

**The Minutes of the Meeting of Leeds Parish Council**  
**held in Leeds and Broomfield Village Hall on Tuesday, 11th October 2016 at 7:30 PM.**

***Councillors present: Beale  
Bowles  
China  
Govett  
Springfield***

***Also present: Parish Clerk, Mrs Sherrie Babington, KCC Councillor Cooke, KCC Highways Officers Sue Laporte and Kirsty and members of the public.***

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

**1. Apologies.**

Apologies were received from Cllrs Martin and Fort.

**2. Declaration of Interests.**

No interests were declared.

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

The Minutes of the previous meeting were circulated to all members. These were proposed by Cllr China as a true record, this was seconded by Cllr Bowles and agreed by all present. The Minutes were then signed and dated by the Chairman.

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

There were no matters arising.

**5. Public Comments and Observations.**

A resident in attendance at the meeting asked about the parking at the end of Wykeham Grove.

The Chairman stated that the Parish Council had attended a site meeting with Highways Officers and KCC Councillor Cooke to discuss the location of bollards to prevent parking on both sides of the junction at Wykeham Grove.

The resident asked about having yellow lines to prevent parking in this area.

Councillor Cooke stated that there was a legal requirement regarding the distance vehicles were allowed to park from a junction and therefore whether yellow lines were installed or not, parking close to the junction was still illegal and enforceable.

He stated that the installation of bollards would prevent parking on the pavement at the end of Wykeham Grove.

The resident stated that he had been asking for yellow lines in that area for the past five years and no action had been taken.

The Chairman stated that the Parish Council did not wish to have yellow lines in the parish and members questioned whether they actually worked.

Councillor Cooke stated that double yellow lines would require a Road Traffic Order and a Public Consultation Period. He suggested installing the bollards to see whether this worked and if not he would consider sponsoring double yellow line's.

The resident stated that he was happy with this suggestion.

It was reported that there was overgrown vegetation in Georgia Lane that was now forming a canopy over the road.

Councillor Cooke stated that KCC would inspect this area and arrange for it to be cleared if it was dangerous.

A resident in attendance at the meeting raised concerns regarding litter on the playing field and asked it was possible to have an additional litter installed.

Cllr Bowles stated that Maidstone Borough Council were currently replacing dog bins with new larger litter bins for both dog waste and litter and a Consultation with the Parish Council would take place regarding the location of the bin.

It was agreed that this item would be discussed further under the agenda Item for the Playing Field.

#### **6. KCC Councillors Report.**

KCC Councillor Cooke introduced the KCC Highway Officers to the meeting. He stated that they had attended this meeting in their own time and thanked them for this.

He stated that a site meeting had been held to look at the road hazards in Upper Street to see what could be done to make the road safer for pedestrians and road users.

He invited Sue Laporte to speak regarding the options for road enhancements along this route.

Sue Laporte circulated plans to all members. She spoke regarding the options put forward to try to make the road visually safer.

Option 1 - Included a 55-meter-long unrestricted parking bay to accommodate 16 vehicles inserted along Upper Street and white line edging to the right hand side of carriageway to make the road look visually narrower. Removal of centre carriageway lines.

Cost £2346.31

Option 2 – Included white line edging to both sides of the carriageway, centre carriageway line to be refreshed and widened. Unrestricted parking still allowed.

Cost - £1116.52

Option 3 - To take no action.

The Chairman thanked KCC for their work and asked members to debate the options available.

Cllr Govett declared an interest as he lived in Upper Street.

He suggested that the Parish Council undertake a consultation with residents living in Upper Street to establish their views.

Cllr China asked who would finance the scheme.

Councillor Cooke stated that if the Parish Council was minded to select Option 1, he would consider funding 50% of the cost if the Parish Council agreed to finance the other 50%.

This was discussed and agreed by Members, subject to the Parish Council undertaking a consultation of the residents in Upper Street.

The Chairman stated that the Parish Council would speak to residents in order to ascertain their views and support for the selected scheme.

He thanked Councillor Cooke and the Highways Officers for their assistance in this matter.

Councillor Cooke gave his report to the meeting. He referred to his written report circulated to all members.

He spoke regarding an article placed in the Downs Mail regarding the options for the Relief Road and identifying three possible routes. He stated that this was purely speculation as KCC had not released any route options to date.

He reported on the Local Plan Public Inquiry and stated that this was currently taking place and would run for four weeks.

He spoke regarding the MBC Integrated Transport Strategy and confirmed that this was not supported by Kent County Council.

He stated that KCC had also submitted its own Integrated Transport Strategy which had the support of Helen Whateley MP and included the need for a Relief Road.

He spoke regarding the draft Local Plan and stated that he was disappointed that Maidstone Borough Council still made reference to a Garden Village which would consume Otham Parish in their Plan.

Councillor Cooke reported on the progress of Leeds School and the You Decide Event being held on 15 December 2016.

The Chairman thanked Councillor Cooke for his report.

**7. MBC Ward Councillors Report.**

MBC Councillor Fort gave her apologies to the meeting.

**8. Highways Matters.**

No further matters were raised.

**9. Police Report.**

PCSO Thomas Maybank gave his apologies to the meeting.

**10. Correspondence Report.**

The correspondence received during the course of the month was noted by members.

**11. Planning Matters.**

The Chairman spoke regarding the planning application submitted by Leeds Castle for Battel Hall and the objections raised by the Parish Council regarding the location of the car park.

He stated that he and the Vice Chairman had met with the Estate & Project Director of Leeds Castle who had stated that they would change the location of the car park.

He confirmed that to date no revised application had been submitted to Maidstone Borough Council and therefore at this stage the application still remained the same and the Parish Councils objections still stood.

He suggested that the Parish Council write to Leeds Castle to establish the current situation regarding this planning application. This was agreed by all present.

***Action: Clerk to draft a letter for Estate & Project Director of Leeds Castle.***

## **12. Financial Matters.**

### ***a. Financial Statement.***

The Financial Statement was circulated to all members. This was discussed and approved by all present. (Springford/China).

The cheques for payment were then signed by two authorised signatories.

Audit Clearance Notice – Members noted the Audit Report completing the audit undertaken by the appointed Auditors Littlejohn.

### ***b. Auto Enrolment Pension Scheme.***

This item was deferred until a future meeting.

## **13. Parish Maintenance.**

Members discussed the maintenance undertaken within the parish.

Cllr China stated that a quotation had been received to litter pick the parish at a cost of £50 for Burberry Lane and £75 for Penfold Hill.

This was approved by members.

***Action: Cllr China to liaise with the contractor.***

It was reported that the street signs were obscured by foliage along Forge Lane.

Cllr Bowles stated that he would inspect this area and report as necessary.

The Chairman stated that he felt that the parish was looking good regarding vegetation and maintenance at present.

## **14. Leeds Playing Field and Pavillion.**

The Clerk reported that Maidstone Borough Council was undertaking a policy for Strategic Play Areas in rural locations and when approved would be offering a grant up to £10,000 as match funding for play area improvements.

She stated that they had allocated Leeds Playing Field as a Strategic Rural Play Area.

The Chairman stated that the Big Lottery Fund were also offering grants for play areas.

This was discussed by members and it was agreed that the Parish Council would look at all funding options available in order to secure a grant for the upgrade of the children's play area in Leeds.

***Action: Clerk to forward details on available grants to members.***

Litter bins at Playing Field – A discussion took place regarding the litter bins at the Playing Field and the consultation currently underway by the Borough Council to replace dog bins with larger litter bins.

It was suggested that it would be helpful for the Parish Council to have an additional litter bin at the Playing Field. It was therefore agreed that the Clerk would liaise with Maidstone Borough Council to see whether they would install an additional bin at the Playing Fields whilst replacing litter bins in the Borough.

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

Cllr Bowles stated that he was currently seeking a quotation for the white lining of the Playing Field Car Park and the Tennis Courts.

**15. Street Lighting.**

Cllr China reported on the street lighting repairs and maintenance.

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

It was reported that the Public Inquiry for the Local Plan was currently underway.

**17. Public Comments and Observations.**

No further matters were raised.

**18. Urgent Matters.**

No matters were raised.

**19. Date of next meeting.**

8th November 2016.

***There being no further business to discuss the meeting was closed to the press and public at 9.08pm***

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

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