

**The Minutes of the meeting of Leeds Parish Council**  
**held in Leeds and Broomfield Village Hall on Tuesday, 13th October 2015 at 7:30 PM.**

***Councillors present: China  
Govett  
Martin***

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

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

**1. Apologies.**

Apologies were received from Cllrs Fort, Springford, Beale, Bowles, KCC Councillor Gary Cooke and the Police.

**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 Martin 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 attended the meeting and asked about parish maintenance, she stated that this did not appear to be undertaken at the top end of the parish.

Cllr China stated that he had a meeting planned with Maidstone Borough Council and Kent County Council to establish who was responsible for areas of the Parish within the parish and following this the parish maintenance would be reviewed.

The Chairman stated that the Parish Council needed to determine a future maintenance plan for Leeds and analyse what needed to be done on a regular basis. He stated that a proposal would be brought to the next parish council meeting in time for the December budget discussions.

It was agreed that the Clerk should send a letter to the maintenance contractor to instruct him to finish parish maintenance at the end of October.

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

It was reported that the Landway Bridleway KH260 was not fit for purpose and had not been regularly maintained since the hole in the road.

The Clerk was asked to liaise with Cllr Bowles regarding this matter.

***Action: Clerk to liaise with Cllr Bowles.***

A Resident attended the meeting to speak regarding Churchill Cottages. He informed the meeting that a Causation Report had now been published and it gave a clear reason for the hole in the road, he stated that he was not in a position to disclose this to the Parish Council as the report was

confidential.

The Clerk was asked to liaise with KCC Councillor Gary Cook regarding this matter.

The resident spoke regarding a legal claim being prepared by solicitors for all parties affected and stated that all parties had now prepared their claim with the exception of Kent County Council. He stated that the claim could not move forward until KCC had submitted their costs and therefore they were delaying this from progressing.

A general discussion took place and it was agreed that the Parish Council would email KCC Councillor Gary Cook regarding this matter.

***Action: Clerk to liaise with KCC Councillor Cooke.***

**6. KCC Councillors Report.**

KCC Councillor Gary Cooke gave his apologies to the meeting.

**7. MBC Ward Councillors Report.**

MBC Councillor Fort gave her apologies to the meeting. A written Report was noted in her absence.

**8. Highways Matters.**

Cllrs Govett and China reported on the Spur/Relief Road.

**9. Police Report.**

Apologies were received from PCSO Thomas Maybank.

Special Constable – Cllr Govett informed the meeting that the Special Constable volunteer for Leeds had moved out of the area. He stated that he had been in contact with the Police to seek assistance with the appointment of a volunteer for Leeds.

He expressed his disappointment that this had not been progressed and stated that he hoped to report back positively at a future Parish Council meeting.

**10. Correspondence Report.**

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

**11. Planning Matters.**

It was agreed that a Planning Sub-Committee consisting of Parish Councillors Martin, Bowles and Fort would be set up to deal with planning applications, Cllr Martin agreed to chair and coordinate this committee to ensure that the decisions of the Committee were submitted to the Clerk in a timely manner.

***Action: Clerk to liaise with Cllrs Bowles and Fort to ensure they were happy to be on this Committee.***

**12. Financial Matters.**

***a. Financial Statement.***

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

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

The Clerk reminded members that the budget would be on the next agenda as the precept needed be agreed by January 2016.

**b. Leeds and Broomfield School.**

A letter from the Leeds and Broomfield School was circulated to members for consideration, this confirmed that FOLSA had raised £1000 to donate to the school computer project.

The Chairman reminded Members that the Parish Council had agreed to match fund any donation given by FOLSA to the sum of £1000. It was therefore agreed that a cheque for £1000 would be included on the next financial statement for formal approval.

***Action: Clerk to include cheque for £1000 on next financial statement.***

**13. Parish Maintenance.**

No further matters were raised.

**14. Church Car Park.**

Recycling Bins - it was reported that the recycling units had now been removed from the church car park.

Cllr China stated that arrangements had now been made to have the fly tipping cleared.

Potholes – Cllr Martin stated that she had received a quotation of £300 to have the potholes repaired in the car park.

This quotation was approved by members and Cllr Martin was asked to progress this. (Govett/China).

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

**15. Leeds Playing Field and Pavillion.**

Cllr China reported that the football teams had been given permission to park at Ledian Farm to ease the parking congestion in the Parish.

**16. Tennis Courts.**

No matters were reported.

**17. Street Lighting.**

Cllr China reported on street lighting in the Parish

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

A discussion took place regarding the Local Plan.

**19. Public Comments and Observations.**

No matters were raised.

**20. Urgent Matters.**

No matters were raised.

**21. Date of next meeting.**

10th November 2015.

*There being no further business to discuss the meeting was closed to the press and public at 8.38pm.*

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

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