

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

Present: Mr Cutler
Mrs Fort
Mr Govett
Mr Martin
Mr Wallace
Mrs Young

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

The meeting was chaired by Councillor Fort.

1. To Elect a Chairman.

Councillor Fort informed the meeting that Councillor Harrison had tendered her resignation as she had moved out of the parish.

She stated that this left the position of Chairman vacant. She asked for nominations for Chairman. It was proposed by Councillor Cutler to election Councillor Fort into the position of Chairman; this was seconded by Councillor Young and agreed by all present. Councillor Fort was therefore elected as Chairman.

2. Apologies.

No apologies were received.

3. Declaration of Interests.

No interests were declared.

4. Public Comments.

There were no public comments.

5. Minutes of the Previous Meeting.

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

6. Matters Arising.

There were no matters arising.

7. Parish Councillor Vacancy.

The Chairman stated that due to the resignation of Councillor Harrison a vacancy now existed on the Parish Council.

The Clerk stated that she would arrange for the notices to be displayed advertising the vacancy.

Action: Clerk to progress.

Councillor Fort stated that as she had now been elected as Chairman, there was a need to elect a new Vice-Chairman. It was proposed by Councillor Fort to appoint Councillor Cutler as Vice-Chairman; this was seconded by Councillor Young and agreed by all present. Councillor Cutler accepted this role.

8. Police Report.

Councillor Martin spoke regarding an incident on 1st September which resulted in HGV's being diverted through the village.

Councillor Cooke stated that this was due to extraordinary circumstances and emergency measures were taken as the traffic in and around Maidstone had been brought to a standstill.

Councillor Parvin spoke regarding this matter.

9. Parish Council Website.

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

Councillor Cutler spoke regarding the website and the need for this to be revamped. He stated that he and Councillor Govett would make arrangements to meet with Alan James to discuss this matter.

Action: Councillor Cutler and Govett to progress.

10. MBC Borough Councillor Report.

Borough Councillor Peter Parvin attended the meeting. He gave his report to members.

He spoke regarding the Core Strategy and the inclusion of Junction 8 in this document. He advised members that the deadline for comments on this document ended on 14th October 2011.

11. KCC Councillors Report.

KCC Councillor Gary Cooke gave his report to the meeting.

He advised members that the Boundary Commission had issued a report on changes to the electoral boundaries in England. He stated that there would be changes to constituencies affecting Hugh Roberson.

He stated that there were no proposed changes to the Borough Council representation or County Representation.

He reported that KCC were looking to make savings of 55million next year and this would result in some cuts to services. He stated that he would keep members informed.

He circulated the design for the village gate build-outs to all present.

Councillor Govett spoke regarding the plans and the time scales for these.

Councillor Cooke reported that the build outs were in addition to the gateway features and would be located at each end of the village.

He stated that the time scales were not known at present, but confirmed that the funding for the project had been ring fenced and was safe. He stated that this project would be approved within this financial year and then programmed in to be undertaken by Kent Highways.

The Parish Council considered and supported the plans for the build-outs.

Councillor Cooke reported that the 20mph limit had now been before the Joint Transportation Board and the Pilot Scheme had been approved with Leeds as a pilot zone. He confirmed that a traffic order would be needed for the reduction in the speed limit and this would be operated either side of the school.

Councillor Cooke stated that he was trying to secure funding for the lollipop man as this was currently being funded by the school.

He reported that he was using his Highway Fund to undertake a housekeeping exercise within Leeds, Downswood and Otham. He asked members to inform him of any housekeeping within Leeds that needed to be undertaken.

Councillor Fort stated that she would put a list together and ask the Clerk to forward this to Councillor Cooke.

Action: Councillor Fort and Clerk to progress.

Councillor Cooke stated that additional salt bins had been provided at requested location around the parish and he asked members if any more were needed.

He asked members if they would let him know if they required any additional jumbo salt bags this year.

Councillor Govett spoke regarding the cuts at County level and the impact of these on Parishes; he spoke regarding the parish council's budget and the need for this to be considered this year. It was agreed that a pre-budget meeting needed to be held with members in the near future.

Action: Clerk to arrange a budget meeting.

12. Correspondence.

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

13. Planning Matters.

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| MA/11/1160 | Merriam's Farm, Caring Lane, Leeds.
An application for listed building consent for alterations to Hill Barn to form living accommodation and renovation/replacement of Long Barn to form garaging, plus provision of link between buildings. |
| MA/11/1159 | Merriam's Farm, Caring Lane, Leeds.
Alterations to Hill Barn to form living accommodation and renovation/replacement of Long Barn to form garaging, plus provision of link between buildings. |
| MA/11/1067 | 1 Lower Street Cottages, Loser Street, Leeds.
Erection of a single storey side extension, a single storey rear extension and a front porch, plus new block paving to frontage. |
| MA/11/1226 | Little Homestead, Forge Lane, Leeds.
Erection of rear conservatory. |

MBC Decisions

11/0661 ARNOLD FARM, BACK STREET, LEEDS, MAIDSTONE, KENT, ME17 1TF

Retrospective application for the Leeds erection of an agricultural machinery and equipment wash-down building - Approved/Granted with Conditions

11/1160 MERRIAMS FARM, CARING LANE, LEEDS, MAIDSTONE, KENT, ME17 1TJ

An application for listed building Leeds consent for alterations to Hill Barn to form living accommodation, renovation/replacement of Long Barn to form garaging and provision of link between buildings - Approved/Granted with Conditions

11/1159 MERRIAMS FARM, CARING LANE, LEEDS, MAIDSTONE, KENT, ME17 1TJ

Alterations to Hill Barn to form living Leeds accommodation renovation/replacement of long barn to form garaging and provision of link, all ancillary to existing dwelling - Approved/Granted with Conditions

14. **Financial Matters.**

a. **Financial Statement.**

The financial statements for the Parish Council Account and Playing Field Account were presented to Councillors.

Members spoke regarding the work undertaken at the Playing Field Pavillion and the outstanding items.

Concerns were raised at the total amount paid to the contractor for the pavillion work. It was agreed that a meeting should be held with the contractor in order to establish the current situation with regards to the cost and progress of the work.

It was agreed that the Clerk would forward copy invoices onto Councillors Young and Martin and they would then arrange a site meeting as agreed.

Action: Clerk to action.

The financial statement was approved by members (Govett/Cutler), however it was agreed to withhold the cheque for £55 for the pavillion works until the situation with the work had been clarified.

Members noted that the Audit had been completed and signed off by the Audit Commission with no recommendations.

A further discussion took place regarding the budget.

15. **Leeds Playing Field.**

Councillor Young reported on matter concerning the Pavillion.

She informed members that the fire extinguishers needed to be checked in order to comply with the safety regulation. It was agreed that the Clerk would action this.

Action: Clerk to progress.

Councillor Young stated that she would undertake to have the electrical equipment PAT Tested.

Action: Councillor Young to action.

The Clerk informed members that the play equipment safety inspection had been undertaken and she circulated the report to members.

It was noted that the report was low risk and therefore no essential work needed to be undertaken.

The Clerk was asked to seek quotations for the recommended work in the report and to arrange for the grass to be strimmed around the play equipment.

Action: Clerk to action.

Members discussed the need for a height barrier and signage at the car park. It was agreed that the Clerk would seek quotations for this.

Action: Clerk to progress.

16. Village Maintenance.

Councillor Fort spoke regarding the village maintenance; she stated that she did not feel that once a month was sufficient to maintain the village to a satisfactory standard. She suggested that it may be appropriate to look at different options for the forthcoming year.

This was discussed and members agreed to look at this as part of the budgeting process.

17. Queens Diamond Jubilee.

The Chairman asked members of the Parish Council wished to do anything for the Queens Diamond Jubilee.

She stated that any event needed to be villager led not a parish council event.

Councillor Govett asked if members wished to engage with the public regarding a village event.

It was agreed that this could be a matter for discussion if the Parish Council was to hold an Open Day regarding the budget.

This was agreed by all present.

18. Highway Matters.a) Village Gates.

No further matters were raised.

b) Road Safety Improvements at School.

No further matters were raised.

19. Joint Parish Group & LDF.

Councillor Fort reported on the recent meeting of the Joint Parish Group. She stated that the PC needed to agree on their individual response to the LDF, she spoke regarding the views of the PC and the concerns regarding the increase in traffic.

20. Further questions from public.

No matters were raised.

21. Urgent Matters.

Councillor Young informed members that she had attended the Mayors Garden Party on behalf of the PC.

Councillor Govett spoke regarding the problems with HGV's and stated that he would like a senior police officer to be invited to attend a PC meeting.

22. Date of next Parish Council Meeting.

Tuesday 11th October 2011.

There being no further business the meeting was closed at 10.00pm.

Signed _____

Dated _____