



## **LOOSE PARISH COUNCIL**

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### **Minutes of the Neighbourhood Plan Steering Group Meeting**

**Tuesday 20 August 2024 at 2.30pm**

**Present:** Mick Westwood (MJW) Chairman, Jim Andrew, Rhiannon Cox (RC), Carol Westwood (CW).

Janet Burnett (Assistant Clerk) (JB) who took the minutes.

1. Apologies for absence previously received from Peter Gardener. No apology received from Mark Woodward.
2. Minutes of the meeting held 28 May 2024 (pages 3 - 4) were approved.
3. Approval of minutes of 16 April 2024 by Loose Parish Council was noted.
4. Neighbourhood Plan Area Designation.  
Loose Parish Council has agreed the boundary of the Parish. The working group has requested a meeting with MBC Neighbourhood Plan team to take this forward.
5. Headcorn and Staplehurst Neighbourhood Plans.  
MJW reported on these plans and the structure that these plans took.
6. Consultants.
  - I. Expressions of interest.
    - i. The working group agreed that expressions of interest be sought.
    - ii. JB to find out from previous minutes and identifying the speaker that the previous Neighbourhood Plan working group considered using.
    - iii. Consultants to be approached.
  - II. Quotes not to be progressed at the moment.
7. Funding Updates.  
MJW updated the group on the Locality Grant criteria.  
JB to complete Locality Expression of interest.
8. Community Engagement – Fete 7/9/24.

- I. Format as agreed for the previous cancelled fete.
- II. If Community Alert is circulated before the fete, the Neighbourhood Plan to be advertised.
- III. Banners were discussed:  
**Action: JB to look into costs of feather banners.**
- IV. A pad to be supplied for comments.

9. Comparison of North Loose and Loose Neighbourhood Plans – progress of analysis.  
JB to contact and ask MW to circulate any information that he has.

10. Date of next meeting **17 September.**

11. Meeting Closed **15.58**

12. Signed Committee Chairman .....

13. Dated: .....