

TO ALL COUNCILLORS

7th APRIL 2026

THERE IS TO BE AN ORDINARY MEETING OF ELHAM PARISH COUNCIL ON **MONDAY 13th APRIL 2026**. IT WILL BE HELD IN **THE PEGGY PIKE ROOM, ELHAM VILLAGE HALL** STARTING **7.30pm**.

YOU ARE HEREBY SUMMONED TO ATTEND.

THE AGENDA IS AS FOLLOWS:

49.26 To record those present and list any apologies.

50.26 To declare any Disclosable Pecuniary Interests (DPI), Other significant interests (OSI's) or a voluntary interest relating to items on the agenda.

Members declaring a Disclosable Pecuniary Interest (DPI) must leave the meeting for that item and may not speak or vote unless a dispensation has been granted.

Members declaring an Other Significant Interest (OSI) may speak on the item but must leave the meeting before the vote.

Councillors may declare a voluntary interest if unsure. Whether they may remain, speak, or vote will be decided at the time, unless agreed with the Clerk beforehand.

51.26 Minutes

To **note** and **agree** minutes of the Ordinary meeting of the Parish Council held on 2nd March 2026.

52.26 **Public Contribution** (For members of the public to ask questions, make representations or give evidence on items to be transacted on the agenda. Please note, a question shall not require a response at the meeting nor start a debate on the question. The Chair of the meeting may direct that a written or oral response be given. This session will last no more than 15 minutes.)

53.26 **Chairman's Report** - *(Please note, no decisions can be made on items under this heading).*

54.26 Finance

1. To **note** and **agree** the Accounts from March 2026 and authorise the Chair to sign.
2. To **note** and **agree** the Bank Reconciliation from March 2026 and authorise the Chair to sign.
3. To **consider** donation to the Little Stour and Nailbourne River Group and **agree** actions – *further information at the Ordinary meeting convened in March requested circulated to all Councillors via email 6th March.*
4. To **agree** March 2026 invoices and agree payments- *circulated to all Councillors prior to meeting.*

55.26 Planning

1. To **note** receipt of received applications and **agree** comments:

26/0296/FH – Weavers, Exted Hill, Elham, Canterbury, Kent CT4 6YG – Single storey detached outbuilding.

26/03331/FH/TCA -Windmill House, Cullens Hill, Elham, Canterbury, Kent CT4 6UJ - works to tree in a conservation area comprising of T1 Leyland Cypress fell to ground level.

26/0332/FH - The Laynes, Lickpott Hill, Elham, Canterbury, CT4 6TY - Two storey side extension including two Juliet balconies, single storey front extension with balcony above, two front dormer windows.

26/0371/FH - 3 New Inn Cottages, High Street, Elham CT4 6TD - Retrospective planning for a garden building

26/0476/FH/TCA - The Old Vicarage, Vicarage Lane, Elham, CT4 6TT - Works to trees in a conservation area comprising of T3 Norway Maple pollard to eight metres. T7 Ash reduction of north facing branches by approximately four metres. T14 Cherry fell to ground level.

2. To **note** receipt of received application since the agenda was issued and **agree** comments.
3. To **note** any decisions made by Folkestone and Hythe District Council

56.26 Highways - To **receive** an update on highway issues & correspondence received and **agree** actions if required.

57.26 Twinning – To **receive** an update from Twinning Association Chair on upcoming visit - *correspondence issued to all Councillors on 15th March 2026 and 26th March 2026.* To **discuss** funding request and **agree** actions if required.

58.26 Defibrillator – To **discuss** correspondence received from Hopkins + and **agree** actions.

59.26 Burial Ground – To **discuss** correspondence received from RPG 383 and **agree** actions- Request to plant a memorial tree in graveyard.

60.26 War Memorial – To consider the quotes for cleaning and repairs to the war memorial (not the surrounding area) and agree actions.

60.26 Allotments – To **review** lease for 2026 and **agree** actions.

61.26 Insurance – to **discuss** upcoming annual insurance renewal due 1.6.26

62.26 Staffing – to **discuss** process to recruit / interview replacement Clerk. Division of workload amongst Councillors in the interim period.

63.26 Village Hall – to **discuss** change of venue along with storage of paperwork and costings

64.26 Annual Meeting of the Parish / Parish Council meeting – to **confirm** dates.

65.26 Environment Group – to **discuss** correspondence request for bark chippings for KGV and seeds for graveyard

66.26 Community Orchard – to **discuss** maintenance plan along with tree identification

67.26 C&A meeting – to **discuss** regularity of meetings

68.26 To hear verbal reports from
County Councillor – C Hespe
District Councillor - S Scoffham, J Butcher, D Godfrey
(Please **note** received reports will be included in the minutes)

69.26 Correspondence - To **note** correspondence received and **agree** actions, if required.

70.26 Date of next meeting and Close

Signed

Parish Council Chair

Kevin Lamb