



## MINUTES OF THE MEETING OF LOOSE PARISH COUNCIL

Monday 20 September 2021 at 7.30pm  
in the Parish Pavilion, KGVPF

**Councillors taking part:** Vianne Gibbons (Chairman) (VG), Charlie Hollister (Vice Chairman) (CH), Peter Rigby (PR), Susan Luckhurst (SL), Andrew Richards (AR), Darren Carpenter (DC) and Velma Bennett (VB).

Also present: Susan Grigg (MBC Ward Councillor) (SG), Simon Webb (KCC Division Councillor) (SW), Jan Capon (RFO) (JC), Nicky Bourne (Deputy Clerk) (NB) and Kim Owen (Clerk) (KO) who took the minutes.

There were ten members of the public involved in the meeting. Housekeeping procedures and rules on taking part were pointed out by the Chairman.

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

Apologies were received from Jim Andrew and Tony Oliver, 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 19 July 2021 (1692-1697)**

The minutes of the meeting held on 19 July 2021 were duly **AGREED** and signed by the Chairman.

**The following approved Minutes were noted and adopted by the Parish**

- Planning meetings 5 July 2021 (Pages 538-541), 19 July 2021 (Pages 542-543), 2 August 2021 (544-545), 16 August (Pages 546-547)

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

SG advised that the majority of her time is taken up with Local Plan review working with the spatial planning group. Regulation 9 will be going out at the end of October 21 after the Strategic Planning and full Council meeting. The consultation will then take place. The submission will be in March 2022, the examination will take place in the summer of 2022 and adoption should be early 2023. The sites will be made public from 24 September 2021. Access will be available through the agenda of next Strategic Planning and Infrastructure meeting. SG has been invited to a GP provision and local health care meeting. She asked if any residents have any good or bad experiences they would like to share, please email SG prior to the



meeting on 1<sup>st</sup> November 2021. VG requested a Community Alert go out with this request as well as on the Website and Facebook. Office to Action.

SG advised that it has been a long time since any defibrillator training has taken place locally. Alongside this SG asked if it would be possible to do some first aid training for mothers and children as she has had several requests for this. Could we incorporate this with the defibrillator training? VG advised that we could speak to Mick Abbott and see if we could set something up. We could offer him the use of the Pavilion for free as the training would be for residents. Office to contact Mick Abbott.

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

SW advised that regarding Well Street he had a very informative meeting with VG & SG to discuss the matter and other highways issues in the Parish. Over the summer he has arranged for Highways Officers to come to a meeting to discuss the issues raised about Well Street within the next month. He asked residents to give him a month to sort out the meeting and have senior members of KCC Highways present.

A resident asked what happens about unresolved complaints with KCC? SW advised that there is a process in place and complaints should be dealt with. Please email SW with any issues that have not been resolved.

A resident raised another issue in Well Street about the ragstone edging on the paths half way up the road. Over the last three years KCC have replaced the edging, which have now become sharp. Over the last 8 weeks 2 cars have had their tyres ruined on the edging. This is likely to happen again. She would like someone to look at it and report it KCC. SW advised that the resident should report it on KCC website. VG asked that it is reported by the Parish Council and highlighted as high risk. Deputy Clerk to deal. SW asked that he is copied in to any correspondence on the matter.

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

The Clerk advised that LL is continuing to deal with a large number of welfare referrals. The numbers continue to increase, many of which are due to the Pandemic. In her 18 years of working as a community warden this is the busiest she has been with referrals. VG advised that she has had a missed call from one of our vulnerable residents and asked that we refer her to LL. KO to Action.

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

NB advised that BA is off duty this evening. He has been out and about on a regular basis and overall it has been fairly quiet both in the Parish and in North Loose.

**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)

a) Residents have raised issues with the Chequers Public House

The issues raised were as follows:

- Outside events are extremely noisy and it is impossible to converse in your own home or watch TV while they are taking place.
- A meeting was arranged in 2019 with the Landlord to discuss the issues and the following event was much better in terms of noise. However, events since then are back to the original noise level.
- Alongside the noise there has been a lot of antisocial behaviour in the area that is getting worse at these events including:



- drug dealing opening in broad daylight
  - vomiting and urinating in the street
  - verbal abuse
  - throwing materials into gardens
  - residents being threatened with assault ending up with the Police having to be called
- Some residents have left the village and some residents are considering moving due to these issues
  - Some residents do not stay in the village when they know that events are being put on including the Chequers Fest
  - It is not appropriate for the landlord to not be on site when an event is taking place.
  - Some residents want the Chequers Licence reviewed.
  - It is possible to purchase equipment that can reduce the sound issues where the sound is focused on a specific area. A suggestion was made to look [Hambleton.gov.uk](http://Hambleton.gov.uk) website that has some useful information on the subject. A link will be forwarded to the Parish Council. It also contains good practice for a landlord.
  - A resident advised that if the noise goes over 85 decibels this breaches the Control of Noise at Work Regulations 2005 and the publican then has to be present to see that ear protection is worn by staff or he may have fines imposed on him.
  - The issues raised could be covered by the Environment Act 1990 – section 79-80 and an environment officer called out. SG advised that we have had an officer out over a dozen times in the last 8 months. The Borough Council will not do anything until the Licence is called in.
  - A resident also advised that the antisocial behaviour is a criminal act can be covered under Antisocial Behaviour Act 2014.
  - VG asked residents if they had readings of the noise level. Some had readings on their phones.
  - The residents have had enough

A request was made to see how many crimes have been reported to the Police. It was agreed to ask the PSCO to look at the records for the area for the last nine years. Deputy Clerk to deal.

SG advised that this has been going on since 2019, she lives opposite the Chequers and has owned the pub in the past and is her job as the Ward Councillor to liaise between the Borough Council and the residents. This she has done and given advice as and when she has needed to. This issue is a cyclical issue and each time she has advised residents to keep a diary and take recordings of the noise levels etc. SG advised that this is the end of the line and now feels that enough is enough. In the past meetings have been held between the landlord and the residents, agreement reached but then it is not adhered to. She has researched and the landlord is not breaking any of his Licensing laws but continues to be a public nuisance. If the review is called in there is a checklist on public nuisance and the landlord breaks all on the list.

SG has proposed that we try one more meeting to see if a compromise can be agreed. If the agreement is then broken SG will call in the Licence herself. The Council and residents **AGREED** the proposal.

It was agreed that the following people will attend the meeting on 28 September 2021 at 7.30pm at SG's house, VG, SG, PCSO (BA), Landlord of Chequers, 2 residents and a minute taker. Should the plan not be adhered to the formal route will be taken. Clerk to invite BA to meeting.



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

The Communication and Media Clerk has circulated her report, which including data regarding numbers accessing the Facebook Page and the Website.

After discussion the Council **AGREED** the following:

- The Community Alert should contain information about the new fence around the toddler area at the KGVPF, SG's GP meeting (see agenda item 6) and the Events working group and their need for volunteers.
- The Coronavirus link on the home page should be removed but still keep it on the news or community section page. Also remove 'at this difficult time' from the wording.
- Under news section remove the Beavers picture litter picking

Communication and Media Clerk to Action.

**12. Risk (ongoing item):**

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

None.

**13. To ratify any ROUND ROBINS used since 19 July 2021**

None.

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

SMART is not meeting as often as they have done in the past. SW was at the last meeting on 4 August 2021 and the next one is on 3 November 2021. Barry Stiff and Alec Bruce have been invited. They are KCC officers in charge of projects and will be concentrating on the A229.

**15. To receive information on Queens Platinum Jubilee and make any necessary decisions (VG)**

A document containing ideas to Celebrate the Queens Platinum Jubilee was circulated to Councillors along with a Briefing note for Parish and Town Councils regarding the Queens Green Canopy. VG went through the list of suggestions and it was **AGREED** that this item be moved to the next meeting.

**16. Finance & Funding (ongoing item):**

- a. To ratify payments made on Appx A for 12 August 2021 and 20 September 2021  
The payments were ratified by the Council. Authorisation was by SL & CH (12 August 2021) and VG & CH (20 September 2021)
- b. To receive information on new terms & conditions for Barclays Bank and mandate.  
New terms and condition were circulated to Councillors. JC advised there is nothing of any concerned. She has always been able to talked to Barclays but from now the office cannot talk to them unless they are a signatory. It was **AGREED** that this item will be added to F & A Committee agenda.
- c. To authorise a transfer from Barclays to UTB and for relevant Councillors to sign a letter on behalf of the LPC to Barclays accordingly.  
JC advised that the Council need to transfer monies from Barclays for a sum £30,000. This is because of the FSCs rules. This will be done by letter. The Council also need to change the office address and the letter was signed by VG and CH.
- d. To receive information on the 'welcome back fund' (MBC).  
Welcome Back fund was given to MBC by the Government but the Fund is only available for larger centres so we are unable to get any funding.
- e. To agree to the insurance which is due for renewal 1<sup>st</sup> Oct (based upon quotations received).



JC advised that she has quotes from BHIB, Zurich and Came & Co. VG asked for RFO recommendation and JC advised that BHIB quote was favourable and should get a free subscription to Parish Online. We will be locked in to the insurance company for 3 years. They are also doing a cyber-insurance, which JC will look into the matter further. Not covered for Coronavirus. No councilor or clerk has had any insurance declined to the best of the Council's knowledge. If we take on any events, we need to adhere to their guidelines. The Council **AGREED** to go with BHIB.

- f. To receive information on HMRC payment error  
An error has been caused by our Payroll Service company. They had new software so sent a payment notification twice and amount is £1200.00. HMRC have requested the monies and it is hoped that the issue will be resolved shortly.
- g. To receive information on the signed certificate by the External Auditor for conclusion of the LPC accounts for 20/21 and publication'.  
The accounts have been signed off for 2021 and on the boards. Certificate has been signed off by external auditor.

**17. To review the Terms of reference for the Community Coffee Morning and make any necessary decisions**

The terms of reference for the Community Coffee Morning was circulated to Councillors.

The Council **AGREED**:

- Future Community Coffee Mornings should run from 9.30 to 12.30am and not 9 to 12.30am.
- That the Terms of reference should be amended and delegated powers for the admin team to purchase relevant items for the coffee morning be increased to £50. Clerk to update document.

**18. To review the Terms of reference for the Events working group and make any necessary decisions**

The Terms of reference for the Events working Group was reviewed and it was **AGREED**:

- A quorum for the Committee will be no fewer than three members.
- Voting can be carried out by members including advisers and volunteers.  
Clerk to update document.

**19. To receive an update on the McAlpine Trust and make any necessary decisions**

The Clerk advised that with the resignation of Luke Lenz the McAlpine Trust is now short of a Trustee. It was **AGREED** that AR would become a Trustee. Clerk to update Committee list and advise the Trust secretary of the change.

**20. To discuss the defibrillator and make any necessary decisions**

a. Quotes

The contract for the maintenance of the defibrillator is due for renewal in March 22. We currently have a defibrillator on loan from the company as the first time the original one was used in June 21 it has not been returned to the Council. The office is still trying to locate the missing defibrillator. The Council **AGREED** to get quotes for a new contract.

- b. Training for the use of the Defibrillator (15 November 2021). Mick Abbott is happy to come in and do a training session. After discussion it was **AGREED** that the training should be done on a Tuesday or Wednesday evening in the Pavilion and local residents and business be invited to the event. Deputy Clerk to speak to Mick Abbott about suitable dates and discuss First Aid training for Mothers (See agenda item 6)



**21. To review the Enquiry, Concern and Complaints Spreadsheet and make any necessary decisions**

The Clerk advised that this is a spreadsheet the office keep about any contact they have with residents etc. This year so far we have nearly 70 contacts either concerns or enquiries. This does not include any booking enquiries. The Council **AGREED** to move this item to the next meeting and the Clerk will send out the document for Council to review.

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

Survey/Consultations - KCC Household Waste Recycling Centre Booking System Consultation (deadline 30 Sept 2021). The Council **AGREED** for the survey to be completed by the Office on their behalf.

**23. To receive information on Youth Involvement and meeting with Cornwallis School**

The Deputy Clerk advised that she attended the meeting with Luke Lenz and the School seemed keen to get involved. She is currently waiting for a response. After discussion the Council **AGREED** to wait for a response from the School and the Deputy Clerk will liaise accordingly.

**24. Information Only (ongoing item)**

- The Council has been advised that the Artisan Developments Hubbards Lane will have the address of 1-3 William Tomkin Court Boughton Monchelsea Maidstone Kent ME17 4XT.
- Remembrance Sunday – Rita Hood is happy to lay the wreath on Behalf of the Council.
- CH advised that last night a child was injured on the KGVPF and the ambulance was not able to get onto the field. This item will be moved to the PCH Meeting for discussion.

**25. Next meeting of the LPC will be on Monday 18 October 2021**

**The Meeting ended at 9.34pm**

Signed .....

Dated.....