



Lydden Parish Council

SUMMONS

Minutes of the Parish Council Meeting held on Wednesday 28th July 2026

At 7.30 pm in Lydden Village Hall

**Present: Lydden Parish Councilors: R Booth (Chairman), M Cregeen (Vice Chairman), B Collins, P Collins,
W Smith**

In Attendance: Irene Bowie (Parish Clerk). Members of the public

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

AGENDA

1. Apologies.

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings; under Section 75(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted. There were none.
- 1.2 Declaration of Changes to the Register of Interests. There were none.
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. There were none.
- 1.4 Requests for Dispensations. There were none.
- 1.5 Declarations of Lobbying. There were none.

2. Public comments and observations. (Maximum 15 minutes)

The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes, at the discretion of the Chairman, on agenda items only. The minute book will be closed.

3. CO OPTION of Parish Councillor/s: To consider candidates for co-option. There were no candidates to be considered.

4. Reports from external parties (if present).

Kent County Councillor, Dover District Councillor, Police.
There were no reports.

5. Minutes of the Parish Council Meeting

RESOLVED: that the minutes of the Parish Council Meeting held on the 26th May 2026 be taken as read, confirmed as a correct record, and signed by the Chairman.

6. Planning:

- 6.1 To table planning applications received for consideration. There were none.
- 6.2 To table decisions by Dover District Council (DDC) since the last meeting. There were none.
- 6.3 To Table and Validate Planning Applications dealt with since the last meeting. There were none.
- 6.4 To Table late planning matters. There were none.

7. To receive Reports

7.1 Chairman's Report

7.2 Clerks Report (on matters not included in other agenda items)

RESOLVED: To replace the defibrillator Cabinet. Clerk to progress with Hopkins +

7.3 Councillors Report (on matters not included in other agenda items)

7.4 Allotments Report and Update.

RESOLVED:

1. Clerk to contact allotment holders that the water to the allotments will be turned off at the end of October.

2. Clerk to advise the allotment holders that water will not be available for the allotments from 1st April 2027.

3. The Clerk will write to two allotments holders regarding the maintenance of their allotments. If no response is received within 28 days the Clerk will send a termination of Tenancy Letter.

7.5 Village Hall Report and Update

7.6 Lydden Speedwatch

7.7 Village Events. It was **AGREED** that the Parish Council would provide a Christmas Tree on the Village Green for 2026. Clerk to order in September 2026

8. Highways:

8.1 To receive the parish portal report. The report was received and noted.

8.2 To receive updates on the KCC Highways Improvement Plan. **AGREED:** The Clerk would follow up with KCC Highways on any outstanding actions.

8.3 To receive any other Highways Matters.

AGREED: The Clerk would contact KCC Highways to request permission for the Parish Council to be allowed to maintain small sections of some of the verges owned by KCC.

9. Finance:

9.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)

RESOLVED: To authorise the payments on the schedule.

9.2 Late Payment Request/s to be discussed for approval and payment.

RESOLVED: To replace a parish council laptop that was no longer working unless the Clerk can claim for it on the parish council insurance.

9.3 To consider any request for grants or donations. There were none.

9.4 To table any late financial matters. There were none.

9.5 To receive the bank reconciliation. The bank reconciliation to 30th June 2026 was received and agreed as £36,959.85.

9.6 To receive the actual vs budget 2026/27. The Q1 Financial Management Report was received and noted. The Council's finances remain in a healthy position at the end of the first quarter of 2026/27. Total receipts of £23,596.78 were broadly in line with budget (98.5% of the £23,948.54 quarter budget), driven principally by receipt of the full annual precept of £23,061.03. Total payments of £7,397.04 were also very close to budget overall, at 99.7% of the £7,417.87 quarter budget. Cumulative payments YTD represent 28.0% of the full-year budget (£7,397.04 of £26,374.88), only slightly ahead of the 25% expected after one quarter. Overall pacing is sound despite the category-level variances.

10. Correspondence:

10.1 To table items of late correspondence.

10.2 Items circulated or received. All correspondence was noted.

11. Agenda Items for the next meeting:

Christmas Arrangements 2027

12. Consideration of items to be taken in private (Exclusion of Public and Press):

There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever

publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a code of conduct complaint.

12.1 To receive a report from the solicitor regarding letter received from the Diocesan Registrar of Canterbury

RESOLVED:

1. **That the Council accepts that responsibility for the maintenance of the closed churchyard of St Mary the Virgin transferred to it under s.215 of the Local Government Act 1972.**
2. **To adopt the Closed Churchyard Maintenance Policy (conservation regime) as circulated, incorporating the programme at section 5 of this report.**
3. **To authorise the Clerk to arrange forthwith: (a) cordoning and warning signage of the hazardous wall section and any unstable memorials; (b) quotations for the annual strim, wall condition inspection, tree check and memorial check; up to a total of £ 3000.**
4. **To confirm notification of the Council's insurers and authorise the Clerk to liaise with them, including as to any legal assistance available under the policy.**
5. **To authorise the Clerk to send a substantive response to the Diocesan Registrar within 7 days, confirming resolutions 2–5 and the programme timetable.**
6. **To authorise the Clerk to verify the ownership of the boundary walls named in the Registrar's letter (Land Registry searches and enquiries of the PCC/Diocesan Registry) before any repair expenditure is committed.**
7. **To request from the PCC a copy of the quinquennial inspection report insofar as it covers the churchyard, and to seek the PCC's agreement to lead faculty applications for works funded by the Council.**
8. **To authorise the Clerk to apply to Dover District Council for a contribution under s.214(6) LGA 1972 towards churchyard maintenance and wall repairs, and to investigate grant funding.**
9. **To request the assistance of the Diocese and the PCC, by financial contribution, joint fundraising, volunteer working parties, and practical support with faculty applications, in recognition of the shared interest in the churchyard, and to welcome and organise volunteer help under the Council's insurance and a simple risk assessment.**
10. **To note that no budgetary provision has been made since 1976 for the churchyard, and to establish an earmarked churchyard reserve in the 2027/28 budget, gathering estimates during autumn 2026, including consideration of a grounds maintenance contract let in accordance with Financial Regulations.**
11. **To note that a Public Works Loan Board loan, with its direct impact on residents' council tax during current cost-of-living pressures, will be considered only as a last resort if a major urgent rebuild proves unavoidable and other funding routes are exhausted, and only after public consultation.**
12. **To confirm the churchyard on the Council's asset register and insurance schedule.**
13. **To review the maintenance policy and budget once the wall ownership verification, inspection and quotations are received.**

13. **2026 Meeting Dates:**

12.1 2nd September, 7th October, 4th November, 2nd December.

Notes on declarations of interest

Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered. National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary. Legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

There being no further business to be conducted the Chair closed the meeting.

Chairman Name:

Chairman Signature:

Date: