



## MINUTES OF THE MEETING OF LOOSE PARISH COUNCIL

Monday 16 January 2022 at 7.30pm  
in the Parish Pavilion, KGVPF

**Councillors taking part:** Vianne Gibbons (Chairman) (VG), Tony Oliver (TO), Peter Rigby (PR), Andrew Richards (AKR) Susan Luckhurst (SL) and Jim Andrew (JA).

Also present: Susan Grigg (MBC Ward Councillor) (SG), Nicky Bourne (Deputy Clerk) (NB) and Kim Owen (Clerk) (KO) who took the minutes.

There were two members of the public present.

### AGENDA

**1. To receive and record any apologies for absence.**

Apologies were received from Brian Amorim (PCSO) (BA) (Not on duty), Liz Lovatt (Community Warden) (Unwell), (LL), Charlie Hollister (CH) (Unwell), Darren Carpenter (DC) (No reason given) Velma Bennett (VB) (No reason given) and Elaine Lawford (EL) (Unwell).

**2. To receive and agree any decision regarding any item to be taken as confidential.**

None.

**3. To receive any declarations of pecuniary interest on items in the agenda.**

(In accordance with the NALC Model Code of Conduct for Parish Councils (pursuant to section 27 of the Localism Act 2011). In addition, any declaration of personal or prejudicial interest. *(As agreed by LPC 21 Jan 13*

Declarations were received from Cllrs Vianne Gibbons, Jim Andrew, Susan Luckhurst, Andrew Richards, Peter Rigby, and Tony Oliver in respect of setting the Precept (Agenda item 17).

**4. To receive any signed dispensation requests for any item on this agenda.**

(Councillors to approve/disapprove as appropriate and to agree the reason for the dispensation if approved. (see dispensation form). This follows the agreement made by the LPC at the meeting held on the 17 July 2017- (item 17)).

Dispensations were already on record and valid until May 2023 for Cllrs Vianne Gibbons, Jim Andrew, Susan Luckhurst, Andrew Richards, Peter Rigby and Tony Oliver.

**5. To agree and to sign as a correct record the minutes:**

**LPC minutes for the meeting held on the 12 December 2022 (Pages 1819-1825)**

The minutes of the meeting of 12 December 2022 were **AGREED** with the following amendments:

- Communication and Media Clerk added to present list
- Under agenda item 6a it should read "That the electoral arrangements"

The Chairman signed the amended minutes.

**The following approve minutes to be noted and adopted by the Parish Council:**

- Pavilion and Community Hub Committee meeting on 26 September 2022 (Pages 348-353)

**6. To receive any reports from the Loose Ward Councillor Sue Grigg. (SG)**

SG advised:

- She has a hard copy of the Electoral arrangements for Maidstone Borough Council. If anyone would like to have a read, please contact her.



- Councillor Steve Munford has contacted SG regarding the changes to the Boughton Monchelsea boundary and would like a letter of consent to the changes being made. The Parish Council has not agreed to any changes at this moment in time and this matter will need to be discussed further. The Council **AGREED** to add the item to the Planning Meeting on Monday.
- JA raised the issue of the Tanglewood Application and SG responded that she is currently fighting the Beacons Park application of 220 houses and the Parish Council has made good objections to the application for 9 self-build houses. With regards to Beacons Park, the inspector will be meeting with the developer and also the developer of a site in Stockett Lane, to look at Local Plan.
- That the landlord of the Chequers has requested an additional date for an outside event to celebrate 10 years of being at the pub. There have been no complaints over the last year regarding outside events and the Council **AGREED** to the additional date. The Clerk will update the agreement and forward to VG & SG for approval. Clerk to action.
- That the potholes in Old Loose Hill have been filled but have been poorly completed. NB advised that sometimes KCC temporary fill potholes and then do them properly at a later date. She will check the situation with each pothole on the KCC website. If the cases are closed SG will write to SW to raise the issue of poor workmanship.

**7. To receive information on preparing a Resilience Community Plan and make any necessary decisions. (EL)**

The Clerk advised that she has chased for the new Resilience Community Plan but has not had a response.

**8. To receive any reports from KCC Division Councillor Simon Webb. (SW)**

No Report.

**9. To receive any reports/information from Community Warden Liz Lovatt. (LL)**

No Report.

**10. To receive any reports/information from PCSO and from e-watch.**

The Clerk read out a short report from the PCSO:

There have been a couple of calls for nuisance bikes passing through the area from Coxheath way. Other than this it has been very quiet, it seems most people have been staying in so far this month! I hope the meeting goes well and send my regards to all attending please. There were no new entries on the e-watch site since the last LPC meeting.

**11. To receive any questions/comments from the public or organisations.**

(To include any letters/e-mails received by the Clerk from members of the public)

Sean Carter from the North Loose Residents Association (NRLA) attended the meeting to discuss the MBC Community Governance Review of Parishes. He proposed that the Loose Parish be extended from Lancel Lane to the Wheatsheaf. This will be approximately 2000 additional houses. NRLA feel that in the long term this would benefit the residents currently in the NRLA area. All residents in the Loose area will come under Loose Parish Council. They are already in the Ward Boundary for Loose and Linton. They are proposing this change at the stage one review. Deadline for submission is 29 January 2023. Concerns were raised about the workload of the office and areas such as the Neighbourhood Plans, which both areas have. There will be about 15 months to do a handover.

After discussion the Council **AGREED**:

- To fully discuss this matter at the Planning Meeting on Monday 23 January 2023



- The Clerk to contact Linton Parish Council and advise them of the proposal
- The Clerk will email Councillors and explain the proposal
- Details of the proposal and meeting will be placed on the Website and Facebook page

NB advised that she had been contacted by our Football pitch hirer and was asked if we can fence off the goal areas to ensure the area is fit for use. VG advised that it is an amenity ground and would be difficult to maintain the fencing. Deputy Clerk to advise Hirer accordingly.

**12. To receive an update on the new shed in Brooks Field. (KO)**

The Clerk advised that she has received an update from Terry Davis regarding the shed as follows: The shed was delayed by the cold weather but is progressing well with the roof going on in the next week or so, depending on dry weather of course. When this is completed the cladding will follow on, anticipated completion 3-4 weeks subject as always on the weather! There is a 1 metre gap between the shed and fencing to Tylers, as this could be a location for anti-social behaviour we will be shutting this off with removeable sections of fencing each end.

**13. To review the Enquiry, Concern and Complaints Spreadsheet. (KO)**

Since the last meeting on 12 December 2022 the following has been dealt with by the Office:

- Request to run a drop-in session at the Pavilion
- No salt in Carmans Close Salt bin.
- Salt bins empty at Rosemount Close and Walnut Tree Lane
- Salt bins empty at top of Salts Lane
- Salts bins empty on Well Street and McAlpine Crescent
- Black rubbish bins not emptied or picked up as per MBC news alert
- Black bins not picked up for five weeks
- Request to advertise business on boards
- Issue with pot holes down Old Loose Hill
- Various residents are parking in KGVPF carpark
- Pig Bench bin not being emptied

**14. Promotion of Loose Parish Council & Articles.**

The Social media data has been circulated to Councillors and noted.

**15. To discuss the payment received from South East Water and make any necessary decisions.**

Following the recent water disruption, the Council has received a grant from South East Water for £2,500 from their Community Chest to use within the community as the Council sees fit. After discussion it was **AGREED** that trees would be purchased (£150.00) and the rest would be allocated towards the removal of the asbestos in the old shed. Clerk to obtain new quotes for the shed and Deputy Clerk to purchase trees.

**16. To discuss the structure of the Community Event Group (CEG) and make any necessary decisions.**

PR has confirmed that he wishes to step down from being Chairman of CEG although he wishes to remain in the Group and help with the Fete.

After discussion it was **AGREED** that the PCH Committee would take control of the Fete arrangements and the Office will prepare year calendar for the event and monitor the completion of the arrangements. Deputy Clerk will contact all volunteers and Councillors currently on the CEG and see if they are happy to do arrangements via email rather than by meetings.



**17. Finance & Funding**

- a. To ratify payments made on Appx A 16 January 2023.  
The payments were authorised by VG & SL and ratified by the Council.
- b. To receive and to comment on the proposed budget for 23/24, and to set and agree the precept for the Loose Parish.  
The Budget Calculations were circulated to Councillors. The Finance and Admin Committee met on 9 January 2023 and recommend the proposed precept be agreed. After discussion the Council **AGREED** the precept for 22/24 as follows:
  - No increase in precept from 22/23
  - No Increase in band DThe Parish Precept Requirement document was signed by the Chairman and the Clerk.
- c. To receive and agree full accounts to date.  
The full accounts to date (as at 9 January 2023) were agreed by the Finance and Admin Committee on 9 January 2023. The Council ratified the decision.
- d. To reconcile bank balances as at 31 December 2022.  
At the Finance and Admin meeting on 9 January 2023 the bank balance was reconciled to the accounts and signed by TO. The documents were available at the meeting for Councillors to look at.
- e. To Ratify any transfer of funds.  
The Clerk advised to ensure that there are sufficient funds in the UTB deposit account until the end of the financial a transfer of £15,000 is required from the Barclays current account with immediate effect. The Council **AGREED** to the transfer. Clerk to Action.

**18. To agree date and format of the Annual Parish Meeting.**

After discussion the Council **AGREED** that the date of the Annual Parish Meeting will be 29 March 2023 at 7pm. The format of the meeting will be discussed at the next LPC meeting on 21 February 2023.

**19. Risk (All)**

To receive and discuss any items of concern escalated by committees or concerning any potential risk matters.  
None.

**20. To ratify any ROUND ROBINS used since 12 December 2022**

None.

**21. Notification of correspondence for discussion/action.**

None.

**22. Information Only.**

None.

**23. Date of next meeting of the LPC – 20 February 2023**

The Meeting ended at 21.07

Dated.....

Signature.....