

**The Annual Statutory Minutes of the meeting of Leeds Parish Council
held in St Nicolas Church on Tuesday, 12th May 2015 at 7:30 PM.**

***Councillors present: Beale
Bowles
China
Fort
Govett
Martin
Springford***

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

The meeting was chaired by Councillor Fort.

1. Declaration of Acceptance of Office for all elected Councillors.

All elected Councillors signed their Declaration of Acceptance of Office forms and took their place around the table.

2. To elect a Chairman.

It was proposed by Cllr Fort to elect Cllr Govett as Chairman. This was seconded by Cllr Bowles and agreed by all present. This was accepted by Cllr Govett.

3. Chairman to sign his Declaration of Acceptance of Office.

Cllr Govett signed his Declaration of Acceptance of Office and took his place as Chairman of the Parish Council.

4. Apologies.

No apologies were received.

5. Parish Councillor Vacancies.

The Chairman informed the meeting that following an uncontested election there were currently two vacancies on the Parish Council.

He stated that application had been received from Lesley Martin and Rayne Beale. He welcomed them to the meeting and invited them to give a short talk on their reasons for applying for the vacancies.

Following a discussion by members it was proposed by Cllr Fort to co-opt both applicants onto the Parish Council. This was seconded by Cllr China and agreed by all present.

6. Declaration of Acceptance of Office for co-opted Councillors.

The two co-opted Councillors present signed their Declaration of Acceptance of Office forms and took their place around the table.

7. To elect a Vice-Chairman.

It was proposed by Cllr Springford to elect Cllr China as Vice-Chairman. This was seconded by Cllr Govett and agreed by all present.

Cllr China accepted this role.

8. Parish Council Committees and Representatives to Outside Bodies.

Planning Committee

Cllr. Springford

Cllr. Fort

Cllr. Beale

Finance Committee

Cllrs. China

Cllr. Govett

Highways Committee

Cllr. Govett

Cllr. Martin

Cllr. Bowles

Funding Committee

To be appointed as necessary

Representatives

Footpaths

Cllrs. Bowles/Springford

Police Liaison/Special Constable

Cllr. Springford

KALC

Cllrs. China/Martin

Playing Field/Pavillion

Cllr. China

Environmental/Maintenance

Cllrs. China/Beale

Street Lighting

Cllrs. China/Beale

Parish Magazine

Cllrs. Fort/Martin

JPG

Cllrs. Fort/Beale

School Liaison

Cllr. Bowles

Public Transportation

Cllr. Springford

Website

Cllr. Govett

Lorry Watch/Speed Watch

Cllrs. Bowles/Martin

It was proposed by Cllr Govett to accept the Committees and Representatives to Outside Bodies as agreed on block, this was seconded by Cllr Bowles and agreed by all present.

9. Declaration of Interests.

No matters were raised.

10. Minutes of the previous meeting.

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

The Minutes were then signed and dated by the Chairman.

11. Matters arising from the Minutes.

Tennis Court quotation - Cllr China stated that he was still progressing this matter.

Allotment Fence - The Clerk informed members that she had received confirmation that Strutt and Parker would progress the repairs to the fence in the near future.

12. Public Comments and Observations.

No matters were raised.

13. KCC Councillors Report.

KCC Councillor Gary Cooke gave his report to the meeting.

He spoke regarding the relief road and a meeting that had been held by Kingswood Parish Council to discuss this. He confirmed that level of commitment from KCC was clear and the issue was the route.

Councillor Cooke reported that he was currently working with the school to assist them with IT issues. He suggested that there may be funding through his grant and the Parish Council may also wish to consider assisting with the funding.

He stated that the school needed laptops for students and KCC we are currently assisting with an IT survey before looking at the equipment available.

Members discussed this and agreed that they would look favourably towards supporting a grant application should this be submitted by the school.

Cllr Bowles declared an interest in this matter as he was a School Governor.

Councillor Cooke congratulated Councillor Fort on her election success in being elected as a Maidstone Borough Councillor.

He stated that the election result was good news and bad news as it would put intense pressure on district and county council funding.

He reported on the Waterside Park Public Inquiry and stated that this is currently underway.

A discussion took place regarding HGV signs and the legality of these.

14. MBC Ward Councillors Report.

Cllr Govett congratulated Cllr Fort on her election as a Maidstone Borough Councillor representing Leeds and Kingswood and Broomfield Parish Councils.

15. Highways Matters.

Cllr Govett reported that he and Cllr Fort had attended a meeting at Kingswood with neighbouring parishes to discuss the bypass/relief road.

He stated that this was a positive meeting and KCC Officers were supportive. He reported that a further meeting would be held in the near future at Kingswood. It was agreed that Cllrs Govett, Fort and China would attend.

A general discussion took place regarding this and the funding that may be available to finance the relief road.

The Chairman stated that the Parish Council had made a statement that it was in support of the relief road and he confirmed that this was still the position of the newly elected Parish Council.

Cllr Govett suggested that when the relief road was in place the Parish Council could look to have the B road declassified.

Councillor Cooke stated that this may not benefit the B2163.

Lorry Watch/Speed Watch - Cllr Bowles reported on the progress of Lorry Watch. He stated that he now had a system in place for dealing with persistent offending HGV's using the B2163 and he confirmed that any information was now being followed up with Kent County Council, the police and the HGV companies.

The Chairman thanked Cllr Bowles for his work on this matter.

16. Police Report.

PCSO Thomas Maybank gave his apologies to the meeting and a crime report was noted in his absence.

17. Correspondence Report.

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

Correspondence from MBC regarding members allowances was noted. It was agreed that in line with the request from the Borough Council, a notice would be displayed in the parish to inform residents that a report was available for inspection on members allowances.

18. Planning Matters.

15/503288/OUT Land At Woodcut Farm Ashford Road Hollingbourne Kent ME17 1XH

Outline application for a mixed commercial development comprising B1(a)B1(b)B1(c) and B8 units maximum floor space 47750 square metres. (access being sought).

Objections

19. Financial Matters.

a. Financial Statement.

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

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

b. 2014/2015 Annual Accounts and Return.

The 2014/15 Annual Accounts were circulated to all present. The Clerk informed members that these had been through the first stage internal audit and the Annual Return had now been signed off by the Internal Auditor.

Members considered the accounts and it was proposed by Cllr Springford to accept these, this was seconded by Cllr Bowles and agreed by all present.

The Chairman signed and dated the Annual Accounts and Annual Return.

20. Parish Maintenance.

The ongoing maintenance in the parish was discussed by members.

21. Church Car Park.

Cllr China informed members that the height barrier for the car park would be delivered and installed in the very near future.

22. Leeds Playing Field and Pavillion.

Cllr China reported on the progress of the Playing Field and Pavilion.

He informed members that the football team currently using the playing field wished to hire it again for the next football season. This was agreed by members.

Action: Clerk to forward agreement and forms onto football team.

The Clerk informed members that she was currently looking at Grant options for the playing field.

23. Street Lighting.

Cllr China reported on the street lighting.

He informed members that the LED lights had been installed and a complaint had been received from a resident regarding this.

He spoke regarding the options available to the Parish Council for the street lighting.

The Chairman stated that the Parish Council did need to have a policy and direction with regards to its street lighting and it was agreed that this would be considered at the next meeting.

Action: Clerk to place items on the next agenda.

24. Joint Parish Group and Local Plan.

No matters were raised.

25. Public Comments and Observations.

No matters were raised.

26. Urgent Matters.

Annual Meeting of the Parish - It was agreed that the Annual Meeting of the Parish would be held prior to the Parish Council Meeting on 9 June 2015.

27. Date of next meeting.

9th June 2015.

There being no further business to discuss the meeting was closed to the press and public at 9.10pm.

Signed: _____
Chairman

Dated: _____