



MINUTES OF THE ZOOM MEETING OF THE LENHAM PARISH COUNCIL
HELD ON THE 3rd OF MARCH 2021 AT 7.30pm

PRESENT Cllr. J Britt, Chairman presiding.

Cllrs. M Ballard, M Cockett, D Garland, K Hammond, S Heeley, D Hunter-Laver, M Lowe, M Michaelas, N Osborne, P Scrivens, A Walmsley & A Ratcliffe. M McFarlane (Clerk) J Bate (RFO)

4 Members of the public.

PUBLIC PARTICIPATION

(7.30pm 7.50pm)

H Thorneloe (solicitor) answered questions relating to the purchase of the new parish office at 1A High Street Lenham. Issues discussed included the lease of the flat adjacent to the office and the fair and reasonable share of responsibilities for insurance cover. Future possible risks associated with the leasehold flat were outlined, most of which can be covered by comprehensive insurance. Moving forward, once the sale of the flat is complete the purchase of the office should be quickly finalised. J Britt pointed out the need for a completion date in order to draw down the funding.

The Chairman thanked H Thorneloe for attending, he then opened the meeting at 8.05pm.

20/127 **APOLOGIES FOR ABSENCE RECEIVED** No apologies received

20/128 **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.

20/129 **TO REQUEST NOTIFICATION**

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

No notification received.

20/130 **TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING 3rd FEBRUARY 2021**

Cllr. P Scrivens proposed, Cllr. M Ballard seconded and it was **RESOLVED** that the minutes of the meeting held on **Wednesday 3rd February 2021** are a true record and were approved, adopted and signed by the Chairman of the Parish Council. (post meeting)

20/131 **PROGRESS OF RESOLUTIONS** (For information purposes only)

Cllrs. J Britt & A Walmsley continue to work with the police in an effort to resolve the anti-social behaviour of some off-road vehicle users along the Pilgrims Way. The padlock and bar is missing from the gate close to the cross and will be reported to the Rights of Way officer.

Cllr. S Heeley reported the recent police operation using drones to discourage unauthorised use of the byway was successful.

20/132 **UPDATE OF RECRUITMENT PROCESS & RECOMMENDATION TO APPOINT PARISH CLERK**

Cllr. J Britt introduced Lisa Westcott, who following an extensive interview process carried out by Cllrs. J Britt, K Hammond, S Heeley and N Osborne is the recommended candidate for the role of Clerk. Cllr. M Ballard proposed, Cllr. M Cockett seconded and it was **RESOLVED** to employ Lisa as the new Clerk to the Parish Council. Lisa was welcomed by all present and will officially start on the 8th of March.

20/133 FINANCE

a) Responsible Financial Officer Report

J Bate has fully investigated the advantages of electronic banking facilities, he recommended to the council opening a Unity bank account. Cllr. J Britt proposed, Cllr. A Ratcliffe seconded and it was **RESOLVED** to open a new Unity bank account. Details of the transfer, signatories etc. will be discussed at the F & GP Committee meeting on the 17th of March.

b) Cheques for consideration and payment 3rd March 2021

Prepared by: James Bate - Lenham Parish Council RFO	Cheque no:	Amount £
Streetlights - 11996	5330	49.50
Lloydbore – (replacement cheque for damaged one)	5331	1861.34
Down to Earth – Chris Hill February	5332	90.00
Amiga Fire and Security - 75993	5333	54.00
Caloo Ltd – Gym Equipment – 3143	5334	20,136.00
Amberol Ltd – 20212	5335	573.00
Lionel Robbins 2020/80	5336	125.00
LCN -Domain name registration	5337	17.94
OMG trading – Basketball hoop	5338	275.80
John Britt – laptop for Parish Clerk	5339	438.99
Play Inspections – 45628 Annual risk assessment	5340	243.00
Tree Pro – 1384 Allotment tree removal	5341	200.00
T Bell – Supply and installation of 3 planters	5342	1320.00
SSE Ham Lane electricity for allotment building	5343	50.90
Margo McFarlane – General office expenses	5344	441.89
Brian and Jo Llong – Ham Lane Allotment Skip hire	5345	320.00
A Barr – Tree Surgery by play area/Cricket Ground	5346	270.00
PMC planning advice 1/12/2020	5350	2520.00
Rural Kent Annual membership	5351	80.00
Nathan Beale (Bins/litter picking for February)	5352	660.00
Officials salaries drafted in Appendix A.		

Cllr. D Garland proposed, Cllr. S Heeley seconded, and it was **RESOLVED** to make the payments. Cllrs. M Cockett and N Osborne signed the cheques on behalf of Lenham Parish Council.

20/134 MOTION TO ENACT S.222 1972 LGA IN ORDER FOR THE LPC TO ENGAGE LEGAL ADVICE IN REGARD TO THE PROPOSED HEATHLANDS DEVELOPMENT

If necessary, in order for the parish council to engage a solicitor to seek legal opinion about the proposed development at Lenham Heath, the above motion must be agreed. Cllr. J Britt proposed, Cllr. A Walmsley seconded and it was **RESOLVED** if needed legal advice could be sought.

20/135 PROPOSED PURCHASE OF 1A HIGH STREET UPDATE

Following on from the earlier discussion, the next step is to accept the leasehold as stated in the draft heads of terms (as previously circulated) and purchase the freehold of the office building. Once a completion date is available the funds can be drawn down from the Public Loans Board.



PARISH COUNCIL

20/136 NEIGHBOURHOOD PLAN REVIEW COMMITTEE REPORT

A letter received from the Chairman of the LNP Committee, referring to the proposal of professional advice concerning future changes of ownership of development sites within the plan was discussed. Cllrs. A Walmsley, M Ballard and N Osborne are against any more expenditure. N Osborne recommends the LPC Planning Committee and the LNP Committee work together. Cllr. A Ratcliffe stressed the importance of being involved with the developers at an early stage to try to influence the lay out and appearance of the sites within the plan, using section 4 of the plan design and quality. Cllr. J Britt will discuss with P McCreery the expected expenditure this financial year and report back to council the options available. Further discussions will take place to look at the possibility of the two groups amalgamating post NHP referendum.

20/137 PLANNING REPORT

Cllr. A Walmsley reported on the planning applications received, the updated comments will be uploaded onto the parish website. Cllr. A Walmsley will work with P McCreery on the written submission of objection to the proposed development at the Sandway sandpit, which has been taken to appeal, the draft letter will be circulated before being sent.

The Wealden Homes development has been sold on and there has been a change in the conditions, whereby the site will be entirely social housing and not mixed as originally submitted. The MHS at the Old Goods Yard has also changed conditions to entirely social housing. We must protect the ratios and mixture of housing on NHP sites as originally agreed. We will ask P McCreery to write to potential developers and reiterate the NHP guidelines. A watching brief will ensure S106 monies and CIL payments are paid at the appropriate stages.

20/138 SIGN AS A CORRECT RECORD THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING

Cllr. N Osborne proposed, Cllr. D Garland seconded and it was **RESOLVED** that the minutes of the F & GP meeting held on Wednesday 17th February 2021 are a true record and were approved, adopted and signed by the Chairman of the F & GP Committee. (post meeting)

20/139 COUNCILLOR SPOKEPERSONS REPORTS INCLUDING PROJECT UPDATES

Cllr. M Ballard raised genuine concerns that if liability for improvements to the second section of the footpath from Ham Lane to Maidstone Road was not agreed with the landowners of Parapet field, there may be legal consequences and issues with our insurance company. Cllrs. agreed to discuss further at the F & GP Committee.

Cllr. P Scrivens reported works on the car park were progressing, he had met with C Hill to agree the repositioning of the litter bin. Cllr. A Ratcliffe will chase the contractors to finalise the outstanding works and ensure the site is cleared and white lined.

Cllr. M Ballard confirmed the trees from the Woodland Trust Project have almost all been allocated.

20/140 NOMINATION FOR REPRESENTATIVES FOR OUTSIDE BODIES

Cllr. N Osborne nominated M McFarlane as a trustee for the Douglas Almshouse Charity, Cllrs. agreed. (Cllr. M Ballard abstained as he is a trustee for the charity)

The Community Centre requires a trustee from the Parish Council, it was decided to defer this item to the next meeting.

20/141 CORRESPONDENCE RECEIVED (For information only)

Cllr. N Osborne will confirm the dates available for the Annual Parish Assembly after the 17th May to be held at the Community Centre. (subject to covid 19 restrictions)

The meeting closed at 10.00pm

