



**REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING
WEDNESDAY 21ST OCTOBER 2020 7.30pm AT THE COMMUNITY CENTRE LENHAM**

PRESENT: Cllr. J Britt Chairman presiding.

Cllrs. M Cockett, D Garland, A Ratcliffe & A Walmsley.

Cllr. K Hammond & RFO J Bate were also present. M McFarlane. (Clerk)

1. **APOLOGIES FOR ABSENCE**

Cllrs. M Ballard & N Osborne.

2. **DISCLOSURES AND CONFIDENTIAL ITEMS ON THE AGENDA**

No disclosures or confidential items on the agenda.

3. **FINANCIAL UPDATE – RFO**

a) **Update on banking status.**

No progress to date will report further at the November council meeting.

b) **Information relating to finance of 1A High Street.**

The NALC document along with the business plan will be submitted.

The public consultation is on the LPC website and notice boards.

We are awaiting the survey; no issues were flagged up at the time of the survey.

The conveyancing questionnaire will be completed. The timeframe of the loan repayment is extended to enable no increase in the precept.

c) **External Audit report & certificate.**

We are awaiting the response from Littlejohn, RFO will chase.

4. **UPDATE ON SECTION 106 & CIL MONIES DUE**

Cllr. D Garland awaits the details of monies due from The Old Goods Yard site.

The LNP Review group will liaise with Cllr. D Garland as each site in the plan becomes live.

Cllr. A Ratcliffe suggested we use the LNP site plan to cross reference payments due and received.

CIL monies due will be 25% from MBC, now the plan carries significant weight. Early interaction with the site developers will give LPC the opportunity to suggest the projects we wish to see funded throughout the parish.

5. **PROJECTS UPDATE**

a) **Public toilets.**

The new 125 year lease will be discussed at the MBC Policy & Resources Committee in November. Cllr. A Ratcliffe will update the quotes for the three upgrade options for discussion at F & GP in November and recommendation to full council in December.

b) **Maidstone Road car park.**

Cllr. A Ratcliffe will seek clarification of the works included in the quote, subject to all works being agreed with the contractors, Cllr. A Walmsley proposed, Cllr. J Britt seconded and it was resolved to recommend the quote to the December council meeting.

PROJECTS UPDATE CONTINUED:

c) **Nursery School.**

The planning application has been validated and in the planning system.

d) **Ham Lane to Maidstone Road footpath.**

Cllr. M Ballard is progressing the project, liaising with the Primary School and KCC contractors. Cllr. A Walmsley recommended the project is included in the 2021-22 budget consideration in order to complete the entire path.

6. **LANDSCAPE & VILLAGE MAINTENANCE (current issues)**

Cllr. A Walmsley proposed, Cllr. A Ratcliffe seconded and it was resolved to recommend to full council the contract with Countrystyle for a bin collection service (fortnightly) to accommodate the increase in litter collected throughout the parish.

7. **REQUEST FOR NEW PLANTERS IN THE SQUARE & MALTHOUSE CLOSE**

Cllr. D Garland will liaise with the volunteer group who tend the various planters in the parish to decide what is required to upgrade the planters and look at long term watering options. He suggested we look at sponsorship from local businesses, Cllr. Hammond suggested a local garden centre may have some advice. The New planter for Malthouse Close will be included in the project, subject to the understanding that the residents of the Close will tend to the planter.

8. **CROSS MAINTENANCE**

A site meeting to organise a quote for the required works will be organised with S Waring. The railings around the bench will need to be painted and new steps with a handrail installed.

9. **STREETLIGHTS MAINTENANCE CONTRACT**

Cllr. J Britt signed the contract on behalf of the council, an annual renewable contract will mean regular inspection, replacement and cleaning of the lamps throughout the parish.

10. **CCTV MAINTENANCE REPORT & PROPOSED UPGRADE**

Cllr. A Walmsley reported repairs were required to the CCTV cameras in the Maidstone Road car park following the site visit with Amiga contractors. Quotes will be sought to upgrade the entire system, possibly with number plate recognition. Cllr. A Walmsley will report back to the next F & GP meeting with the costs for further discussion and recommendations to full council.

Cllr. J Britt presented a draft electronic meeting policy and protocol document for discussion. The Clerk will circulate the document to all Cllrs. before the full council meeting for comment. Subject to any changes being made the document will be recommended to council for ratification. This will allow for fully electronic meeting to be scheduled with access via a link for the public to participate and comment as normal, under public participation at the beginning of the meeting.

11. **CORRESPONDENCE RECEIVED**

Cllr. J Britt has received letters concerning the proposed purchase of 1A High Street from H Thorneloe and P Jarvis outlining the procedures to be followed.

Cllr. A Ratcliffe received details of the two commemoration services on the 8th & 11th November. The Chairman will lay a wreath at both events on behalf of the Lenham Parish Council.

Cllr. A Ratcliffe may have to offer apologies for the next LPC meeting.

The meeting closed at 9.40pm