



LOOSE PARISH COUNCIL

Minutes of the Neighbourhood Planning Working Group held on Tuesday 15 July 2025 at 10.30am

Present: Mick Westwood (Chairman) (MJW), Jim Andrew (JA), Matt Cooper (MC), Rhiannon Cox (RC) from 11.18, Anton Roszynski (AR), Carol Westwood (CW).
Assistant Clerk: Janet Burnett (JB) who took the minutes.

1. Apologies
Apologies previously received from: Peter Gardner (PG) and Simon Green (SG)
2. Approval of minutes
The minutes of the meeting held on 17 June 2025 were AGREED and signed by the Chairman.
3. Team to update on progress with processing presentation/fete feedback
Comments have been keyed into the relevant policy sheets of the spreadsheet record stored in Dropbox.
Action: All team members to analyse the comments for their respective areas. A suggested approach is to: sort the comments according to topics raised (colour-coding the topics may help); analyse groups of comments alongside their relevant draft policy; update policies as appropriate.
Action: MC to produce a draft report about the presentation evening and exhibitions (evening and fete), including examples of comments to illustrate the key messages. This will form part of the Statement of Community Involvement that will become part of the Neighbourhood Plan Appendix.
4. Team to update on progress with updating draft policies
MJW reported that progress with the Housing policy was dependent on the Housing Needs Survey results.
Action: JB to contact RACE for an update and to chase MBC housing for the information requested.
It was reported that there was a gap in coverage of the emerging policies with Character, Design and Heritage needing attention.
Action: MJW, JA and AR agreed to take this up. MJW to contact AE for a conversation on this. Design code to be explored.
Feedback has been entered for Business and Employment. RC is investigating the rural business community. CW has obtained a business database from KCC. MJW, RC and CW have drawn up a business survey. MJW has asked Alison Eardley (AE) about using survey monkey to deliver it online and is awaiting a response.
Getting around: given the principle that the NP covers land use, AR asked for a steer on how much depth public transport should be covered in the Neighbourhood Plan.
Action: look at Staplehurst updated Neighbourhood Plan to see if they are covering public transport and take up with AE if required.

5. Use of Drop Box: discuss any issues
No real issues.
Action: JB to contact AE to ask why the modified date is not the latest date against the uploaded document, and if a notification can be received by the group when a document has uploaded or updated.
6. Discuss holding further engagement activities
It was agreed that pop up events would be held at the following locations:
Green outside the Post Office
Brooks Field
Salts Avenue
Boughton Parade
YMCA
Vine Church Coffee morning
Parish Council coffee morning
Mangravet playing fields
Loose Primary School
The last two to take place in September when the schools are back.
**Action: JB to set up a spreadsheet for the group to fill in with their availability.
MJW to produce bullet point brief for the events.**
7. Update on development proposals
The group were updated on the recent meeting with the Developer and DHA
Planning in relation to Pested Bars. The incoming planning applications for Postley Road, New line Learning and Tiger Primary were also discussed
8. AOB
A query was raised on whether the future of the Wheatsheaf Public House should be included in the plan, it was agreed it should.

Website – NP requires link to current NPs and AE's recent presentation. The link on the website home page needs to go to the NP page and not the old Loose NP.
Content of NP page requires updating (MJW to review).
Action JB to update website page and links.
9. Date of next meeting – 26/8/25 at 11am

Meeting closed 12.24