



LOOSE PARISH COUNCIL

CLERK: Kim Owen

LoosePC PO Box 634 Maidstone ME17 4YR

Tel: 07855000156 (Mon-Thurs 9am-5pm)

Website: www.loose-pc.gov.uk e-mail: office@loose-pc.gov.uk

Dated: 9 April 2024

**Meeting of the Loose Parish Council will be held at the
Loose Parish Pavilion on
Monday 15 April 2024 at 7.30pm**

The following is for Councillors and members of the public to note prior to the meeting:

- If first meeting in the Pavilion, members of the public and Councillors to be informed by the Chairman of what to do in the unlikely event of a fire taking place.
- The Chairman will also mention to members of the public that due to an amended Public Bodies (Admission to Meetings) Act 1960, those persons in attendance may be filmed, recorded, photographed or otherwise reported about.
- Members of the public wishing to speak should make themselves known to the Chairman, and will only be allowed to speak for three minutes' maximum, unless it refers to an agenda item requiring matters to be discussed 'in depth', and in which case to be agreed by the committee. This will be strictly controlled.
- Standing Order 2 Disorderly Conduct "No person shall obstruct the transaction of business at a meeting or behave offensively or improperly".

AGENDA

- 1. To receive and record any apologies for absence.**
- 2. To receive and agree any decision regarding any item to be taken as confidential.**
- 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)*)
- 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))
- 5. To agree and to sign as a correct record the minutes:**
LPC minutes for meeting held on the 18 March 2024 (Pages 1931- 1939).
The following approved Minutes to be noted and adopted by the Parish Council:
 - Planning Committee Meetings 8 January 2024 (Pages 647-648) and 19 February 2024 (Pages 649-650).
 - Pavilion and Community Hub Committee 13 November 2023 (Pages 374-377)
- 6. To receive any reports from the Loose Ward Councillor Susan Grigg. (SG)**

- 7. To receive any reports from KCC Division Councillor Simon Webb. (SW)**
- 8. To discuss the changes to the Parish Boundary and make any necessary decisions. (KO)**
- 9. To receive an update on the shed in Brooks Field and the Duck Race 2024. (KO)**
- 10. To receive updates on the LPC Fete and make any necessary decisions. (NB)**
- 11. To receive any reports/information from Community Warden Team.**
- 12. To receive any reports/information from the Police and from E-watch.**
- 13. 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)
- 14. Finance & Funding.**
 - a. To ratify payments made on Appx A for 15 April 2024.
 - b. To agree Earmarked Reserve for fiscal year 24/25
 - c. To receive full record of accounts from RFO
 - d. To review Community Heartbeat agreements
 - e. To reconcile Barclays Bank statements with the RBS System
- 15. To review the Enquiry, Concern and Complaints Spreadsheet. (KO)**
- 16. Promotion of Loose Parish Council & Articles. (KO)**
- 17. To receive and discuss any items of concern escalated by Councillors, Committees or the Office**
- 18. To ratify any ROUND ROBINS used since 18 March 2024. (KO)**
- 19. To review Policies and Procedures. (KO)**
 - a. Working Alone Policy
 - b. Press and Media Policy
 - c. Use of the KGVPF and Brooks Field Policy
 - d. Policy for the Press & Public on attending & reporting meetings
- 20. To receive an update on the Annual Parish Meeting and make any necessary decisions.**
- 21. To discuss the schedule of Meetings for 2024-2025 and make any necessary decisions**
- 22. To discuss the D Day 80 – 6 June 2024 and make any necessary decisions. (VB)**
- 23. Information Only.**
- 24. Next meeting of LPC TBC.**