

The Minutes of the Meeting of Leeds Parish Council on Tuesday, 8<sup>th</sup> April 2025  
at 7pm in the Leeds and Broomfield Village Hall

*Councillor's present:   China  
                                  Fort  
                                  Springford*

*The meeting was chaired by Cllr China.*

**1. Apologies.**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

Apologies and reasons for absence were received and accepted from Cllrs Greeff (work), Razzell (personal), Ingram (work), Bernini (work).

**2. Declaration of Interests.**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

**No interests were declared.**

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

**There were no dispensations to consider.**

**3. Minutes of the previous meeting.**

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

These were proposed by Cllr Springford as a true record, seconded by Cllr China and agreed by all present.

The minutes were then signed and dated by the Chairman of the meeting.

**4. Matters arising from the Minutes.**

There were no matters arising.

**5. Public Comments and Observations.**

No matters were raised.

**6. Highways Matters.**

The Clerk confirmed that she had written to KCC Cllr. Cooke regarding a meeting to discuss diversion routes, but no response had been received. It was agreed that due to the Purdah and the forthcoming KCC elections, the matter should now be referred directly to the Director of Highways.

**Action: Clerk to progress.**

**7. Clerks Report.**

The Clerk's Report was received and noted by Members.

**8. Chairman's Report.**

To receive the Chairman's Report.

The Chairman reported that the recent community litter pick had taken place on the previous Saturday and was a success, with eight attendees. He noted that more volunteers are needed for future events. He stated that bags of litter have been left outside the sports field entrance.

Cllr Fort confirmed she would arrange for Maidstone Borough Council to collect the bags.

***Action: Cllr Fort to progress.***

The Chairman raised concerns about the hoarding at Lydian Gardens and queried whether this was in contravention of the planning approval.

Cllr Fort advised that building works were still ongoing as part of Phase 2, however she would check this with MBC Planning.

**9. Parish Council Policy Review.**

The Clerk reported that the Parish Council's Policies are now due for review in 2025.

It was agreed that all policies should be circulated to members by email ahead of the next council meeting.

***Action: Clerk to progress.***

**10. Financial Matters:**

**a. Financial Statement.**

To receive and approve the financial statement and payments – report circulated with meeting papers.

The financial statement was approved proposed by Cllr Fort seconded by Cllr China and agreed by all present.

**11. KCC Councillors Report.**

Cllr Cooke was not in attendance.

Cllr Fort reported that Cllr Cooke was not standing for re-election.

**12. MBC Councillors Report.**

Cllr Fort gave her report to the meeting.

Cllr Fort gave an update on Devolution, stating that proposals for Kent are due to be submitted to government for consideration, with an outcome expected in November.

She also reported that Maidstone Borough Council was exploring the creation of a Town Council for Maidstone.

**13. Devolution and Community Governance Review.**

No further matters were raised.

**14. Planning Matters.**

**a. To consider Planning Applications Received.**

25/500864/FULL - 1 And 2 Foley Hill Cottages Lower Street Leeds Kent

Erection of 2no. double garages within the adjacent parking area to service both 1 & 2 Foley Hill Cottages with photovoltaic panels on south facing roof slope and electric car charge points.

25/501346/FULL - Briar House Upper Street Leeds Kent ME17 1SL  
Erection of a single storey rear extension to extend the kitchen.

Concerns were raised about the removal of trees at the Abbey Farm development site.  
Cllr Fort agreed to check whether this was in line with the planning conditions.

**Action: Cllr. Fort to progress.**

b. MBC Decisions and Appeals

25/500971/NMAMD

Ledian Farmhouse Upper Street Leeds Maidstone Kent ME17 1RZ

Non-material amendment of application 19/505325/FULL: Minor amendment to condition 1  
wording for temporary use to cease on or before 04.09.25

Application Permitted

c. Other Planning Matters

Adoption of the Kent Minerals and Waste Local Plan 2024-39 - 13th March 2025

I am writing to let you know that Kent County Council adopted the Kent Minerals and Waste Local Plan 2024-39 at its meeting on the 13th of March 2025. The attached Adoption Statement provides further details.

The Kent Minerals and Waste Local Plan 2024-39, and associated documents including the Sustainability Appraisal (Strategic Environmental Assessment) Post Adoption Statement are available to view on the County Council's webpage via the following link: <https://www.kent.gov.uk/about-the-council/strategies-and-policies/service-specific-policies/economic-regeneration-and-planning-policies/planning-policies/minerals-and-waste-planning-policy/kent-minerals-and-waste-local-plan-2024-to-2039>.

The Kent Minerals and Waste Local Plan 2024-39 along with the Kent Mineral Sites Plan 2020 and the relevant District/Borough Local Plans form the Development Plan for Kent. These Local Plans will be taken into account when making decisions on proposals for affected development and when developing Local Plan policy. The Kent Minerals and Waste Local Plan 2024-39 and the Kent Mineral Sites Plan can be accessed via the following link: <https://www.kent.gov.uk/about-the-council/strategies-and-policies/service-specific-policies/economic-regeneration-and-planning-policies/planning-policies/minerals-and-waste-planning-policy>.

The review of the Kent Mineral Sites Plan is ongoing and further details of the work programme to 2026 are set out in the latest Local Development Scheme (September 2024) that is available to view via the following link: [https://www.kent.gov.uk/\\_\\_data/assets/pdf\\_file/0014/130541/Minerals-and-Waste-development-scheme.pdf](https://www.kent.gov.uk/__data/assets/pdf_file/0014/130541/Minerals-and-Waste-development-scheme.pdf)

15. Parish Maintenance.

To receive an update on Parish Maintenance.

Cllr China gave an update to all present.

16. Leeds Playground, Playing Field, Tennis Courts & Pavillion.

*To receive a report on Leeds Playing Field.*

Members discussed ongoing parking issues at the playing field during football matches. The latest response from Loose Football Club was noted, along with the attached site plan indicating parking on both sides of the play area.

Members confirmed that parking on both sides of the play area had never been permitted due to health and safety concerns.

The Clerk was asked to email Loose Football Club to clarify that parking should be restricted to the agreed area and to confirm whether all four pitches are being used on the same day.

***Action: Clerk to progress.***

The Chairman reported that an application had been received for a memorial bench to be placed at the playing field. The application was submitted in accordance with the parish council's Memorial Bench Policy.

It was agreed to approve the request, proposed by Cllr China, seconded by Cllr Fort, and agreed by all present

***Action: Clerk to liaise with the applicant.***

#### **17. Church Car Park.**

It was reported that a rough sleeper continued to use the church car park overnight.

The Clerk confirmed that she had contacted Maidstone Borough Council to request a welfare check but had received no response.

It was agreed that a follow-up email should be sent, copying in MBC Cllr Fort.

***Action: Clerk to progress.***

The Chairman confirmed that the potholes in the church car park are scheduled to be repaired in the coming days.

Pedestrian access from the car park was also discussed. Options included:

- Removing hedging to create a dedicated pedestrian entrance
- Moving the gatepost to allow a pedestrian access section
- Painting hatched markings within the current entrance

It was agreed that a quotation should be obtained for painting hatched markings to designate a pedestrian walkway.

***Action: Cllr China to seek quotation.***

#### **18. Street Lighting.**

*To receive a report on Parish Street Lighting.*

No issues were reported.

#### **19. Parish Council Events.**

Members discussed the forthcoming VE Day celebrations.

It was also agreed that a summer fete would be held, and a budget of £2,000 was allocated for the event.

#### **20. Annual Meeting of the Parish.**

It was agreed that the Annual Meeting of the Parish would be held prior to the Statutory Annual Parish Council Meeting on Tuesday, 13th May 2025.

The Clerk confirmed she would prepare a notice for the parish magazine and publish details on the parish website.

*Action: Clerk to progress.*

21. Items for next Agenda.

- 2024/2025 Accounts and AGAR.

22. Date of next meeting.

13<sup>th</sup> May 2025.

There being no further business to discuss the meeting was closed to the press and public at 8.05pm.

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

Chairman

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