

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.

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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: _____