



TO ALL COUNCILLORS

1st July 2026

THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL ON MONDAY 6th JULY 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:

121.26 To record those, present and list any apologies.

122.26 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 123.26.

123.26 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 124.26 onwards.

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

1. The Ordinary Meeting of the Parish Meeting held on 1st June 2026
2. The C&A Committee meeting held on 18th June 2026

125.26 Chairman's Report

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

Committees

1. To **consider** and **agree** Terms of Reference for:
 - a) Staffing Committee
 - b) C&A Committee
 - c) Wellbeing Advisory Committee

126.26 Finance

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

127.26 Planning

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

Planning Application	Address	Description
26/0802/FH	Little Droveaway, Droveaway, Stelling Minnis, CT4 6AJ	Change of use of part existing equestrian barn to an equine veterinary office with mezzanine floor level (ClassE(e)), together with ramp and balustrade to SW elevation and the retention of external doors
26/0757/FH	Elham Church of England Primary School, Vicarage Lane, Elham CT4 6TT	Works to trees subject to TPO No 01 of 1955 Elham RDC comprising of T2, T3 & T6 Beech crown lift by 5 metres removing 5 lower branches approx. 9 metres laterally and 3.5 metres vertically
26/0924/FH	Ottinge Court Farm, Canterbury Road, Ottinge CT4 6XH	Erection of a replacement farm building for cattle following demolition of the existing structure.
26/0950/FH	Rigdens, The Square, Elham, CT4 6TJ	Listed Buildings Consent for removal of internal wall and access to existing chimney for wood burner

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
26/0622/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. FHDC Decision – Lawful
26/0523/FH	The Croft, Canterbury Road, Elham, CT4 6UG	Single storey front extension including front porch. FHDC Decision – Approved with Conditions
26/0534/FH 9 (LBC)	Monks Cottage, 3 Cullings Hill, Elham, CT4 6TE	Listed Building Consent for the installation of EV charging point FHDC Decision – Approved with Conditions
26/0575/FH & 26/0577/FH (LBC)	1 Old Water Farmhouse, Duck Street, Elham, CT46TW	Listed Building Consent & Planning for replacement window and door to front and side elevation FHDC Decision – Refused
26/0647/FH	1 Lime Villas, High Street, Elham CT4 6TA	Installation of 2 no. rooflights following the removal of existing rooflight to rear elevation FHDC Decision – Approved with Conditions

128.26 Highways – to receive update and **agree** actions.

129.26 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.

- 130.26 Community Orchard (C&A)** – to **discuss** and **agree** actions for tree identification within the orchard and on-going maintenance.
- 131.26 Church wall** – to **discuss** and **agree** actions for Rolling Maintenance plan.
- 132.26 The Gore** – to **discuss** and **agree** works at Pavillon & Containers
- 133.26 King George V (C&A)** – deferred from PC meeting on 1.6.26 to **review** quotes for roadside trees and **agree** actions.
- 134.26 Grounds Maintenance** – to **discuss** and **agree** actions for a Maintenance plan for mowing, hedges, and verges.
- 135.26 Staffing** – to **discuss** and **agree** next steps for recruitment of the role of Clerk
- 136.26** 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
- 137.26 Correspondence** – To note correspondence received and agree actions, if required.
- 138.26 Date of next meeting and Close.**

Signed

Kevin Lamb

Chair