

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 13th February 2007 at 7.30pm.

Present: Mrs Fort
Mr Green
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

Apologies were received from Councillors Gallihawk, Graham, Bond and Aujard (attending a meeting to represent the PC).

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

Mr White raised concerns about the hedge cutting at the Playing Field, he stated that this had not be undertaken to a satisfactory standard and there was no guard on the cutting machinery used by the contractor.

The Chairman confirmed that this was the responsibility of MBC.

Concerns were also raised regarding the stated on the land to the rear of the pavilion.

It was reported that the verges at Farmer Close and Forge Lane had been churned up by traffic and were in need of reinstating.

The Clerk was asked to write to Highways regarding the issues raised.

Action: Clerk to progress.

Councillor Harrison reported that the resurfacing of the playing field car park had been delayed for a short period but would still be undertaken.

It was also reported that the goal post on the junior pitch had been knocked down and needed to be removed.

A resident from Abbey Farm reported on a noise issue with a band practicing in a neighbouring property, which was managed by Cluttons. The Chairman advised the resident to fetch her concerns to the attention of the Environmental Health Department of MBC.

4. Minutes of the Previous Meeting.

The minutes were agreed (Fort/Green), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

Street Sweeping – The Clerk circulated the dates of the street sweeping to all members. It was agreed to place these the newsletter.

Action: Clerk to email dates for Street Sweeping to Chairman for inclusion in the newsletter.

6. **Ward Councillor Report.**

Councillor Parvin gave his report to members.

He spoke regarding an item in the previous minutes concerning a width restriction at Caring Lane and Back Street. Councillor Harrison explained the Parish Councils concerns to him and he advised members to contact KCC regarding this matter.

Councillor Harrison stated that she would progress this matter with Keith Ferrin.

Councillor Parvin reported on the rate increases for MBC and stated that the overall increase was 4.7%.

It was reported that there had been an accident outside of Ashbank Cottages and Councillor Parvin stated that he had been in contact with highways regarding measures that could be put in place to mitigate the problem.

Councillor Parvin also reported on other matters affecting the Parish.

Members thanked Councillor Parvin for his grant for a new notice board for the Parish.

Action: Clerk to progress with order of notice board.

7. **Correspondence.**

The correspondence received was noted by members.

The Clerk drew member's attention to the Core Strategy consultation document from MBC and spoke regarding this.

8. **Planning Matters.**

MA/06/2207 Arnoldbrae Oast, Back Street, Leeds – no objections.
Erection of a single storey pitched roof garage block to accommodate three cars and a tractor/ride on mower.

MA/06/2208 Arnoldbrae Oast, Back Street, Leeds – no objections.
New entrance gates together with fencing and hedging to existing house at Arnoldbrae Oast.

MA/07/0210 25 Burgess Hall Drive, Leeds – no objections.
Erection of a two storey extension.

TA/0014/07 Foley Oast, Lower Street, Leeds – no objections.
Notification of intention to reduce two conifers in height by half; cut back branches of one Oak and three trees where overhanging neighbours boundary; all trees being located in Leeds, Lower Street Conservation Area.

MA/06/2288 Leeds Castle, Broomfield – no objections.
Provision of a children's play area of wooden construction behind existing greenhouses.

9. **Financial Matters.**

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Green/Fort).

The Chairman informed members that she had agreed the hire of the playing field car park to Pentland Homes for the sum of £1500. This decision was ratified by all present.

10. Leeds By-Pass.

Councillor Harrison reported that there was nothing to report, however Councillor Aujard was attend a meeting of the South Parishes this evening and would report back to the next meeting.

11. Police Report.

A report from the police was noted.

Councillor Harrison spoke regarding the current policing arrangements for rural areas. She stated that she had been approached by Kingswood Parish Council regarding holding a joint meeting with the Police Area Commander to voice concerns about rural policing and she asked members their views on this matter.

This was discussed and it was agreed that the Parish Council would wish to attend a meeting with Kingswood PC.

Action: Clerk to write to Kingswood PC.

12. Leeds Playing Field.

The Clerk reported that she had received the hire fees from the football club as requested and that these had been banked.

13. Highway Matters.

Nothing further to report.

14. Interactive Sign.

Nothing further to report.

15. Parish Plan Committee.

Councillor Harrison reported on some further volunteers that had come forward to sit on the parish Plan Committee. She asked for Parish Councillor volunteers to serve on the committee. Councillors Fort and Gallihawk volunteered to sit on the committee as PC Representatives.

Action: Clerk to arrange first Parish Plan meeting.

Action: Clerk to contact MBC/ACRK to ask for representative to attend meeting to advise on process.

Action: Clerk to send out invitation letters to all volunteers when date for meeting was confirmed.

16. PC Magazine.

Councillor Harrison reported on the progress of this matter and informed members that the publication had been well received by residents.

17. PC Website.

Volunteer website designer Mr James attended the meeting at the invitation of the PC.

He spoke regarding the type of website required by members and gave all a demonstration of two draft sites.

Members discussed the requirements with Mr James and it was agreed that he would progress this matter and report back to the next meeting.

Action: Clerk to make email contact with Mr James and email items for inclusion on the website to him.

18. Further questions from public.

The Chairman congratulated the landlady of the pub on their recent fund raising football event, which raised over £4000 for charity.

Concerns were raised regarding the recent signs that had been placed around the parish regarding smoking. It was agreed that more appropriate signs should be placed around the village regarding litter.

Action: Clerk to write to MBC to ask for the present signs to be removed or replaced with more appropriate signs.

19. Urgent Matters.

The Clerk was asked to write to MBC to establish the current situation with the land at Brogden Crescent.

Action: Clerk to action.

20. Date of next Parish Council Meeting.

Tuesday 13th March 2007.

There being no further business the meeting was closed to the press and public at 9:00pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 13th March 2007 at 7.30pm.

Present: Mrs Fort
 Mr Gallihawk
 Mr Graham
 Mr Green
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

No apologies were received.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

The planned St Georges Day celebrations for the village were discussed by all present. This led to a discussion regarding the problems with parking along the B2163, members stated that the vehicles parked on verges making these a mess.

Councillor Fort spoke further regarding this matter and the problem with parking at Gambia Cottages and a past agreement to allow the residents to park to the rear of their cottages rather than on the B2163. She informed members that this agreement had now been withdrawn for legal reasons and the access had now been closed.

Councillor Parvin spoke regarding this matter and stated that he would look into this on behalf of the Parish Council.

Concerns were raised regarding commercial vehicles continually parking in Farmers Close. It was noted that this belonged to a company with no links to Farmers Close, it was therefore agreed that a letter should be written to the company to ask them to park elsewhere.

Action: Clerk to progress.

Members also discussed the problems with parking in Upper Street causing damage to the verges. The Clerk was asked to fetch this to the attention of the Highways Department and to ask for a permanent solution to these problems.

Action: Clerk to write to Highways.

4. Minutes of the Previous Meeting.

The minutes were agreed (Fort/Green), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

Parish Magazine – Members asked for clarification that the Parish Council was only paying for the publication for Leeds residents. Councillor Harrison stated that she would speak with the organisers regarding this matter.

6. Ward Councillor Report.

Councillor Parvin gave his report to members.

He spoke regarding the new waste and recycling arrangements and its affects on the residents refuse collection service. He stated that MBC had offered at attend Parish Council meetings to speak regarding this. This was discussed and it was agreed that the Clerk should write to ask for an officer to attend the June PC meeting.

Action: Clerk to progress.

Councillor Parvin spoke regarding the current situation regarding Ashbank Cottages and the recent accidents in this area. He confirmed that the anti skid surfacing would be progressed in the near future and confirmed that a further interactive traffic sign had been requested for the area.

Councillor Harrison spoke further regarding this matter and informed members that she had spoken with the police regarding this matter.

Councillor Parvin spoke regarding the mud on the road at Back Street and confirmed that he had dealt with this matter.

Members discussed the possibility of having a competition to design a Village Sign for the village. It was agreed that this should take place and that an article should be placed in the Village Magazine to encourage participants.

Action: Councillor Fort to progress.

7. Correspondence.

The correspondence received was noted by members.

8. Planning Matters.

TA/0017/07 Ringers, Upper Street, Leeds. – no objections.
Notification of intention to fell and remove one Larch and one Silver Birch;
both trees being located in Leeds Upper Street Conservation Area.

MA/07/0378 The Spout, Caring Lane, Leeds – no objections.
Erection of a single storey garden room to rear.

TA/0022/07 Foley Coach House, Lower Street, Leeds – no objections.
Notification of intention to crown lift to give a clearance of 5 metres and
crown thin by 10% one Beech Tree located within Leeds Lower Street
Conservation Area.

9. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Green/Fort).

10. Leeds By-Pass.

Nothing to report – it was agreed to take this item off the agenda for the time being.

11. Police Report.

A report from the police was noted.

Councillor Harrison reported on a joint meeting that was being arranged with Broomfield and Kingswood Parish Council. She stated that the meeting was due to take place in May/June, and she would report further when firm arrangements had been made.

12. Leeds Playing Field.

The Clerk reported that a quotation for the grass cutting at the playing field had been received. It was proposed to accept this by Councillor Gallihawk, this was seconded by Councillor Graham and agreed by all present.

Action: Clerk to accept quotation.

The plumbing for the pavilion was discussed and it was agreed to progress quotation for the plumbing and painting of the pavilion.

Action: Councillor Gallihawk to progress.

13. Local Development Framework.

Councillor Harrison confirmed that the deadline for the Parish Councils response to the Core Strategy was 23rd March 2007. It was agreed that members should meet informally to discuss the response and view of Leeds Parish Council.

Action: LPC response to be agreed and submitted.

14. Highway Matters.

Nothing further to report.

15. Interactive Sign.

Nothing further to report.

16. Parish Council Elections.

The Clerk circulated a report and nominations papers to all members.

17. Parish Plan Committee.

The Clerk confirmed that this matter was being progressed.

18. PC Magazine.

Councillor Harrison reported on the progress of this matter and informed members that the publication had been well received by residents.

19. PC Website.

Councillor Harrison reported that this matter was being progressed by the website designer. It was agreed that the cost of setting up the website should be paid for on an hourly rate. It was anticipated that it would take approximately 40 hours to design. This was agreed by members.

The Clerk was asked to send a letter to all village organisations to seek their input into the website.

Action: Clerk to contact all organisations, Councillor Harrison to give Clerk contact details.

20. Further questions from public.

Nothing further to report.

21. Urgent Matters.

The Clerk was asked to liaise with MBC regarding the lease of the land at Brogden Crescent.

Action: Clerk to write to MBC.

Councillor Fort asked for a calendar of all forthcoming meetings to be reported at Parish Council meetings.

Action: Clerk to print off calendar of meeting for circulated to all members at PC meetings.

22. Date of next Parish Council Meeting.

Tuesday 10th April 2007.

There being no further business the meeting was closed at 9:10pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 10th April 2007 at 7.30pm.

Present: Mrs Bond
 Mrs Fort
 Mr Graham
 Mr Green
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

Apologies were received from Councillor Aujard.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

No matters were raised.

4. Minutes of the Previous Meeting.

The minutes were agreed, subject to a minor alteration (Fort/Green), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

Village Sign – Councillor Fort confirmed that the village sign competition details had been submitted to the parish magazine.

Parish Magazine – Councillor Harrison confirmed that the contribution from Leeds Parish Council was only for the residents of Leeds.

Ashbank Cottages – Councillor Harrison informed members that another accidents had taken place at Ashbank Cottages recently. She informed members that she had reported this to the police.

6. Ward Councillor Report.

Councillor Parvin gave his apologies to the meeting.

7. Correspondence.

The correspondence received was noted by members.

8. Planning Matters.

MA/07/0512 Yew Tree House, Upper Street, Leeds. – No Objections.
 Erection of boundary fence.

MA/07/0524 The Tower House, Upper Street, Leeds. – No Objections.
 An application for Listed Building Consent for part demolition of internal wall/chimney at ground level to form kitchen dining area.

MA/07/0588 5-6 Caring Farm Cottage, Caring Road, Leeds. – No Objections.
Change of use of land and buildings to canine therapy centre, improvement of existing access and provision of hard standing for car park and construction of hydrotherapy building.

MA/07/0620 Merriam's Farm, Caring Lane, Leeds. – No Objections.
Variation of Conditions 14 and 15 of planning application MA/06/0700 (Demolition of chicken sheds and the erection of a new house) to allow details of fenestration to be submitted prior to installation and to allow details of eco-homes standard to be submitted prior to the occupation of the development.

9. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Fort/Graham).

10. South Maidstone Parishes Group.

Councillor Harrison reported on this matter and a verbal request from the South Maidstone Parishes Group for a financial contribution. This was discussed and the Clerk informed members that in order to consider this further a formal letter of request needed to be submitted to the Parish Council.

11. Police Report.

There was no police representative at the meeting.

12. Leeds Playing Field.

It was reported that the wooden benches at the playing field were broken. It was agreed that a grant for their replacement would be looked into.

13. Local Development Framework.

The Clerk confirmed that the Parish Councils response to the Core Strategy had been submitted to MBC as agreed.

14. Highway Matters.

Nothing further to report.

15. Interactive Sign.

Nothing further to report.

16. Parish Council Elections.

This item was noted by all members.

17. Parish Plan Committee.

Councillor Harrison reported that the first meeting of the Parish Plan Committee had been arranged for Tuesday 24th April 2007, and she would report back to the next meeting.

18. PC Website.

Councillor Harrison reported that this matter. She informed members that costs for the registry of the website had amounted to £23.48 to date. This amount was approved for payment by members.

19. Further questions from public.

Nothing further to report.

20. Urgent Matters.

It was reported that the drains on Foley Hill were blocked.

Action: Councillor Harrison stated that she would report this matter to Kent Highways.

21. Date of next Parish Council Meeting.

Members were reminded that the Parish Annual Assembly and Annual Statutory Parish Council meeting would take place on Tuesday 8th May 2007.

Councillor Harrison spoke regarding the past year as Chairman.

Councillor Bond informed members that she had not stood for Parish Council elections. She stated that she had enjoyed being on the Parish Council for the past 7 years and thanked all for their support during her time on the PC.

Councillor Harrison thanks all retiring Councillors for their assistance and support during their time in office.

There being no further business the meeting was closed at 8.15pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE ANNUAL STATUTORY MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 8th May 2007 at 7.30pm.

Present: Mr Bubb
 Mr Cutler
 Mrs Fort
 Mrs Graham
 Mr Griffiths
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Retiring Chairman's Introduction.

Councillor Harrison opened the meeting. She spoke regarding her position as Chairman over the past few years and the achievements of the Parish Council.

Councillor Harrison thanked the retiring Councillors for their hard work over the past four years.

2. Apologies.

Apologies were received from Councillor Green.

3. To receive the Declaration of Acceptance of Office for all elected Councillors.

All elected Councillors signed their Declaration of Acceptance of Office.

4. Parish Councillor Vacancy.

Councillor Harrison spoke regarding two parties that were interested in the Parish Councillor Vacancy, Mr Aujard and Mr Cutler.

Mr Aujard addressed the Parish Council regarding the Councillor vacancy, he stated that he would be willing to support the Parish Council and Mr Cutler in his role as a Parish Councillor and he offered his expertise when and if required.

Mr Cutler then spoke regarding his interest in becoming a Parish Councillor.

Councillor Harrison thanked both Mr Aujard and Mr Cutler for their interest in the vacancy. Members accepted the offer from Mr Aujard to support and assist the Parish Council when needed.

It was then proposed by Councillor Harrison and seconded by Councillor Fort to co-opt Mr Cutler onto the Parish Council, this was agreed by all present.

5. To receive the Declaration of Acceptance of Office for Co-opted Councillor.

Mr Cutler signed his Declaration of Acceptance of Office.

6. To Elect a Chairman.

Councillor Fort nominated Councillor Harrison as Chairman, this was seconded by Councillor Graham, and agreed by all present.

7. **To receive the Chairman's Declaration of Acceptance of Office.**

Councillor Harrison signed her Declaration of Acceptance of Office and took the Chair for the next year.

8. **To elect a Vice Chairman.**

Councillor Graham nominated Councillor Fort as Vice-Chairman, this was seconded by Councillor Griffiths, and agreed by all present. Councillor Fort was therefore appointed Vice Chairman.

9. **To appoint Committees and representatives to outside bodies.**

The following was agreed by all present.

Planning

Cllr. Green

Cllr. Fort

Cllr. Graham

Finance

Cllr. Green

Representatives for Outside Bodies

Footpaths Cllrs. Cutler

Memorial Hall Cllr. Griffiths

Police Liaison Cllr. Cutler

School Governor Cllr. Graham

Highways Cllrs. Harrison & Cutler

KAPC Cllr. Harrison

Parish Plan Cllrs. Griffiths & Fort

Playing Field Cllr. Green & Bubb

Environmental Cllr. Green

Parish Magazine All Councillors.

South Parishes Group Cllr. Harrison

10. **Declaration of Interests.**

No interests were declared.

11. **Public Comments.**

Mr White attended the meeting. He reported that there was currently overgrown vegetation at Foley Hill.

Action: Clerk to report to Kent Highways.

It was also reported that there were overgrown trees at The Nook which were restricting the width of the public highway.

Action: Clerk to write to the occupier of The Nook.

Mr White further reported that the signs still needed to be replaced at Forge Lane.

Action: Councillor Harrison to follow up this matter.

The Kent International Gateway was discussed, and it was agreed that this item should be placed on the agenda for the foreseeable future.

Action: Clerk to place item on agenda.

It was also agreed to place the details of the newly elected Parish Council in the Parish Magazine.

Action: Councillor Harrison to progress.

12. Minutes of the Previous Meeting.

The minutes were agreed, subject to a minor alteration (Graham/Fort), these were then signed and dated by the Chairman of the meeting.

13. Matters Arising.

There were no matters arising.

14. Ward Councillor Report.

Councillor Parvin gave his apologies to the meeting.

He reported that the footpath between The George and Wykeham Grove was in need on reinstating, he informed members that he would report this matter to Highways.

He also reported that the water hydrant at the end of Wykeham Grove needed to be replaced as it was broken.

Action: Clerk to report to Mid Kent Water.

15. Correspondence.

The correspondence received was noted by members.

Correspondence from Yalding Parish Council regarding planning matters – the Clerk was asked to respond to this letter.

Quotation from EDF Energy to repair lamp column – this quotation was accepted by members.

Action: Clerk to respond to correspondence.

16. Planning Matters.

Councillor Fort reported on the planning decisions of the Planning Committee.

17. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Fort/Harrison).

18. South Maidstone Parishes Group.

A request for financial assistance from the South Maidstone Parishes Group was considered by all present. This was proposed by Councillor Fort, seconded by Councillor Griffiths and agreed by all present.

Action: Clerk to raise cheque as agreed.

19. Police Report.

Councillor Harrison reported on the recent police meeting that she had attended. She reported that a further meeting had been arranged for 12th July 2007.

The Neighbourhood Watch Scheme was discussed and it was suggested that a representative from the Neighbourhood Watch Unit should be invited to a future meeting.

This was agreed by all present.

Action: Clerk to liaise with Neighbourhood Watch Unit regarding attending a future meeting.

20. Leeds Playing Field.

The Clerk reported that the Contractor responsible for cutting the grass at the playing field had offered to meet with Councillors on site to discuss their work.

Action: Clerk to arrange a meeting with the Contractors, Councillor Bubb and Councillor Green.

21. Highway Matters.

Nothing further to report.

22. Parish Plan.

Councillor Fort spoke regarding this matter and the recent meeting held by the Parish Plan Committee, she stated that the next meeting had been arranged for 14th May 2007.

23. PC Website.

Councillor Harrison reported that this matter.

24. Further questions from public.

Mr Aujard spoke regarding the 6'6" width restriction at Back Street and the need for advanced signage to be placed along Caring Lane to warn vehicles of the pending restrictions.

Action: Clerk to follow this matter up with Kent Highways.

A discussion took place regarding the footpaths within the parish.

A discussion took place regarding the balloon rides in operation at Leeds Castle.

25. Urgent Matters.

Concerns were raised regarding the parking spaces at Ledian Court. The Clerk was asked to fetch the original planning application for the development of Ledian Court to the next meeting for further consideration.

Action: Clerk to action.

26. Date of next Parish Council Meeting.

Tuesday 12th June 2007.

There being no further business the meeting was closed at 10:00pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 8th May 2007 at 7.30pm.

Present: Mr Bubb
 Mr Cutler
 Mrs Fort
 Mrs Graham
 Mr Green
 Mr Griffiths
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

No apologies were received.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

Councillor Bubb introduced Jamie Williamson to the meeting, he stated that Mr Williamson had offered to assist with the maintenance of the Playing Field on a voluntary basis.

Mr Williamson spoke regarding this offer and his experience in this line of work. This was discussed by members and it was agreed that the Parish Council would reimburse Mr Williamson for the cost of taking out a Public Liability insurance policy to cover him for working at the Playing Field.

Members discussed whether it would be cost effective to purchase weed killing chemicals in bulk. This was debated and it was agreed that Councillor Bubb would liaise with Mr Wratten regarding this matter.

Action: Councillor Bubb to progress.

4. Minutes of the Previous Meeting.

The minutes were agreed (Graham/Cutler), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

Overgrown Vegetation – Concerns were raised regarding overgrown vegetation at Foley Hill, and Upper Street.

Action: Clerk to contact KHS regarding this matter.

Concerns were also raised regarding the replacement of the street signs at Forge Lane by Pentland Homes.

Action: Clerk to progress.

It was reported that the lorry restriction signs along Forge Lane had been erected in the middle of the footpath. This was discussed and it was agreed that this matter should be brought to the attention of the Highways Department.

Action: Clerk/Chairman to progress as agreed.

Newsletter – It was agreed that Councillor Fort would undertake this month's newsletter article.

Action: Clerk to place this item on the next agenda.

6. Ward Councillor Report.

Councillor Parvin gave his apologies to the meeting.

7. Correspondence.

The correspondence received was noted by members.

8. Planning Matters.

Councillor Fort reported on the planning decisions of the Planning Committee.

She spoke regarding the development at Ledian Court and her concerns regarding the type of material used. This was discussed and the clerk was asked to liaise with MBC to seek details of the specified materials.

Action: Clerk to action.

9. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Fort/Harrison).

Councillor Green spoke regarding the electricity bill for the playing field pavilion. He stated that the tariff should be changed to a single rate meter.

Action: Clerk to contact EDF Energy.

10. 2006/2007 Accounts.

The Clerk informed members that the end of year accounts for 31st March 2007 were due to be audited and would be placed on the next agenda for formal ratification.

11. Police Report.

Councillor Harrison reported on this matter.

12. Leeds Playing Field.

Councillor Bubb spoke regarding the playing field and the general maintenance that it required.

Councillor Fort spoke regarding the feedback received regarding the playing field at the village fete.

It was agreed that a safety inspection of the play area was required, and the Clerk was asked to progress this matter.

Action: Clerk to arrange for a safety inspection to be undertaken.

Councillor Harrison spoke regarding the parking arrangements for Pentland Homes and asked for members permission to seek a further financial contribution from them for the use of the playing field car park. This was agreed by all present.

Action: Councillor Harrison to progress.

It was agreed that two benches were required at the playing field and the Clerk was asked to submit a grant application to Councillor Parvin for these.

Action: Clerk to liaise with Peter Parvin and progress as required.

Councillor Green spoke regarding the hire of the football pitch. He stated that Ivan Wallond, the manager of the present football team had asked for the sole hire of the pitch for next year. This was discussed and agreed by members at a cost of £400 per season.

Action: Clerk to send out hire agreement to team.

13. Highway Matters.

Members discussed the problems at Ashbank Cottages, and recent correspondence was read to members.

It was agreed that action was required to try to find a solution to the existing problems. It was further agreed that a letter should be written to KHS to request that they look at the road as a whole and consider a further interactive sign and a reduced speed limit from Leeds Castle.

Action: Clerk to progress.

A discussion took place regarding the standard of street sweeping in the village. Councillor Harrison stated that she would follow this matter up with David Hitchings of MBC.

Action: Councillor Harrison to progress.

Councillor Graham spoke regarding the area outside of the village school. She stated that there were currently no safety markings along this route to warn drivers of children crossing the road. It was agreed to write to KCC regarding this matter.

Action: Clerk to write to KCC.

14. Parish Plan.

Councillor Fort reported that the second meeting of the parish Plan Committee was due to take place on 25th June 2007. She stated that Leeds Castle had offered to hold an event to launch the Parish Plan on 3rd September and all villagers would be invited.

She asked for a financial contribution from the Parish Council towards the Parish Plan. The Clerk advised her to put this in writing for the next meeting.

15. Kent international Gateway.

Councillor Harrison spoke regarding this matter. It was agreed to hold this item on the agenda for further consideration at the next meeting

16. Parish Council Website.

Councillor Harrison reported on the progress of the website.

17. Code of Conduct.

The Clerk circulated the revised Code of Conduct to all members along with some supporting information and a report summarising this. She informed members that this item would be placed on the next agenda when the revised Code of Conduct needed to be

formally adopted by the Parish Council. She advised members to consider the report and whether to adopt the Model Code of Conduct with or without clause 12.2.

Action: Clerk to place on next agenda.

18. Further questions from public.

It was reported that the height restriction barrier at the church car park was damaged and that the recycling banks were full.

Action: Clerk to follow this matter up with MBC.

19. Urgent Matters.

The entries for the village sign competition was presented to members and considered by all present. A short list was agreed and it was suggested that these should be displayed at the Parish Plan launch when a winner would be selected.

Action: Councillor Graham to progress this matter and inform school of finalists.

20. Date of next Parish Council Meeting.

Tuesday 10th July 2007.

There being no further business the meeting was closed at 10:00pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 10th July 2007 at 7.30pm.

Present: Mr Bubb
 Mr Cutler
 Mrs Fort
 Mrs Graham
 Mr Green
 Mr Griffiths
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

Apologies were received from Ward Councillor Parvin.

2. Declaration of Interests.

Councillor Harrison informed the meeting that she had attended an event at Leeds Castle. Councillors Fort and Griffiths informed the meeting that they had also been invited to the event.

3. Public Comments.

Residents from Churchill Cottages attended the meeting to raise concerns regarding the speed of traffic through the village. This was discussed and it was suggested that the sensor of the interactive speed indicator signs needed to be adjusted. The Clerk was asked to liaise with Kent Highways regarding this matter.

Action: Clerk to progress.

Residents spoke regarding the policing of the width restrictions within the village and a discussion took place regarding this. It was suggested that signage on the main road should be improved when coming from Ashford.

Councillor Cutler stated that he would be attending a police meeting on 12th July and he would fetch these concerns to their attention.

4. Minutes of the Previous Meeting.

The minutes were agreed (Fort/Cutler), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

Councillor Bubb reported on the maintenance undertaken at the Playing Field to date.

Councillor Harrison reported that she had held a meeting with MBC regarding street sweeping and as a result a special sweep of the village had been undertaken.

Councillor Fort reported on the current situation regarding the Pentland Homes development. She stated that MBC would undertake an inspection of the materials used for the development to ensure that they were in line with the planning approval.

6. Parish Council Newsletter.

It was agreed that Councillor Graham would undertake the newsletter for September, October and November.

7. Ward Councillor Report.

Councillor Parvin gave his apologies to the meeting.

8. Correspondence.

The correspondence received was noted by members.

9. Planning Matters.

Councillor Fort reported on the planning decisions of the Planning Committee.

MA/07/1222 Proposed Adventure Course, Leeds Castle – No Objections.
Erection of a high wire adventure course with associated equipment, cabin and forest shelter.

10. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Green/Fort).

11. 2006/2007 Accounts.

The Clerk presented all members with the Accounts for the year ended 31st March 2007 and the Annual Return for the Audit Commission. These were noted by all present.

Members agreed the accounts and it was proposed by Councillor Cutler and seconded by Councillor Green to accept these.

Members then inspected the Annual Return, and it was noted that the internal audit had been undertaken in accordance with the audit guidelines. It was therefore proposed by Councillor Fort and seconded by Councillor Graham to accept this.

Action: Clerk to forward Annual Return to the Audit commission.

12. Request for Financial Assistance from the Parish Plan Committee.

Members considered a formal request from the parish Plan Committee for a donation of £200. This was considered by members and it was proposed by Councillor Green and seconded by Councillor Graham to approve this request. This was agreed by all present.

Action: Clerk to raise cheque when informed of bank account name.

13. Police Report.

Councillor Harrison reported on this matter.

14. Leeds Playing Field.

Councillor Green passed the Clerk the outstanding cheque for the hire of the Playing Field.

He also presented members with a quotation for the redecoration of the Pavilion at a cost of £710.00. Members discussed the quotation and agreed that the maintenance was essential. It was therefore proposed by Councillor Green to accept the quotation, this was seconded by Councillor Bubb and agreed by all present.

Action: Clerk to formally write to accept the quotation.

The Clerk informed members that the play area inspection had been booked and would take place within the next six weeks.

Councillor Harrison reported that she would look into having the hedges at the playing field cut lower.

Action: Councillor Harrison to progress.

15. Highway Matters.

Councillor Harrison reported on the current situation regarding highway matter within the parish.

16. Parish Plan.

Councillor Fort reported that the next parish plan meeting was due to take place on 13th July 2007.

17. Kent international Gateway.

Councillor Harrison spoke regarding the recent public meeting that had taken place and the success of this event.

She also reported on a letter received from Thurnham Parish Council inviting a representative from Leeds PC to join a small committee of Parish Councils to deal with a formal planning application when received. It was agreed by 5 votes to 2 to have a representative on this committee.

Action: Clerk to respond to letter.

18. Parish Council Website.

Councillor Harrison reported on the progress of the website.

19. Code of Conduct.

The Clerk circulated the revised Code of Conduct to all members along with some supporting information and a report summarising this. She informed members that the revised Code of Conduct needed to be formally adopted by the Parish Council and a decision should be made as to whether to adopt the Model Code of Conduct with or without clause 12.2.

This was discussed and it was proposed by Councillor Green to adopt the Model Code of conduct with the optional clause 12.2, this was seconded by Councillor Graham and agreed by all present.

It was agreed to share an advert in the Downs Mail to publicise the adoption of the Model Code of Conduct.

Action: Clerk to inform MBC, The Standards Board and place the advert as agreed.

20. Further questions from public.

No matters were raised.

21. Urgent Matters.

No matters were raised

22. Date of next Parish Council Meeting.

Tuesday 11th September 2007.

There being no further business the meeting was closed at 9.20pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 11th September 2007 at 7.30pm.

Present: Mrs Fort
Mrs Graham
Mr Green
Mr Griffiths
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

Apologies were received from Councillors Cutler and Bubb.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

Mr Stevens from Ashbank Cottages attended the meeting to raise concerns regarding the street cleaning around the cottages.

He reported that it was his opinion that the street sweeping had not been undertaken to a satisfactory standard, and he passed photographs to the Parish Council to support his concerns.

Councillor Harrison reported on the current situation regarding the street sweeping and stated that she would liaise with MBC regarding this matter.

Action: Councillor Harrison to action.

Mr Stevens stated that the bollards installed at the cottages were looking nice.

Mr Bristow asked whether the pathway from Ashbank Cottages to the small bridge on the B2163 could be cut back. This was discussed and it was noted that the footpath from the Churchyard to Ashbank Cottages was also in need of cutting back.

Councillor Harrison reported on the recent discussions that she had held with Kent Highways and stated that she would log these problems with them.

She reported on the current outstanding highway matters that were due to be actioned by Kent Highways.

Mr Bristow stated that the hedges along Burberry Lane needed further cutting back.

Mr White asked whether the trees could also be cut back at Little Foxes.

Councillor Harrison reported that this matter was in hand and would be actioned by Kent Highways within the next two weeks.

It was reported that campers had been seen in the church car park. The Clerk was asked to liaise with MBC to ascertain the progress of the repair to the height barrier.

Action: Clerk to action.

It was also reported that the drains along the B2163 were blocked and in need of clearing of debris, and the 30mph repeater signs were needed within the parish to enforce the speed limits.

Action: Councillor Harrison to liaise with Kent Highways.

4. Minutes of the Previous Meeting.

The minutes were agreed (Fort/Green), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

No matters were raised.

6. Newsletter.

It was agreed that Councillor Graham would draft the newsletter this month.

7. Ward Councillor Report.

Councillor Parvin gave his report to the meeting.

He reported that the Road Traffic Act stated that repeater signs were not required if there was street or footway lighting within the Parish before a set period of time.

He spoke regarding some highway matters that had been discussed under the public part of the meeting.

Councillor Parvin spoke regarding the enforcement of the weight restriction in the village. He reported that the police had recently prosecuted a Spanish lorry driver. He stated that although Highways were responsible for the enforcement of the weight restriction, the police also needed to be in attendance.

It was noted that the new PCSO for Leeds was in attendance at the meeting and he was asked to fetch the PC's concerns about this matter to the attention of his superiors.

Councillor Griffiths reported that in her view the traffic through the village had increase on the last two weeks. Councillor Parvin suggested that this might be due to the recent road works being undertaken in Maidstone Town Centre.

8. Correspondence.

The correspondence received was noted by members.

9. Planning Matters.

Councillor Fort reported on the planning decisions of the Planning Committee.

10. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Fort/Green).

The Clerk reported that as the review of the Parish Councils Standing Orders had taken place that it also needed to review and adopt a set of Financial Regulations.

This was discussed and it was proposed by Councillor Fort and seconded by Councillor Green to progress this matter.

Action: Clerk to place item on next agenda and circulate draft Financial Regulations to all Councillors.

Councillor Harrison reported that she had been in contact with KCC regarding grants available for various projects at the Playing Field. She reported that the KCC Councillor Brian Woods had been invited to attend the next meeting.

11. Police Report.

Councillor Harrison welcomed PCSO John White to the meeting. He gave his crime report to all present and outlined his duties within the Parish of Leeds.

12. Leeds Playing Field.

Councillor Green stated that the redecoration of the pavilion had now been completed and needed to be inspected.

Councillor Harrison informed members that the hedges had been cut back as agreed. She stated that there was still a small amount of nettles that were in need of cutting back to enable the water meter to be read. Councillor Griffith stated that she would arrange for this to be undertaken and the reading to be forwarded to the Clerk.

Action: Vegetation to be cut back and water meter to be read.

Councillor Harrison reported further on grant opportunities that may be available for the Playing Field. She reported on a possible grant application for the resurfacing of the tennis courts. She stated that the deadline for grant applications was 1st October. It was agreed that Councillor Harrison and Councillor Graham would work together to progress this application.

Action: Cllr Harrison and Graham to progress.

13. Highway Matters.

It was reported that here had been 7 accidents outside of Ashbank cottages within 3 days, this had prompted a meeting with Highways and as a result of this action had now been taken to install bollards and additional signage was also being discussed. Councillor Harrison stated that she would keep the Parish Council informed of the progress of this matter.

Councillor Harrison reported that she and Councillor Griffiths had met with a representative from MBC to discuss the street lighting within Leeds and as a result of this meeting they were looking into adopting the street lighting. The Clerk was asked to send details of the current maintenance contract to the officer.

Action: Clerk to progress.

14. Parish Plan.

Councillor Fort reported on the event to launch the Parish Plan on 4th September 2007 and stated that this had been well attended. She informed members that the next meeting of the Parish Plan Committee would take place on 18th September 2007.

15. Kent international Gateway.

Councillor Harrison spoke regarding this matter. The Clerk reported that Thurnham Parish Council was in the process of arranging the first meeting of representatives from Parish Council and she would inform members when a date had been confirmed.

16. Parish Council Website.

Councillor Harrison reported on the progress of the website. The Clerk was asked to email information as and when appropriate.

It was suggested that the Parish Council should publicise the launch of the website. This was discussed and it was agreed that a press release should be sent to the KM, Downs Mail and put in the Parish News.

17. Further questions from public.

It was reported that the ivy currently growing up the pavilion was in need of cutting back. This and other maintenance in the village was discussed. It was suggested that the Parish Council might wish to consider entering into a maintenance contract with a company. This was debated and it was agreed that members should undertake an inspection of the village to ascertain the type of work to include within a specification.

18. Urgent Matters.

Members considered the finalists for the village sign entries and agreed on the winning entries.

It was agreed to place LDF on next agenda.

Action: Clerk to place item on next agenda.

19. Date of next Parish Council Meeting.

Tuesday 9th October 2007.

There being no further business the meeting was closed at 9.37pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 9th October 2007 at 7.30pm.

Present: Mr Bubb
 Mr Cutler
 Mrs Graham
 Mr Green
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

Apologies were received from Councillors Griffiths and Fort.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

No matters were raised.

4. Minutes of the Previous Meeting.

The minutes were agreed (Graham/Green), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

It was reported that the strimming of the village had been undertaken by KCC. Councillor Harrison reported that the annual drainage clearance was still to be undertaken but had been planned by KCC.

Councillor Harrison reported on the new system in place by Kent Highways for reporting outstanding highways matters in the village. She reported that there had been problems with regards to the street sweeping in the village and informed members that she had been in contact with MBC to resolve these.

The Clerk reported that the height barrier at the church car park was currently being repaired by MBC and should be back in place in the near future.

6. Newsletter.

It was agreed that Councillor Graham would draft the newsletter this month.

7. Ward Councillors Report.

Councillor Parvin gave his apologies to the meeting.

The Chairman welcomed KCC Councillor Brian Woods to the meeting. Councillor Woods spoke regarding matters that affected Leeds. He reported on the 30mph sign near Ashbank Cottages and reported that this had been moved back, he agreed that it would be beneficial to have this moved back further to the bridge and repeater signs

erected up to the cottages. He spoke regarding the traffic calming measures that he would wish to see in the area of Ashbank Cottages.

The weight restriction was discussed by all present.

Councillor Bubb spoke regarding the parking problems within the village and these were discussed. It was agreed that the SE Orbital would be the answer to these problems.

Councillor Harrison reported on the planned work for the playing field car park and members asked what specification had been given for the work. She stated that she would forward this onto members.

Mr Woods spoke regarding grant funding from KCC and about the Kent International Gateway.

Councillor Harrison thanked him for attending the meeting and he stated that he would also attend the next PC meeting.

Councillor Harrison adjourned the meeting at 8.10pm to enable the Parish Council to present the village sign prize to the winner of the village sign competition.

The meeting was reconvened at 8.25pm

8. Correspondence.

The correspondence received was noted by members.

Councillor Graham reported on the condition of a public footpath within the parish. Councillor Harrison stated that she had made contact with KCC regarding this matter and they were due to inspect this.

9. Planning Matters.

There was no planning applications to consider.

Councillor Harrison reported that she had asked Councillor Parvin to look onto the current situation regarding S106 agreements associated with Ledian Farm, she reported that it would appear that there were no S106 agreements on this development.

This was discussed and Councillor Harrison stated that she understood that a S106 agreement could be applied for retrospectively. The Clerk was asked to look into this matter and to report back to the next meeting.

Action: Clerk to action.

It was reported that there had been a complaint regarding the trees on the land at Brogden Crescent, which was in the process of being transferred over to the Parish Council. Members agreed to hold a site meeting to discuss this matter further.

Action: Site meeting to be held by members.

10. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Graham/Green).

11. Police Report.

PCSO John White attended the meeting and gave a crime report to all present. He reported on the PACT initiative and informed members that a public meeting was due to be held in the near future, the dates of which would be forthcoming.

12. Leeds Playing Field.

Councillor Harrison reported that the Parish Council had received £1400 for new seated at the playing field.

It was reported that a meeting had been held by Councillor Harrison, Graham and Griffiths regarding the playing field, and meetings had also been held with KCC and MBC to discuss possible grants.

Ideas were put forward regarding the development of new facilities at the playing field and it was agreed that these project ideas should be explored further.

The safety inspect of the play equipment was discussed by all present, it was agreed to have the essential repairs undertaken as soon as possible.

Action: Clerk to confirm order for essential works.

Councillor Bubb questioned by the rear of the pavilion had not been painted. Councillor Green stated that he would look into this matter and arrange for it to be painted when the rear was more assessable.

Action: Councillor Green to progress.

13. Highway Matters.

Nothing further was reported.

14. Parish Plan.

Nothing to report.

15. Kent international Gateway.

The Clerk reported on this matter.

16. LDF.

Nothing to report.

17. Parish Council Website.

Councillor Harrison reported on the progress of the website. She stated that this was now complete and was being update and maintained by the Webmaster.

Members discussed the success of the website and the time and costs involved with its setup. It was agreed by members that a payment should be made to the web designer for the time and costs involved with this. The time and hours involved were discussed by all resent and it was proposed by Councillor Green that a payment of £450.00 should be made to the Webmaster; this was seconded by Graham and agreed by all present.

It was also proposed to enter into a maintenance contact for the ongoing maintenance of the website, this was agreed by all present.

Action: Clerk to progress maintenance contact and circulate to all Councillors.

18. Further questions from public.

No matters were raised.

19. Urgent Matters.

No matters were raised.

20. Date of next Parish Council Meeting.

Tuesday 13th November 2007.

There being no further business the meeting was closed at 9.10pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 13th November 2007 at 7.30pm.

Present: Mr Bubb
 Mr Cutler
 Mrs Fort
 Mrs Graham
 Mr Green
 Mrs Griffiths
 Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

No apologies were received.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

Residents from Brogden Crescent attended the meeting to raise concerns regarding trees that had been felled on the land near Brogden Crescent, which they understood to be the responsibility of the Parish Council.

Councillor Harrison explained the current situation and stated that there had been a misunderstanding between the resident who had complained about the trees and the Parish Council which led to the resident cutting down a number of trees and shrubs. She stated that the land was not yet the responsibility of the Parish Council, however this was in the process of being leased to the PC.

Councillor Harrison confirmed that the Parish Council was unhappy with the condition that the land had been left in and as a result had contacted the Borough Council regarding the rubbish and the condition of the tree. She stated that an inspector was due to attend the site to look at the tree and take action to make this safe.

The resident also raised concerns about the parking of cars when the football pitches were in use on a Sunday. Members discussed this matter and confirmed that this had been a problem in the past. The Chairman asked PCSO White to look at this problem when he was on duty on a Sunday.

It was also agreed that the Clerk should write to the football team to fetch this matter to their attention and to ask them to liaise with both teams regarding the parking arrangements.

Action: Clerk to write to Football Team.

4. Minutes of the Previous Meeting.

The minutes were agreed (Graham/Fort), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

There were no matters arising.

6. Newsletter.

It was agreed that Councillor Graham would draft the newsletter this month.

7. Ward Councillors Report.

Councillor Parvin attended the meeting and gave his report to all present.

He spoke about the anti-skid material that was due to be place at the roundabout and informed the meeting that the work at Ashbank cottages was due to tae place during this financial year.

He spoke regarding the Gaming Act and the implementation of this by the Borough Council.

Councillor Parvin asked about the fence to the rear of Farmers Close. Councillor Green confirmed that this had been erected, however Councillor Parvin confirmed that a second fence was to be erected.

Councillor Harrison spoke regarding the KIG planning application and of her views regarding the way in which the Borough Council had publicised this. Councillor Parvin confirmed that the Borough Council had fulfilled its legal obligations in dealing with this application.

8. Correspondence.

The correspondence received was noted by members.

9. Planning Matters.

MA/07/2092 Kent International Gateway, Land West of Junction 8, M20, Maidstone
Outline planning permission for the construction of hard standing areas to form rail/road freight interchange with freight handling equipment , new railway sidings in part with acoustic enclosure, earthworks and retaining walls, buildings for Class B8 warehousing and Class B1 uses, access works internal roads and bridges, loading and manoeuvring areas, car and lorry parking, ancillary truck-stop and gatehouse security facilities, electrical sub station, realignment of public rights of way and watercourses, drainage works and landscaping with access to be considered at this stage and all other matters reserved for future consideration.

Councillor Fort confirmed that the Planning Committee was still looking at this planning application and formulating its response.

10. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Graham/Green).

11. Police Report.

PCSO John White attended the meeting and gave a crime report to all present.

12. Leeds Playing Field.

Councillor Harrison reported that the planned work on the car park and informed members of the specification for the work.

It was reported that the ad lock to the gate of the playing field was currently missing. Councillor Harrison stated that she would look into this matter.

The Clerk reported on essential work that had to be undertaken to the play area, this was discussed and agreed.

Action: Clerk to liaise with contractor.

A further discussion took place regarding goal posts for the playing field. Councillor Griffith spoke regarding a request to hold a charity football match on the playing field and the need for goal posts. It was agreed that members would look into possible grants for new goal posts.

Action: Action as agreed.

13. Highway Matters.

Highway matters around the parish were discussed by all present. Concerns were raised regarding the current condition of the road signs within the parish, the rubbish on Penfold Hill.

Councillor Parvin stated that he would report this matter to MBC.

14. Parish Plan.

Councillor Fort reported that the questionnaires were currently being undertaken and it was anticipated that these would be sent out some time in the New Year.

15. Kent international Gateway.

Councillor Harrison reported on the current situation regarding KIG. She stated that the Parish Council had joined a Joint Parish Group of 14 parish councils to look at the planning application for KIG. She reported that this group had appointed a planning consultant and there was a cost implication to the Parish Council. Councillor Harrison asked members to confirm whether they wished to formally be part of this group. It was agreed and a vote cast 5:1 in favour of joining the KIG Joint Parish. The Chairman did not vote and Councillor Green voted against the proposals.

16. LDF.

Nothing to report.

17. Financial Regulations.

It was agreed that this item should be placed on the February Agenda for formal consideration.

Action: Clerk to place on February agenda.

18. Parish Council Website.

Nothing to report.

19. Further questions from public.

No matters were raised.

20. Urgent Matters.

Concerns were raised regarding the number of vehicles for sale outside of Elnothinham Cottages in Leeds. It was agreed to raise this matter with MBC.

21. Date of next Parish Council Meeting.

Tuesday 11th December 2007.

There being no further business the meeting was closed at 9.20pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL
Held on in the Village Hall on Tuesday 11th December 2007 at 7.30pm.

Present: Mr Bubb
Mrs Graham
Mr Green
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Councillor Parvin, Press and Public.

The meeting was chaired by Councillor Harrison.

1. Apologies.

Apologies were received from Councillors Cutler, Griffiths and Fort.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

No public comments were raised.

4. Minutes of the Previous Meeting.

The minutes were agreed (Graham/Bubb), these were then signed and dated by the Chairman of the meeting.

5. Matters Arising.

Pad lock at the Playing Field – Councillor Green reported that this was now in place.

6. Newsletter.

It was agreed that Councillor Graham would draft the newsletter this month.

7. Ward Councillors Report.

Councillor Parvin attended the meeting and gave his report to all present.

He informed members that he had reported incidents of fly-tipping within the Parish and these would be actioned by MBC.

He spoke regarding the progress of the planned anti-skid surface outside of Ashbank Cottages and informed members that this was due to be actioned by the end of March 2008.

Councillor Parvin spoke regarding the new recycling arrangements of MBC.

8. Correspondence.

The correspondence received was noted by members.

Councillor Graham referred to an email circulated regarding grants to local groups, she suggested that a nomination could be put forward for the local scout group. This was agreed by all present.

Action: Councillor Graham to progress as agreed.

The parking problems at the church car park were also discussed by members. It was agreed that the problems at peak times could be solved by opening the overflow area next to the car park.

Members debated this matter and suggested that this should be looked into and the ownership of the land established.

Councillor Graham stated that this was an area being looked at by the school as part of their extended schools programme, and the school would welcome the input of the Parish Council.

She stated that she would discuss this with the school at its next Governors meeting.

A further discussion took place regarding the car park and the possible use of the field as an addition to the car park.

9. Planning Matters.

MA/07/2447 Ash Cottage, Penfold Hill, Leeds.
Formation of a door opening to inner flank wall of the rear elevation.

MA/07/2448 Ash Cottage, Penfold Hill, Leeds.
Listed building consent for the formation of a door opening to inner flank wall of the rear elevation.

10. Financial Matters.

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors. These were discussed, and accepted by members (Graham/Green).

11. 2008/2009 Budget.

The draft budget was circulated to all members for their consideration and it was proposed by Councillor Green and seconded by Councillor Graham to set the 2008/2009 precept at £16322.00. This was agreed by all present.

12. Police Report.

PCSO John White attended the meeting and gave a crime report to all present.

13. Leeds Playing Field.

The future projects for the playing field was discussed by all present. It was agreed that the PC should consider grant opportunities during the forthcoming year.

Councillor Harrison reported on the progress of the playing field car park.

Councillor Harrison reported that she had followed up the opportunity for a grant for new goal post, she stated that there were grants available, however the grant application needed to be submitted by the football team. It was suggested that a letter should be sent to the football club to inform them of this opportunity and to offer the assistance of the Parish Council should it be required.

Action: Clerk to progress as directed.

14. Highway Matters.

Councillor Harrison reported on the outstanding highways matters within the Parish. She reported that the drains were still blocked at Penfold Hill and the salt bins needed to be checked in preparation for winter.

Action: Clerk to liaise with Kent Highways regarding these matters.

15. Parish Plan.

It was reported that this matter was being progressed.

16. Kent international Gateway.

Councillor Harrison reported on the current situation regarding KIG. She reported that the Joint Parish Group was looking to employ a consultancy to deal with the business plan issues relating to the planning application for KIG, the cost implications to Leeds Parish Council were discussed, and these were estimated to be in the region of £130.00. She asked for members consideration as to whether Leeds would support this additional cost. This was considered by all present and a vote of 2:1 was cast in favour of supporting this matter.

Action: Clerk to progress.

17. LDF.

Councillor Harrison reported on this matter.

18. Financial Regulations.

It was agreed that this item should be placed on the February agenda for formal consideration.

Action: Clerk to place on February agenda.

19. Parish Council Website.

Nothing to report.

20. Further questions from public.

No matters were raised.

21. Urgent Matters.

It was reported that the lights outside of Little Fox Cottages were not working.

Action: Clerk to progress.

22. Clerks Salary Review.

It was agreed that this item would be discussed as confidential items excluding the press and public.

23. Date of next Parish Council Meeting.

Tuesday 12th February 2008.

There being no further business the meeting was closed at 9.20pm.

Signed: _____
Chairman

Dated: _____

MINUTES OF LEEDS PARISH COUNCIL
ANNUAL ASSEMBLY 8th MAY 2007 AT 7.30PM

Present: Mr Bubb
Mr Cutler
Mrs Fort
Mrs Graham
Mr Griffiths
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, Press and Public.

The meeting was chaired by Councillor Harrison.

The minutes of the previous years meeting were proposed by Councillor Harrison and seconded by Councillor Fort and agreed by all present.

1. Apologies.

Apologies were received from Councillor Green and Ward Councillor Parvin.

2. Chairman's Report.

Councillor Harrison gave an annual report in behalf of the Parish Council.

3. Reports from Village Organisations.

Village organisations in attendance were invited to give their reports to the meeting.

4. Public Comment & Observations.

A resident asked about the proposed safety measures outside of Ashbank Cottages and the progress of these. This matter was discussed by members and the chairman updated all present on the progress to date.

A further discussion took place regarding general village matters.

There being no further business the meeting was closed to the press and public at 7.56pm.

Signed: _____
Chairman

Dated: _____