



MINUTES OF THE MEETING OF LOOSE PARISH COUNCIL Monday 17th February at 7.30pm, in the Parish Pavilion, KGVPF

Present: Councillors: Charlie Hollister (Vice Chairman) (CH); Tom Oliver (Tom); Tony Oliver (TO); Susan Luckhurst (SL); Velma Bennett (VB); Peter Rigby (PR); Lewis Muir (LM) and Malcolm Summers (MS)
Also in attendance: Liz Lovatt (Community Warden) (LL), Anne Rigby (Communication and Media Clerk) (AR) and Kim Owen (Clerk)(KO) took the minutes.

There were no members of the public in attendance.

1. To receive and record any apologies for absence

Apologies were received from Vianne Gibbons, Jim Andrew and Sue Grigg
No apologies from Paulina Stockell

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 21st Jan 13)

None.

4. To receive any signed dispensation requests for any item on this agenda, and for 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 17th 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 20th January 2020

The minutes of the meeting on 20th January 2020 (pages 1565-1570) were duly **AGREED** and signed by the Vice Chairman.

The following approved Committee minutes are to be noted and adopted by the Parish Council:

- Planning Meetings on 16th December 2019 (pages 485-486) and 20th January 2020 (pages 487-488)

6. To receive any reports from the KCC Ward Councillor Paulina Stockell (PS) (ongoing item)

No report received. The Council **AGREED** that as the KCC Ward Councillor had not attended a meeting for over a year they have no confidence in her and the Clerk should write to the Leader to the KCC to express their concerns. Clerk to Action.

7. To receive any reports from the Loose Ward Councillor Sue Grigg (SG) (ongoing item)

No report received.

8. To receive any reports/information from Community Warden Liz Lovatt (LL), PCSO Neil Denney and update from e-watch (ongoing item)

LL advised that she continues to work with vulnerable people in the Parish. She also advised that she now has a split role and is also working on a pilot scheme in the Shepway area to help with social isolation and setting up clubs and activities to help integrate people into the community. This is a 3-year project. DN, the PCSO is not on duty this evening so unable to attend. The PCSO report was read out by the Clerk
Crimes of note:

- 10/02/2020 -Theft of number plates – Old Loose Hill
- 07/02/2020 - Cultivation of Cannabis, Busbridge Road, Loose
- 06/02/2020 - 23:30 to 07/02/2020 09:00- Burglary, Busbridge Road, Loose (Several Units at Pypms Court Farm have been broken into overnight on the evening of 06-07/02/2020).
- 28/01/2020 - 18:09 to 28/01/2020 20:00- Burglary, Loose Road

Anti-social behaviour and other incidents of note:

- 26/01/2020 – Bockingford Lane- flytipping
- 25/01/2020 - The Farrowes- egg throwing by youths

E-Watch report

- Between 8:30pm on Saturday 8th of February and 7:30am on Monday 10th of February in Old Loose Hill. Somebody stole both number plates from a Toyota Auris parked in the road.
Posted 11/02/2020
- Between 11:30pm on Thursday 6th of February and 9:00am on Friday 7th of February in Busbridge Road. Somebody broke into four units at a small farming industrial estate. They do not appear to have taken anything.
Posted 09/02/2020

9. To receive any questions/comments from the public, to include any letters/e-mails received by the Clerk from members of the public (ongoing agenda item)

None.

10. To receive any updates on SMART (ongoing item) (PR)

Speedwatch - There is a new site at Lancet Lane and there has been positive feedback from residents. The following week at Old Loose Hill there were 635 vehicles with 37 travelling over the speed limit and 24 of those reported to the Police and validated by DVLA.

SMART – The “Keep Maidstone Moving” consultation deadline is 11th March 2020. All Councillors should try and complete the survey. Although the plans do not include the Parish there are several areas being considered that will effect travel from the area including Shields Crescent, Armstrong Road and the Wheatsheaf junction.

11. To receive information from the Website Working group on the progress of the new Website for Loose Parish Council and make any necessary decisions including

LM showed the Councillors the new website as it is at the moment and asked if there are any areas that need amendments please advise him.

a. A proposal to use Web Payment Pro (PayPal)

The RFO has raise some concerns about using PayPal. The Council **AGREED** to use PayPal and to leave it to the next working group meeting to make the decision when to start using it. The Council also **AGREED** to start paying for the use of the website.

b. To propose soft launch date of 31st March 2020 and confirm items needed to be in place by this date

For the soft launch the new website will run alongside the old website. The old website will cease on 31st August 2020. The Council **AGREED** to the Soft Launch date of 6th April 2020.

The minutes and agendas are currently held for 2 years on the website and the Council **AGREED** that in future they will be on the website for one year only.

12. Receive information on the response to the MBC Call to Sites from the Planning Committee and make any necessary decisions (JA)

The Clerk advised that JA is waiting for a response from Sean Carter and Dave Southgate to discuss a joint response regarding the A229 with the LPC.

13. To discuss the shed project and to make any necessary decisions as relevant (JC)shed project on Brooks

An informal meeting has been arranged with Terry Davis of LAA regarding the Field, on 18th March 2020. VG, CH and MS have been invited to attend.

14. To agree the layout of the Annual Parish Meeting 2020 (KO)

The layout of the Annual Parish Meeting was discussed and it was **AGREED** that:

- There will be only be three speakers at the event including Sue Grigg and two outside organisations. Clerk to Action
- All groups in the area will be invited and offered display stands for their organisations. Clerk to Action
- There will be no tables for the Councillors to sit behind
- The food will be similar to last year. Clerk to Action

15. To discuss a new logo for the Parish Council (SL)

SL advised that the results from the secret ballot at last month's meeting was as follows:

- 9 papers were return and there was a unanimous yes to a new logo.
- First Choice 5 votes for number 1
- Suggestions were made – see sheets
- 2 designers were asked for quotes and one has come back with a quote of £50.00.

After discussion the Council **AGREED** that

- SL will arrange for the new design to be organised
- The design will be brought back to the next LPC meeting for consideration.

16. Promotion of Loose Parish Council & Articles- (ongoing item) (AR):

- a. To receive an updated report re the LPC website
A verbal report was received from AR – There has been several issues with some people not being able to access the current website and the bullet points on the website are not displaying in the correct format. Cantium are currently looking at the issues. AR also advised that she was unable to download the website statistics from the website. However, she confirmed that they were on a par with last year's figures.
- b. To receive information on In and Around Loose and other publications
AR advised that the copy deadline is due by this Thursday and the edition will come out the first week of March. The Council **AGREED** that save the dates should be included for the Annual Parish Meeting, Community Coffee mornings and the meadow volunteer weekend. JB will confirm to AR the actual day of the meadow event (Saturday or Sunday) before Thursday.
- c. To receive information on the Community Alert Service and to discuss and agree items for the next Alert
The Council **AGREED** that all items for In and Around Loose should be put into the in community Alert

17. Risk (ongoing item):

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

18. Notification of correspondence for discussion/action (ongoing item)

- a. Survey/Consultations:
None.

19. Finance & Funding- (ongoing item):

- a. To agree the online payments and any cheques issued on 17th February 2020 and for the Chairman/Vice Chairman to sign apex A as agreement of the LPC. (Apex A available to all Councillors)
The online payments were **AGREED**.
- b. To ratify cost for 're-enrolment and re-declaration of the staff pensions scheme' of a one off payment of £125 (Legal requirement of the Pensions Regulator) as agreed by the F&A committee on the 6th January 2020 (min 18)
The cost was ratified by the Council.

- c. To agree/disagree with membership renewal for Action with Communities in Rural Kent- £80 (covers 1st Apr 2020 to the 31st Mar 2021)
The Membership renewal was **AGREED** by the Council

**20. To receive an update on the membership of Committees and make any necessary decisions
Amendments are to be made as follows:**

The committee **AGREED** the following changes to the Members and Committee list:

- a. It was **AGREED** that the membership for the KALC Area representative will be a different member(s) for each of the meeting. The Clerk advised that the next meetings are 2nd March 2020 and 20th April 2020. VB asked for details to be sent to her to look at. Clerk to Action
- b. Parish Police Liaison – As BH has resigned the Council needs a Police Liaison representative. Please let the Clerk know if any Councillors would like to take on this role.
- c. Neighbourhood Plan Working Group will be removed
- d. Events working group
 - i. Sean Carter and Irene Songhurst to be removed
 - ii. Pat and Dennis Excell to be added to group
 - iii. LM to be added to the group
- e. Website Working Group Members are SL, VG, AR, ToM, LM

21. Information Only (ongoing item)

None.

22. Next meeting of the LPC will be on Monday 16th March 2020

The Meeting ended 9pm

Signed

Dated.....