



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

Monday 13 December 2021 at 7.30pm
in the Parish Pavilion, KGVPF

Councillors taking part: Vianne Gibbons (Chairman) (VG), Jim Andrew (JA), Susan Luckhurst (SL), Andrew Richards (AKR), Darren Carpenter (DC) and Velma Bennet (VB)

Also present:

Susan Grigg (MBC Ward Councillor for Loose) (SG), Simon Webb (KCC Division Councillor) (SW), Nicky Bourne (Deputy Clerk) (NB) and Kim Owen (Clerk) (KO) who took the minutes.

There was one member of the public involved in the meeting.

1. To receive and record any apologies for absence

Apologies were received from Charlie Hollister, Tony Oliver, Liz Lovatt (Community Warden) (LL), PC Tony Ingram (School Officer) (TI), Brian Amorim(PCSO) (BA) and Jan Capon (RFO)(JC)

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)*

AKR declared a pecuniary interest in agenda item 6.

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)).

A dispensation form was received from AKR for agenda item 6 (discussion on Well Street) and approved.

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

LPC minutes for the meeting held on the 15 November 2021 (1718-1725).

The minutes of the meeting held on 15 November 2021 were duly **AGREED** and signed by the Chairman.

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

- Environment Committee Meeting 13 September 2021 (356-361)
- Pavilion and Community Hub Committee meeting 11 October 2021 (327-333)

6. To receive any reports from KCC Division Councillor Simon Webb (SW) (ongoing item)

This will include any reports from KCC and an update on traffic issues in Well Street and the surrounding area.

SW advised that the final KCC meeting for 2021 is on Thursday. KCC have put a limit on Councillors' parties following the changes in the Covid 19 regulations.

A report from SW about the meeting with Highways on 6 December 2021 was circulated to Councillors and advised the following:

On 6th December residents and PC representatives met with three Highways officers and myself.



Residents had very carefully crafted questions and statements which were submitted to the officers in advance of the meeting.

All the options suggested were considered, with many not being able to be progressed.

However, there were four options which were deemed by all, to be the recommended way forward for the Parish Council to consider for inclusion in the Highways Improvement Plan. They are placed in a reasoned priority order.

- a) Weight Limit on all Loose Village roads, this is enforceable and should be seen as a deterrent
- b) One-Way System; takes the traffic away from Well Street towards Forstal Lane; this proposal has already been lodged in KCC system; it will be essential that enforcement in the first three months is followed through – Police will need to be engaged
- c) 20 mph speed limit throughout 'Old Loose Village' is seen as important, as long as the combined road lengths are greater than 600m, then there is one charge, however, more 20 mph signs will be added
- d) Street Lighting (sympathetic); to include speed ramps

Not included here, as the systems are currently in operation are the Lorry Watch and Speed Watch. KCC officers advised they would be happy to interpret the results of the recent speed survey for the PC. In addition, as County Member, I am able to support with costs to a sum of £2000. This can either be this financial year or the coming financial years.

I trust this note encapsulates the key points for the Parish Council, and the meeting on 13th December 2021.

There was then a discussion about the way forward with Well Street and the surrounding area. SL advised that she had had a meeting with Boughton Monchelsea Parish Council about the way they reduced the speed limit in their village and along part of the Heath Road. The total cost for both was £32,000. Well street is not currently on the Highways Improvement Plan (HIP). However, as this area is gaining traction Councillors will need to decide if it should be added to the HIP and if so how should it be ranked. VG advised that as the HIP was prepared and costed by the Environment Committee they should decide if it should be added to the document. The options available for Well Street area will need to be costed.

After discussion the Council **AGREED** to:

- Contact KCC for the costing of the options set out in SW's report
- Arrange an extra Environment Committee Meeting to discuss Well Street and the surrounding areas regarding their inclusion on the HIP (Deputy Clerk to speak to the Environment Committee Chairman and arrange date)
- Check to see if residents are allowed to contribute to the cost of any works (SW to Check)
- Ask Loose Amenities be involved in the process
- Chase the traffic survey data

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

SG advised that

- There was a Full Council meeting last Wednesday and it was decided that governance is going back to four yearly elections, which will save tax payers £250,000. SG voted in favour of this.
- She has received a letter inviting her to be Mayor. She has turned down the offer at this moment in time. In order to be Mayor you have to be Deputy Mayor for a year. The current Mayor is up for election in May and if he does not get elected she would have to step up as Mayor in the current year. Her current personal commitments will not allow her to do this. In 2023 SG is up for election and she would not want to do a year as Deputy Mayor and then have the possibility of not getting reelected and not being Mayor. She would rather wait until she has been reelected and then take on the role. She will also be up for selection in 2024 due to the Boundary Changes.



The Clerk advised that with regards to Chequers Public House a meeting with the Crime Prevention Officer has been arranged for 14 January 2022 at 11am. After discussion the Council **AGREED**:

- The minutes of the meeting on 28 September 2021 will stand
- The Clerk will prepare an agreement and circulate it to all concerned
- The Clerk will attend the Crime Presentation meeting.

8. To receive an update on the Local Plan Review and make any necessary decisions (JA & SG)

SG advised Coxheath Parish Council prepared the Regulation 19 Objection and it was looked over and agreed by JA. The document was amended and agreed at the Coxheath Planning Committee on 9 December 2021 and submitted by the Coxheath Parish Clerk to MBC. The documents have been circulated to Councillors.

SG advised that with regards to the Local Plan she attended the Full Council meeting and she discussed the call for sites for tree planting and then destroying 6.22 Hectares of tree to build at Beacon Park. She asked about net gains and losses of trees in the Borough. It was agreed at Full Council that if an application is put in front of them the removal of trees will be a detrimental factor on the application.

SG also asked at Strategic planning meeting to see the comments from the consultation at regulation 18b that lead to Beacon Park being including in the Local Plan at such a late stage. It was agreed that the comments will be sent out. This was not forth coming and eventually SG received a generic response from Rob Jarman, Head of Planning, stating that this decision was made following evidence received on the consultation of regulation 18b. SG responded to say that this is a generic response and there was no consultation. After discussion and submission of the joint objection from Coxheath and Loose SG said she wants the officer to analysis the response and then make a recommendation to remove Beacon Park from the Local Plan. SG is waiting for a response from the officers.

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

No report received.

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

The Clerk read out the PCSO's report:

There was a dangerous dog in the area that was described as a grey and black Pitbull looking dog which attacked another dog. The dog was treated at the vets after this. So just a reminder that residents should keep their dogs under control (I know most are very good around KGVPF with their dogs). I have recently issued a couple of police parking notices in the area of Loose primary school. Other than this it has been quite a good month.

PC Ingram

The two boys who were on top of the shelter and caused the damage were identified by the school and following the council meeting I informed the school of the incident. They were taken out of class that morning and placed in isolation and exclusion in the Gateway provision at Boughton Lane where they spent three days working alone in a cubical supervised by staff, with limited breaks and contact with other pupils. Their parents were informed of the incident straight away and informed that the schools police officer was dealing with the incident as a school related issue. Both sets of parents were shocked but supportive of this action. I met both boys at the provision at Boughton Lane where they both admitted their involvement and both were very apologetic. I asked both to write a letter of apology which they did in school but which I was unable to collect. This week I have given year group assemblies to years 7 to 10 in regards to Anti -Social behaviour out of school and the impact this has on the community and the ramifications on their futures.



The Deputy Clerk then asked about the cost of the damage? The response from the Schools Officer was that the cost of the repairs was mentioned to both suspects but no mention made to the parents. With the community resolution of this incident there is no way he can demand monies to be paid however I can mention it to the parents when I am in the area next week, both are local to the area. Let me know if you want me to do this as it was mentioned by a Councillor that they didn't want me to knock on the door of the parents. Unless the parents wish to make a donation, I suspect the cost will have to be footed by the council.

The Council **AGREED** to ask for a donation from the parents. Deputy Clerk to deal

E-Watch reports:

- Between 00:01 on Friday 3rd of December and 23:59 on Tuesday 7th of December in Well Street. Somebody stole a horse from a farm.
Crime Report No. 46/253733/21 - Posted 10/12/2021
- On Sunday 21st of November between 06:15 and 06:26 in Old Loose Hill. Somebody saw two men and two women trying to break into a closed pub. They damaged the door and a hanging flower basket.
Crime Report No. 46/241810/21 - Posted 24/11/2021

11. 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.

12. To review the Enquiry, Concern and Complaints Spreadsheet (ongoing item) (KO)

The Enquiry, Concern and Complaints Spreadsheet was circulated to Councillors and the Clerk advised that since the last LPC meeting the following have been dealt with:

- Councillor advised the Jubilee tree has grown and was touching phone cables
- Allotment request
- Councillor requested information on sign down OLH
- Request for hire for Bubble Football
- Injury to Child in the KVGPF in the ball pit
- Request for funding for a defibrillator by the Church
- Request from PCSO to view CCTV regarding an incident in KGVPF
- Requests for flyers to be put on notice boards

13. To received updates on the Council's Policies and make any necessary decisions (JC)

- Freedom of Information Policy
- Freedom of Information Scheme details (model publications scheme)
- Winter Policy
- To agree to amendments to the Financial Regulations following adoption of the 'Procedures & Policy for the authorisation of payments'

The Policies and Financial regulations have been circulated to members. The Council **AGREED** the documents. Clerk to update the review date on the documents.

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

The Communication and Media Clerk's report was circulated to Councillors. After discussion it was **AGREED** that the figures for the website and social media should be collated at the end of



each month so Councillors have a month on month figures of the data. Communication and Media clerk to action. The Council also **AGREED** that a community alert is to be sent out to advise that there will be an extra Environment meeting to discuss the Highways improvement plan and the issues raise in Well Street.

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

SL advised that the Christmas Coffee Morning was well decorated, every table has a center piece and residents commented on the lovely atmosphere, which was warm and welcoming. 37 residents attended as well as 3 Councillors. It was **AGREED** that this item is no longer needed as an ongoing item. PR raised concern that hirers cannot use the tea urn and when there are 45-50 people needing drinks the three kettles are not sufficient. After discussion it was **AGREED** that the office will look into the cost of a boiling tap and take it back to the next PCH meeting.

16. Risk (ongoing item):

- a. To receive and discuss any items of concern escalated by committees or concerning any potential risk matters
 - i. PR raised a concern about the risk of people falling on the footpath by the allotment. It was **AGREED** that the issue will be reported to KCC. Deputy Clerk to Action.
 - ii. PR advised that the gully at the end of the footpath by the allotments is blocked again. Deputy Clerk to report to KCC.
 - iii. VG advised that there is a loose slab outside the Pavilion door. Deputy Clerk to ask caretaker to level the slab up.

17. To ratify any ROUND ROBINS used since 15 November 2021

None

18. To call in the planter decision for the Pavilion and make any necessary decisions (SL & CH)

At the last PCH meeting it was agreed that a planter would be placed outside the Pavilion for the Queens Platinum Jubilee. As the agreement was made less than 6 months ago the agenda item has been called in by SL & CH. After discussion it was **AGREED** that two planters with plaques will be purchased and installed at the Pavilion. Deputy Clerk to Action

19. To receive an update on SMART and make any necessary decisions (PR)

PR advised that there has been no action from the JTB so no progress with infrastructure in the area. The Wheatsheaf public house is due to demolish next summer although there is a pressure group trying to stop this. Plans have been prepared for changes to the area and extra traffic lights lower down the A229 but little has progressed so far.

20. Finance & Funding (ongoing item):

- a. To ratify payments made on Appx A for 13 December 2021
The Appendix A was not circulated to Councillors so will be ratified at next month's meeting.
- b. To receive a draft of the GDPR (General Data Protection Regulation) impact assessment updated version-(JC)
The Council agreed the updated GDPR impact statement.
- c. To ratify the Deputy Clerk as admin (submit & view) and to change contact details from RFO to the Clerk with UTB (Unity Trust Bank)
The Council ratified the changes to the Unity Trust Bank.



21. To discuss planters for the cobble stones at Copper Tree Court (SL)

SL advised that cars are being parked at the end of Copper Tree Court on the cobblestones. This is the sight line for Copper Tree Court and could lead to an accident if the parking continues. The Council **AGREED** that they would contact KCC Highways to see if they have any solutions for the problem. The agenda item will be taken back to the Environment Committee. Deputy Clerk to Action.

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

None.

23. Update on Youth Involvement with Cornwallis School and make any necessary decisions (NB)

NB explained that She was invited in to school to explained how the Council works and how the students can get involved. The School Council will take the suggestions to the younger years. There will be another meeting in the new year.

24. Information Only (ongoing item)

- a. PR advised that he attended the Church Parochial meeting this year and he confirmed that the donation from the LPC of £150 is sufficient and thanks the Council for their support.
- b. The Deputy Clerk advised that the parking issue in the Pavilion carpark has been resolved as the residents concerned have moved out of the area.
- c. The Clerk asked that any Councillors who has out of pocket expenses and there is VAT involved, can they make sure that the invoice is address to Loose Parish Council or ask the office to purchase the item so that the Council can claim the VAT back.
- d. VG advised that the RFO leaving do will be on 29 January 2021.

25. Next meeting of the LPC will be on Monday 17 January 2022

The Meeting ended 9.40pm

Dated.....

Signature.....