

LEIGH PARISH COUNCIL

MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 12TH JUNE 2017 AT 8.00PM

PRESENT: Cllr. C. Stratton-Brown (Chairman), Cllr P. Croft, Cllr A. Johnston, Cllr J. Kaye, Cllr R. Lake, Cllr G. Marchant, Cllr L. Provan and Cllr S. Smith

APOLOGIES: Cllr R. Britain

IN ATTENDANCE: Mrs L. Kleinschmidt (Clerk). County and District Cllr Lake and a member of the public attended the meeting for the Open Session only.

Open Session

Questions from Members of the Public

Mr Ian Matthews attended the meeting in order to request permission for his son's youth team to use the football pitch on The Green on Sundays from September. Mr Matthews said that he is a resident of Leigh, he plays for Leigh Cricket Club and is a School Governor. His son played for the Tonbridge Junior Football Club and he and another boy are now good enough to join the Kent Youth League. The facilities at Tonbridge Football Club are not good enough for the Kent Youth League and the two boys have had to move to Langton Green Football Club, which has just received funding and a new pavilion. They have 40 teams and 450 children in the club but they only have one full sized football pitch. The teams are desperate for the use of more pitches. Mr Matthews added that it would be great if the youth team could use The Green in Leigh and it would encourage more youngsters to play football. If agreed, the team would have a maximum of ten games from the beginning of September, playing every-other Sunday, and the players would all be 12 years old. Cllr Smith was concerned about car parking for the team and spectators. Mr Matthews said that he thought there would be probably ten cars per match, and he would happily put cones out and specify where cars should park. Cllr Lake asked if the club would have its own public liability insurance, and Mr Matthews confirmed that it would. Cllr Johnston was concerned about the impact of football being played twice a week on the newly improved football pitch but, if this point can be clarified, then he was in support of the request. The Clerk asked whether any payment would be made for the use of the pitch, and Mr Matthews said that yes payment would be made. Mr Matthews thanked members for their time, and left the meeting at 8.15pm.

Report by County and District Cllr Lake

County Cllr Lake reported that KCC has 15 new members since the County Council elections in May. He confirmed that he has £22,000 available in his member's fund, so projects of up to £3,000 per Town and Parish Council, or community group per parish, are invited. C.Cllr Lake reported that he attended a meeting with the Clerk, Cllr Marchant, Cllr Croft, Geoff Bineham from KCC and Jeremy Clark from SDC to consider the provision of double yellow lines in parts of Leigh. He said that the Clerk correctly described these locations as safety critical in her email to KCC and SDC and the matter will be taken to the Joint Transportation Board meeting.

District Cllr Lake reported that after nine months of trying, he has now heard back from Mike Holmes about the application at Manor Buildings, Powder Mill Lane, to say that he will update D.Cllr Lake and the Clerk early next week. Also, D.Cllr Lake has heard back from Ian Kidd to say that he is seeking an update on the Breach Condition Notice and will advise accordingly. D.Cllr Lake has heard from Neil Armour regarding the planning application at Brookside Barn, and he anticipates that he will recommend refusal as the application does not satisfy planning policy. The Forestry Commission's requirement for 90 oak trees to be planted on the site is still outstanding, although the applicant has 5 years to implement this requirement. County and District Cllr Lake left the meeting at 8.50pm.

Closed Session

26. Apologies for absence were received from Cllr Britain, and members accepted his reason for absence.

- 27. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
None.
- 28. The minutes of the Leigh Annual Parish Council Meeting held on 8th May 2017** were approved and duly signed. Proposed by Cllr Marchant, seconded by Cllr Kaye, and all were in favour.
- 29. To hear update regarding the proposal for Leigh to twin with Lavergne**
The Clerk reported that David and Kelly Evans received an email from Lavergne, which said: "Please send our thanks to the council. I appreciate their frankness. We may try to link with a French village, at least there will not be any problems with the language! We do hope the schools will be pro-active and set up a communication link."
- 30. Planning**
- i. To consider applications received
- i. SE/17/01228/HOUSE: Brookside Barn, Eggpie Lane, Weald TN14 6NP - the erection of a detached garage. The Planning Committee had agreed and submitted the following response: "Leigh Parish Council objects to this application and members support the comments made by the neighbour, Mr Stuart Adair, in his letter to you dated 29th May 2017."
 - ii. SE/17/01631/HOUSE: Middle Cottage, 42 Well Close, Leigh TN11 8RQ - single storey rear extension and single storey front extension to form porch. The Planning Committee undertook to consider this application and advise the Clerk of their comments.
 - iii. SE/17/01355/LDCPR: Manor Farm, Powder Mill Lane, Leigh TN11 9AS - construction of porch on east elevation enclosing existing bank door and bi-fold doors to terrace. Members supported this application.
 - iv. SE/17/01678/HOUSE: 2 Hunter Seal, Leigh TN11 9AW - single storey side and rear extension. The Planning Committee undertook to consider this application and advise the Clerk of their comments.
 - v. SE/17/01689/MMA: Applebys, Tonbridge Road, Chiddingstone Causeway TN11 8JH - Minor Material Amendment to application SE/14/03285/HOUSE for the external alterations to existing garage and barn and conversion to a self-contained dwelling, relocation of shed. In order to make changes to external fenestration. The Planning Committee undertook to consider this application and advise the Clerk of their comments.
- ii. To consider the drawings for a potentially amended planning application at Rookery View
Cllr Stratton-Brown reported that the reduced size of the proposed application will bring the extension within the 50% allowance. Members had no objection to this proposal in principle, but undertook to fully consider the application when submitted to ensure that they abide by pre-determination requirements.
- iii. To report SDC planning application decisions
- SE/16/03985/HOUSE: Fairlawn, Hollow Trees Drive, Leigh: erection of a single storey rear extension and a two storey side extension, demolition of conservatory, alterations to fenestrations and internal alterations. Application approved.
 - SE/17/00954/FUL and SE/17/00955/LBCALT: Hale Oak Farmhouse, Hale Oak Road, Sevenoaks Weald: conversion of barn to residential use. Application approved.
 - SE/17/01423/WTPO: Pippin Cottage, The Green, Leigh:
 - T1 Semi mature oak, remove deadwood, 250mm throughout whole of crown
 - T2 Semi mature oak, remove dead wood 250mm through whole of crown, remove failed limb from crown and laterally reduce growth towards house by 2-3m to balance crown
 - T3 Mature oak - remove dead wood , 250mm throughout whole of crown
 - T4 Mature oak, remove dead wood, 250mm throughout whole of crown.
 Application approved.
- Notification of appeal decisions:
APP/G2245/W/17/3166778: & 3166762 - 14 & 9 Garden Cottages, Powder Mill Lane, TN11 8QB.
- The application ref SE/16/02846/FUL, dated 15 September 2016, was refused by notice dated 22 November 2016. The development proposed is dwelling attached to 14 Garden Cottages.

- The application ref SE/16/02845/FUL, dated 15 September 2016, was refused by notice dated 22 November 2016. The development proposed is dwelling attached to 9 Garden Cottages. Both appeals were dismissed because the proposals, individually or together, would cause significant harm to the character and appearance of the area and harm to the significance of a non-designated heritage asset.

31. The Green:

- i. To hear update regarding the programmed improvement works to The Green
Cllr Stratton-Brown reported that the project is progressing according to timescale.
- ii. To discuss damage to bench on The Green
The Clerk reported that Jonathan Cook advised that one of the benches on The Green has been damaged, and she contacted Bourne Amenity to ask whether their contractor damaged the bench whilst cutting the grass. Bourne Amenity has responded to say: "I carried out a visit to the site on the 30th May at 1.30pm to inspect the damage to the bench. Although I agree with the fact that the mower could have clipped the rear leg of the bench and broke the casting it was quite clear that there were previous fractures within the bench structure which I believe weakened the structural integrity of it. There are several breaks on both sides of the bench and it is clear that several breaks have been present but possibly not noticeable for a while due to the amount of rust on the breaks, the fresh breaks are clear as there is a light coloured rust on it which cast iron is prone to when it comes into contact with air. Having said this I will arrange for the bench to be removed, wooden slats to be removed and both sides of the bench to be repaired, slats refitted and bench returned to site. I would need the other bits that have been collected. Going forward I would advise that a check on any of the other benches be carried out to confirm they are in a safe state as it is hard to believe that amount of damage and breaks were all caused by the rear foot of the bench being clipped with the mower. I hope this is satisfactory and I will inform you with a date for the bench collection so that the other parts can be left with the bench." Members agreed to the repair by Bourne Amenity and to reiterate that the grass should not be cut under the canopy of the veteran oak tree. Members agreed that Cllr Croft should carry out a check of all the benches on The Green to ensure that they are safe. Members agreed that two benches on the Vicarage Green should be removed that are broken and never used.
- iii. To discuss the request by the Cricket Club to erect netting outside Elizabeth Cottage
The Clerk reported that an email has been received from Ray Love: "Martin Parfett has asked me to respond to an email you sent to him on 8 May, regarding the erection of some netting outside Elizabeth's Cottage, to protect the house against damage from cricket balls. We have had a meeting with Martin, and discussed the proposal further with him, and feel that we have no alternative but to accept the netting as the only way we might be able to avoid further damage to our windows and hanging tiles, particularly as the occurrence of this type of damage has increased considerably in recent years. We had two occurrences of broken tiles during the first game of the season, for example, one of which was on the roof of the house (an area that would not be protected, even by the netting). We have discussed the alternatives regarding changing the angle of the pitch and the direction of the bowling, but these have been dismissed as being impractical by the cricket club, so if we are to be afforded any protection (to the front of the house, at least), the netting seems to be the only way forward. This acceptance is subject to 'detailed agreement', as mentioned in Martin's recent email to me, which should include confirmation that the netting will only be in place during the actual match, and that access to the front of our house will not be impeded. I would also like to be consulted as to where the actual sinking of the base for the poles will be, considering the water, gas and electricity are supplied across this area, and that the Parish Council has proposed to install some kerb stones along the edge of the road in front of the house." The Clerk reported that this was discussed by the Parish Council at their October meetings last year, the minutes of which state: "The Clerk reported the Leigh Cricket Club has asked for permission to sink holes in the grass verge in front of Elizabeth Cottage into which poles would be inserted on match days to support netting. The residents' comments are as follows: "We are sorry that it is necessary but can understand why the cricket club wants to put the netting up. The netting will only affect some of the balls, those which would hit the windows on the ground and first floor, and the hanging tiles."

"We expect that some balls will still go over the top and either hit the roof or land in the garden. We have asked that we be kept informed of the plans as they proceed so that we can talk to the club if there is anything we are not comfortable with. We do feel that alternatives have not been fully explored, such as just bowling from the east end (which would almost certainly eradicate any damage to houses around the Green, and definitely to Elizabeth's Cottage), or turning the cricket square round so that fewer balls affect us and other properties round the Green." Members suggested that the residents discuss this with the cricket club." Members had no objection to the temporary erection of netting during cricket matches, but were concerned that the posts must be positioned in such a way that they do not impact the kerbing and laying of grasscrete proposed in front of the house. Cllr Marchant undertook to meet Mr and Mrs Love and representatives of the Cricket Club on site to discuss in more detail.

- iv. To consider request for a Langton Green youth football team to play on The Green on Sundays
This was discussed in the Open Session (see above). The Clerk read out the email from David Furneaux. Members had no objection to the youth team using The Green every-other Sunday from September and felt that it would encourage more young people into sport. However, there was concern that the football pitch might not be able to take the impact of two football matches per week, and Clerk to ask Bourne Amenity and Richard Earl from TGMS for their comments. Cllr Marchant said that unfortunately Leigh does not have a groundsman who could check pitch conditions weekly and say whether or not a match should proceed.

32. Charcott:

- i. To hear update regarding the installation of the new defibrillator in the adopted phone box
The Clerk reported that the new defibrillator and cabinet have been received but the cabinet needs to be wired into the electricity supply in the box. Cllr Lake undertook to ask an electrician to undertake this work and members approved the cost.
- ii. To hear update regarding the possibility of moving the bus stop onto land belonging to The Redleaf Trust and erecting a bus shelter
Cllr Lake reported that he has contacted Jonathan Booth at Lambert & Foster to ask whether The Redleaf Trust would support the request to move the bus stop onto the opposite side of the road and for the erection of a bus shelter.

33. Highways & Environment

- i. To hear update regarding the proposal to initiate double yellow lines in Leigh
The Clerk reported that a meeting was held with Geoff Bineham from KCC, Jeremy Clark from SDC, C.Cllr/D.Cllr Lake, Cllr Marchant, Cllr Croft and the Clerk to look at the sites where the Parish Council would like to install double yellow lines. Subsequently, the Clerk has plotted these sites on a map and forwarded to Geoff and Jeremy for their consideration. A response has yet to be received. The three sites are:
Location 1 - opposite Powder Mill Lane - is the site that the Parish Council believe is the most safety critical.
Location 2 - opposite the hairdressers in the High Street - is also deemed to be safety critical and causes huge congestion at busy times in the village.
Location 3 - at the end of Crandalls - this is the location that Geoff and Jeremy thought is safety critical for school children.
Members approved the proposal for yellow lines in the three locations.
- ii. To hear update regarding the clearance of Crandalls Pond
The Clerk reported that SDC has placed the order for the clearance of the pond, and will let her know when a date has been agreed. SDC will write to residents to tell them that they can park on the grass area opposite Jessica's Hall at the entrance to Crandalls whilst the work is being done. The Clerk advised that she emailed David Boorman after the last meeting to say: "Leigh Parish Council has agreed a contribution of 10% or £435 (whichever is the lesser amount) of C.J. Gray's quote dated 16th November 2016 to remove the silt from Crandalls Pond. Members queried the quoted estimated volume of 80m³ as they do not believe that that amount of silt and vegetation will be removed. If he can reduce his price due to a reduced amount of excavated volume that would be great."

34. To hear update regarding the Rural Swathe and Visibility Cutting Contract 2017

- i. The Clerk reported that Sevenoaks Weald Parish Council will not be joining the cluster because the contractor was not happy with the safety implications of cutting the verges around Morley's roundabout, and they will remain within the KCC contract. The first full swathe and visibility cut has now been completed. Members agreed that the contractors did a fantastic job again this year.
- ii. Cllr Stratton-Brown reported that an email has been received from Linda Paige who said that there is overgrown vegetation at the exit from Killicks Bank onto Ensfield Road which makes it very difficult to see oncoming traffic. Clerk to raise with Penshurst Place as the weeds are growing within their fence-line.

35. Rights of Way

- i. To hear ROW committee report
 - i. Cllr Kaye reported that he has been in contact with the Police, Kent PROW and the Highways Agency regarding people parking in the carpark off the A21 and using the woods for inappropriate behaviour. There is also some unpleasant graffiti on the bridge and gatepost. Members suggested that the car park should be closed, and Clerk to contact the Police and SDC regarding the possibility of CCTV in this location to act as a deterrent. Clerk to also contact the school. Cllr Kaye to contact the Highways Agency to request that the carpark be closed.
 - ii. Email from Kate Grantham asking if the footpath opposite St. Luke's church can be cut as it is very overgrown. Cllr Kaye said that he will ask the working party to do this.
- ii. To hear update regarding the request for a permissive path at Paul's Hill Cottage

None.

36. Affordable Housing

The Clerk reported as follows:

- i. The next step is for the sites that the Parish Council has identified to be plotted onto a map and sent to SDC for their comments.
- ii. Simon Taylor from SDC has sent the following links relating to Affordable Housing and Affordable Housing in Rural Areas.
SDC Core Strategy (Policy SP4 – page 72): www.sevenoaks.gov.uk/downloads/file/356/core_strategy_adopted_version_february_2011.
Affordable Housing Supplementary Planning Document (SPD): www.sevenoaks.gov.uk/info/20014/planning_policy/259/supplementary_planning_documents_and_other_guidance/4.
- iii. Gavin Missons from SDC has emailed regarding SDC's Housing Strategy consultation – “Back in late 2016, the District Council's Housing and Health Advisory Committee agreed to produce a new housing strategy. This is now attached as a draft copy and we would welcome any comments.” The deadline for responses is set for 9th June but Gavin is happy to receive a response this week.
- iv. Cllr Kaye asked whether there is any possibility of a development of small dwellings on an exception site as provision for older people who wish to down size. The Clerk reported that this has been discussed but does not believe that it is yet legislation.

37. Aviation:

To hear report of the High Weald Councils Aviation Action Group

Cllr Stratton-Brown reported that the HWCAAG meeting was held on 23rd May, and the group is trying to split the workload between member parishes. The Noise Management Board held a departures meeting which was useful. Cllr Stratton-Brown said that he believes that conditions will slowly improve under the NMB and it is beneficial to work together.

38. Leigh Village Halls report

None.

39. Aged Persons Dwellings

The Clerk reminded Cllr Stratton-Brown and Cllr Marchant to look at the path and step at No.2 The Bungalows.

40. To report on correspondence received

The Clerk reported that lists of correspondence received have been circulated, and drew members' attention to the following:

- i. Item 4: Email from Angela Dodge, SDC: "We are getting complaints about overflowing litter & dog waste bins in Burton Avenue. Records show that this is a private road therefore SDC do not carry out any street cleaning or litter/dog bin emptying." Response from Peter Clifton at Bellway Homes: "Apologise for not responding sooner, I have been informed today that our contractor will be attend site tomorrow to attend to this matter. The general rubbish bins adjacent to the dog waste bin should have been cleared today (24.05.17). I will be visiting site on Friday and will carry out a check of all bins to ensure they are empty."
- ii. Item 5: Kent Police:
The Green Cottages in Leigh - between 12:00am on Sunday 9th April and 1:15pm on Tuesday 9th May, a vehicle parked in the road was taken without consent.
- iii. Item 6: Email from Chloe Bates: "I just wanted to say thank you to the Parish Council for allowing the school to use The Green for the May fete last weekend, the orange fencing came down just in time! We raised £2,200 for the school, which is a great result, and the most funds raised in a single event for many years."
- iv. Items 8 and 18: SDC News Releases (i) Councillor Paddy Cooke: It is with great sadness that SDC announce the passing of one of its Councillors, Cllr Paddy Cooke. Cllr Cooke was a long standing Councillor who was first elected on 3 May 2007 to represent the Penshurst, Fordcombe and Chiddingstone ward. He died at home on Monday 8 May surrounded by his family following a long battle with cancer. Cllr Cooke's funeral will be held at 1.30pm on Thursday 25 May at St Mary the Virgin, Chiddingstone. (ii) SDC scoop financial innovation awards: The winning streak for SDC continued at the Public Finance Innovation Awards after it picked up two trophies at a ceremony on 20 April. The Council was crowned 'Public Finance Innovator of the Year' and then went on to pick up the 'Grand Prix' award. This comes after a number of recent successes for the Council after being named as the Council of the Year at the Local Government Chronicle Awards in March and also scooping the top spots in the Finance and the 'Overall Winner' categories at the Guardian Public Service Awards in November. The Council has so far purchased a petrol station, office and retail space, a convenience store and a former Working Men's Club. It has just completed the building of a multi-decked car park and is currently building a hotel. This new source of income comes at a time when the Council will no longer receive any direct government funding. Upon receiving both awards, the judges also commended the 'risk appetite and culture of the organisation'. (iii) SDC's new Chairman is Cllr Larry Abraham, who represents Hartley and Hodsoll Street, and who took over from outgoing Chairman, Cllr Simon Raikes, after being elected at the Annual Council meeting on 9 May. Larry was born and bred in Liverpool and forged a long career in the army serving everywhere from Aldershot to Berlin before eventually settling in Hartley in 1987 to run a convenience store and retiring in 1999. (iv) Sevenoaks District Council celebrates Armed Forces Day: SDC will be seeing in Armed Forces Day this year with two events open to all District residents. The traditional flag raising ceremony will take place at 10.20am Monday 19 June outside the Council offices on Argyle Road, where the flag will be raised at 10.30am and will be attended by veterans and local cadets. Sevenoaks District Chairman, Cllr Larry Abraham will also be hosting a special drop-in event which is open to everyone on Friday 23 June from 2pm to 5pm at Westerham Hall on Quebec Avenue, Westerham. This event is free and includes weaponry displays by the Princess of Wales's Royal Regiment, free afternoon tea and information for the military community.
- v. Item 12: SDC - invitation to the Community & Voluntary Awards evening on 14th June.
- vi. Item 19: Email from Jane Steare: "I know there is a litter pick a few times a year but wonder if there could be something similar set up with regard to cleaning, tidying up weeding etc to bring out the best in our beautiful village. I have photographed various things to share with you, will email you them separately" Members agreed to consider this and Clerk to forward email specifying the work that needs to be done.

- vii. Item 22: Kent Police Corporate Communications team: "Invitation to the free Kent Police Open Day this summer on Sunday 2nd July 2017, 10am-4pm at Kent Police College, Coverdale Avenue ME15 9DW for a fun day out for your whole family.
- Watch our live police dogs, public order and roads policing displays.
 - See how we work with other emergency services at the scene of a crash.
 - Check out the latest job opportunities to see if a career in policing is for you.
 - Meet the National Police Air Service team and take a look inside their helicopter.
 - See what it takes to be fit for the job or take emergency calls for our Force Control Room.
 - Collect evidence at our crime scene, sit in a custody cell, have your fingerprints taken and more
- Please note: No dogs, except assistance dogs, will be allowed on site or in the car parks during the event. Food and drink will be available to purchase on the day."

- 41. To hear update regarding resident's request for provision of a small skate and scooter trick area**
The Clerk reported that Joe Kirby has responded with some details of the type of ramp he has in mind, with dimensions and some suggestions of where this could be located. This was circulated to all members. Clerk to ask the Clerk at Hildenborough Parish Council for comments on their skate park and members to give consideration to location. Clerk to seek quotes and item to be discussed further at the July Parish Council meeting.
- 42. To consider resident's request to purchase part of The Old Burial Ground**
The Clerk reported that Phil Stratten has asked whether it is possible to purchase some of the Old Burial Ground. Members did not approve this request as the ground is consecrated and it is important that the land retains its existing use.
- 43. Finance:**
- i. To discuss the CIL income and consider possible projects that could be funded by this income
- i. SDC: Sevenoaks District Council's Community Infrastructure Levy (CIL) - between 1st October 2016 and 31st March this year, Sevenoaks District Council has received CIL receipts from development that has commenced in your area. The following amounts have therefore been recently been paid into your account:
- Definition Type of payment Amount A: Proportions of CIL receipts as laid out in Section 59A of the CIL Regulations where SDC has a duty to pay you £15,452.29
- Definition Type of payment Amount B: The equalisation of CIL receipts paid at the discretion of the Sevenoaks District Council Cabinet, to ensure you receive 25% of all the CIL monies secured in your area at the highest rates set out in the CIL charging schedule: £8,110.21
TOTAL £23,562.50
- Please Note: A - The money received under A can only be spent on the following:
- i) The provision, improvement, replacement, operation or maintenance of infrastructure;
- ii) Anything else that is concerned with addressing the demands that development places on an area.
- Note – The Planning Practice Guide – Section 071 – 82 - Community Infrastructure Levy provides further advice as to what the above definition in particular ii) includes.
- Please Note: B - The money received under B can be spent on the provision, improvement, replacement, operation or maintenance of infrastructure only. In accordance with the Community Infrastructure Levy Regulations 2010 (as amended) Infrastructure Projects, which fall under the Regulation 123 include (but are not limited to);
- Transport schemes other than site-specific access improvements
 - Road and Transport Facilities
 - Flood defence schemes
 - Water quality schemes
 - School and Educational Facilities
 - Health and social care facilities
 - Police and emergency services facilities
 - Community facilities

- Communications infrastructure (beyond that directly secured by agreement between the developer)
 - Green infrastructure (new and improved areas of open space) other than site-specific improvements or mitigation measures (for example improvements to parks and recreation grounds)
- ii. Cllr Marchant proposed that a new Earmarked Reserve should be created to protect this funding. This was seconded by Cllr Kaye and all were in favour.
- ii. To consider request for grant towards the purchase of a portable PA system, approx. £550 + VAT
The Clerk reported that David Bennie said that the new portable PA system “would be for the community as now. The existing PA is now very battered, cumbersome and in need of repairs. We have had it for around 14 years. It is used by different groups in the community i.e. church, school, GPO, and Remembrance Day Parade.” Members asked for more information such as who would have ownership of the system, who would be responsible for future servicing and repairs, where would it be stored, and would it be available for all village events? Once the information has been received, members agreed that the Finance Committee would discuss this matter and decide whether or not to approve the request.
- iii. To approve membership renewal to Aviation Environment Federation: £36
Cllr Stratton-Brown proposed that this membership be renewed. This was seconded by Cllr Smith and all were in favour.
- iv. To approve membership renewal to The Society of Local Council Clerks: £88.50
Cllr Stratton-Brown proposed that this membership be renewed. This was seconded by Cllr Lake and all were in favour.
- v. To approve membership renewal to Kent County Playing Fields Association: £20
Cllr Croft proposed that this membership be renewed. This was seconded by Cllr Marchant and all were in favour.
- vi. To approve 2016/17 Year End Accounts
Cllr Stratton-Brown reported that the Finance Committee has considered the 2016/17 Year End Accounts against the budget figures. Cllr Marchant proposed that the Year End Accounts be approved, this was seconded by Cllr Kaye and all were in favour. Members thanked the Clerk for keeping the accounts in such good order throughout the year.
- vii. To review the effectiveness of the Parish Council’s Internal Audit Procedures
Members considered the Parish Council’s Internal Audit Procedures in detail and agreed that they remain effective. Proposed by Cllr Johnston, seconded by Cllr Provan and all were in favour.
- viii. Audit for year ending 31st March 2017
- a. To consider and agree Annual Governance Statement 2016/17: The Clerk read the statements as set out on the Annual Governance Statement and members responded as appropriate.
 - b. To consider and approve Accounting Statements 2016/17: Cllr Kaye proposed that the Statement of Accounts be approved, this was seconded by Cllr Smith and all were in favour
- ix. To approve payment of cheques
Cllr Provan proposed that the list of cheques be approved. This was seconded by Cllr Marchant and all were in favour.

44. Items for reporting or inclusion in future agenda
None.

The meeting closed at 10.00 pm.

Signed:

Date:

**LEIGH PARISH COUNCIL
LIST OF CHEQUES
June 2017**

Date	Cheque	Payee	Detail of payment	Amount Inc. VAT	VAT
12.06.17	1823	Clerk	Salary	£686.82	
12.06.17	1824	HMRC	PAYE	£253.39	
12.06.17	1825	Clerk	Mileage, petty cash & work home allow	£128.45	
12.06.17	1826	KCC	Pension contribution	£273.69	
12.06.17	1827	Original Tree Surgeons Ltd	Cabling work to the veteran oak tree	£390.00	£65.00
12.06.17	1828	WEL Medical Ltd	Purchase defibrillator for Charcott	£1,560.00	£260.00
12.06.17	1829	Sam Rogers	Removal laurel bush in Old Burial Ground	£187.50	£31.25
12.06.17	1830	RWE Rural Services Ltd	Pruning oak trees in Leigh & Charcott	£960.00	£160.00
12.06.17	1831	Bourne Amenity	Works to The Green	£12,723.29	£2,120.55
12.06.17	1832	Bourne Amenity	Maintenance The Green April & fertiliser	£288.00	£48.00
12.06.17	1833	Bourne Amenity	Maintenance The Green May	£144.00	£24.00
12.06.17	1834	SLCC	Membership renewal	£88.50	
12.06.17	1835	AEF	Membership renewal	£36.00	
12.06.17	1836	Kent County Playing Fields	Membership renewal	£20.00	
12.06.17	1837	Jane Steare	Maintenance of the triangle	£40.00	
12.06.17	1838	Mr P. Croft	Mowing	£290.00	
				<u>£18,069.64</u>	<u>£2,708.80</u>