

LEIGH PARISH COUNCIL

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To: The Members of Leigh Parish Council

23rd May 2025

**You are required to attend the Leigh Parish Council Meeting
to be held on Monday 2nd June 2025 at 8.00pm in the Small Hall, High Street, Leigh**

AGENDA

Open Session:

1. To hear reports from County and District Councillors
2. To hear questions from members of the public
3. VolkerStevin and the Environment Agency will attend to give an update on the Leigh Flood Storage Area

Closed Session:

1. **To accept apologies for absence**
2. **Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**
3. **To approve the minutes of the Leigh Annual Parish Council meeting held on 6th May 2025**
4. **To review the following policies:**
 - i. Leigh Code of Conduct
 - ii. Social Media Policy
 - iii. Press & Media Policy
 - iv. Procedure for Handling Complaints
 - v. Procedure for Handling Anonymous Correspondence
 - vi. Planning Protocol and Protocol on Meeting with Developers
 - vii. Mourning Protocol
 - viii. GDPR:
 - i. Document Retention & Disposal Policy
 - ii. Email Data Privacy Notice
 - iii. Information & Data Protection Policy
 - iv. Inventory of Personal Data Captured, Stored and Processed
 - v. List of Documents for Retention or Disposal
 - vi. Management Transferable Data Policy
 - vii. Members & Employee Privacy & BYOD Acceptable Use Policy
5. **Planning:**
 - i. To consider applications received
 - ii. To report SDC planning application decisions
 - iii. To discuss whether to undertake a Leigh Character Area Assessment and Neighbourhood Plan
6. **The Green**
 - i. To discuss land on The Green at Porcupine House
 - ii. To discuss and approve timing of the grass cutting on The Green near Porcupine House
7. **Highways & Rights of Way**
 - i. To hear update regarding the Leigh Community SpeedWatch Scheme
 - ii. To discuss speed reduction measures in the parish
 - iii. To hear update regarding the work to trees and footpath between Kiln Lane and Well Close
 - iv. To hear update regarding the rural swathe cutting contract
8. **To hear update regarding the Hildenborough Medical Group's Patient Participation Group**
9. **Coffee Corner project held in the Leigh Scout Hut**
10. **Aged Persons Dwellings**
11. **Aviation**
12. **To hear update regarding the Charcott phonebox refurbishment**
13. **The Old Burial Ground**
14. **Summer Family Fun Day**
15. **To discuss correspondence received**
16. **Finance:**
 - i. To sign a quarterly bank reconciliation
 - ii. To approve membership renewal to Society of Local Council Clerks: £180
 - iii. To discuss application for grant by the Leigh Village Horticultural Society
 - iv. To approve list of payments
17. **Items for reporting or inclusion in future agenda**

