



Minutes of the Zoom Meeting of the Lenham Parish Council Held on 7th April 2021 at 7:30pm

PRESENT Cllr. J Britt, Chairman presiding.

Cllrs. M Ballard, M Cockett, D Garland, K Hammond, S Heeley, M Lowe, M Michaelas, N Osborne, A Walmsley & A Ratcliffe. L Westcott (Clerk). 2 Members of the public.

PUBLIC PARTICIPATION

(7.30pm - 7.50pm)

Email circulated from the Thornes pre meeting. Long term solution is changing the status from a BOAT to a bridleway which will be an Act of Parliament. There is the potential to install CCTV on a telegraph pole on edge of Thorne's property. **ACTION** Cllr Walmsley to look at costing of CCTV. **ACTION** Cllr J Britt to contact PCSO about best deterrent and potential future Police exercises. **ACTION** L Westcott to contact KCC to assess changes to ground conditions at the gate with a view to deter quad bikes.

Chair opened the meeting at 8:05pm.

20/142 APOLOGIES FOR ABSENCE RECEIVED

Apologies received from J Bate (RFO)

20/143 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.

20/144 TO REQUEST NOTIFICATION

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

No notification received.

20/145 TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 3rd MARCH 2021

The minutes of the meeting held on **Wednesday 3rd March 2021** are a true record and were approved, adopted and signed by the Chairman of the Parish Council (post meeting).

20/146 PROGRESS OF RESOLUTIONS

Covered by items on the agenda.

20/147 REFERENDUM ARRANGEMENTS

MBC notices circulated pre meeting. Cllrs. S Heeley and J Britt with Paul McCreery have been responding to enquiries. The LNP Group have produced posters, banners and signs. Cllr. S Heeley showed the video and all agreed for it to be used on social media. LPC can nominate one person to observe the count on 7th May.

ACTION L Westcott to contact MBC to get an idea on times for count and let Cllr. A Ratcliff know.

20/148 NEW PLANNING AND IMPLEMENTATION (P&I) COMMITTEE

Cllr. J Britt outlined the proposal for the new P&I committee. Cllr. A Walmsley will be the chair for a 6-month review period. The meetings will be held on the first Monday of every month. The LNP Group committee agree with the proposal. Cllr. Michaelas reported that he knew a person interested in joining the group.



Cllr. M Cockett proposed, Cllr. M Michaelas seconded and it was **RESOLVED** to form the new committee.
ACTION L Westcott to organise a Zoom meeting for first meeting on 26th April (one week early due to bank holiday)
ACTION Cllr. J Britt to organise a Zoom meeting with Cllr. A Walmsley and L Westcott to set agenda.

20/149 FINANCE

a) Responsible Financial Officer Report (read out by Cllr J Britt)

- John Foster at MBC has our contact information for Welcome Back grant.
- A request to NWB has been made to move all money in reserve account into the current account ready for switching to the Unity account.
- The Unity account application forms have been sent and required documents are currently being scanned.
- Signatories will need to be set up once the main account has been activated, proposed signatories are Cllrs. N Osborne, Mike Cockett, D Garland, A Ratcliffe and J Britt.
- Internal Audit with Lionel Robbins meeting is booked for 20th May 2021. The signed AGAR forms and supporting information need to be submitted to PKF Littlejohn by 2nd July 2021.
- The lending Facilities form for purchase of 1A High Street have been completed as much as possible. Final updates to rates and dates will be entered when we know key dates. The draw down needs 4 days' notice.
- No significant income has been received but we are due MBC precept payment by Friday this week.

b) Cheques for consideration and payment 7th April 2021

| | Cheque no: | Amount £ |
|---|------------|----------|
| KALC – 8017 | 5352 | 1305.60 |
| Paul Waring additional invoice - 13207 | 5353 | 2869.20 |
| Keter UK Ltd – 1338917132 | 5354 | 144.00 |
| PMC Planning – 33 | 5355 | 2880.00 |
| Lotus Print – 12745 (Mike Lowe) and 12744 (Mike Lowe) | 5356 | 589.20 |
| Mike Lowe – OMG invoice SI-20435 | 5357 | 275.80 |
| OMG trading – SI-20543 | 5358 | 222.05 |
| RCL Royland – RL669/002 | 5359 | 18568.06 |
| Cybereye – 1196 | 5360 | 4346.40 |
| MS Computer Services | 5361 | 199.99 |
| Paul Waring – February 13172 | 5362 | 1056.36 |
| Nathan Beale – 052 | 5363 | 660.00 |
| LCN Domain name renewal – replacement chq to Justin Smith-Essex | 5364 | 17.94 |
| Down To Earth – March 2021 | 5365 | 570.00 |
| Branson – Street Furniture 3611 | 5366 | 2964.00 |
| Lotus Print – 12750 (Valerie Woollven) | 5367 | 1285.00 |

Cllr. A Walmsley proposed, Cllr. M Ballard seconded and it was **RESOLVED** to make the payments.
 Cllrs. M Cockett and N Osborne signed the cheques on behalf of Lenham Parish Council.

- c) Cllr. D Garland reported on the four proposed options for the village signposts. Agreement to go ahead with the £950 option, potentially from the Welcome Back grant.

20/150 CO- OPTION NOTICE FOR COUNCILLOR IN THE NORTH WARD

Cllr. Paul Scrivens has resigned from his post in the North Ward.
ACTION L Westcott to notify MBC and post notices on website and notice boards.

20/151 PROGRESS REPORT ON PURCHASE OF 1A HIGH STREET UPDATE

Cllr. J Britt reported that there has been a delay in the purchase of the flat which in turn has held up LPCs purchase of 1A. Cllr. N Osborne presented a spreadsheet of costs for work/equipment required for the office set up and is happy to oversee the installation and PAT testing. Cllr. J Britt reported that he had received a proposed design for the window display, this was circulated with the agenda. All agreed that this looked appropriate.

20/152 NEIGHBOURHOOD PLAN REVIEW AND SALE OF LAND AT WILLIAM PITT FIELD

Cllr. J Britt reported that all points made about the contract had now been included. Cllr. M Lowe proposed, Cllr. A Walmsley seconded and it was **RESOLVED** to sign the contract.
ACTION Cllr. J Britt to contact Thorneloe to proceed.

20/153 PLANNING REPORT

Loder Close – Letter received from Marion Geary, MBC have taken legal advice that states a new application is not required to change to 100% social housing as this is not a substantial change.
ACTION Cllr. M Cockett to contact Shellina Prendergast to find KCC contact to gain support.
ACTION Cllr. J Britt to write to Rob Jarman and Alison Broom.

20/154 SIGN AS A CORRECT RECORD THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING

The minutes of the F & GP meeting held on Wednesday 17th March 2021 are a true record and were approved, adopted and signed by the Chairman of the F & GP Committee. (post meeting).

20/155 COUNCILLOR SPOKEPERSONS REPORTS INCLUDING PROJECT UPDATES

Cllr. N Osborne reported that a resident living in the house adjacent to the Picnic site has reported that the hedge is overgrown. **ACTION** N Osborne to meet with resident.

20/156 NOMINATION FOR REPRESENTATIVES FOR OUTSIDE BODIES

Cllr. K Hammond volunteered to be LPC representative for the Community Centre.

20/157 CORRESPONDENCE RECEIVED (For information only)

- i. KCC have requested to use the cemetery as a drone landing area. All agreed the cemetery was not a suitable place, Royton Avenue green space is more appropriate.
ACTION L Westcott to liaise with KCC.
- ii. A complaint has been received regarding litter in the Square, Cllr. M Michaelas reported that he is aware of the issue and is happy to empty the MBC bins in between visits.
ACTION L Westcott to contact MBC to get a key for the bins.
- iii. A complaint has been received regarding dog mess in and around the church yard.
ACTION L Westcott to liaise with Community Warden regarding sprayed templates on pavements around village (outside of conservation area).
- iv. It was agreed to donate £100 to the Air Ambulance.
- v. Cllr. J Britt reported his thanks to Margo McFarlane for 10 years in post as parish clerk. All agreed.

The meeting closed at 10.10pm