

**LEEDS PARISH COUNCIL**  
**Mrs Sherrie Babington - Parish Clerk**  
**4 Birkhall Close, Walderslade**  
**Chatham, Kent, ME5 7QD**

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*Email : [clerk@leedsparishcouncil.gov.uk](mailto:clerk@leedsparishcouncil.gov.uk)*  
*Telephone : 01634 867173*

To all Members of the Parish Council.

*Notice is hereby given, that the Statutory Annual Meeting of the Parish Council is to be held on Tuesday 9<sup>th</sup> May 2023 at 7.00pm in Leeds Village Hall. Members are hereby summonsed to attend.*

**AGENDA**

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

**2. To elect a Chairman.**

To receive and consider nominations for Chairman.

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

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

To receive and consider nominations for Vice-Chairman.

**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.

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

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

**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	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.**

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.

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

### **8. Minutes of the previous meetings.**

To consider the minutes of the previous meeting and if in order sign as a true record.

### **9. Matters arising from the minutes.**

To consider any matters arising, not on the agenda elsewhere.

### **10. Public Participation.**

*To discuss any questions received by members of the public.*

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

*To consider highway matters.*

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

*To consider the correspondence from MBC as follows:*

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 the 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.

### 13. Chairman's Report.

*To receive the Chairman's Report.*

### 14. Financial Matters:

#### a. Financial Statement.

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

#### 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. Report from KCC Councillor.

*To receive the KCC Councillors report.*

### 16. Report from MBC Councillor.

*To receive the MBC Ward Councillors Report.*

### 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  
Period for representations: The consultation period for receipt of representations on the Design and Sustainability DPD will be from 4.00pm on 28<sup>th</sup> April 2023 to 5.00pm on 12<sup>th</sup> June 2023. Duly made representations must be received by the Borough Council within this period. No representations will be accepted outside of this period.

Making representations: Representations can be made during consultation period set out above directly online via the consultation portal at:

<https://maidstone.objective.co.uk/portal/>

Alternatively, representations may be made by email and post using the downloadable response form on the Design and Sustainability DPD web page, or in writing using a paper response form.

- 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

Paper copies of the response form can be printed using the downloadable form on the Design and Sustainability DPD web page. A paper response form can be requested by phoning 01622 602000. Posted response forms must be received by the Borough Council within the stated consultation period set out above.

All consultation comments will be made publicly available on the consultation portal (<https://maidstone-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

18. Parish Maintenance.  
*To receive an update on Parish Maintenance.*
19. Leeds Playground, Playing Field, Tennis Courts & Pavillion.  
*To receive a report on Leeds Playing Field.*
20. Street Lighting.  
*To receive a report on Parish Street Lighting.*
21. Resilience/Emergency Plan.  
*A Resilience Plan for Leeds is being progressed.*
22. Items for next Agenda.
23. Date of next Meeting – 13<sup>th</sup> June 2023

Mrs Sherrie Babington  
Clerk to the Parish Council