

**The Minutes of the Meeting of Leeds Parish Council
held by Zoom on Tuesday, 7th July 2020 at 3.00 PM.**

***Councillors present: China
Fort
Govett
Ingram
Martin
Springford***

Also, present: Parish Clerk, Mrs Sherrie Babington, and KCC Councillor Gary Cooke.

The meeting was chaired by Councillor Govett.

1. Adoption of addendum to Standing Orders regarding virtual meetings.

It was proposed by Cllr China to adopt the addendum to Standing Orders regarding virtual meetings, this was seconded by Cllr Ingram and agreed by all present.

2. Apologies.

Apologies were received and accepted from Cllr Greeff.

3. Declaration of Interests.

No interests were declared.

4. 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 Springford and agreed by all present.

The minutes were then signed and dated by the Chairman.

5. Matters arising from the Minutes.

The Chairman spoke regarding the regulations concerning holding meetings face-to-face rather than virtual. The Clerk confirmed that at present the advice from NALC was to continue to meet virtually where possible. It was therefore agreed that this would be reviewed in September 2020.

6. Public Comments and Observations.

No public were present, and no matters were raised.

7. KCC Councillors Report.

KCC Councillor Cooke gave his report to the meeting.

He reported on the actions of KCC during the coronavirus pandemic, and stated that they were now moving towards the recovery phase for Kent.

Relief Road – Councillor Cooke reported on the current situation with regards to the Relief Road, and stated that KCC were still looking to have this included in the amended Local Plan. He stated that when this was included, KCC would be in a position to move forward with Maidstone Borough Council.

Cllr Fort spoke regarding the Call for Sites and stated that this would be reported on further in September/October, when the sites would be whittled down to those that were sustainable. She spoke regarding the proposed Lenham Heath Garden Village, and stated that she was keeping an eye on this, as this would have consequences on the Relief Road.

A general discussion took place regarding this matter, and the work currently being undertaken by Kent County Council regarding the Relief Road.

8. MBC Ward Councillors Report.

MBC Councillor Fort gave her report to the meeting. She reported on the impact of the Coronavirus on the MBC budget.

9. Highways Matters.

Cllr China reported that the proposed South East Water works due to close Upper Street and Lower Street had now been postponed until 2021.

He stated that he hoped that the replacement of the PC lamp column could be factored into this, as the road would be closed during this period.

Cllr China reported on the damage caused by the HGV accident in Forge Lane/Upper Street, and asked what action had been taken regarding the damage.

This was discussed, and it was reported that the HGV details had been given to KCC and the police, but this had not been pursued by them.

Cllr Govett spoke regarding the relocation of the CCTV cameras to pick up the road, and it was agreed that this could not be undertaken without guidance from Cllr Greeff.

10. Correspondence Report.

The correspondence received during the month was noted by members.

11. Planning Matters.

New Applications Received

20/501290/LBC Abbey Farm House Lower Street Leeds Maidstone Kent
Listed Building Consent for repairs to tile hung external elevations including thermal upgrading and repairs to the leaning chimney stack.

20/501444/LBC Brook House Lower Street Leeds Maidstone Kent
Listed Building consent for the garden wall - removal of cement pointing and replacement with lime mortar pointing. Removal of domed mortar cap and replacement with stone copings.

20/501452/REM Land South Of Sutton Road Langley Kent
Approval of Reserved Matters for the associated infrastructure pursuant to phase 2 of outline planning permission ref. 15/509015/OUT.

20/502345/FULL Woodlands 25 Caring Lane Bearsted Maidstone Kent
Installation of outdoor swim spa.

20/502739/LBC Brook House Lower Street Leeds Maidstone Kent
Listed Building Consent to extend existing boundary wall by 4.5 linear metres.

MBC Decisions

20/501876/FULL

Merrihill Caring Lane Leeds Maidstone Kent ME17 1TJ

Erection of a single storey front extensions to form new entrance porch and larger study with roof alterations together with new separate access to proposed forming access to guest/granny annexe ancillary to the dwelling. Demolition of coal bunker.

Application Permitted

20/500791/FULL

Caring Farm Oast Caring Road Leeds Maidstone Kent ME17 1TH

Conversion of existing agricultural building into dwelling, including addition of first floor accommodation and increasing footprint of building.

Application Refused

12. Financial Matters.

a. Financial Statement.

The Financial Statement was circulated to all members present and agreed.

b. 2019/2020 Accounts and Annual Return.

The 2019 Accounts and Annual Return was circulated to all members along with the Variances Report prior to the meeting.

- i. To approve the Annual Governance Statement for 2019/20, Section 1 of the Annual Return for the year ending 31 March 2020. The Chair of the meeting and the Clerk to sign.*

It was proposed by Cllr China to accept and approve the annual Governance Statement for 2019/20, this was seconded by Cllr Fort and agreed by all present.

- ii. To approve the Statement of Internal Control in support of the Annual Governance Statement and Accounting Statements for 2019/20, Section 2 of the Annual Return for the year ending 31 March 2020 and the supporting Bank Reconciliation as at 31 March 2020 and if necessary the explanation of the significant variations from last year (2018/19) to this year (2019/20) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chair of the meeting to sign.*

It was proposed by Cllr China to approve the Statement of Internal Control in support of the Annual Governance Statement and Accounting Statements for 2019/20, Section 2 of the Annual Return for the year ending 31 March 2020 and the supporting Bank Reconciliation as at 31 March 2020 and the explanation of the significant variations from last year (2018/19) to this year (2019/20) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. This was seconded by Cllr Fort, and agreed by all present.

13. Parish Maintenance.

Cllr China reported that the contract for the Parish Maintenance had now been approved and renewed.

Councillor Cooke spoke regarding the activities at Abbey Farm, and the closure of the footpath. He confirmed that this was not an official footpath, it had been created and established by use. Cllr Fort stated that Planning Enforcement were aware of the tree removal, and they were currently looking into this.

It was agreed that the Clerk should write to the Rochester Bridge Trust to establish what their intentions were for the site.

Action: Clerk to action.

14. Leeds Playing Field, Tennis Courts, Pavilion, and Children's Play Area.

Cllr China reported on the Playing Field.

He stated that the Parish Council had been asked to provide a letter to the Loose Lions Football Club, to confirm its support for their funding application. He stated he had asked the Clerk to action this.

The Clerk spoke regarding the reopening of the play area, she stated that she had arranged for a safety inspection to be undertaken, following this she would draft a Risk Assessment, and then the play area could be reopened with signage placed on the gate.

15. Street Lighting.

Cllr China reported on this matter.

16. Urgent Matters.

No matters were raised.

17. Date of next meeting.

15th September 2020.

There being no further business to discuss the meeting was closed to the press and public at 4.00pm.

Signed: _____
Chairman

Dated: _____