



TO ALL COUNCILLORS

27th May 2026

THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL ON MONDAY 1st JUNE 2026. IT WILL BE HELD IN THE PEGGY PIKE ROOM AT ELHAM VILLAGE HALL at 7.30pm

YOU ARE HEREBY SUMMONED TO ATTEND.

THE AGENDA IS AS FOLLOWS:

101.26 To record those present and list any apologies.

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

A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.

A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.

Councillors may also declare a voluntary interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration unless this has been discussed with the clerk prior to the meeting.

The meeting will be adjourned for 103.26.

103.26 Public Contribution

(For members of the public to ask questions – This item will last no more than 15 minutes)

The meeting will be reconvened to discuss 104.26 onwards.

104.26 To note and agree minutes of (to be signed in person by the Chairman of the meeting)

1. The Annual Parish Meeting held on 11th May 2026 at 6.30pm
2. The Annual Meeting of the Parish Council held on 11th May 2026 at 7.30pm

105.26 Chairman's Report

(Please note, no decisions can be made on items under this heading)

106.26 Finance

1. To **note** the receipt of the Accounts for May 2026 – *to be circulated to all Councillors prior to meeting.*
2. To **note** the receipt of the Bank Reconciliation for May 2026- *to be circulated to all Councillors prior to meeting.*
3. To **agree** May 2026 invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

107.26 Committees

1. To **discuss** and **agree** appointment of Councillors on committees:
 - a) Staffing Committee
 - b) C&A Committee
 - c) Wellbeing Advisory Committee
2. To **discuss** the Highways representative and **agree** actions.
3. To **discuss** the Environmental Working Group representative and **agree** actions.
4. To **discuss** the Tree Warden representative and **agree** actions.

Outside Bodies

To **discuss** and **agree** appointment of Councillors on outside bodies:

- a) KALC Shepway Area Committee (2 representatives)
- b) Folkestone and Hythe District Council Planning User Group
- c) Elham Community Trust
- d) Elham and Acrise Samaritan Fund
- e) Elham Village Hall
- f) Play for Elham
- g) Assistant Flood Warden
- h) Little Stour and Nailbourne River Group
- i) Twinning
- j) Sir John Williams Trust

108.26 Planning

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

Planning Application	Address	Description
26/0622/FH	2 Railway Cottages, Duck Street, Elham CT4 6TP	Lawful development certificate (proposed) for garage conversion to habitable room, alterations to fenestration & demolish of porch and relocation of front door

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.

Planning Application	Address	Description
26/00296/FH	Weavers, Exted Hill, Elham, CT4 6YG	Single Storey detached outbuilding. FHDC Decision -Refused
26/0332/FH	The Laynes, Lickpot Hill, Elham CT4 6TY	Two storey side extension including two Juliet balconies, single storey front extension with balcony above, two front dormer windows FHDC Decision - Refused

109.26 Highways – to **receive** update and **agree** actions – agree cost for replacement battery for speed camera.

110.26 Defibrillator (C&A)– to **receive** an update and **agree** actions on any received quotes for additional defibrillators with view to improving coverage within the village. Deferred from PC meeting on 11th May 2026.

111.26 War Memorial (C&A) - to **receive** an update and **agree** actions on quotes for repair / refurbishment costs to the memorial.

112.26 Insurance - to confirm insurance broker chosen for 2026/27 as decision delegated to Chairman & Cllr Francis at PC meeting on 11th May 2026 as renewal date coincided with meeting on 1st June 2026.

113.26 Community Orchard (C&A) - to **discuss** and **agree** actions for tree identification within the orchard and on-going maintenance.

114.26 Woodland (C&A) – to **discuss** and **agree** professional fee costs to undertake the necessary next steps to formalise the transfer of the land bequeathed to the Parish Council.

115.26 King George V (C&A) - to **discuss** and **agree** actions on roadside trees. To consider quotes, deferred from PC meeting on 11th May 2026

116.26 The Gore- (C&A) to receive an update and **agree** actions

117.26 Environment Group (C&A) – to **discuss** and **agree** actions in relation to tree and hedge trimming within the village.

118.26 Exercise of Public Rights – to **receive** update and **agree** actions

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

120.26 Correspondence – to discuss any correspondence not covered in previous agenda items.

121.26 Date of next meeting and Close.

Signed

Kevin Lamb

Chairman