

MINUTES OF THE ANNUAL STATUTORY MEETING OF LEEDS PARISH COUNCIL
Held in the Village Hall on Tuesday 14th May 2013 at 7.48pm.

Present: Mr China
Mrs Fort
Mr Gallihawk
Mr Springford
Mr Wallace
Mrs Young

In attendance: Mrs Sherrie Babington – Clerk, MBC Councillor Parvin, KCC Councillor Cooke, Police and members of the public

The meeting was chaired by Councillor Fort.

1. To elect a Chairman.

It was proposed by Councillor Young to nominate Councillor Fort to the role of Chairman; this was seconded by Councillor China and agreed by all present. Councillor Fort accepted this position.

2. To receive the Chairman's Declaration of Acceptance of Office.

Councillor Fort signed her Declaration of Acceptance of Office.

3. Apologies.

Apologies were received from Councillor Govett.

4. Declaration of Interests.

No interests were declared.

5. To elect a Vice-Chairman.

Councillor Fort nominated Councillor Govett to the position of Vice Chairman; this was seconded by Councillor Young and agreed by all present.

6. To appoint Committees & Representatives to outside bodies.

It was proposed to defer this item until the next PC meeting.

Action: Clerk to place item on next agenda.

7. Public Comments.

No matters were raised.

8. Minutes of the Previous Meeting.

The minutes from the previous meeting were circulated to all present. Subject to a minor alteration, these were proposed by Councillor Fort, seconded by Councillor Young and agreed by all present. These were then signed and dated by the Chairman of the meeting.

9. Matters Arising.

Councillor Young reported that the dead tree at the Playing Field was now in bud and therefore no action had been taken to remove this.

10. Police Report.

The police attended the meeting and gave a crime report at the Annual Assembly.

11. Parish Council Website.

No Matters were raised.

12. MBC Borough Councillor Report.

Borough Councillor Peter Parvin gave his apologies to the meeting.

13. KCC Councillors Report.

KCC Councillor Gary Cooke gave his report at the Annual Assembly.

14. Correspondence & Clerks Report.**1. CIVIC PARADE AND SERVICE - SUNDAY 19 MAY 2013**

This year's Civic Parade and Service are being held on Sunday 19 May. The event is when the Borough has the opportunity to welcome our new Mayor, who will take office on Wednesday 15 May, and 36 Engineer Regiment (Search) exercise their Honorary Freedom of the Borough. Civic and military dignitaries and civilian and military organisations will be in attendance.

The Mayor-Elect, Cllr Clive English, invites your Parish Council to participate in the day.

The Civic Service will be held at All Saints Church, Maidstone at 11:30am. Those wishing to attend the Service only should go directly to the Church to be seated by 11.15am.

2. SHLAA - Site Information Session

MBC Officers are interested in hearing the views of Parish Councils on the Strategic Housing, Employment and Gypsy and Traveller sites (if any) that have come forward in their areas during the recent SHLAA/SEDLAA call for sites. I have booked Room B in the Town Hall from 9:30am - 5pm on Monday 21st May, where representatives from any interested parish councils (outside of the RSCs) can drop in to discuss individual sites. The main reason for the drop-in sessions is to gather additional local information on the sites, which will help officers in their site assessments. I'm hoping the drop-in sessions will also prove beneficial to those Parish Councils involved in Neighbourhood Planning.

Note: No decisions have been made yet on whether to accept or reject any of the sites that have come forward. Any sites that are ultimately allocated in the Local Plan will go out for public consultation in October/November.

The list/map of Phase 1 sites that have come forward can be viewed on the council's planning website. Phase 2 sites (e.g. those that were submitted between 25th Jan 2013 and 31st March 2013) are available on the website. Follow the link below:

http://www.maidstone.gov.uk/environment_and_planning/planning/local_development_framework.aspx

4. Trees to Treasure Scheme.

The scheme is open to community group's schools, voluntary groups and more. You can apply for free trees and accessories for your community planting project.

The closing date for the project is 31st October.

15. Planning Matters.**New Applications Received**

MA/13/0562 1 Rutland Cottages, Back Street, Leeds.
Erection of first floor rear extension.

MA/13/0561 2 Rutland Cottages, Back Street Leeds.
Two storey extension.

16. Financial Matters.

a. Financial Statement.

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

17. Parish Maintenance.

Members discussed the maintenance of the parish.

18. Playing Field.

The Clerk reported that the football team had not yet paid their outstanding fees. Councillor Young stated that she would telephone the Club Secretary and speak to her regarding this.

Action: Councillor Young to action.

Councillor Gallihawk suggested that the Parish Council should contact the Club Chairman if this was not successful.

Members spoke regarding the future hire of the football pitch and it was agreed that Councillor Young would place an advert with the League.

Action: Councillor Young to action.

Councillor Young asked for member's approval to purchase a litter pick for use at the Playing field. This was approved by members.

Action: Councillor Young to action.

19. Playing Field Litter Bin.

Councillor Fort stated that she was still looking into this matter.

20. Street Lighting.

The Clerk informed members that a light was not working near to the allotments and she submitted a quotation for the repair of this.

Councillor China reported that he and Councillor Wallace had undertaken an inspection of the street lights and had circulated a paper on the lights they felt could be switched off and removed. This was considered by members and it was agreed that no further repairs to the lights would take place until a full review of the lighting had been undertaken.

21. Church Car Park Recycling Units.

The Clerk reported on correspondence from MBC regarding the future of the recycling units and passing some responsibility for the maintenance of these over to the PC.

As agreed at the previous meeting, the Clerk had established further details for member's consideration. This was noted and it was agreed that the PC were happy to keep the recycling units until the new system was in place.

22. Height Barrier.

The Clerk informed members that the height barrier for the church car park was now in stock and ready to be delivered. It was agreed that the Clerk should liaise with Councillor China regarding the delivery and installation of this.

Action: Clerk to liaise with Councillor China.

23. Highway Matters.

a) General Matters.

Councillor Fort reported that the bridge was not very visible at night and needed to have reflectors at the sides. It was reported that the vegetation was also in need of cutting back.

Action: Clerk to action.

b) Lorry Watch.

Councillor Young reported on Lorry Watch, she stated that the next one was being carried out in July.

24. Joint Parish Group & LDF.

Councillor Fort updated members on this matter. It was agreed that the Parish Council would be represented at the MBC drop in session on 21st May.

Councillor Gallihawk spoke regarding the PC relationships with neighbouring parishes.

25. Further questions from public.

No matters were raised.

26. Urgent Matters.

Members considered that venue for future meetings and it was agreed that the Clerk should establish the availability of the Village Hall.

Action: Clerk to action.

27. Date of next Parish Council Meeting.

Tuesday 11th June 2013 at Leeds Pavillion.

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

Signed _____

Dated _____