



CLERK: Kim Owen

LoosePC PO Box 634 Maidstone ME17 4YR

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

Website: [www.loose-pc.gov.uk](http://www.loose-pc.gov.uk) e-mail: [office@loose-pc.gov.uk](mailto:office@loose-pc.gov.uk)

Dated: 14 November 2023

**Meeting of the Loose Parish Council  
will be held at the Loose Parish Pavilion on  
Monday 20 November 2023 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:  
**Public meeting minutes held on 9 October 2023 (Pages 1889-1891)**
6. To agree and to sign as a correct record the minutes:  
**LPC minutes for meeting held on the 16 October 2023 (Pages 1882-1899)**  
**The following approved Minutes to be noted and adopted by the Parish Council**
  - **Planning Committee Meeting 4 September 2023 (Pages 637-638)**
7. To receive any reports from the Loose Ward Councillor Susan Grigg. (SG)
8. To receive any reports from KCC Division Councillor Simon Webb. (SW)

- 9. To receive an update on the Shed in Brooks Field. (KO)**
- 10. To receive an update on the Public Meeting on the 20mph Zone Consultation and make any necessary decisions.**
- 11. Update on Southern Water Lower Loose Valley Pumping Station. (NB)**
- 12. To receive any reports/information from Community Warden Team**
- 13. To receive any reports/information from Police and from E-watch.**
- 14. To receive any questions/comments from the public.**  
(To include any letters/e-mails received by the Clerk from members of the public)
  - a. Update on the bike issue at Kirkdale
- 15. Finance & Funding.**
  - a. To ratify payments made on Appx A for 20 November 2023
  - b. To receive update on the Interim Audit
- 16. To receive an update on the Community Resilience Plan. (EL)**
- 17. To review the Enquiry, Concern and Complaints Spreadsheet. (KO)**
- 18. To review Policies and Procedures. (KO)**
  - a. Winter Policy
  - b. Training and Development Policy
  - c. Health and Safety Policy
- 19. Promotion of Loose Parish Council & Articles. (KO)**
- 20. Risk**

To receive and discuss any items of concern escalated by committees or concerning any potential risk matters
- 21. To ratify any ROUND ROBINS used since 18 September 2023. (KO)**
- 22. To discuss the D Day 80 – 6 June 2024 and make any necessary decisions (VB)**
- 23. Notification of correspondence for discussion/action.**
- 24. Information Only.**
- 25. Next meeting of LPC – 11 December 2023**