

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 10<sup>th</sup> February 2009 at 7.30pm.**

Present: Mr Cutler  
Mrs Finlay  
Mrs Fort  
Mrs Graham  
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 Bubb.

**2. Parish Newsletter.**

It was agreed that Councillor Finlay would undertake the newsletter.

**3. Declaration of Interests.**

No interests were declared.

**4. Public Comments.**

A resident attended the meeting to raise concerns about the power cuts in the village. Councillor Fort stated that she had liaised with the electricity company regarding this matter and asked whether these could be placed underground. Councillor Graham stated that she felt that the Parish Council should write to investigate this matter further.

***Action: Clerk to write to EDF.***

A resident spoke regarding the plans to close the bridge near to Leeds Castle for highways work and she asked about the proposed diversion route. This was discussed and members confirmed that the diverted route was via Willington Street.

Discussion took place regarding the parking in the parish and the problems with vehicles obstructing the footpaths.

Councillor Harrison informed the meeting that at present there was no village police officer as Dave Reynolds had been moved onto a different area.

A resident informed members that trees on the boundary of her property had been marked yellow and she asked if the PC knew what the planned action was. Councillor Harrison stated that she would liaise with Highways to establish their plans regarding these.

Alan James spoke regarding the rubbish being dumped in the church yard. Councillor Harrison stated that these items were being looked into.

Councillor Fort stated that the village did need a litter pick. Councillor Harrison stated that she would liaise with MBC regarding this matter.

**5. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Graham/Finlay), these were then signed and dated by the Chairman of the meeting.

**6. Matters Arising.**

No matters were raised.

**7. Police Report.**

The crime report was given to the meeting.

**8. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website. He spoke regarding the progress of the website.

**9. Ward Councillors Report.**

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

He reported the progress of the Borough Council.

Councillor Harrison spoke regarding the Parish Councils plans to implement the recommendations from the Parish Plan and its aim to have a Village Design Statement. She asked Councillor Parvin if he would be able to assist with this in any way.

**10. Speedwatch.**

Nothing to report.

**11. Correspondence.**

Members noted the correspondence received.

Councillor Harrison reported on correspondence received from the KM regarding a donation of a commemoration tree. Members agreed that they would accept this offer and discussed where to place it. Councillor Harrison stated that she would forward the agreed details to the KM.

**Action: Councillor Harrison to progress.**

**12. Planning Matters.**

MA/o8/2368 - Alibagh, Lower Street, Leeds –No objections.

Erection of a first floor side extension.

MA/o8/2341 - 1 Churchhill Cottages, Upper Street, Leeds – No Objections.

An application for Listed Building Consent (Retrospective) for the erection of a single storey rear porch.

MA/o8/2473 - 1 Churchhill Cottages, Upper Street, Leeds – No Objections.

Retrospective application for the erection of a single storey rear porch.

MA/o7/2092 - Kent International Gateway, Land West of Junction 8, M20, Maidstone –  
OBJECTIONS.

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 etc.

**13. 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/Cutler).

Councillor Harrison queried the invoice received from Maidstone Borough Council regarding the rubbish clearance within the parish. She asked the Clerk to hold payment for these invoices until she had liaised with MBC.

**14. Leeds Playing Field.**

The playing field was discussed by all present.

**15. Highway Matters.**

Councillor Harrison reported on outstanding highway issues around the parish.

**16. Parish Notice Board.**

This item was deferred to a future meeting.

**17. Salt Bins.**

It was reported that the salt bins had been replenished. Councillor Harrison sought member's approval to purchase a further salt bin for £300 to be located near to the car park. This was proposed by Councillor Finlay and seconded by Councillor Graham.

**18. Street Lighting.**

Nothing to report.

**19. Parish Plan.**

Councillor Harrison spoke regarding the Parish Plan and the Village Design Statement.

Councillor Finlay circulated a task sheet to all present for their consideration. She explained this and prioritised the recommendations of the plan.

Councillor Harrison referred to the report and members discussed the implementation of the plan.

Councillor Graham suggested that a Chips and Chat evening was held again to encourage the youth to put forward their views and progress the implementation of some recommendations. This was agreed by all present.

***Action: Councillor Graham to progress the arrangements for the Chips and Chat evening.***

Councillor Harrison reported on the Detling Village Design event that she had attended; she stated that she had held a meeting with Phil Turner regarding VDS's and that she had set up meetings for the village on 28<sup>th</sup> March 2009 and 9<sup>th</sup> May 2009. She sought member's approval for these to take place. Members agreed and discussed ways of publicising the meeting. It was agreed that the meeting would be held from 10am until 4pm and lunch would be provided as an incentive for residents to attend.

***Action: Councillor Harrison to confirm dates with Phil Turner and progress the arrangements for the meeting.***

It was agreed that a further meeting should be arranged between the Parish Council and the Parish Plan Group in the near future.

**20. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**21. Further questions from public.**

No matters were raised.

**22. Urgent Matters.**

Councillor Harrison reported that Councillor Griffiths had resigned from the Parish Council.

***Action: Clerk to place item on the next agenda and draw up notices to advertise the vacancy.***

Councillor Graham asked members permission for the school to use the parish council's notice board near to the school. Members agreed to this request.

**23. Date of next Parish Council Meeting.**

Tuesday 10<sup>th</sup> March 2009.

***There being no further business the meeting was closed at 9.40pm.***

**Signed:** \_\_\_\_\_  
**Chairman**

**Dated:** \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 10<sup>th</sup> March 2009 at 7.30pm.**

Present: Mr Cutler  
Mrs Finlay  
Mrs Fort  
Mrs Graham  
Mrs Harrison

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

The meeting was chaired by Councillor Harrison.

**24. Apologies.**

Apologies were received from Councillor Bubb.

**25. Parish Newsletter.**

It was agreed that Councillor Finlay would undertake the newsletter.

**26. Declaration of Interests.**

No interests were declared.

**27. Public Comments.**

Mr James spoke regarding a recent accident within Leeds at the weekend and he asked about anti-skid surfacing. Councillor Harrison stated that the Parish Council had been offered the opportunity to meet with Kent Highways and this would be a matter that would be raised.

Councillor Finlay blamed the lack of enforcement by the police with regards to the speeding traffic and lorries travelling through the village.

PCSO White stated that he was unable to deal with speeding issues in his role.

Councillor Cutler stated that the PC would have to rely on the physical barriers to try to solve the problems.

Councillor Harrison again referred to the proposed meeting with Kent Highways and she stated that the PC should be compiling a list for discussion.

Councillor Parvin stated that the B2163 was a classified road and therefore there were restrictions on the actions that could be taken to reduce speed along this road.

***Action: Clerk to arrange a meeting date with Kent Highways.***

Members raised concerns regarding the cars and vehicles accessing the playing field, PCSO Baulf stated that the police was aware and dealing with this problem.

**28. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Finlay/Fort), these were then signed and dated by the Chairman of the meeting.

**29. Matters Arising.**

Councillor Graham stated that the Chips and Chat evening had been arranged for 20<sup>th</sup> March 2009.

**30. Police Report.**

PCSO White gave the crime report to the meeting.

He spoke regarding the problems with parking along Forge Lane and he informed members that he would be issuing letters to residents to try to alleviate the situation. He passed a copy of the letter to the PC for approval, members agreed with the content of this.

Councillor Harrison spoke regarding the recent incidents involving Carson the playing field and asked PCS White if there was a crime reference number for the incident. She stated that the PC was very angry about this and stated that members would like some action to be taken against the offenders.

Councillor Cutler informed the meeting that the new barrier had now been put in place at the playing field.

**31. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website. He spoke regarding the progress of the website.

**32. Ward Councillors Report.**

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

**33. Correspondence.**

Members noted the correspondence received.

**34. Planning Matters.**

TA/0019/09 Land adj to 1&2 Vineys Cottages, Upper Street, Leeds – no objections.  
Notification of intention to re-pollard row of Lime Trees at 4 meters in height; all trees being located within Leeds Upper Street Conservation Area.

**35. 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/Finlay).

**36. Leeds Playing Field.**

The playing field was discussed by all present.  
Councillor Cutler spoke regarding the new barrier.

Councillor Harrison spoke regarding the possibility of allowing members of the public to BBQ at the playing field; she referred to a system in place in another area and stated that this had been proved a success. It was noted that there was a lack of litter bins at the playing field and that the bin in place before the road works along the B2163 had not been replaced. Councillor Harrison stated that she would liaise with Kent Highways regarding this matter.

**Action: Councillor Harrison to progress.**

Councillor Graham spoke regarding the grant application for playing field equipment and the progress of this.

She referred to the village sign project and asked members if they wished this to be single or double sided. This was discussed and members agreed to a double sided sign. A further discussion took place to decide where this should be placed. It was agreed that Councillor Fort would liaise with MBC to establish whether planning permission would be required.

**Action: Councillor Fort to progress.**

**37. Highway Matters.**

Councillor Harrison reported on outstanding highway issues around the parish.

Members discussed the problems with the verges at Penfold Hill and the Clerk was asked to establish from Kent Highways when these would be reinstated to a satisfactory standard.

**Action: Clerk to liaise with Kent Highways.**

**38. Parish Plan & Village Design Statement.**

Councillor Harrison spoke regarding the Village Design Statement. She stated that she had arranged for Phil Turner to hold two workshops, the first at the end of March and the second at the beginning of May.

She informed members that the process should take approximately one year to complete.

Members discussed the Parish Plan and the recommendations from this.

Councillor Harrison informed all present that she had held a meeting with David Slack representing the Rochester Bridge Trust Trustees regarding the parking problems within the parish and the need for an additional car park and she had now been asked to put forward a proposal regarding a piece of land within the parish.

**Action: Councillor Harrison and Councillor Finlay to progress.**

Members discussed the need for a village shop and Councillor Harrison reported on a seminar that she had attended regarding this. Councillor Finlay suggested that this matter should be followed up in a meeting regarding the Parish Plan.

**39. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**40. Further questions from public.**

No matters were raised.

**41. Urgent Matters.**

Councillor Harrison reported on a problem with fly-tipping in the parish. She stated that the school had been approached regarding this and the recycling arrangements in place within the school.

Councillor Graham spoke regarding the school plans to hold a summer fete in May and members discussed this.

**42. Date of next Parish Council Meeting.**

Tuesday 14<sup>th</sup> April 2009.

***There being no further business the meeting was closed at 9.40pm.***

**Signed:** \_\_\_\_\_  
**Chairman**

**Dated:** \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 14<sup>th</sup> April 2009 at 7.30pm.**

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

In attendance: Mrs Sherrie Babington – Clerk and Public.

The meeting was chaired by Councillor Harrison.

**43. Apologies.**

Apologies were received from Councillor Finlay.

**44. Declaration of Interests.**

No interests were declared.

**45. Public Comments.**

Residents attended the meeting to raised concerns about the problems with parking in Wykeham Grove. They referred to the letter circulated to all residents by the police regarding this and stated that this had not solved the problems.

A resident suggested that double yellow lines may assist the problem and asked the Parish Council if this could be progressed.

The Police spoke regarding parking and stated that if an offending vehicle was seen then they did have the power to take action.

Councillor Harrison stated that the Parish Council was due to hold a meeting with Kent Highways and this matter would be raised.

A further discussion took place and Councillor Harrison suggested that this matter may be progressed further if a meeting was arranged between the Parish Council, a representative from the residents of Wykeham Grove, the Borough Council, KCC and the police to try to find a solution to the parking problems. This was agreed by all present.

***Action: Cllr Harrison and Clerk to arrange a meeting as agreed.***

**46. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Graham/Fort), these were then signed and dated by the Chairman of the meeting.

**47. Matters Arising.**

Councillor Graham informed the meeting that the village sign project was being progressed and was due to be made on 20<sup>th</sup> April at the village school.

**48. Parish Councillor Vacancy.**

The Clerk informed the meeting that one application had been received for the vacancy from Mr Aitken. It was proposed by Councillor Bubb to accept this application and this was seconded by Councillor Graham and this was agreed by all present.

***Action: Clerk to write to Mr Aitken to inform him of the PC decision.***

**49. Police Report.**

PCSO White and PC Older attended the meeting. PCSO White gave the crime report to the meeting.

The parking problems along Wykeham Grove were discussed further and Councillor Harrison raised concerns about the general parking problems within the village.

**50. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website. He spoke regarding the progress of the website.

**51. Ward Councillors Report.**

Councillor Parvin gave his apologies to the meeting.

**52. Correspondence.**

Councillor Harrison reported on a letter received from a resident regarding the parking problems in Forge Lane. She spoke regarding this letter and suggested that a response should be sent to Smith, Wooley and Perry to ask them to liaise with their residents regarding the parking in the area; this was agreed by all present.

**Action: Clerk to action as agreed.**

**53. Planning Matters.**

MA/09/0469 Merriam's Farm, Caring Lane, Leeds. – No objections.

An application for listed building consent for alterations to attached barn to include insertion of new windows and doors.

**54. 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).

**55. Request for financial assistance from Leeds VDS Group.**

Members considered a request for financial assistance from the Village Design Statement Group. It was proposed by Councillor Fort to give an initial grant of £250.00 to the VDS Group; this was seconded by Councillor Cutler and agreed by all present.

**Action: Clerk to inform VDS Group of the PC decision.**

**56. Leeds Playing Field.**

Councillor Graham reported that the window of the pavilion was still in need of replacement, Councillor Cutler stated that he would progress this matter.

**Action: Councillor Cutler to action.**

A discussion took place with regards to the tennis courts, it was agreed that Councillor Bubb would inspect these and report back to the next meeting.

**Action: Councillor Bubb to action.**

**57. Highway Matters.**

Councillor Harrison reported on outstanding highway issues around the parish.

**58. Parish Plan & Village Design Statement.**

Councillor Harrison spoke regarding the Village Design Statement Group.

Councillor Graham reported on the competition arranged for the VDS Workshop.

59. **Kent International Gateway.**  
Councillor Harrison reported on the current situation regarding KIG.
60. **Further questions from public.**  
No matters were raised.
61. **Urgent Matters.**  
No matters were raised.
62. **Date of next Parish Council Meeting.**  
Tuesday 12<sup>th</sup> May 2009.

*There being no further business the meeting was closed at 9.15pm.*

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 12<sup>th</sup> May 2009 at 7.30pm.**

Present: Mr Bubb  
 Mr Cutler  
 Mrs Fort  
 Mrs Graham

In attendance: Mrs Sherrie Babington – Clerk and Public.

In the absence of the Chairman, the meeting was chaired by Councillor Fort.

**63. Apologies.**

Apologies were received from Councillors Harrison and Aitken.

**64. To Elect a Chairman.**

Councillor Finlay nominated Councillor Harrison as Chairman; this was seconded by Councillor Bubb, and agreed by all present. It was confirmed that Councillor Harrison was happy to take on this role for a further year.

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

The Clerk informed members that she would forward Councillor Harrison her Declaration of Acceptance of Office to sign.

**66. To elect a Vice Chairman.**

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

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

The following was agreed by all present.

**Planning**

Cllr. Fort  
 Cllr. Graham  
 Cllr. Finlay

**Finance**

Cllr. Cutler

**Representatives for Outside Bodies**

Footpaths	Cllrs. Cutler & Bubb
Police Liaison	Cllr. Cutler
School Governor	Cllr. Graham
Highways	Cllrs. Harrison, Aitken & Cutler
KALC	Cllr. Harrison
VDS	Cllrs. Graham and Finlay
Playing Field	Cllr. Bubb & Aitken
Environmental	Cllr. Aitken
Parish Magazine	Cllr. Finlay.
South Parishes Group	Cllr. Harrison
KIG JPG	Cllrs Harrison

**68. Declaration of Interests.**

No interests were declared.

**69. Public Comments.**

No public comments were raised.

**70. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Graham/Finlay), these were then signed and dated by the Chairman of the meeting.

**71. Matters Arising.**

The Clerk reported that the meeting regarding the parking problems in Wykeham Grove was still being progressed by the Clerk and the Chairman.

Councillor Bubb spoke regarding the pavilion. He stated that he would replace the window to the back of the building.

He spoke of a conversation that he had held with some youths at the playing field and their offer to repaint the pavilion. This offer was agreed by members.

He also informed members that the roof fascias were in need of replacing. This was discussed and members asked him to seek a quotation for this work and report back to the next meeting.

***Action: Councillor Bubb to progress.***

Councillor Bubb spoke regarding the benches in the village that were in need of repairing. He stated that he thought that these were to be repaired by Jamie. Members confirmed that this was the case and that the Parish Council had given authority for this to be progressed months ago.

***Action: Councillor Bubb to progress with Jamie.***

**72. Parish Councillor Declaration of Acceptance of Office.**

This item was deferred until the next meeting.

**73. Police Report.**

No matters were raised.

**74. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

**75. Ward Councillors Report.**

No matters were raised.

**76. Correspondence.**

The circulation correspondence was noted by members

**77. Planning Matters.**

MA/09/temp/0022 Leeds and Broomfield School – no objections.

Installation of Wendy House and Play Shed to rear playground and two sheds linked by a covered pagoda to front of school.

**78. 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).

**79. 2008/2009 Annual Accounts.**

The Clerk presented all members with the Accounts for the year ended 31<sup>st</sup> March 2009 and the Annual Return for the Audit Commission. These were noted by all present.

Members agreed the accounts and annual return; it was proposed by Councillor Fort and seconded by Councillor Graham to accept these.

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

**80. Leeds Playing Field.**

No further matters were raised.

**81. Highway Matters.**

Councillor Bubb spoke regarding the footpaths and the work that was being undertaken by the appointed contractor. He raised concerns that in his view this was not being undertaken as agreed.

He spoke regarding the missing bins in the parish.

The Clerk stated that she would liaise with MBC and ask for these to be replaced.

**Action: Clerk to action.**

Councillor Cutler raised concerns for the safety of the lolly pop man outside of the school. He stated that it was very dangerous for him to walk to turn on the warning lights as there was no footpath at that point in the road. Members discussed the possibility of creating a public footpath along side of the allotments.

The Clerk was asked to write to KCC to fetch the concerns of the PC to their attention and to write to Strutt and Parker to ask them to allow public to use the allotments footpath.

**Action: Clerk to action.**

Councillor Bubb reported that there was currently fly tipping in two places along Forge Lane.

**Action: Clerk to report to MBC.**

**82. Village Design Statement.**

Councillor Graham reported on the VDS Workshop that had taken place recently, she stated that a follow up meeting would take place in the forthcoming month.

**83. Kent International Gateway.**

The Clerk reported on the current situation regarding KIG.

**84. Further questions from public.**

No matters were raised.

**85. Urgent Matters.**

Councillor Graham informed members of the progress of the village sign. She stated that she had held a meeting with Highways as agreed.

Members discussed this and it was agreed that the Mayor should be booked for the unveiling when a date had been agreed.

**86. Date of next Parish Council Meeting.**

Tuesday 9<sup>th</sup> June 2009.

*There being no further business the meeting was closed at 9.35pm.*

**Signed:** \_\_\_\_\_  
**Chairman**

**Dated:** \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 9<sup>th</sup> June 2009 at 7.30pm.**

Present: Mr Bubb  
Mrs Fort  
Mrs Graham  
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk and Public.

The meeting was chaired by Councillor Harrison.

**87. Apologies.**

Apologies were received from Councillors Cutler, Finlay and Aitken.

**88. Declaration of Interests.**

No interests were declared.

**89. New Councillors Declaration of Acceptance of Office.**

In the absence of Mr Aitken, this item was deferred until the next meeting.

**90. Public Comments.**

It was reported by a member of the public that campers had been seen at the playing field. This was discussed and it was agreed that new signs should be placed at the site stating that no camping was allowed.

***Action: Councillor Harrison to seek information of the type of sign required for the playing field.***

**91. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Graham/Fort), these were then signed and dated by the Chairman of the meeting.

**92. Matters Arising.**

There were no matters arising.

**93. Police Report.**

The police report was given to members.

It was suggested that the mobile police station could be brought to the village in the near future for a property marking day. Members agreed to this suggestion and it was agreed that the details should be placed on the website and in the village magazine.

Members were reminded that the Rural East Forum meeting was due to take place on 3<sup>rd</sup> July 2009.

**94. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

**95. Ward Councillors Report.**

Apologies were received from Borough Councillor Peter Parvin.

**96. Correspondence.**

The circulation correspondence was noted by members.

Members discussed the letter from Kent Air Ambulance regarding the supply of a textile bank in the parish. This was discussed by all present and it was agreed that this would be of benefit to the village. The Clerk was therefore asked to liaise with the organisers and arrange to have the unit delivered to the church car park with the other recycling facilities.

**Action: Clerk to progress.**

Speed Limit Review Document - Members noted this document and agreed that an item should be placed on the next agenda regarding this.

**Action: Clerk to place item on next agenda.**

**97. Planning Matters.**

No matters were raised.

**98. 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/Bubb).

**99. Leeds Playing Field.**

Members discussed the playing field. Councillor Harrison informed all that she now had the KM Tree, members agreed to meet to determine the site for this to be planted.

It was reported that the tennis nets and posts had been put up as agreed.

Councillor Graham stated that she was still progressing the application to try to get funding for the basket ball nets.

Members discussed the grass cutting at the playing field.

Councillor Bubb spoke regarding his plans for the youth to take part in tidying up the pavilion.

Councillor Graham stated that the pavilion was a long term investment and new weather boarding was needed for the front of it.

This was discussed and members agreed that this should be inspected to determine the work that needed to be undertaken.

Councillor Harrison thanked Councillors Bubb and Graham for their work on the playing field and with the youth.

She spoke of the quotation received for the installation of a footpath around the playing field and informed members that this would cost of the region of £24,000.

**100. Parish Maintenance.**

Councillor Harrison circulated details of parish maintenance to all present. She spoke regarding the work undertaken by MBC and the timing of this.

Members discussed the maintenance of the footpaths by KCC and the need for additional work. Councillor Bubb raised concerns about the present condition of the footpath opposite the Ten Bells. Councillor Harrison stated that she would report this matter.

**Action: Councillor Harrison to progress.**

Members discussed other matters around the parish.

**101. Highway Matters.**

No matters were raised.

**102. Village Design Statement.**

Councillor Graham reported on the progress of the VDS.

**103. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**104. Further questions from public.**

No matters were raised.

**105. Urgent Matters.**

Councillor Bubb informed members that he now had a key to the pavilion and he would get some spare keys cut.

**106. Date of next Parish Council Meeting.**

Tuesday 14<sup>th</sup> July 2009.

*There being no further business the meeting was closed at 9.30pm.*

**Signed:** \_\_\_\_\_  
**Chairman**

**Dated:** \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 14<sup>th</sup> July 2009 at 7.30pm.**

Present: Mr Aitken  
Mrs Finlay  
Mrs Graham  
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, KCC Councillor Gary Cooke and Public.

The meeting was chaired by Councillor Harrison.

**107. Apologies.**

Apologies were received from Councillors Cutler, Fort and Bubb.

**108. Declaration of Interests.**

Cllr Harrison – Leeds Castle Luncheon.

**109. New Councillors Declaration of Acceptance of Office.**

Mr Aitken signed his declaration of acceptance of office.

**110. Public Comments.**

No matters were raised.

**111. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Graham/Finlay), these were then signed and dated by the Chairman of the meeting.

**112. Matters Arising.**

It was reported that the police property marking day would take place in the village on 6<sup>th</sup> September 2009. It was agreed that this event should be publicised in the Parish Magazine.

**113. Police Report.**

Councillor Harrison reported that the police had given their apologies as they had to attend an incident.

**114. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

**115. Ward Councillors Report.**

Apologies were received from Borough Councillor Peter Parvin.

KCC Councillor Gary Cooke attended the meeting to introduce himself as Leeds' newly elected KCC Councillor.

He spoke regarding his role and the work he was currently undertaking for KCC.

He reported on the funds he had available for grants and the way in which the Parish Council should apply for these.

Councillor Harrison stated that Leeds would like to have gateways into the village, and she spoke regarding the problems with lorries in the village.

Councillor Cooke stated that he would like to get additional support for this matter and he spoke regarding the problems with rat run traffic. He stated that at some stage he would like to invite parish councils to a meeting to discuss such problems.

Councillor Harrison spoke regarding the need for a safe crossing at the school and informed Councillor Cooke that she had arranged a meeting with Highways, KCC, MBC, Housing Trust and the Police to discuss problems with parking on 16<sup>th</sup> July and invited him to attend this if he wished.

Councillor Cooke spoke regarding the Leeds and Langley Bypass and the MBC Local Development Framework.

A discussion took place regarding the LDF, the Parish Plan and the Village Design Statement.

#### **116. Correspondence.**

Councillor Bubb spoke regarding the footpath opposite the Ten Bells and stated that this was overgrown and in need of cutting.

Councillor Harrison spoke regarding the responsibilities of KCC and the problem with the current contract for these; she stated that they were now on the rota to be cut.

#### **117. Planning Matters.**

MA/09/1066 Merriam's Farm, Caring Lane, Leeds.

An application for listed building consent for alterations to attached barn to include insertion of new windows and doors (resubmission of MA/09/0469).

MA/09/0878 Leeds Castle, Ashford Road, Hollingbourne.

An application for advertisement consent for the erection of one non-illuminated, post mounted fascia sign.

MA/09/1067 Merriam's Farm, Caring Lane, Leeds.

Alterations to attached barn to include insertion of new windows and doors (resubmission of MA/09/0468).

MA/09/0877 Arnoldbrae, Back Street, Leeds.

Change of use of stable to additional accomodation, incidental to the use of Arnold Brae as a single dwelling house.

MA/09/1042 1 Brogden Farm Cottages, Old Mill Road, Leeds.

An application for Listed Building Consent for the demolition of rear conservatory and erection of a two storey rear extension. Alterations to fenestration and internal alterations.

The above applications were considered by the Planning Committee.

#### **118. 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/Finlay).

#### **119. Leeds Playing Field.**

Councillor Harrison reported that the current football team hiring the playing field wished to hire it again for the forthcoming season.

**Action: Clerk to confirm details in writing.**

Councillor Aitken spoke regarding the playing field; he informed members that he had close links with the Hollingbourne Football Teams.

He spoke regarding his links with sport and the youth and informed members that junior activities and events at the playing field could benefit its facilities.

He stated that there was room at the site for two pitches.

Councillor Aitken spoke further regarding his links with Hollingbourne Football Club and offered to enter into discussions with them to try to establish activities and involvement with Leeds Playing Field.

Members discussed this and agreed to Councillor Aitkin's suggestion.

Councillor Harrison spoke regarding the offer made to Leeds Parish Council of a kitchen for the Pavilion and possible cladding for the front of the building. Members discussed this and agreed that grants should be sought to finance the ongoing renovations to the pavilion.

***Action: Councillor Harrison and Aitken to progress.***

Councillor Graham reported that a Youth Day had been arranged at the playing field via the Chips and Chat evening.

Councillor Harrison reminded members that she still had the KM memorial Tree and a location for this still needed to be agreed.

**120. Highway Matters.**

Councillor Harrison reported on a number of potholes in the parish that had been marked for repair by Kent Highways.

**121. Sped Limit Review.**

Members agreed that no action would be taken regarding this document.

**122. Village Design Statement.**

Councillor Finlay reported on the progress of the VDS. She stated that an event would take place in October/November time to gather further information and it was anticipated that the document would be drafted in February 2010 for presentation to MBC in March 2010.

**123. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

Se reported that the Joint Parish Group has appointed Luther Pendragon for three months to assist them with their work, and reported on the additional documents that had been submitted by AXA.

**124. Further questions from public.**

No matters were raised.

**125. Urgent Matters.**

No matters were raised.

**126. Date of next Parish Council Meeting.**

Tuesday 8<sup>th</sup> September 2009.

***There being no further business the meeting was closed at 9.33pm.***

**Signed:** \_\_\_\_\_

**Chairman**

**Dated:** \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 8<sup>th</sup> September 2009 at 7.30pm.**

Present: Mr Aitken  
Mrs Finlay  
Mrs Fort  
Mrs Graham  
Mrs Harrison

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

The meeting was chaired by Councillor Harrison.

**127. Apologies.**

Apologies were received from Councillors Cutler and Bubb.

**128. Declaration of Interests.**

No interests were declared.

**129. Public Comments.**

No matters were raised.

**130. Minutes of the Previous Meeting.**

It was resolved to accept the minutes (Finlay/Fort), these were then signed and dated by the Chairman of the meeting.

**131. Matters Arising.**

There were no matters arising.

**132. Police Report.**

The police representative gave a crime report to all present.

It was reported that authority had now been given to undertake a further operation on Lorries in Leeds. The police reported that it was likely that this would be undertaken in October/November time.

Councillor Harrison reported on the poor public attendance at the recent police security marking operation.

**133. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

It was reported that there would be an increase in the annual website fees to £46.00 per month.

This was accepted by members.

**134. Ward Councillors Report.**

Apologies were received from Borough Councillor Peter Parvin.

KCC Councillor Gary Cooke attended the meeting and gave a report to members.

**135. Correspondence.**

The Clerk reported on the correspondence received during the course of the month.

**136. Planning Matters.**

Councillor Fort spoke regarding the proposed development at Ledian farm; she informed members that as yet a formal planning application had not been submitted by the developers.

Councillor Graham reported that planning permission have been approved for the siting of the village sign. She suggested that an official unveiling of the sign should take place. Members asked the Clerk to seek the availability of the Mayor in order to progress the unveiling of the sign.

**Action: Clerk to progress.**

Councillor Harrison informed members that she would progress the planting of the KM Memorial Tree.

### **137. 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/Finlay).

Members discussed the work undertaken by Rowlandscapes and the schedule that he currently followed. The condition of the footpaths in Leeds were discussed by Members, it was agreed that some of these were in a poor condition. It was noted that the maintenance of the footpaths were ultimately the responsibility of KCC and therefore any problems should be reported to KCC.

Members asked the Clerk to request a copy of the Definitive Footpaths Map from KCC.

**Action: Clerk to progress.**

### **138. Leeds Playing Field.**

Councillor Harrison spoke regarding the success of youth event organised by Councillor Graham and she thanked her on behalf of the Parish Council.

She passed the meeting over to Councillor Aitken to speak regarding his proposals for the Playing Field.

Councillor Aitken informed members that he had held a meeting with Hollingbourne Football Club to discuss how they should work within the Parish of Leeds to assist with the youth activities.

He stated that the Football Club was willing to undertake work on the pavilion by fitting the new kitchen and other enhancements. They were also going to mark out two junior pitches at the far end of the playing field with the hope of starting regular youth training sessions.

This was discussed by members and it was agreed that the Parish Council would be willing to actively support this initiative.

Councillor Aitken informed members that he had drafted a letter to circulate to local schools in order to try to establish an interest in the proposal to start regular youth training sessions.

Councillor Finlay offered to write a press release for the proposals.

Councillor Aitken stated that the interest for the training needed to be established and trainers needed to be sought before the training could commence.

This was discussed further, and it was agreed that Councillor Aitken would remain the contact between the Parish Council and Hollingbourne Football Club.

Members discussed the budget available for the pavilion enhancement and it was proposed by Councillor Harrison that a budget of £500 should be set aside for the work; this was seconded by Councillor Fort and agreed by all present.

Members discussed the need for a container to be sited next to the pavilion for the storage of equipment.

### **139. Highway Matters.**

Councillor Harrison spoke regarding the need for a safe crossing outside of the school. She informed members that she had spoken with Ben Hilden from KCC regarding this matter.

KCC Councillor Gary Cooke stated that he would also liaise with Ben Hilden to give his support to this project.

Councillor Harrison reported that a request that had been received by a lady wishing to land a helicopter in the land next to the Parish Council car park for a wedding next year.

This was discussed by all present and it was unanimously agreed that there were no suitable sites available in the area for a helicopter to land. The clerk was asked to inform the lady of the decision and to let her know that there were helicopter facilities available at Leeds Castle and the Ramada Hotel.

***Action: Clerk to respond.***

**140. Gypsy and Traveller Review.**

No matters were raised.

**141. Village Design Statement.**

Councillor Finlay reported on the progress of the VDS.

**142. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**143. Further questions from public.**

No matters were raised.

**144. Urgent Matters.**

No matters were raised.

**145. Date of next Parish Council Meeting.**

Tuesday 13<sup>th</sup> October 2009.

***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 13<sup>th</sup> October 2009 at 7.30pm.**

Present: Mr Aitkin  
 Mr Cutler  
 Mrs Finlay  
 Mrs Fort  
 Mrs Graham  
 Mrs Harrison

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

The meeting was chaired by Councillor Harrison.

**146. Apologies.**

Apologies were received from Councillor Bubb.

**147. Declaration of Interests.**

No interests were declared.

**148. Public Comments.**

No matters were raised.

**149. Minutes of the Previous Meeting.**

It was resolved to accept the minutes of the previous meeting (Finlay/Fort), these were then signed and dated by the Chairman of the meeting.

**150. Matters Arising.**

KCC Councillor Cooke spoke regarding the safe crossing at the school, he informed members that this would come before Council in March 2010 and would cost approximately £75,000. He stated that it was unlikely that the project would be undertaken in the near future.

Councillor Harrison spoke regarding the problems with children crossing the busy road. This was discussed and the police representative present stated that he saw no reason why the police would not give their support to the crossing.

**151. Police Report.**

The police representative gave a crime report to all present.

He reported on the plan of action for Bonfire and Halloween nights and informed members that extra police support would be given for this period.

Councillor Graham spoke regarding the problem with youths at the pavilion. The police stated that they were aware of this problem and suggested the use of anti-climb paint to prevent the problem continuing.

**152. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

Councillor Harrison spoke regarding an anonymous email received via the website regarding the new village sign.

A discussion took place on how this should be dealt with. It was agreed that as this was received anonymously that no response should be given.

Councillor Graham stated that the details and history of the village sign project had now been placed on the website for all to see.

**153. Ward Councillors Report.**

Borough Councillor Peter Parvin attended the meeting. He apologised for his absence at recent Parish Council Meetings due to his Mayoral Duties.

He spoke regarding the Unveiling of the Village Sign Event and the successful day.

He reported on the developments and work of MBC.

KCC Councillor Gary Cooke attended the meeting and gave a report to members.

He reported on the issues relating to KCC and their budgets.

Councillor Harrison spoke regarding the Joint Parish Group and asked Councillor Cooke if he would consider making a financial contribution from his member grant towards the group's ongoing costs. Councillor Cook agreed to this, subject to the necessary forms being submitted to KCC.

#### **154. Correspondence.**

The Clerk reported on the correspondence received during the course of the month.

Members discussed a letter received from Age Concern seeking a donation, this was considered and it was agreed that as there was no evidence as to how many Leeds residents this would assist that a grant would not be considered this year.

The Clerk was asked to write to Age Concern to inform them of the decision and to ask for further details to be sent regarding the benefits for Leeds should a future grant request be made.

**Action: Clerk to progress.**

#### **155. Planning Matters.**

Councillor Fort spoke regarding the planning application that had been received for Ledian Farm. She stated that due to the impact that this would have on the village that the Parish Council should arrange a separate planning meeting to enable residents to give their views. This was agreed by all present.

Members questioned whether all of the planning details had been received with the planning application. The Clerk was asked to make contact with MBC to ascertain the situation regarding the planning details and it was agreed that a planning meeting would be held for the residents of the village on Saturday 24<sup>th</sup> October from 10am – 12noon.

**Action: Clerk to progress.**

#### **156. 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 (Cutler/Fort).

#### **157. Leeds Playing Field.**

Councillor Aitkin reported on the playing field and the progress of the installation of the pavilion kitchen and redecoration by Hollingbourne Football Club.

He stated that he was still progressing the training sessions, and that the pitches now need to be marked out for events.

Councillor Aitkin spoke regarding his views on the hedging at the playing field, and he stated that these needed to be removed to reveal the field and make it more transparent for safety reasons.

It was reported that the missing bins at the playing field and church had not yet been replaced by the Borough Council. The Clerk stated that she would follow this up with MBC.

**Action: Clerk to progress.**

The Clerk was asked to report the height barrier at the Church Car Park to MBC as it had been damaged recently.

**Action: Clerk to progress.**

Councillor Harrison stated that she was trying to set up a meeting with David Terry to discuss funding opportunities for the playing field.

She stated that she was still progress the purchase of a container for the playing field.

#### **158. Highway Matters.**

Councillor Cook reported that he and Jenny Whittle were trying to get a meeting of parish councils together to discuss highway issues.

Councillor Cutler spoke regarding the more cost effective options for a safe crossing outside of the school, Councillor Cook stated that he would look into this.

Councillor Harrison reported that the high friction surfacing outside of Ash Bank Cottages had yet to be reinstated following the recent road works. Councillor Cook stated that he would into this.

Councillor Finlay informed the meeting that she was due to meet with Ban Hilden to discuss highways matters on Tuesday.

A discussion took place regarding the weight restriction through the village and the possibility of having this changed to further restrict the access of lorries into the village.

Councillor Parvin spoke regarding the time and trouble that the parish council had in securing the current weight limit.

It was agreed that the solution to the problem with lorries was enforcement and at present it was agreed that the level of enforcement had no impact on the through traffic in Leeds.

**159. Village Design Statement.**

Councillor Finlay reported on the progress of the VDS. She stated that the first public exhibition was due to be held on 14<sup>th</sup> November.

She informed the meeting that the group was in the process of applying for a grant from Awards for All.

**160. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**161. Further questions from public.**

No matters were raised.

**162. Urgent Matters.**

Councillor Harrison spoke regarding the Christmas Tree and it was agreed that Councillor Graham would liaise with Leeds Castle regarding the village Tree.

**163. Date of next Parish Council Meeting.**

Tuesday 10<sup>th</sup> November 2009.

*There being no further business the meeting was closed at 9.55pm.*

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 10<sup>th</sup> November 2009 at 7.30pm.**

Present: Mr Cutler  
Mrs Finlay  
Mrs Graham  
Mrs Harrison

In attendance: Mrs Sherrie Babington – Clerk, KCC Councillor Cooke, Police and Public.

The meeting was chaired by Councillor Harrison.

**164. Apologies.**

Apologies were received from Councillors Aitken and Fort.  
The Chairman informed members that Councillor Bubb had resigned from the Parish Council.

**165. Declaration of Interests.**

No interests were declared.

**166. Public Comments.**

Concerns were raised regarding the cars which double park at the junction to George Lane to the rear of the George Pub.

The Chairman stated that the Parish Council would fetch this to the attention of the police to ask if they could deal with this.

Alan James spoke regarding the volume of HGV's that were travelling through the village.

Councillor Finlay stated that she had written to Kent Highways regarding this matter and was still awaiting a response.

**167. Minutes of the Previous Meeting.**

It was resolved to accept the minutes of the previous meeting, subject to a minor alteration, (Graham/Finlay), these were then signed and dated by the Chairman of the meeting.

**168. Matters Arising.**

There were no matters arising.

**169. Police Report.**

The police representative gave a crime report to all present.

Councillor Cutler passed on the concerns regarding vehicles parking on the Junction of George Lane.

KCC Councillor Cooke asked the police if they could give a follow-up on crimes reported at previous meetings.

He spoke regarding the HGV's travelling through the village, he stated that he too had written to Kent Highways regarding this matter and was also awaiting their response.

A discussion took place regarding the signage and the ways in which this could be improved to avoid any misunderstandings with HGV drivers.

Councillor Cooke stated that he would look into the signage into Leeds.

**170. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

**171. KCC Councillors Report.**

KCC Councillor Gary Cooke attended the meeting and gave a report to members.

He reported on the issues relating to KCC.

He spoke regarding their budget for the forthcoming year and the savings that they would be making in order to maintain a zero increase.

**172. Correspondence.**

The Clerk reported on the correspondence received during the course of the month.

**173. Planning Matters.**

MA/09/1514 Ledian Farm, Upper Street, Leeds.

Outline application for the erection of 64 bed residential care home with 7 close care bungalows, day centre with 6 close care apartments, conversion of 12 dwellings with access and garaging. With access considered across the site at this stage and appearance, layout and scale to be considered in respect of the 12 dwellings and Oast conversion. landscaping reserved for future consideration across the site.

***The Parish Council raised objections to this planning application.***

**174. 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 (Cutler/Finlay).

**175. 2010/2011 Budget.**

The Clerk circulated a draft budget to all members for their consideration, it was agreed that this item would be placed on the next agenda for formal consideration.

Members discussed the allocation in the budget for parish maintenance. It was agreed that a fully job specification was required in order to seek quotations for the work for the forthcoming year.

***Action: Clerk and members to draw up specification for parish maintenance.***

**176. Leeds Playing Field.**

Councillor Harrison reported that she had found a container for the playing field for £525.00, she asked members to inspect this with her before she arranged for it to be delivered.

Councillor Harrison informed members that she had sought a quotation for the replacement of the ceiling in the pavilion, the replacement of the doors and the front fascia. She stated that this would cost approximately £3500. It was agreed that the parish council should draw up a scope for the works and seek quotations through the tendering process.

**177. Highway Matters.**

Councillor Finlay gave a report on her meeting with Ben Hilden of KCC. She stated that she was advised to have a traffic survey for the village.

Members discussed the benefits of this and agreed that this should be explored.

It was reported that the railings at Foley Hill were still in need of replacing.

***Action: Clerk to report.***

**178. Village Design Statement.**

Councillor Finlay reported on the progress of the VDS. She stated that the first public exhibition was due to be held on 14<sup>th</sup> November.

**179. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**180. Further questions from public.**

No matters were raised.

**181. Urgent Matters.**

No matters were raised.

**182. Date of next Parish Council Meeting.**  
Tuesday 8<sup>th</sup> December 2009.

*There being no further business the meeting was closed at 9.25pm.*

**Signed:** \_\_\_\_\_  
**Chairman**

**Dated:** \_\_\_\_\_

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 8<sup>th</sup> December 2009 at 7.30pm.**

Present: Mr Aitken  
 Mr Cutler  
 Mrs Fort  
 Mrs Graham  
 Mrs Harrison

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

The meeting was chaired by Councillor Harrison.

**183. Apologies.**

Apologies were received from Councillor Finlay.

**184. Declaration of Interests.**

No interests were declared.

**185. Public Comments.**

No public matters were raised.

**186. Minutes of the Previous Meeting.**

It was resolved to accept the minutes of the previous meeting, subject to a minor alteration, (Graham/Cutler), these were then signed and dated by the Chairman of the meeting.

**187. Matters Arising.**

Pavilion Container – Councillor Harrison informed members that she was still progressing this matter.

**188. Police Report.**

The police sent their apologies to the meeting.

Councillor Harrison read out the crime report to all present on their behalf.

**189. Parish Council Website.**

Alan James attended the meeting and gave a report on the usage of the website.

**190. MBC Borough Councillor Report.**

Borough Councillor Peter Parvin gave his apologies to the meeting.

**191. KCC Councillors Report.**

KCC Councillor Gary Cooke was not present at the meeting.

**192. Correspondence.**

The Clerk reported on the correspondence received during the course of the month.

**193. Planning Matters.**

The following planning applications were passed to the Planning Committee for their considerations:

MA/09/1406 Merriam's Farm, Caring Lane, Leeds.  
 Renovation and change of use of two existing barns to studio and living accommodation ancillary to main house.

MA/09/2088 Willow Tree House, Lower Street, Leeds.  
 Planning permission for erection of single storey extension to south elevation, single storey extension to west elevation and installation of metal flue.

**194. 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).

**195. 2010/2011 Budget.**

The draft budget was circulated to all members for their consideration and it was proposed by Councillor Cutler and seconded by Councillor Fort to set the 2010/2011 precept at £17214.00. This was agreed by all present.

**196. Leeds Playing Field.**

Councillor Harrison reported that she was still in the process of seeking quotations for the renovations of the pavilion. She informed members that she had spoken with David Terry of MBC regarding funding opportunities.

Councillor Aitken spoke regarding the progress of the pavilion kitchen. He stated that there was currently a problem with the electrics and some additional work may have to be undertaken with regards to the fuse boxes. Members discussed and agreed that the electrical work should be undertaken.

Councillor Aitken stated that he would liaise with Hollingbourne Football Club and report back to members.

**Action: Councillor Aitken to progress.**

He reported further on the junior football training and stated that he had drafted a leaflet and left this with Councillor Finlay. He suggested that a date for an event should be arranged and the village and interested parties should be invited to attend.

Members discussed this and agreed that an event such as a fun day for football should be planned for Easter, it was agreed that the publicity should be undertaken in goodtime. Councillor Aitken suggested that he circulate ideas and proposals for marketing the event for the February meeting.

He reminded members that the two junior pitches needed to be marked out.

A discussion took place regarding the hedges at the playing field. Councillor Graham spoke regarding the history of these. It was noted that the hedges had been trimmed and it was agreed that this should be reported in the parish magazine.

**197. Highway Matters.**

Councillor Harrison spoke regarding the outstanding highways issues in the parish.

She informed members that she would report the railings at Foley Hill and the bollard opposite Forge Lane to Earl Bournier.

**Action: Cllr Harrison to liaise with Earl Bournier and Clerk to report to Kent Highways.**

**198. Village Design Statement.**

Nothing to report.

**199. Kent International Gateway.**

Councillor Harrison reported on the current situation regarding KIG.

**200. Further questions from public.**

No matters were raised.

**201. Urgent Matters.**

No matters were raised.

**202. Date of next Parish Council Meeting.**

Tuesday 9<sup>th</sup> February 2010.

*There being no further business the meeting was closed at 9.25pm.*

**Signed:** \_\_\_\_\_

**Chairman**

**Dated:** \_\_\_\_\_

