appendix A

Application Number	Address	Comments
26/502297/FULL	Keilen Park Dickley Lane Lenham Kent ME17 2DD	No comments.
26/502206/LBC	1A High Street Lenham Kent ME17 2QD	Support – LPC application.
26/502146/EIASCO	Land At Lenham Heath - Heathlands Lenham Heath Road Lenham Heath Kent	To be prepared by Planning Consultant.