

**The Minutes of the Annual Statutory Meeting of Leeds Parish Council  
held in Leeds and Broomfield Village Hall on Tuesday, 5<sup>th</sup> May 2018 at 7:30 PM.**

***Councillors present: Beale  
China  
Fort  
Greeff  
Martin  
Springford***

***Also, present: Parish Clerk, Mrs Sherrie Babington, KCC Councillor Gary Cooke and members of the public.***

***The meeting was chaired by Councillor China.***

**1. To elect a Chairman.**

It was proposed by Cllr Fort to elect Cllr Govett as Chairman, this was seconded by Cllr China and agreed by all present.

The Clerk confirmed that Cllr Govett had stated that he would be happy to accept this position.

**2. Chairman's Declaration of Acceptance of Office.**

It was agreed that as Cllr Govett had given his apologies that he would signed his Declaration of Acceptance of Office at the next meeting.

**3. Apologies.**

Apologies were received from Cllr Govett.

**4. To elect a Vice Chairman.**

It was proposed by Cllr Fort to elect Cllr China as Vice-Chairman, this was seconded by Cllr Beale and agreed by all present.

**5. To appoint Committees, Representatives to Outside Bodies and other external appointments.**

It was agreed that this item would be deferred until the next meeting.

**6. Declaration of Interests.**

No interests were declared.

**7. Minutes of the previous meeting.**

The minutes of the previous meeting were circulated to all members.

These were proposed by Cllr Martin as a true record, this was seconded by Cllr Fort and agreed by all present.

The notes were then signed and dated by the Chairman.

**8. Matters arising from the Minutes.**

There were no matters arising.

**9. Parish Councillor Vacancy.**

The Clerk informed members that one application had been received from Etienne Greeff, his CV was circulated to all members for consideration.

It was proposed by Cllr China to Co-opt Mr Greeff onto the Parish Council, this was seconded by Cllr Martin and agreed by all present.

Mr Greeff signed his Declaration of Acceptance of Office.

**10. Public Comments and Observations.**

A resident from Langley introduced herself and her colleagues to members and stated that they supported and were campaigning for the Relief Road. She stated that she had a Facebook page called the Leeds Langley Relief Road Action Group and currently had 235 members.

Cllr Fort welcomed the residents to the meeting and stated that the PC supported the Relief Road.

A resident spoke regarding the problem with lorries in Leeds and parking on the Ashford Road.

Cllr China stated that he had attended a meeting with the police and they were due to liaise with the Traffic Police regarding this matter to see whether they could assist with the problem.

The resident stated that the vibrations from the vehicles was causing problems to her property.

Councillor Cooke stated that there was a 17-tonne restriction in accessing the village, however this did not define access to where and this was a problem, he stated that the police had confirmed that the sign was misleading and could be interpreted in many ways.

He stated that he had been in contact with the PCSO and the enforcement was a high priority, the PCSO has stated that an operation was planned, and they were awaiting support to enable them to issue tickets.

Councillor Cooke spoke regarding the signage and stated that no further action could be taken with regarding to this and the solution was a Relief Road.

**11. KCC Councillors Report.**

KCC Councillor Cooke have his report to the meeting.

He informed members that KCC was undertaking a Find and Fix Programme to repair potholes and he urged residents to report all potholes on the KCC Website.

He stated that he had asked Highways Officer Sue Laporte to inspect the road condition at Ashbank Cottages.

Councillor Cooke reported on the Park and Ride and he gave his views on this.

He reported that the interactive sign had been knocked down near to the school and this had been damaged beyond economic repair and therefore would not be replaced as it was not deemed safety critical. He stated that he had objected to this as he felt it was safety critical to it's proximity to the school.

Relief Road – Councillor Cooke spoke regarding the investigation work for the Relief Road and stated that this was now being undertaken but had been delayed due to questions raised by MBC regarding the finance of this. He stated that a contractor had now been appointed to undertake the work and this would be completed by 29<sup>th</sup> March 2019.

He reported that a Public Consultation would take place on the options for the route following this work.

He referred to a report in the Downs Mail and stated that a complaint had been lodged against him regarding inaccuracies on Facebook, he stated that the Monitoring Officer had confirmed that this was not the case.

He informed members that he had now put in a FOI request regarding the complaint.

## 12. MBC Ward Councillors Report.

MBC Councillor Fort gave her report to the meeting.

She reported that MBC elections took place on 3<sup>rd</sup> May 2018 and she spoke regarding the political make up of the Council.

## 13. Highways Matters.

Cllr Martin spoke regarding Lorry Watch and stated that she may consider restarting this.

## 14. Police Report.

The new PSCO for Leeds attended the meeting to introduce herself to members.

She spoke regarding the parishes that she covered and gave a crime report to the meeting. She stated that she would do her best to try to address the traffic issues in Leeds.

## 15. Correspondence Report.

The correspondence received during the month was noted by members.

## 16. Planning Matters.

### New Applications Received

No applications were considered.

### MBC Decisions

No matters were reported.

## 17. Financial Matters.

### a. Financial Statement.

The Financial Statement was circulated to all members present and agreed.

### Bank Balances

<b>Opening Balance on Community Direct Plus Account</b>	<b>£68484.26</b>
Less/Add Account transfers/deposits	£0.00
Less Account for payment	£1692.72
<b>Closing Balance on Community Direct Plus Account</b>	<b>£66791.54</b>
<b>Opening Balance on Business Select 14 Day Account</b>	<b>£30155.63</b>
Less/Add Account transfers/deposits	£0.00
<b>Closing Balance on Business Select 14 Day Account</b>	<b>£30155.63</b>
<b><u>Balance on all PC Accounts</u></b>	<b><u>£96947.17</u></b>

**b. 2017/18 Accounts and Annual Return.**

The Council considered and approved the Statement of Internal Control for the year ending 31 March 2018. (Proposed by Cllr China, seconded by Cllr Fort and agreed by all present.)  
The Chairman and Clerk signed the Statement on behalf of the Council.

The Council considered and approved the Annual Governance Statement for 2017/18. (Proposed by Cllr China, seconded by Cllr Fort and agreed by all present.) The Chairman and Clerk signed the Statement on behalf of the Council.

The Council considered and approved the Accounting Statements and supporting documents as provided by the Responsible Financial Officer who had prior to the meeting signed Section 2 of the Annual Return for 2017/.18. (Proposed by Cllr China, seconded by Cllr Fort and agreed by all present.)

The Chairman signed the Statement on behalf of the Council.

**18. Parish Maintenance.**

Cllr Martin stated that she was looking into the options for a gardener for the parish and she would report back to the next meeting.

***Action: Cllr Martin to progress.***

A resident asked about he street sweeping in the parish and stated that this was not being undertaken adequately.

Cllr Fort stated that she would investigate this.

**19. Data Protection Regulations.**

The Clerk circulated documents and policies on the new General Data Protection Regulations.

It was proposed by Cllr China to adopt the new policies, the GDPR policies and forms and to appoint the Clerk as the Data Protection Officer for Leeds PC, this was seconded by Cllr Springford and agreed by all present.

**20. Leeds Playing Field, Tennis Courts, Pavilion, and Children's Play Area.**

Cllr China stated that the Pavillion needed painting and he asked members what colour they wished to have. Cllr Fort stated that she would look at colour options.

It was reported that a resident was throwing debris from their garden into the Playing Field. It was agreed that Cllr Fort would inspect the site and report back to the Clerk.

Cllr Martin reported that cars were being repaired in the garages at Brogden Crescent. The PCSO stated that she would look into this.

**21. Street Lighting.**

Cllr China reported on the street lighting.

**22. Joint Parish Group and Local Plan.**

No matters were raised.

**23. Public Comments and Observations.**

A resident asked if there was a Defibrillator in the Parish.

Cllr China stated that this was a matter for future consideration and he asked the Clerk to place this as an item on the next agenda.

*Action: Clerk to place item on next agenda.*

**24. Urgent Matters.**

It was reported that there was a lot of fly tipping in Burberry Lane.  
Cllr Fort stated that she would liaise with MBC regarding this matter

**25. Date of next meeting.**

12<sup>th</sup> June 2018.

*There being no further business to discuss the meeting was closed to the press and public at 9.00pm.*

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

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