

## LEIGH PARISH COUNCIL

### MINUTES OF THE LEIGH PARISH COUNCIL MEETING HELD IN THE SMALL HALL, HIGH STREET, LEIGH ON MONDAY 1<sup>ST</sup> OCTOBER 2018 AT 8.00PM

---

**PRESENT:** Cllr J. Kaye (Chairman), Cllr R. Britain, Cllr P. Croft, Cllr A. Johnston,  
Cllr G. Marchant, Cllr S. Satterley, Cllr B. Skipper, Cllr S. Smith and  
Cllr. C. Stratton-Brown

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

#### Open Session

##### Public Session

1. Kristie Wilson thanked the Parish Council for supporting residents' objections to the proposal for double yellow lines in Burton Avenue on the Old Powder Mills development, and asked the following:
  - i. what consultation will happen about the bus service?
  - ii. could the speed limit on Burton Avenue be reduced to 20mph?
  - iii. could other bus services come through the development as well as the 210 bus service, such as the 200 bus service to Hildenborough Station, and the bus that takes children to school in Tunbridge Wells that currently originates from The Green, could that route be extended to start in Old Powder Mills instead?

2. Richard Millett said that there needs to be consultation with the residents of Old Powder Mills, and there needs to be a connection between the community at Old Powder Mills and the remainder of the parish. He said that he doesn't think that the buses are travelling at speeds greater than the 30mph speed limit, but that is too fast because children play on their bikes in the road, and bus drivers may not see the children due to sharp bends in the road.

Cllr Kaye reported that the Parish Council was successful in their request for double yellow lines in Leigh village, the exercise was expensive for KCC and took a long time. He said that the Parish Council will request an update from Bellway on their consultation for double yellow lines on Burton Avenue. Cllr Kaye said that KCC has been consulting on rural bus services, under The Big Conversation, the consultation is now closed and the results will go to the KCC Bus Summit on 30<sup>th</sup> October. County Cllr Lake reported that there are many school children standing on buses as they travel to and from school. The DfT say that this is acceptable but C.Cllr Lake disagrees, particularly in rural areas. Kristie Wilson said that children cannot get a seat on the 210 bus in the afternoons. C.Cllr Lake added that some children in Edenbridge are being told that their nearest appropriate school is Oxted County, which is under the Surrey Education Authority, not Kent.

3. Chris Rowley said that when the Old Powder Mills development was being considered at the planning stage, there were Highway recommendations that certain parts of the road from Hildenborough to Powder Mills should be widened as they were narrow and dangerous. Members confirmed that this work was undertaken.
4. Chris Rowley thanked County Cllr Lake for the grant towards the archive cupboard, and thanked the Parish Council for their help, and the Village Halls Management Committee for the use of the room. The grant has been received and the work is underway.
5. Chris Rowley asked the following:
  - i. could the Leigh village sign post be tidied up as there are different things attached to the post. It looks untidy. Clerk to have a look.
  - ii. could a large rotten tree stump be removed at the end of The Green Lane? It's currently covered with brambles and ivy. Members agreed to give this some thought.
  - iii. could the new post on The Green by the school have a pointed top to match the one on the junction with Powder Mill Lane? Members agreed.
  - iv. could the rubbish bins on The Green be re-painted as they are looking battered? Members agreed.
  - v. could more earth be laid on the grass grid on The Green? Cllr Marchant said that this is not necessary.

- vi. could the vegetation be cut back on the corner of The Green where it meets Hildenborough Road in order to improve visibility for pedestrians crossing the road? Cllr Kaye said that he will do this whilst the road is closed for the half marathon.
- 6. Kristie Wilson asked when the old BT phonebox will be removed at Powder Mills. The Clerk reported that BT has arranged with a third party contractor to remove all the unused BT phoneboxes. She has asked when this one will be removed, and has been told that it will be done but BT cannot give any idea when. As the phonebox belongs to BT there is nothing that the Parish Council can do.
- 7. Johnathan Barrett asked for an update on aviation. Cllr Stratton-Brown, who is Vice-Chairman of the High Weald Councils Aviation Action Group, said that community groups are on the Noise Management Board, which is not deemed to be effective. He said that if Johnathan wants to get involved or wants more information to contact him separately.

#### Report by County and District Cllr Lake

County Cllr Lake reported that all the drains in the parish will be cleared during November. This will alleviate the problem of surface water experienced during the winter months. Work to the drains outside Garden Cottages has started but KCC has been unable to find out where this drainage meets the main drain and a camera will be used. KCC is consulting on the Kent Waste Disposal Strategy and is seeking views on the proposal to implement a charging policy for non-household waste materials including soil, rubble, hardcore and plasterboard deposited at Kent HWRCs. C.Cllr Lake said that he is concerned that, if approved, this would increase the number of fly tipping incidences. The matter of the hedge at Well Close has moved forward, and the Clerk is in the process of arranging a meeting with KCC to discuss the re-planting of the hedge. Regarding Manor Buildings, District Cllr Lake said that he has talked to SDC officers about speaking at the Inquiry and he is concerned that if this site eventually has approval to sell second-hand vehicles there will be double decker car transporters using Powder Mill Lane, which is completely unacceptable. D.Cllr Lake reported that the application at Tanglewood was approved at the SDC Development Control Committee meeting.

County & District Cllr Lake and members of the public left the meeting at 8.40pm.

#### Closed Session

##### **83. Apologies for absence**

None.

##### **84. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**

Cllr Marchant declared an NPI in item 86(i)(i) as he is a neighbour of the applicant.

##### **85. The minutes of the Leigh Parish Council Meeting held on 3<sup>rd</sup> September 2018** were approved and duly signed. Proposed by Cllr Satterley, seconded by Cllr Stratton-Brown, and all were in favour.

##### **86. Planning**

###### To consider applications received

- i. SE/18/02346/HOUSE and SE/18/02347/LBCALT: 7 The Square, High Street, Leigh TN11 8RJ - side gate and fencing. Members supported this application.
- ii. SE/18/02997/HOUSE: 20 Barnetts Road, Leigh TN11 8QH - demolition of existing conservatory and the erection of a single storey front porch, double storey side extension, loft conversion, change of roof of existing rear extension from flat roof to pitched roof, alterations to fenestration and extension of right of way. Members supported this application.

The Clerk reported that since the last meeting, the Planning Committee met and agreed comments to the following planning applications:

- iii. SE/18/01951/HOUSE and SE/18/01952/LBCALT: Orchard House, High Street, Leigh TN11 8RH - proposed loft conversion including a new staircase and three dormer windows. Members said that they would support the Conservation Officer's recommendation on this listed building application, and had no objection to the planning application.
- iv. SE/18/02760/HOUSE and SE/18/02761/LBCALT: 9 Home Farm Close, Leigh TN11 8SB - single storey extension and conversion of single attached garage to form utility room.

Members objected to this application as the style of the proposed single storey extension is inappropriate and out of keeping in its surroundings and does not comply with the Leigh Village Design Statement, in particular the following points: "22(4) Extensions should be in matching materials and design to the main building and also be kept in proportion to it. 22(5) Roofs should similarly be in matching materials to those on the main roof and have a similar pitch. 22(6) Windows and doors should match the style, proportions, positioning and detail of those in the main building and be constructed of the same materials with similar glazing patterns. Double glazing should be installed in as sympathetic a style as possible. 22(7) Original external decorative features on the main building should be repeated in the extension."

- v. SE/18/02899/HOUSE: The Firs, High Street, Leigh TN11 8RW - replace existing brick detached garage with new oak framed detached garage. Members supported this application.
- vi. SE/18/02782/FUL: Manor Buildings, Powder Mill Lane, Leigh TN11 9AS - portacabin unit. Members objected to this application and said that they do not support this retrospective application for a portacabin as an office facility on this site, as the site usage is for the storage of vehicles only and therefore an office is not required.
- vii. SE/18/02687/LDCPR: Woodlands, Greenview Avenue, Leigh TN11 8QT - erection of a detached outbuilding and widening existing vehicle access. Members strongly objected to this application, saying that the Parish Council support the objections made to this application by residents of Greenview Avenue and The Green Lane, and felt that SDC's comments to the last planning application still stand, namely: The proposal would result in an incongruous, intrusive form of development within the existing street scene which is due to its roof design and bulk, as it fails to relate to the existing character or appearance of the street scene and local area. The proposal is therefore contrary to Paragraph 58 of the National Planning Policy Framework, policy SP1 of the Sevenoaks Core Strategy and policy EN1 of the Sevenoaks Allocations and Development Management Plan and the Leigh Village Design Statement Supplementary Planning Guidance. The Parish Council feel that any development on this site and neighbouring sites is not acceptable. The Green Lane is a very narrow quiet lane that could not take the increased traffic movements that would be inevitable from this proposed development. The lane belongs to SDC and is not adopted highway. This development should not be allowed under permitted development when two planning applications for a similar scheme have been refused. Members agreed that a second comment should be submitted: Leigh Parish Council strongly objects to this application as the proposed outbuilding is further than 20m from the existing dwelling in the AONB and Permitted Development legislation states that the outbuilding cannot be larger than 10 sq.m.
- viii. SE/18/02956/ADJ: Leigh Flood Storage Area, River Medway - request for Scoping Opinion under the Town and Country Planning (Environmental Impact Assessment) Regulations 2011: whether the proposed works for the Leigh Expansion and Hildenborough Embankments Flood Risk Management Scheme are likely to require a statutory EIA. Members feel that they are unable to comment on this application as specialist knowledge is required, and SDC's advice and opinion is sought. The Clerk reported that the planning officer, Mike Holmes, has emailed to say "As the District Council we are a consultee on this application and it is for an Environmental Impact Assessment Scoping Opinion. This is a technical point based on legislation and precedes the submission of a full planning application. Our response will therefore be formed by the details of the scheme and it's compliance with the legislation."
- ii. To report SDC planning application decisions
  - SE/18/02472/LBCALT: Chilling House, High Street, Leigh - addition of WC to existing shower room. Application approved.
  - SE/18/01627/HOUSE: Tanglewood, Scabharbour Road, Hildenborough - demolition of existing rear extension, chimneys, front and rear porches and main roof. Replacement with new gabled roofs, rear extension and front porch. Application approved.
- iii. To discuss the felling licence at Brookside Barn, Eggpie Lane, Weald  
The Clerk reported that she spoke to the Forestry Commission about the felling licence and the requirement for 93 oak trees to be planted on this site to replace the 31 felled by the resident.

The licence goes with the land and the Forestry Commission would expect the new owners of the property to satisfy the terms of the licence if the current resident has not done so. The property is on the market for sale and the selling agents have told the Clerk that saplings were planted at the beginning of the summer, although it was not known how many were planted, and a number have died in the hot weather this year. The Clerk has written to the Forestry Commission advising them of the situation and asking them to write to the landowner to request that any saplings that have died are re-planted.

iv. To discuss the Public Inquiry regarding Manor Buildings and associated costs

The Clerk reported that the Public Inquiry is on Tuesday 13<sup>th</sup> November at 10am at SDC offices. It was agreed that Cllr Kaye, Cllr Stratton-Brown and the Clerk would attend. Cllr Kaye reported that the Clerk sought advice from KALC on the possible contribution of funding towards the legal expenses incurred by the neighbour of this site in relation to the Public Inquiry. Members agreed to act on this advice and not to offer funding. Cllr Kaye undertook to speak to the neighbour.

**87. The Green:**

i. To discuss the area under the veteran oak tree including the removal of the bench and litter bin and the possible installation of sleepers/low fence to protect the tree and prevent car parking

i. Cllr Marchant reported that he discussed the mulch and fencing options with a contractor, and his recommendation was a green oak picket fence around the canopy of the tree. Cllr Marchant undertook to obtain a price. Members discussed whether a fence is necessary, it would stop cars parking under the tree, but Cllr Smith said that this is not really a problem. If the fence is to stop people accessing the area under the tree, then it was felt that the fence might not be adequate as it cannot go all around the tree due to the road. The Clerk reported that advice from tree surgeons and arboriculturalists has all been to erect a fence to deter people from standing under the tree, to remove the seat and litter bin and to lay mulch. Cllr Marchant said that in this case the Parish Council has a duty of care and needs to make sure it takes the necessary measures. Clerk to circulate copies of any such reports and to contact the insurance company for their advice. Cllr Skipper suggested metal estate fencing, and Clerk to obtain a quote. Item to be considered next month.

ii. Cllr Marchant said that he would charge £300 to remove the seat and the litter bin from near the canopy. Cllr Britain proposed that this quote be accepted, seconded by Cllr Stratton-Brown and all were in favour.

iii. Cllr Marchant undertook to obtain a price for shot blasting and repainting the litter bins on The Green. These belong to SDC but need some work to approve their appearance. Clerk to seek permission from SDC for the Parish Council to carry out this work if the quote is acceptable. To be discussed further next month.

iv. Members asked Cllr Croft to repair the bench near the horse trough on The Green.

ii. To discuss Leigh School's request to temporarily paint a small football pitch on The Green

The Clerk reported that she has received a request from the school for a small football pitch to be temporarily painted on The Green on the opposite side of the cricket square from the school for a few home matches that the school has organised. As members had no objection, the Clerk advised the school to go ahead. Both David and Derek Furneaux were in full support of the suggestion and were pleased that competitive junior football would be played on The Green.

iii. To discuss the replacement of the damaged oak post on the corner of The Green by the school

The Clerk reported that the post on the corner of The Green and the High Street by the school has been knocked over. Cllr Marchant said that the price will be the same as that quoted for the other post on The Green at the junction with Powder Mill Lane, ie £525 + VAT. Cllr Stratton-Brown proposed that this quote be accepted, this was seconded by Cllr Croft and all were in favour.

**88. Charcott:**

Cllr Croft reported that he removed the wood stacked under the tree on The Green.

**89. Powder Mills**

i. To discuss highway issues in connection with the Old Powder Mills development

See Open Session above. Members agreed:

- i. To liaise with Hildenborough Parish Council and request a 30mph speed limit along Powder Mill Lane from Leigh Road to Hunter Seal.
  - ii. To ask the PCSO to attend with his speed gun to ascertain speeds that vehicles are travelling along Burton Avenue. Then to discuss the speeds with the bus companies and KCC with the aim of reducing the speed limit to 20mph along Burton Avenue.
  - iii. To ascertain passenger numbers for the 210 bus service to see whether it would be possible to request the use of a smaller bus.
- ii. To hear update on Bellway's request to KCC for some double yellow lines on Burton Avenue to allow the safe and easy access for the bus route through the development

The Clerk reported that Bellway has applied for double yellow lines at certain points on Burton Avenue and, following consultation with residents, the Parish Council responded as follows: Leigh Parish Council objects to the proposal to paint yellow lines on the cobbled areas on Burton Avenue as it urbanises the development. The Parish Council also objects to the proposal to paint yellow lines on the northern access to the development at the junction with Powder Mills as it is an offence to park within 10m of a junction and therefore the yellow lines here are not necessary. The Parish Council supports the comments made by local residents in that the yellow lines will have a negative effect on the aesthetics of the development. The Parish Council asks that a speed limit of 20mph is set throughout the development and signs are erected to this effect.

## 90. Highways & Environment

- i. To discuss the hedge at Well Close  
The Clerk reported that a response has finally been received from KCC: "I have received a response from our Highways Definitions Team with regard to the extent of the publicly maintainable highway along Well Close, Leigh. The result of this investigation concludes that the section of hedge which is directly behind the carriageway (not the entire hedge) does fall within the highway boundary. Having liaised with the Highway Landscape Manager the difficulty we have is that the hedge doesn't actually contravene any highway policies that would allow us to justify further intervention, i.e. the hedge is not obstructing the highway; it is not causing damage to property; and it does not pose a safety risk. As you are aware budgets continue to be squeezed and therefore we have to prioritise our work with the above mentioned criteria in mind. However, the Highway Landscape Manager has proposed that we add works to aesthetically enhance the site to a wish list should future funding become available. Please note that all affected parties including the adjoining property would need to be consulted and in agreement prior to any future works taking place. In the meantime I would suggest the best way forward at this stage would be for us to obtain quotes for replanting the effected section of hedge in order to better understand the overall costs involved. We can then evaluate how we can contribute to any future replanting scheme." The Clerk reported that she is waiting to hear when a meeting can be held on site to discuss the type of replacement hedge to be planted, and then KCC will obtain quotes.
- ii. To discuss the draft traffic order to extend the 40mph limit on B2027 at Knotley Hall and on Station Hill Moorden  
The Clerk reported that KCC is proposing to implement a 40mph speed limit along the whole of Station Hill Moorden, from St. Luke's Church to the junction with the Penshurst Road. This is currently at national speed limit, 60mph. There is also a proposal to extend the 40mph speed limit in Chiddingstone Causeway from St. Luke's Church to the access of Knotley Hall Cottages. Members were pleased that this speed restriction is being proposed by KCC, and asked the Clerk to request that the 40mph zone is extended further along the B2027 to include the access into Knotley Hall.
- iii. To discuss the rotten post on the western corner of The Pump House  
Cllr Johnston reported that he looked at the post, and only the top part is rotten, the main post is fine. Members asked whether the top rotten part could be removed. Cllr Johnston undertook to look.
- iv. To discuss the Leigh Litter Pick to be held on 13<sup>th</sup> October at 9.30am  
Members thanked Cllr Kaye for organising the litter picks, which are a great success.
- v. To discuss the Bulk Refuse Freighter visit on 29<sup>th</sup> September  
Members agreed that the freighter visit was well supported and an excellent service to provide.

- vi. To hear update regarding the Rural Swathe and Visibility Cutting Contract 2018  
The Clerk reported that the second cut was carried out in August and the third cut will be undertaken at the beginning of November. Members approved.
- vii. The path from Home Farm to the village needs weeding  
Cllr Kaye reported that he has sprayed the path, members thanked him for his time.

**91. Rights of Way**

Cllr Kaye reported that KCC have sent maps of the area marking the paths that are part of the cutting contract.

**92. To discuss the possible refurbishment of the Leigh Cricket Pavilion**

To be discussed at the November Parish Council meeting.

**93. Affordable Housing**

To hear update regarding the Leigh Affordable Housing scheme

The Clerk updated the Parish Council with the current situation regarding the site search. Item to be discussed further next month.

**94. Aviation:**

To hear report of the High Weald Councils Aviation Action Group

The next HWCAAG meeting will be held on 23<sup>rd</sup> October 2018.

**95. Emergency Planning:**

To consider drawing up a list of key people who could be contacted in an emergency

The Clerk reported that this was included in the September parish magazine but no-one has come forward and offered help. Members agreed that this proposal should not be taken any further due to lack of support from residents.

**96. Leigh Village Halls report**

None.

**97. Aged Persons Dwellings**

None.

**98. 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 1: Sevenoaks District Council values the enormous contribution that volunteers and voluntary & community organisations make to the well-being of people in the District. The 'Making it Happen' Voluntary and Community Awards will help to recognise volunteers and the work that they do. Please nominate volunteers, projects or organisations who have made an important contribution to the District through their voluntary work. There are twelve categories and you can nominate a person or a project in more than one category. Deadline for nominations is Friday 14 December 2018, and the awards ceremony will be held on Wednesday 13 February 2019, 7.30-10pm, at the Stag Theatre, Sevenoaks. Clerk to mention in the Parish Magazine.
- ii. Item 2: KALC:
  - Community Resilience Workshop: in conjunction with the Kent Resilience Forum, the Environment Agency, Kent County Council, the Medway Flood Partnership and the FRAMES Programme. The workshop is being held on Saturday 6 October at the Angel Centre, Tonbridge TN9 1SF. Registration is from 9.00am, with the workshop running from 9.30am to 2pm. Lunch and refreshments are provided.
  - Annual Finance Conference – Thursday 18<sup>th</sup> October 9am to 4pm at Ditton Community Centre. Cost £60 + VAT per member delegate.
  - Annual Chairmanship Conference – Thursday 13<sup>th</sup> December 9.30am to 4.30pm at The Orchards Events Venue, West Malling. Cost £60 + VAT per member delegate.

- The Dynamic Councillor – Monday 22<sup>nd</sup> October at The Guildhall, Queenborough, ME11 5AA from 6pm to 9.30pm. Cost £60 + VAT per member delegate
- iii. Item 3: KCC: Kent County Council's 'Household Waste Recycling Centre (HWRC) Consultation'. This consultation will help us deliver the Kent Waste Disposal Strategy and seeks views on the proposal to implement a charging policy for non-household waste materials including soil, rubble, hardcore and plasterboard, deposited at Kent HWRCs. The 8 week consultation is available until Thursday 1 November 2018, and consultation questionnaire and supporting documents can be found at [www.kent.gov.uk/wasteconsultation](http://www.kent.gov.uk/wasteconsultation).
  - iv. Item 4: SDC News Release: SDC is reviewing the Community Plan, which creates a long-term vision for the District and sets out the community's priorities for local public and voluntary services. The Plan will be delivered by the District and County Councils, the health service, the police, the fire service and housing associations, together with voluntary groups, businesses and faith communities. The survey is open until 5pm on Wednesday 24 October 2018. See [www.sevenoaks.gov.uk/consultations](http://www.sevenoaks.gov.uk/consultations).
  - v. Item 5: KALC: New funding is being announced on World Suicide Prevention Day (10<sup>th</sup> September) for innovative community-based Kent projects to help reduce the numbers of people taking their own lives. Led by health providers and local authorities from the Kent and Medway Sustainability and Transformation Partnership (STP), groups are being offered between £500 and £5000 to support projects designed to prevent suicide and reduce self-harm. Figures for 2017 show there were 141 suicides in Kent and Medway which shows a year on year reduction since 195 suicides in 2014 but is still higher than the national average. The fund is being overseen by the Kent and Medway Suicide Prevention Steering Group which produced the 2015-20 suicide prevention strategy and action plan, following national priorities to reduce the risk of suicide in key high-risk groups and tailor approaches to improve mental health and wellbeing in the county. A total of £82,000 is available, of which £15,000 is reserved for suicide prevention and self-harm reduction projects working with children and young people. Any community group, charity or organisation can apply. The majority of the funding is likely to be awarded to local groups from the voluntary or charity sectors. Applications need to be submitted through the Community Grants Funding Page on [www.kent.gov.uk/savinglives](http://www.kent.gov.uk/savinglives) by 11<sup>th</sup> October 2018. Funded projects need to be delivered by 31<sup>st</sup> March 2019.
  - vi. Item 6: KALC: Kent Police is now undertaking a force wide recruitment campaign for Community Policing Volunteers. See [www.kent.police.uk/jobs-recruiting-now/community-policing-volunteer](http://www.kent.police.uk/jobs-recruiting-now/community-policing-volunteer).
  - vii. Item 7: SDC: notification of a temporary street closure order the District Council has made under Section 21 of The Town Police Clauses Act 1847, after consultation with the Police and the highway authority, Kent County Council, in connection with Remembrance Day events taking place in Leigh on Sunday, 11 November 2018 from 9.40am to 9.50am and from 10.55am to 11.15am.
  - viii. Item 8: Kent Highways – update on the Big Conversation, which was a consultation looking to see if there is a better, more sustainable way of providing transport to rural communities not currently served by commercial operators. The results of the consultation will be discussed by KCC at their Bus Summit on 30<sup>th</sup> October to include potential pilots currently being developed.
  - ix. Item 9: Sevenoaks District Council is now offering grants of up to £5,000 to local voluntary and charity organisations to provide vital services that benefit the most vulnerable residents in the District. The main aim of the Council's Community Grant Scheme is to support volunteer-led projects that boost the health and wellbeing of people who live in the District. The deadline for applications for grants between £100 and £5000 is Friday 23<sup>rd</sup> November. Successful applicants will receive their funding in April 2019. Application packs are available on request by emailing [grants@sevenoaks.gov.uk](mailto:grants@sevenoaks.gov.uk) or by calling 01732 227000.
  - x. Item 12: Kent Communities: Stronger Kent Community Fair in Sevenoaks on Saturday 13th October 2pm – 4pm at Sevenoaks Leisure Centre. Free entry, everyone welcome.
    - Get information and advice on everything from health to victim support to training opportunities
    - Find new voluntary and leisure opportunities
    - 30 stalls from charities, community groups & services and hobby groups
    - Tombola, giveaways & stallholder activities
    - Get a health check at the health kiosk
    - Plus free Silly Olympics games and ping pong tables for adults and children
    - West Kent Mind Skiffle band and singing too!
 Find out more: <https://skcfairs.wordpress.com>

- xi. Item 13: ACRK: Come and hear from a completed Community Land Trust: Wickham CLT has completed one community-led housing scheme and is on to their next. The Chair of Wickham CLT will deliver a presentation on their work and offer you a chance to ask questions. See their website for more information on their projects. Monday 22<sup>nd</sup> October, 2pm at Kings Hill Community Centre, West Malling. This is a free event but please book your place through Eventbrite.

**99. Finance:**

- i. To consider request for grant by Leigh Football Club for machinery to maintain The Green  
The Clerk reported that the Football Club is still considering what equipment is required to maintain the football pitch. Item to be discussed at the November Parish Council meeting.
- ii. To consider making a request to the SDC CIL Funding Board for a Leigh project  
The Clerk reported that applications for grant must be for infrastructure projects. Cllr Britain suggested that a grant could be sought towards the fencing around the oak tree if the Parish Council decides to proceed further with this proposal.
- iii. Annual Audit Review 2017-18  
The Clerk reported that PKF Littlejohn LLP has concluded the Parish Council's Annual Governance and Accountability Return for the year ending 31<sup>st</sup> March 2018. Their report states that "on the basis of our review of sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The AGAR was not accurately completed before submission for review as the figure in Section 2, box 1 of the prior year comparative column does not agree to the prior year final signed Annual Return." The Clerk will advertise the notice of conclusion of audit both on the noticeboard and on the website.
- iv. To approve list of payments  
Cllr Skipper proposed that the list of payments be approved. This was seconded by Cllr Satterley and all were in favour.

**100. Items for reporting or inclusion in future agenda**

None.

The meeting closed at 9.45 pm.

Signed .....

Date .....

**LEIGH PARISH COUNCIL  
LIST OF CHEQUES  
October 2018**

Date	Payment Number	Payee	Detail of payment	Amount Inc. VAT	VAT
01.10.18	57	Clerk	Salary October	£740.56	
01.10.18	58	HMRC	PAYE	£283.90	
01.10.18	59	KCC	Pension contribution	£296.79	
01.10.18	60	Clerk	Mileage & work from home allow	£115.10	
01.10.18	61	Kent County Playing Fields	Subscription Renewal	£20.00	
01.10.18	62	PKF Littlejohn LLP	External audit fee	£300.00	£60.00
01.10.18	63	GACC	Subscription renewal	£10.00	
01.10.18	64	R Marchant & Sons Ltd	Edging to The Green outside school	£4,620.00	£770.00
01.10.18	65	SDC	Dog bin emptying Jul-Sept 2018	£546.00	£91.00
01.10.18	66	LexisNexis	Purchase Local Council Administration (share with Chiddingstone Parish Council)	£110.99	
01.10.18	67	Peter Croft	Mowing	£160.00	
				<b>£7,203.34</b>	<b>£921.00</b>