

MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**Held in the Leeds Playing Field Pavillion on Tuesday 13th December 2011 at 7.30pm.**

Present: Mrs Fort
Mr Martin
Mrs Young

In attendance: Mrs Sherrie Babington – Clerk, MBC Ward Councillor Parvin and members of the public.

The meeting was chaired by Councillor Fort.

1. Apologies.

Apologies were received from Councillor Wallace and KCC Councillor Gary Cooke.

2. Declaration of Interests.

No interests were declared.

3. Public Comments.

A resident from Bimbury Lane attended the meeting to speak regarding the situation concerning traffic in Burberry Lane. He suggested that the situation could be improved if this road was made one way.

This was discussed by members who supported the suggestion of making this lane one way. Councillor Martin stated that he would liaise with the Clerk to draft a letter to Kent Highways regarding this.

Action: Councillor Martin and the Clerk to progress.

4. Minutes of the Previous Meeting.

The minutes from the previous meeting were circulated to all present. These were then proposed by Councillor Fort seconded by Councillor Young and agreed by all present.

5. Matters Arising.

Height Barrier – Leeds Playing Field – The Clerk confirmed that the height barrier had been ordered and was due for delivery at the end of January 2012.

6. Parish Councillor Vacancy.

The Clerk informed members that the notices for the vacancy had been displayed in accordance with the regulations. It was agreed to hold this vacancy open until February and invite any applicants to this meeting.

Action: Clerk to progress.

7. Police Report.

Councillor Martin reported that residents were arranging to monitor the traffic in the village to ascertain what HGV's were coming through the village.

8. Parish Council Website.

Alan James gave his apologies to the meeting and sent a written report in his absence. This was noted by members.

9. MBC Borough Councillor Report.

Borough Councillor Peter Parvin gave his report to the meeting.

He reported that the Standards Board was being disbanded. He informed members that MBC would have its own Code of Conduct and Parish Councils would be invited to join this scheme. He stated that as the Localism Bill was now an Act and a Code of Conduct was required under this Act.

Councillor Parvin spoke regarding the budgetary arrangements for MBC.

Core Strategy – Councillor Parvin spoke regarding the progress of this.

10. **KCC Councillors Report.**

KCC Councillor Gary Cooke gave his apologies to the meeting.

The Clerk was asked to make contact with Councillor Cooke to ascertain the time scales for the Village Gates.

Action: Clerk to progress.

11. **Correspondence.**

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

1. Consultation Questionnaire – KCC Household Waste Recycling Centre Service Deadline 9th Feb 2012 – Councillor Young to progress.
2. Citizens Advice Maidstone – Questionnaire re affordable housing in Maidstone – Councillor Fort to progress.
3. Lord Lieutenant of Kent – Annual Civic Service on Tuesday 6th March 2012 at 11am at Rochester cathedral – Councillor Young to attend.

12. **Planning Matters.**

New Applications Received

- MA/11/1946 The Ramada Hotel, Ashford Road, Hollingbourne – Deadline 21/12/2011
Advertisement consent to display 6no fascia signs, 1no totem sign, 1no double-sided panel sign and 1no post-mounted directional sign.
- MA/11/2005 2 Brogden Farm Cottages, Old Mill Road, Leeds - Deadline 27/12/2011
Erection of a two storey rear extension and single storey porch.
- MA/11/1997 Arnold Court Bungalow, Back Street, Leeds – Deadline 28/12/2011
Erection of a single story side extension.
- MA/11/1982 Arnold Yoke, Back Street, Leeds - Deadline 27/12/2011
Listed Building Consent for the erection of a two-storey extension; installation of 1no conservation roof light to rear elevation; installation of fenestration replacement of windows to front elevation and installation of French doors beneath gable roof to rear elevation; removal of existing porch and replacement with lead canopy; removal of internal walls; removal and replacement of staircase; and alterations to barn including demolition of lean-to.
- MA/11/1981 Arnold Yoke, Back Street, Leeds - Deadline 27/12/2011

Erection of a two-storey extension; installation of 1no conservation roof light to rear elevation; installation of fenestration replacement of windows to front elevation and installation of French doors beneath gable roof to rear elevation; removal of existing porch and replacement with lead canopy; removal of internal walls; removal and replacement of staircase; and alterations to barn including demolition of lean-to.

MBC Decisions

11/0087 ABBEY FARM, LOWER STREET, LEEDS, MAIDSTONE, KENT, ME17 1TL

Conversion of two former agricultural Leeds buildings to provide three residential dwellings.

Approved/Granted with Conditions.

11/1485 1, FLINT COTTAGES, UPPER STREET, LEEDS, MAIDSTONE, KENT, ME17 1RY

Erection of a single storey rear Leeds extension to replace existing kitchen addition (resubmission of MA/11/0521).

Approved/Granted with Conditions.

11/1803 ARNOLD FARM, BACK STREET, LEEDS, MAIDSTONE, KENT, ME17 1TF

Application for prior approval of the Leeds local planning authority for the erection of an extension to an existing agricultural building.

Prior Approval Given

11/1678 LEEDS CASTLE, ASHFORD ROAD, HOLLINGBOURNE, MAIDSTONE, KENT

An application for listed building Leeds consent for the installation of a new safety line platform to roof of Gloriette. Installation of fall prevention system together with portable ladder to roof slope and provision of new vertical rail system to existing.

Approved/Granted with Conditions

13. Financial Matters.

a. Financial Statement.

The financial statements for the Parish Council and Playing Field Accounts was presented to Councillors and approved. (Young/Fort)

b. 2012/2013 Budget.

Councillor Fort reported that the draft budget for consideration by members. She stated that before considering the budget a number of other matters raised at the recent Open Day needed to be resolved as these may have an impact of the draft budget.

The following matters were discussed by members:

1. Light at car park by the church and possible CCTV.

Members agreed to seek a quotation for an additional light at the church car park, however it was agreed that the idea of CCTV would not be pursued due to the problems with the monitoring of such a system.

2. Leaflets for distribution by PC members to residents and consideration to put funds to one side to ensure regular communications for PC meetings.

Members agreed that a leaflet would be distributed to residents to advertise a special event or special parish meetings; however it would continue to rely on the monthly advert in the Parish magazine for monthly meetings.

3. PC to look to approach future developers in the parish about funding projects in Leeds.
Members agreed with this suggestion.
4. Review street lighting arrangement and tariff.
Members agreed to consider this matter when all of the street lights were repaired and up to standard.
5. a) Consider an extension to the car park at the playing fields.

b) Consider moving the tennis court to another part of the playing field and the tennis court replaced with a car park for residents.

c) Put in a CCTV in the car park overnight.
Members discussed the playing field and their long term hopes for this, it was agreed that any improvements to the playing field would be large projects and these would need to be grant funded.
6. PC representative to meet with village representatives in early January regarding the Queens Golden Jubilee and work with village organizations to plan an event for the village.
This was agreed by members
7. PC to return to the village hall for PC meetings.
It was agreed that the PC would return to the village hall for its meeting at a date to be agreed at a future meeting. An allocation of £460 was made in the budget for this.
8. The PC considered the appointment of a village warden to undertake the village maintenance rather than a contractor.
This was approved by members, it was agreed to discuss this in more detail under the relevant agenda item.
9. Maintain funding for the village magazine as this was the only means of communication that everyone has access to. It also supports the church.
This was approved by members.
10. Signage for A20 to try to deter HGV's from using the village, signs to be in addition to the new gates.
It was agreed that the Parish Council would finance the additional signs from its contingency and if necessary utilize its reserves.

Members discussed the proposed budget and took into account the comments made at the recent open day held by the PC. It was proposed by Councillor Fort to set the 2012/2013 precept at £21800; this was seconded by Councillor Young and agreed by all present.

Action: PRECEPT AGREED £21800.

14. Parish Maintenance.

The Chairman spoke regarding the Parish Councils maintenance and the options open for the forthcoming year. She stated that there was the option of having a Parish Warden and this idea had been discussed at the Parish Open Day and had received a favourable response.

Members discussed this further and discussed the hours and pay for such an appointment. It was agreed that a Parish Warden would be better placed to deal with the maintenance for the parish on a weekly basis.

It was agreed that should this option be agreed that the hours of work would be flexible as follows:

June/July/August/September – 10 hours per week.

April/May/October/November – 5 hours per week.

December/January/February/March – Ad-hoc as necessary.

Members discussed this further and weighed up the pros and cons of having a parish warden or a contractor to undertake the maintenance within the parish.

Following a discussion it was agreed that the Parish Council should seek to appoint a Parish Warden from April 2012.

Action: Clerk to action.

15. Street Lighting.

The Clerk circulated an update on the street lighting maintenance and a quotation for the remaining lights that required traffic management in order to be repaired. The quotation was for £1248.00 plus vat. This was discussed and it was proposed by Councillor Young to accept this quotation, this was seconded by Councillor Fort and agreed by all present.

Action: Clerk to progress and accept quotation.

16. PC meetings.

Nothing further to report.

17. Leeds Playing Field & Pavillion.

Councillor Martin reported that he had held a meeting with the contractor regarding the progress of the work on the pavillion. He stated that he had reached an agreement to have the outstanding work completed to a satisfactory standard.

He informed members that he had now received all of the paperwork to support the work undertaken to date and he passed this to the Clerk.

18. Queens Diamond Jubilee.

Councillor Young reported that she had arranged a meeting for 16th January to discuss a Jubilee event for the parish.

19. Highway Matters.

No matters were reported.

a) Village Gates.

No matters were raised.

b) Road Safety Improvements at School.

No matters were raised.

c) General Matters.

No matters were raised.

20. Joint Parish Group & LDF.

Councillor Fort reported on this matter.

21. Further questions from public.

No further matters were raised.

22. Urgent Matters.

No matters were raised.

23. Date of next Parish Council Meeting.

Tuesday 14th February 2012.

There being no further business the meeting was closed at 9.05pm.

Signed _____

Dated _____