



# LOOSE PARISH COUNCIL

**CLERK: Mrs Jan Capon**

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**Dated: 11<sup>th</sup> July 2017**

## **A meeting of the Loose Parish Council**

**Will be held at the Loose Parish Pavilion, King George V Playing Field on  
Monday 17<sup>th</sup> July 2017 commencing at 7.30pm.**

**ALL MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND.**

**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 Council. 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. (Item 22 quotation)**
- 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<sup>st</sup> Jan 13).**
- 4. To receive any dispensation requests as agreed by the Clerk prior to the meeting for any item on this agenda. Or to be agreed by the Council if put forward at this meeting.**
- 5. To agree and to sign as a correct record the minutes:**
  - **LPC minutes for the meeting held on the 19<sup>th</sup> June 17.**

**The following approved Committee minutes are to be noted and adopted by the Parish Council;**

  - **Planning Committee meetings of the 8<sup>th</sup> May, 22<sup>nd</sup> May, 5<sup>th</sup> Jun, 19<sup>th</sup> Jun (pages 379 to 388 inc).**

- Finance & Admin Committee meetings of the 9<sup>th</sup> Jan, & 6<sup>th</sup> Mar 17 (pages 166 to 175 inc).
  - Community Hub Committee meeting of the 9<sup>th</sup> Jan 17 (pages 1 to 2).
  - Pavilion & Playing Field Committee meeting of the 27<sup>th</sup> Feb 17 (pages 256 to 259).
- 6. To receive any reports/information from Community Warden Liz Lovatt and PCSO Martin Chivers (MC). (ongoing agenda item).**
  - 7. To receive any reports from the Loose Ward Councillor Sue Grigg (SG). (ongoing agenda item).**
  - 8. To receive any questions/ comments from the public, to include any letters/e-mails received by the Clerk from members of the public. (ongoing agenda item).**
    - a. Any updates from Southern Water and to discuss any matters taken/to take forward.
  - 9. Neighbourhood Planning (ongoing agenda item).**
    - a. To agree notes and actions from the meeting between the Steering Group representatives and the MBC on the 2<sup>nd</sup> June 2017. (This document has been circulated by way of a 'round robin' to the full steering Group for comment).
    - b. To receive any other information.
  - 10. To receive any updates on SMART (ongoing agenda item) – PR**
  - 11. To receive any information/updates from LAA in respect of the shed on Brooks Field and to make any decisions as felt relevant.**
  - 12. To discuss an event request for 'Dementia Awareness Fun Day' Sat 5<sup>th</sup> Aug at the KGVPF, and for the LPC to make any appropriate decisions based on information given.**
  - 13. To further discuss the installation of the defibrillator following updated information, including possible costs and available budget, and to make any decisions as felt relevant.**
  - 14. To receive any further information on the Logo design and the 3 design concepts.**
  - 15. To receive further information from KALC and to discuss available basic allowances scheme and any other ways in which recompense can be made to Parish Councillors. To make any decisions as felt relevant.**
  - 16. Admin items: as already discussed, agreed, recommended by the F&A committee, and to receive information and discuss and to make any further comments as relevant:**
    - a. To receive information following the agreements/recommendations made by the F&A committee in respect of Office telephones, and transfer of the Office Contract.
    - b. To receive information of the Office changes in terms of communication & Office address etc, and the work required to change documentation etc.
    - c. To receive information on staff roles.
    - d. To receive information on Dispensation procedures for Councillors.

**17. Finance & Funding- (ongoing agenda item):**

- a. To agree the online payments and any cheques issued on 17<sup>th</sup> July 17. 2017 and for the Chairman/Vice Chairman to sign appx A as agreement of the LPC. (Appx A, available to all Councillors).
- b. To receive the report from the Internal Auditor, as already examined by the F&A committee and to take forward any items as relevant.
- c. To receive a full summary of accounts and to make any comments as felt relevant.
- d. To discuss and to agree an amount for the Loose Swiss Scouts to cover use of their HQ for LNPSG meetings (*carried forward from the last LNPSG meet*).
- e. To receive information regarding the Contract between LPC and Cannon with regards to the mat in the Parish Pavilion and to make any decisions as felt relevant.
- f. KCC members grant- £1,250 (was earmarked for hatching at the end of WTA and A229). To receive information from KCC and to decide on next course of action.

**18. Promotion of Loose Parish Council & Articles- (ongoing agenda item):**

- a. To receive an updated report re the LPC website, and to agree to any changes or items to be added.
- b. To discuss any other matters pertaining to Loose Views or other publications and to agree as relevant.

**19. Risk (ongoing agenda item):**

- a. To receive and discuss any items of concern escalated by committees.
- b. To receive any information concerning any potential risk matters.

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

**Surveys/Consultations:**

- Low emission Strategy Consultation.(open until 29<sup>th</sup> Aug 17)
- KALC- Town & Parish Councils questionnaire.(open until 21<sup>st</sup> July 17)

**21. Information Only (ongoing agenda item).**

To receive any issues raised by Councillors and Clerk not specified on the agenda, to include training matters/feedback/site meetings, items of correspondence received after agenda publication, etc.

**22. To receive a quotation for remedial works to various ragstone walls in the Parish which the LPC are responsible for, and in line with report put together by JA following a walk-a-bout in Sept 16.To make any decision on next course of action accordingly.**

**Next meeting of the LPC will be on the 18<sup>th</sup> Sept 17.**