



TO ALL COUNCILLORS

2nd September 2026

**THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL ON
MONDAY 7th SEPTEMBER 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:

168.26 To record those present and list any apologies.

169.26 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 170.26.

170.26 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 171.26 onwards.

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

1. The Ordinary Meeting of the Parish Meeting held on 3rd August 2026
2. C&A Committee meeting held on 29th July 2026

172.26 Chairman's Report

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

173.26 Committees

1. To **consider** and **agree** Terms of Reference for:
 - a) C&A Committee – previously deferred.

174.26 Finance

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

175.26 Planning

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

Planning Application	Address	Description
26/1243/FH/TCA	Bankside, High Street, Elham, Canterbury, CT4 6SY	Works to trees in a conservation area comprising of T1 Goat Willow pollard to 4 metres.
26/1266/FH	Heathwood Lodge, Wheelbarrow Town, Stelling Minnis, Canterbury, CT4 6AH	Single storey rear extension & remodelling of the property including rooflights, replacement windows, doors & roof covering.
26/1271/FH		
26/1244/FH/TCA	Mill House, The Row, Elham, CT4 6UL	Works to trees in a conservation area comprising of T1 Prunus and T2 Elder fell to ground level and G1 Sycamores pollard to 4 metres.

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
26/0757/FH	Elham Church Of England Primary School, Vicarage Lane, Elham, Canterbury, 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 approximately 9 metres laterally and 3.5 metres vertically. FHDC Decision – Approved with Conditions
26/0902/FH/TCA	Elham Church Of England Primary School, Vicarage Lane, Elham, CT4 6TT	Works to trees in a conservation area comprising of T1 prune to clear branches away from overhead cables to allow for at least a 1m clearance, T4 Sycamore to reduce crown by 5 metres laterally & vertically, and T5 Field Maple to be felled to ground level. – FHDC Decision – No objections
26/0924/FH	Ottinge Court Farm, Canterbury Road, Ottinge, Canterbury, CT4 6XH	Erection of a replacement farm building for cattle following demolition of the existing structure. FHDC Decision – Approved with Conditions
26/0950/FH	Rigdens, The Square, Elham, Canterbury, CT4 6TJ	Listed Building Consent for removal of internal wall and access to existing chimney for woodburner. FHDC Decision - Refused.
26/0802/FH	Little Droveaway, Droveaway, Stelling Minnis, Canterbury, CT4 6AJ	Change of use of part existing equestrian barn to an equine veterinary office with mezzanine floor level (Class E(e)), together with ramp and balustrade to Southwest elevation and the retention of external doors. FHDC Decision – Approved with Conditions
26/1081/FH/TCA	The Old School House, The Square, Elham,	Works to trees in a conservation area comprising of T1 Bay,

	Canterbury, CT4 6TJ	crown reduction of 3 metres vertically and 0.5 metres laterally. T2 Holm Oak, T3 Viburnum & T4 Damson, crown lift to 4.2 metres above ground level. T5 Larch, crown lift to 5 metres above ground level. FHDC Decision – No objections
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- 176.26 Highways** – to **receive** update for Highways Improvement Plan submission
- 177.26 Defibrillator (C&A)**– to **receive** an update and **agree** actions on Strategy Plan for additional defibrillators with view to improving coverage within the village.
- 178.26 Church wall** – to **discuss** Rolling Maintenance plan.
- 179.26 The Gore** – to **discuss** and **agree** works at Pavillon & Containers
- 180.26 Grounds Maintenance** – to **discuss** and **agree** actions for a Maintenance plan for mowing, hedges, and verges.
- 181.26 Environment** – to discuss and agree funding request from Environment group
- 182.26** 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
- 183.26 Correspondence** – To note correspondence received and agree actions, if required.
- 184.26 Date of next meeting and Close.**

Signed

Kevin Lamb

Chair

