



MINUTES OF THE MEETING OF LOOSE PARISH COUNCIL

Monday 20 February 2023 at 7.30pm
in the Parish Pavilion, KGVPF

Councillors taking part: Vianne Gibbons (Chairman) (VG), Peter Rigby (PR), Andrew Richards (AKR) Susan Luckhurst (SL), and Velma Bennett (VB)

Also present: Nicky Bourne (Deputy Clerk) (NB) and Kim Owen (Clerk) (KO) who took the minutes.

There was one member of the public present.

Agenda

1. To receive and record any apologies for absence.

Apologies were received from Tony Oliver (TO) (Unable to attend), Jim Andrew (JA) (Holiday), Susan Grigg (MBC Ward Councillor) (Attending MBC Planning and Infrastructure Meeting), Darren Carpenter (DC) (Double Booked) and Liz Lovatt (LL) (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)*

None.

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)).

None.

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

LPC minutes for the meeting held on the 16 January 2023 (Pages 1826 to 1831)

The minutes of the meeting of 16 January 2023 were **AGREED** and signed by the Chairman.

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

- Planning Committee Meetings
 - Monday 5 December 2022 (Pages 606-607)
 - Monday 9 January 2023 (Pages 608-609)

Council **AGREED** to take item 11 next.

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

The clerk advised that SG asked that the Council be aware of the Maidstone Borough Gypsy, Traveller and Travelling Showpeople Development Plan Regulation 18 Consultation. The consultation runs between 28 February 2023 and 17 April 2023. The link to the consultation is

<https://letstalkmaidstone.uk.engagementhq.com/>.

The clerk will forward questions to Councillors for consideration when the consultation is open.



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

The Clerk advised that she has chased the new Resilience Community Plan template on several occasions and finally got a response as follows:

“Thank you for your interest in community emergency planning. We do have a community resilience workstream in the Kent Resilience Team but unfortunately due to long term staff sickness and a gap in recruitment we are unable to move this along at the moment. The pause has affected the publishing of the updated community plan template, which we had hoped to have in circulation by now. Please bear with us and as soon as we have the template available we will forward onto you – your feedback on the new version would be most welcome. You can still use the existing template to start thinking about the kind of information gather you may want to do across the community, as this will be the same in the new template. I apologise for the delay but please be assured that this is a priority for the team and we will get the work going as soon as possible”

EL will work with the current template for the time being.

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

No report received.

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

The clerk has an update from LL’s Supervisor Sandra Edmonds as follows:

“Liz is doing well, and will beginning her return to work very soon. Thank you for enquiring. Wardens from my team have made contact with the elderly residents Liz has worked with whilst she has been away from her areas. We have delivered a few heated blankets from our stock but on the whole everyone is currently ok. I am sure as soon as she is back the goods will begin to move. I will however ask a warden to link in with the local foodbank to see if there is anyone causing them concern that may benefit as I believe the clientele may have now changed from primarily elderly to younger people and possibly families.”

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

No report from PCSO.

E-Watch report

- Between 00:01 on Monday 30 January and 14:13 on Wednesday 1 of February in Haste Hill Road. Somebody damaged a caravan.
Crime Report No. 46/25002/23 - Posted 10/02/2023
- On Tuesday 31 of January between 10:27 and 10:41 in Linton Road. Somebody vandalised a bus, covered the seats in Tipex and throw drink into the cab. They ran away when challenged by the driver.
Crime Report No. 46/21314/23 - Posted 05/02/2023
- On Tuesday 31st of January between 18:30 and 21:30 in Salts Lane. Somebody stole a grey Volkswagen Scirocco, MK13***, from the road.
Crime Report No. 46/20983/23 - Posted 05/02/2023
- On Monday 16 of January between 15:30 and 19:30 in Old Loose Hill. Somebody stole the catalytic converter from a Kia Sportage parked in the road.
Crime Report No. 46/11174/23 - Posted 22/01/2023
- Between 18:00 on Tuesday 17 of January and 07:45 on Wednesday 18 of January in Hubbards Lane. Somebody slashed the tyres and keyed a Ford Ka parked in the road.
Crime Report No. 46/11583/23 - Posted 22/01/2023

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)



- a. The Clerk advised that The NLRA boundary walk is on Saturday 15th April 2pm. It starts at the Y Centre just before 2pm and they do a walk of about 2.5 hours finishing at the Y Centre with tea and cakes. Sean Carter wondered if any members of Loose PC would like to join them. He needs to know numbers for catering purposes.
- b. Lyndsey Cooper, addressed the Council. She has recently started work as a social prescriber for Greensand Health Centre and is currently forming links with the communities they serve. She talked about her work, the clubs that are at the Health Centre and how her role will work, the work they are doing for their patients and to see if there are any ways we can work together for mutual benefit. The Council discussed options and suggested the following:
 - Put posters on the Notice Board, on Website and on Facebook
 - Attend the coffee morning to speak to residents
 - Attend the Annual Parish Meeting and maybe have a stall for Greensand Health Centre
 - Prepare a piece and put something on the Community Alert
 - Make contact with NLRA as many of their patients are in also their area
- c. The Office has had a request to use the Pavilion for a charity hair cutting event on 14 April 2023. The team have to raise £5992 to do the three peaks challenge in October. They have chosen the following charities, NSPCC, NHS Trust, MacMillan, Cancer Research, British Heart Foundation, Bowel Cancer UK and Breast Cancer Now. The event takes place 6 to 8 October 2023. After discussion the Committee **AGREED** to the use of the Pavilion provided a risk assessment is completed prior to the event. Deputy Clerk will advise the enquirer accordingly.

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

The Clerk read the report from Terry Davis – “I went down and chatted to the builder on Friday, he is hoping to finish in 2-3 weeks’ time depending upon the weather of course. The roof is fully water tight and the doors are waiting to be fitted so all looking good. I now think that there will be no need to modify the 5-bar gate access as proposed, this seems perfectly OK as it is, we can talk further if needed on this point. We will need to formalise the new lease on the lines of the draft I sent through some years ago, this has moved on a bit since then.”

VG requested a copy of the Heads of lease.

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

Since the last meeting on 16 January 2023 the office has been very busy and the following has been dealt with:

- Damage to a car in the Pavilion Carpark
- Salt bin empty on Copper Tree Court
- Hirer advised hall was very cold
- Issue with the shower in changing room and is flooding the floor
- Request for update on 20mph project
- Issue with Lower Loose Valley pumping station
- Response to letter issue after PCSO visit re car parking in Pavilion car park
- Well Street/High Banks drain blocked
- Fly tipping down the bank off Busbridge Road
- Damage to retaining wall on Old Loose Hill near High Banks
- Request to borrow a folding table from the Pavilion
- Brooks Field fence at Kirkdale entrance gate damaged
- Request to use the Pavilion for a charity event
- Request for details of Article 4 Conversation status details
- Request to hold duck race on Brooks Field
- Sent details of ice cream van that can be hired



- At Highways meeting A229 damage not on KCC system
- Streetlights on traffic sign on reservation near village green still not working
- At KCC Highways meeting prompted to report issue at entrance/exit to Forstal Mead
- Cable issue down Old Loose Hill
- Resident unable to find meeting times
- NRLA request for details of ASB and policing in Parish
- Greensand request to attend LPC meeting to give details of her role and forge community links
- Issue about noise pollution by motorbikes on land in Coxheath
- Enquiry when the funfair would next be on
- Offer of help from Police Cadets to help at Loose Fete
- Post knocked down outside Chequers where the post and chain stops people going into the gully
- Abandoned car Stockett Lane/Busbridge Lane on sharp corner

14. Promotion of Loose Parish Council & Articles.

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

15. To discuss the Duck Race and make any necessary decisions. (KO)

The office has been contacted by LAA to ask for permission to use Brooks Field for the Duck Race. The format will similar to previous years. They have also asked if the Council would like stall at the event and would it be possible to borrow the defibrillator that is in the old telephone kiosk outside the post office for the afternoon? Concerns were raised about the amount of litter left after the last event.

After discussion the Council **AGREED** that:

- They agree in principle to LAA using Brooks Field for the Duck Race subject to receipt of a full risk assessment and the MBC agreement to a large event. Once documentation is received they will confirm agreement at the next LPC Meeting.
- LAA to arrange for a full litter pick after the event.
- That they do not need a stall at the event
- That they do not want the defibrillator removed from the Kiosk unless it is needed for an actual emergency. The last time it was used it took months to have it returned.
- They will ask the LAA if they would like to make a donation towards the upkeep of Brooks Field and the work on the meadow.

Clerk will advise LAA accordingly.

16. To discuss the KALC Community Award Scheme 2023 and make any necessary decision. (JA)

Details of the KALC Community Award Scheme 2023 was circulated to Councillors on 31 January 2023. JA has asked that the Council consider an award for Jan Capon for her years of service to the Loose Parish council. Deadline for applications is 28 February 2023. The Office will prepare the nomination.

17. To discuss the payment received from South East Water and make any necessary decisions. (NB)

NB advised that there had been a lot of concern about the disruption to water supply over the last few months. As the Parish Council has received a sum from the Community Chest in respect of loss water to use as they see fit, the office has contacted SouthEast Water to check what area this payment represents. Once a response is received the office will update the Council.

18. To discuss digital storage in the 'cloud' and the water it uses and make any necessary decisions. (EL)

EL advised that Panorama recently ran a story regarding digital storage in the cloud and the water it uses. Very often we all store items in the cloud that are not necessary. She asked that Councillors



should ensure that they only keep items that are actually needed. Such documents as agendas can be deleted once the meeting has taken place. If all Councillors do their bit it will help the environment. A suggestion was made to have a SharePoint system where documents can be stored so reducing the number of times a document is saved. The Council **AGREED** that the office will look at options for storage for the Council. Office to Action.

19. Finance & Funding

- a. To ratify payments made on Appx A 20 February 2023
The payments were ratified. Authorisation was completed by VG & SL.

20. To agree format of the Annual Parish Meeting.

The date for the Annual Parish Meeting will be 27 March 2023. It has been moved from 29 March 2023 as there are hirers in the Pavilion on a Wednesday. Monday is also meeting day so Councillors should be available to attend. The Council **AGREED** that the format will be the same as last year. Office to organise the event and send out invitations.

21. Risk (All)

To receive and discuss any items of concern escalated by committees or concerning any potential risk matters.

- The lights in the carpark are not working. NB advised that the office was aware and quotes have been received for the repairs. The repairs will be done under delegated powers.
- The Clerk advised that with regards to the cable down Old Loose Hill the office has contacted PowerNetwork and Openreach, both have said the cable is not theirs. Highways have been contacted to see if they can confirm who the cable belongs to.

22. To ratify any ROUND ROBINS used since 16 January 2023

None.

23. Notification of correspondence for discussion/action.

None.

24. Information Only.

- JA asked that the Charabanc sign be raised as it is missing from Busbridge Road/Stockett Lane junction. Report to the police.
- PR said that Beryl Gibson had contacted the office about obtaining funding for a defibrillator for the Church. NB advised that the office had received a request and she had sent funding options that the church may be able to use.
- The Clerk advised that she submitted the Community Governance Review - Parishes on 28 January 2023 at 9.15am. The approval of draft recommendations by Democracy and General Purpose Committee will be completed by 29 March 2023 followed by the second consultation stage from 3 April 2023 to 25 June 2023.

25. Date of next meeting of the LPC – 20 March 2023

The Meeting ended at 20.41

Dated.....

Signature.....