



LOOSE PARISH COUNCIL

CLERK: Kim Owen

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Dated: 9 July 2024

**The Meeting of the Loose Parish Council will be held at the
Loose Parish Pavilion on
Monday 15 July 2024 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 following minutes:**
 - LPC minutes for the meeting held on the 17 June 2024 (Pages 1958 - 1965)
 - Planning minutes for the meeting held on 22 April 2024 (Pages 660-661)
 - Environment minutes for the meeting held on 20 May 2024 (Pages 430-435)

The following approved Minutes to be noted and adopted by the Parish Council

 - Pavilion and Community Hub Committee Meeting on 26 February 2024 (Pages 278-382)
 - Planning Committee Meetings 8 April 2024 (pages 658-659) and 15 May 2024 (Pages 662-663)
- 6. To receive any reports from the Loose Ward Councillors. (BC & SW)**

- 7. To receive any reports from KCC Division Councillor Simon Webb. (SW)**
- 8. To receive any reports/information from the Community Warden Team.**
- 9. To receive any reports/information from the Police and from E-watch.**
- 10. To receive any questions/comments from the public or organisations.**
(To include any letters/e-mails received by the Clerk from members of the public)
- 11. To receive updates on the Boundary Changes and make any necessary decisions.**
 - a. Update on the transfer of Lease on Richmond Way.
- 12. To receive an update on the Shed in Brooks Field. (KO)**
- 13. To receive updates on the LPC Fete and make any necessary decisions. (NB)**
- 14. To review the Enquiry, Concern and Complaints Spreadsheet. (KO)**
- 15. Promotion of Loose Parish Council & Articles. (JB)**
- 16. To receive and discuss any items of concern escalated by Councillors, Committees or the Office.**
- 17. To discuss Councillors' details on the website and make any necessary decisions.**
- 18. To appoint Committees and members to Committees.**
This includes substitutes, co-opted members and representatives to outside bodies. To also consider numbers of members on each committee.
- 19. To review all Terms of Reference (TOR) of committees being delegated to carry out LPC business.**
 - a) Planning Committee Terms of Reference
 - b) Finance and Admin Committee Terms of Reference
- 20. Finance & Funding:**
 - a. To ratify payments made on Appx A for 15 July 2024
 - b. To receive update on the end of Year agar and the external auditors.
 - c. To receive a full record of accounts from RFO
- 21. To review the following policies:**
 - a. Complaints Handling Procedure
 - b. GDPR Policies and Procedures
- 22. To receive update on the Resilience Plan for the Parish.**
- 23. To ratify any Round Robins since the last meeting on 17 June 2024.**
- 24. Information Only.**
- 25. Next meeting of the LPC 16 September 2024.**