



**MINUTES OF THE MEETING OF
LOOSE PARISH COUNCIL**

Monday 18 October 2021 at 7.30pm
in the Parish Pavilion, KGVPF

Councillors taking part: Vianne Gibbons (Chairman) (VG), Jim Andrew (JA), Susan Luckhurst (SL), Andrew Richards (AR), Darren Carpenter (DC) and Tony Oliver (TO)

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

There were no members of the public involved in the meeting.

1. To receive and record any apologies for absence

Apologies were received from Peter Rigby (PR), Charlie Hollister, Velma Bennett, Liz Lovatt (Community Warden) and Brian Amorim (PCSO).

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 20 September 2021 (1698-1708)

The minutes of the meeting held on 20 September 2021 were duly **AGREED** and signed by the Chairman.

The following approved Minutes were noted and ad-opted by the Parish

- Planning meetings 6 September 2021 (Pages 548-549) and 20 September 2021 (Pages 550-551)

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

- SG advised that Maidstone Borough Council (MBC) are carrying out a Community Safety Survey, which ends 31st October 2021. Residents are welcome to complete it and the link is <https://maidstone.gov.uk/home/primary-services/council-and-democracy/primary-areas/consultations/live-consultations/community-safety-survey>
- She also advised that Maidstone Borough Council (MBC) is inviting residents and stakeholders to take part in a consultation around the future use of the Archbishop's Palace. It is currently being used as a Registry Office by Kent County Council until September 2022. The deadline for the survey is 31 October 2021 and the link is



<https://maidstone.gov.uk/home/primary-services/council-and-democracy/primary-areas/consultations/live-consultations/archbishops-palace>

Communication and Media Clerk to put details of both the consultations on the website and on Facebook.

- SG gave an update on the meeting with the Chequers on the noise issues at the public house and she confirmed that an agreement has been reached that
 - There will be one outside event, the Chequers Fest, which will run from 1pm to 10pm
 - There is possibility of two further private outside events, which will be from 6pm to 9pm.
 - All other events will be inside.
 - Noise limiters are being considered by the landlord.
 - The Comedy Night has been cancelled.
 - The Chairman of the meeting and the Landlord of the Chequers will sign the agreement shortly.

SG thought that this was a good compromise and hopes this will resolve the concerns raised by residents. The Clerk advised that the PCSO is happy to get the Crime Prevention Officer to attend a meeting. The Council **AGREED** that this should be the next LPC meeting in November. The Clerk will ask the PCSO to organise this.

- SG advised that Councillor Richard Webb (Ward Councillor for Coxheath and Chairman of the Liberal Democrat Council Group) is present to support her regarding the Local Plan Review. She has worked for several years on the strategic plan and been involved in every stage of preparation. When the plan got to regulation 18b the Conservatives did not want a public consultation but the Liberal Democrats fought for one and the consultation went ahead. There was a huge response that has been worked through. At the elections in May 2021 the Conservatives won the majority and took all Chairs and Vice Chairs seats of committees so SG not involved in all meetings to prepare the Local Plan for Regulation 19. SG advised that a week before the Plan was to be published she was advised that a site was put in in Coxheath. RW explained that in Coxheath there were three small sites to the west of Coxheath with 20-30 houses on each. These has been consulted on in Regulation 18b. Then all these sites were removed and a large site on the Heath Road side was put in with 85 houses on it. This was in the call for sites for 193 houses. If it goes ahead it could end up with a lot more houses than 85. This site is under reference LPRSA312. A landscape buffer to include trees will mean that there is just 15 meters between the east of Coxheath and the west of Loose. There has been no public consultation for this site. This is terrible news for Loose. SG called for a meeting with the strategic planners and Coxheath Ward Councillors Simon Webb, Lottie Parfait-Reid and RW. All Councillors were against the proposed site. The planners said it was too late to take it out but they would go back and look at it. SG then went down the road of breach of process at Full Council. She said this site is different because it has not been consulted on by the public and if it stays in it will bring into question the credibility of the whole plan. Brian Clark and SG then put forward an amendment to the Strategic Planning and Infrastructure Committee but it was defeated by 6 votes to 3. Two days later at the Full Council SG stood up and advised that she could not vote for something that would be detrimental to the ward she represents. Martin Cox was off sick and the meeting was taken over by Clive English. The amendment was put in with an unrealistic request and was



disallowed at the Full Council. There was no discussion on the site. The vote was lost 26 to 23. At regulation 19 there is an opportunity to object to the site. RW will object to it for Coxheath and SG will do this for Loose. At the Liberal Democratic meeting SG resigned along with 4 other members of party. There is a meeting tomorrow night of the Councillors who have resigned to discuss their way forward. SG will send out a letter to all residents to explain her reasons for resigning.

VG asked is there is anything the Parish Council can do to object? SG advised that this site is the only site in the Local Plan that has not been consulted on. However, it is unlikely to be taken out.

SL asked if the site will automatically get planning permission. SG advised that the application still has to go through the planning process.

VG advised that SG has been an amazing Councillor for Loose, always turning up to meetings and helping with issues that arise.

The Council **AGREED** that the Clerk will contact Clive Powell at KALC to see if there is anything the Parish Council can do about the issue.

The Council also **AGREED** that they will work with Coxheath Parish Council to object at Regulation 19 of the Local Plan. SG to attend next Coxheath Parish Council meeting to discuss a joint objection.

7. To receive any reports from the KCC Ward Councillor Simon Webb (SW) (ongoing item)

The Council would like to meet SW on a one to one basis as well as him attending the LPC meetings. SG would also like to attend the meetings with SW. The Council **AGREED** for the Clerk to contact SW to arrange a regular meeting time at the local public house.

The Clerk read out SW's report:

Firstly, thank you for giving me the opportunity to update you on my role as Member for Maidstone Rural West. I have been very fortunate to be asked to serve on four cabinet committees: -

- a) Adult Social Care – (Vice-Chair)
- b) Public Health
- c) Governance and Audit
- d) Growth, Economic Development and Communities
- e) Transport Task and Finish Group
- f) Advisory Group (08 10 21 ... elected)

The Advisory group is equivalent to the 1922 Committee in Parliament.

The Conservative Group met on Friday 8th October and re-elected Mr Roger Gough as Leader for the forthcoming year, which is excellent news after his strong and effective leadership under the COV-ID pandemic.

8. To receive any reports/information from Community Warden Liz Lovatt (ongoing item)

The Clerk read out LL's report –

- I have been trying to remove a large amount of fly tipping at the end of Holmesdale Close. This has been reported to Golding Homes and Maidstone Borough Council. Please would it be possible to do a land registry search to identify who the land owner is so that the items can be removed.

The Council **AGREED** for the office to chase up the fly tipping.

- Several residents have raised concerns about the position of the bus stop, following the most recent road traffic crash.

The Deputy Clerk said that she has a meeting with Claire Chewter and will raise the issue of the railings and find out how long it will be before they are prepared.



- I have been working on some quite complex cases over recent weeks to support vulnerable people.
- This month I have been invited to start a course to become a Public Health Champion. More details will follow.

The Clerk advised that she had circulated the KCC Community Warden review document to Councillors and after discussion it was **AGREED** that the Clerk would complete the review on behalf of the Council.

9. To receive any reports/information from PCSO and from e-watch (ongoing item)

The Clerk read out the PCSO's report:

There is nothing significant to raise in Loose as it has been a very good month in relation to incidents and there hasn't been much to feedback. He has been patrolling the regular hotspots and keeping an eye out around The Chequers for people leaving that may cause some problems in the village but gladly this hasn't been an issue recently. There was one male who fell down walking up the hill by the post office and was helped by a paramedic and police officer (both off duty) to lift this male up around 1pm who was very drunk from leaving The Chequers. He believed he is a regular but didn't get his name as the off duty paramedic helped him get home.

The Deputy Clerk advise that she was at the KGVPF and there was a group of Cornwallis students. When she went onto the field there was toilet paper all over the area by the shelter. Two ladies said it was the Cornwallis students had caused the mess and also taken a ball off another child and used bad language. The ladies were just phoning Cornwallis to complain. NB went over to the students and told them to pick up all of the mess they had made, which they did. NB then emailed Cornwallis and copied in PC Ingram who responded by saying that he was at another school but the students concerned had been spoken to by the school and he will be having words them on his next visit to the school.

The Clerk advised that there is nothing to report on E-Watch for Loose this month.

10. To receive any questions/comments from the public (ongoing item)

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

None.

11. To receive information on Queens Platinum Jubilee and make any necessary decisions (VG & SL)

SL ideas to celebrate the Queens Platinum Jubilee were circulated to Councillors and included:

Environment

- Install another plaque below the original to commemorate the Platinum Jubilee on the Jubilee stone by the Green
- Plant more Trees on Brooks Field by stream – willows are very good for biodiversity- (source wilding event held MBC)
- Plant existing planters on the green in red white and blue flowers
- Install a Jubilee banner on the green

Pavilion and playing field

- Build new planters in front of the pavilion, either side of the doors with a plaque commemorating Queens's Jubilee. Plant in red white and blue
- Install a new flag pole and fly a Jubilee flag
- Decorate pavilion with red, white and blue bunting
- Make the June coffee morning a Jubilee special



Events

- Ask events committee and/or local groups if they want to do a community tea party on the playing field on Sunday 5th June. Contact NLRA, scouts, church, WI -no charge to hire but they could raise money for charity by charging for drinks, teas, ice cream, sweets etc

After discussion the Council **AGREED**:

- To plant up the current planters on the green (4) with red, white and blue flowers. Costings to be agreed by Environment Committee and added into the 22/23 budget.
- Add more trees onto Brooks Field – Costings to be added to Environment Budget 22/23
- To decorate the June 2022 Coffee morning with bunting etc and organise a cake competition for the residents. The prize will be supplied by the Council. Communication and Media Clerk to organise the event.
- To add another plaque to the stone on the village green to commemorate the Platinum Jubilee. Costings to be sought and once agreed added to budget for 22/23.
- To add two new planters by the Pavilion where the current shrubs are and fill with red, white and blue flowers. Costings to be agreed by PCH Committee and added to the Budgets for 22/23.
- To purchase a banner for the Village Green congratulating the Queen on her Platinum Jubilee. Costings to be sourced ready for Environment budget meeting in November.
- To allow the KGVPF to be available for residents/community groups to do a street party or picnic subject to normal constraints of hiring the field.

12. To review the Enquiry, Concern and Complaints Spreadsheet and make any necessary decisions (KO)

The Clerk handed out copies of the Enquiry, Concern and Complaints Spreadsheet that the office use to record all contact with residents and community groups etc. The document has hyperlinks so all paperwork is linked to a particular contact. Firstly, it helps if we get the same enquiry again we have the details already and secondly it shows the work that is being completed by the admin team. Some items on the sheet will take just a phone call to resolve but other can take weeks depending on the problem/concern. It does not include booking requests for the Pavilion or KGVPF. The document circulated was up to 20 September 2021 and since that date we have had a further nine issues raised including:

- Kerbside issues at Well Street
- Bins not being collected
- When is the Scarecrow Festival on?
- Complaint from Crosskeys Football Team
- A Memorial stone found in the stream
- Accident involving a Fire engine on the A229
- Complaint about hedges not being cut back
- A request to put advertising on the LPC website
- Request to purchase a piece of land in well street

The Council **AGREED** that this will be an ongoing agenda item to keep Councillors informed of issues etc in the Parish.

13. Promotion of Loose Parish Council & Articles (ongoing item)

The Clerk reported that the Communication and Media Clerk has asked several questions regarding the website, Community Alert and In and around Loose article.

After discussion it was **AGREED** that the Communication and Media Clerk will:



- Decide what photos are updated on the website and when.
- Read through Council's business and make decisions to add items to all areas of social media that the Council uses.
- Only issue a Community Alert if there is something to say.

Communication and Media Clerk to Action.

14. To receive information on the Community Coffee Morning and make any decision necessary (SL)

SL raised the issue of Councillors attending the Community Coffee morning. The original idea was that Councillors would attend the event to meet residents. Many Councillors work and are not available. After discussion it was **AGREED** that the Coffee Morning would be an ongoing agenda item to advise Councillors of the event and see who is available to attend. Clerk to action.

The Clerk advised that the office had received an email from the Coffee Cart, who help the Council to set up the Community Coffee Morning. Two of their members visited to see how things were going. They reported back as follows:

This group seems to go from strength to strength. Anne has recruited a small team of volunteers, some serving coffee, others cake making, and still more helping to set up and clear away. On the day we visited there were 35 people chatting together, with plenty of cake & coffee. Earlier in the morning several mums had dropped in after school, and people were coming in even as we left. We sat and spoke with three new visitors, who were very keen to continue and to meet other people from the area. There is also a very good selection of books and jigsaws which seem to be well used, together with a large number of helpful leaflets, both generic and local. All in all, this group is doing well.

15. Risk (ongoing item):

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

None.

16. To ratify any ROUND ROBINS used since 19 July 2021

None.

17. To receive an update on SMART and make any necessary decisions

The Clerk advised that PR had confirmed that there is nothing to report on SMART as their next meeting is not until 3 November 2021.

18. Finance & Funding (ongoing item):

- a. To ratify payments made on Appx A for 18 October 2021
The Council ratified the Appendix A.
- b. To receive full record of accounts from RFO
The full report of accounts was circulated to Councillors.
- c. To reconcile bank balances with Bank Statements
The Council **AGREED** the bank balances with the bank statement and the documents were signed by VG.
- d. To agree Salaries recommended by the HR Board on 4 October 2021
The salaries for staff, as recommended by the HR board were **AGREED** by the Council. The Clerk advised that KALC confirmed the annual pay award for staff (due with effect from 1 April 2021) has just been rejected by the unions.



19. To receive updates on the defibrillator and make any necessary decisions

- The clerk confirmed that the office is still organising the quotes for the defibrillator maintenance contract. Clerk to Action
- Mick Abbott has confirmed he is happy to do defibrillator training on either a Tuesday or Wednesday evening but has not given the office any actual dates. He is also happy to arrange First Aid training. Deputy Clerk to Action

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

None.

21. Information Only (ongoing item)

- SL asked what happened about the parking issue and the Community resolution? The Clerk advised that a new padlock has been handed over to the office but the parking issue has not been resolved. Clerk to discuss the legal issue with KALC, look into clamping and bring back to the PCH Committee.
- JA asked about the RFO leaving do. She will be leaving at the end of December 2021 and it is hope to organise a buffet at the Pavilion. Office to organise.
- The Clerk advised that she attended the KALC Executive Meeting last Saturday and it was confirmed that Terry Martin will be stepping down as CEO of KALC at the end of January 2022. The recruitment process will commence immediately.
- The Clerk advised that the Annual General Meeting of the Kent Branch of the Campaign to Protect Rural England is on Friday 19 November 2021 at Lenham Community Centre. If anyone is interested in attending, please let the Clerk know.
- The Clerk advise that the AGM for KALC is on 13 November 2021 virtually. Each Council can have 2 voting representatives.

22. Next meeting of the LPC will be on Monday 15 November 2021

The Meeting ended at 9.35pm

Signed

Dated.....