

The Minutes of the Annual Statutory Meeting of Leeds Parish Council on Tuesday, 9<sup>th</sup> May 2023  
at 7.00pm in the Leeds and Broomfield Village Hall.

*Councillor's present: Bernini  
China  
Fort  
Springford*

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

*The meeting was chaired by Councillor China.*

**1. To receive the Declaration of Acceptance of Office for Elected Councillors.**

The Declaration of Acceptance of Office for all elected councillors was received.

**2. To elect a chairman.**

To receive and consider nominations for Chairman.

Cllr Fort nominated Cllr China as Chairman, this was seconded by Cllr Bernini and agreed by all present.

Cllr China accepted this position and took the chair.

**3. To receive the Chairman's Declaration of Acceptance of Office.**

Cllr China signed his Declaration of Acceptance of Office.

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

To receive and consider nominations for Vice-Chairman.

In his absence, Cllr Greeff was proposed as Vice Chairman by Cllr China, this was seconded by Cllr Fort, and agreed by all present.

**5. 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 were received and accepted from Cllrs Ingram (work) and Greeff (work).

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

There were no dispensations to consider.

**6. To appoint Committees & Representatives and outside bodies.**

The following Committees, representatives and outside bodies were agreed:

**Planning**

*All Councillors*

**Finance***Cllrs. China**Cllr. Fort***Highways***Cllr. Fort**Cllr. Bernini**Cllr. Greeff***Representatives***Footpaths**Cllrs. Springford**Police Liaison**Cllr. Ingram**KALC**Cllrs. China**Playing Field/Pavillion**Cllr. China**Environmental/Maintenance**Cllrs. China**Street Lighting**Cllrs. China**Parish Magazine**Cllrs. Fort, China**JPG**Cllrs. Fort**School Liaison**Cllr. Greeff**Public Transportation**Cllr. Springford**Website**Parish Clerk**CCTV**Cllrs. China & Greeff***Other Appointments & Memberships***Internal Auditor - Martin Thomas and Co**External Auditor - Mazars**Bank – Cooperative**Kent Association of local Councils (KALC)**Campaign to Protect Rural England (CPRE)***7. Declaration of Interests.**

No interests were declared.

**8. 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, seconded by Cllr Bernini and agreed by all present. The minutes were then signed and dated by the Chairman of the meeting.

**9. Matters arising from the Minutes.**

There were no matters arising.

**10. Public Comments and Observations.**

A resident attended the meeting to speak regarding the forthcoming road closures, and the impact of the diversion routes in Leeds, and surrounding areas.

This was discussed and members confirmed that SE Water were in contact with the PC regarding this and were keeping members of the public updated through their website and public meetings.

Members agreed that the diversion routes were an issue and they had raised these concerns to SE Water.

It was reported that overgrown vegetation and overhanging trees on Upper Street were obstructing the footpaths, and the verges were creeping onto the pavement narrowing the pathway.

**Action: Clerk to report to KCC.**

It was reported that there had been drug related anti-social behaviour at the playing field. The Chairman stated that he would raise this with the PCSO.

**Action: Chairman to action.**

Concerns were raised regarding the sycamores growing out of the retaining wall on Foley Hill, causing the wall to start crumbling.

**Action: Clerk got report to KCC.**

#### **11. Highways Matters.**

It was reported that there was a concealed slab on George Lane covering a natural well that was still damaged and needed action from KCC.

**Action: Clerk to action.**

It was reported that the following salt bins still needed action:

- All salt bins to be filled.
- Forge Lane – bin obstructing gateway to field.

**Action: Clerk to report to KCC.**

The following highway matters were reported:

- Potholes Foley Hill
- Leaking manhole cover Foley Hill
- Fire hydrant leaking Wykeham Grove

**Action: Clerk to report to KCC.**

Concerns were raised regarding a sign that the school had placed on the entrance of the Church Car Park, indicating that people should not park there during school times.

Members acknowledged that there were parking issues at school drop off times, however the car park was still for public use and could not be restricted.

The Clerk was asked to write to the school Head Teacher regarding this matter.

**Action: Clerk to progress.**

The Chairman stated that there had been a request to use the overflow grassed area of the car park on 15<sup>th</sup> May for one day.

**This was approved.**

Cllr China stated that the school had also requested that parking bays were painted in the car park.

This was discussed by members, and it was agreed that these were not feasible and would reduce the overall capacity of the car park.

**Action: Clerk to liaise with school.**

#### **12. Clerks Report.**

The Clerk's Report was noted by members.

Official Registration – Phase 2 of the New Ledian Gardens Development,  
Upper Street, Leeds, Maidstone

Marketing Name: Ledian Gardens

Planning Application: 19/506387/FULL

I am in receipt of the application from Inspired Villages - Senior Living (Ledian Farm) Ltd to register the second phase of their new development of 49 residential units at the above site. I have provided copies of the master site plan, phasing plan and phase 2 layout plans for your information.

There are 3 new roads to be named on this second phase of the development. The layout plan has been coloured to show the split of the roads that require names.

The developer has proposed the following road names for your consideration with their chosen allocation:

Augustinian (Way)	(Road 1 - Yellow Road)
Henry (Close)	(Road 2 - Blue Road)
Badlesmere (Drive/Avenue)	(Road 3 - Green Road)

The developer has proposed the following building names as indicated on the plan:

Saints House	(Block 1 – located within Phase 1 of the site)
Harewood House	(Block 4)
Biddenden Court	(Block 5)
Charles Manor	(Block 6)
Berkeley House	(Block 7)
Parkwood House	(Block 8)
Hylde Manor	(Block 9)
Cecilia Court	(Block 10)
Medway Manor	(Block 11)

The reasons for their selection are: 'Links to local history'

Please can you put this matter of road and block naming on the agenda for the next Leeds parish meeting and ask for views and recommendations from the parish council for the new names.

For your information it is our custom and practice that we will not agree to naming streets after recently deceased people. It is becoming increasingly common for parish councils to make the suggestion; we advise that this should not occur for at least 3 years and preferably longer.

Please could you let me know when the parish meeting is to be held and if you require any further information.

This was discussed and it was agreed that the PC would consult with residents and put forward alternative names with a more local connection for consideration.

**Action: Clerk to action.**

### 13. Chairman's Report.

The Chairman gave his report to the meeting.

He reported that the Coronation event had been a success and thanked the residents for assisting with this.

He spoke regarding the church yard and stated that last year a community event was held to clear the burial ground, and he suggested that a similar event was held this year. This was agreed, and 10<sup>th</sup> June was agreed as the date for the event.

### 14. Financial Matters.

#### a. Financial Statement

The Financial Statement was circulated to all members present and agreed. (Fort /China)

b. 2022/2023 Accounts and AGAR.

The 2022/23 Accounts and AGAR are due to be audited on 12<sup>th</sup> May and following this they will be presented to the next meeting.

15. KCC Councillors Report.

KCC Councillor Cooke was not present at the meeting.

16. MBC Councillors Report.

Cllr Fort gave her report to the meeting.

17. Planning Matters.

a. To consider Planning Applications Received.

No applications to consider.

b. MBC Decisions and Appeals

23/500856/TCA

1 Vineys Cottages Upper Street Leeds Kent ME17 1SE

TPO Application to pollard 13 Lime Trees as per tree dimensions schedule.

No Objections

23/500734/FULL

Ringers Upper Street Leeds Maidstone Kent ME17 1SL

Removal of detached garage and attached shed. Erection of two storey side extension including installation of Juliet Balcony to the west side, installation of rooflights to the east and west elevations, a new porch to the north side and alterations to fenestration.

Application Permitted

c. Other Planning Matters

**MAIDSTONE BOROUGH DESIGN AND SUSTAINABILITY DEVELOPMENT PLAN DOCUMENT - REGULATION 18 PREFERRED APPROACHES CONSULTATION**

*Maidstone Borough Council has committed to delivering a Design and Sustainability Development Plan Document (DPD) to sit alongside its Local Plan and forthcoming Local Plan Review. The Design and Sustainability DPD – Preferred Approaches (Regulation 18) document has been prepared for public consultation. The consultation document puts forward a range of draft policies around the following themes, which new developments will be assessed against:*

- *Placemaking*
- *Streets and Buildings*
- *Open Space and Nature*
- *Movement*
- *Sustainable Buildings*
- *Design Quality*

*The Preferred Approaches document is accompanied by a consultation on the Sustainability Appraisal. A Sustainability Appraisal is an iterative process which runs alongside the production of the Design and Sustainability DPD and helps inform the ongoing decision-making process. The Sustainability Appraisal document being consulted on considers the draft policies against sustainability objectives.*

*The Preferred Approaches document and Sustainability Appraisal, along with the evidence base and other information can be viewed and downloaded from the council's website <https://localplan.maidstone.gov.uk/home/design-and-sustainability-development-plan-document> and is available for inspection at:*

- Maidstone Borough Council, Maidstone House, King Street, Maidstone, Kent, ME15 6JQ by appointment. Please contact the Strategic Planning Team, by email at: [ldf@maidstone.gov.uk](mailto:ldf@maidstone.gov.uk) or by phone 01622 602000.
- All libraries in Maidstone Borough area during normal opening hours  
<https://maidstone.objective.co.uk/portal/>
- By email to: [ldf@maidstone.gov.uk](mailto:ldf@maidstone.gov.uk)
- By post to: Strategic Planning, Maidstone Borough Council, Maidstone House, King Street, Maidstone, ME15 6JQ

All consultation comments will be made publicly available on the consultation portal (<https://maidstone-consult.objective.co.uk/portal/>) in due course. This is so that interested parties can view all the responses that have been received. Published information will include the comment and responder name. All demographic and contact data will be removed. All data is processed in accordance with the Data Protection Act 2018. The consultation responses will be used to inform the next stages of the Design and Sustainability DPD

Ledian Farm – Cllr Fort spoke regarding the issues with parking at Ledian Farm and stated that she would set up a face-to-face meeting with Jamie Vaughan to discuss this and other matters.

**Action: Cllr Fort/Clerk to arrange meeting.**

#### 18. Parish Maintenance.

Cllr China reported that a litter pick on 14<sup>th</sup> April 2023 was a success and well attended.

#### 19. Leeds Playing Field.

Cllr China reported that the tennis courts had been cleared by Steven Waring.

He reported that the pavilion needed electrical testing and he asked for members approval to progress this at a cost of £200 + vat. This was approved.

**Action: Cllr China to progress.**

#### 20. Street Lighting.

Cllr China reported on the street lighting in the village.

#### 21. Resilience Plan.

The Resilience Plan for Leeds was being progressed.

#### 22. Items for the next agenda.

No matters were raised.

#### 23. Date of next meeting.

13<sup>th</sup> June 2023.

There being no further business to discuss the meeting was closed to the press and public at 8.20pm.

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

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