

**MINUTES OF THE MEETING OF LEEDS PARISH COUNCIL**  
**Held on in the Village Hall on Tuesday 10<sup>th</sup> 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 12<sup>th</sup> 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 31<sup>st</sup> 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 13<sup>th</sup> 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 11<sup>th</sup> September 2007.

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

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

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