

LOUGHTON PARISH COUNCIL

Clerk: Mrs J. Wilcox

55 London Road, Loughton, Milton Keynes MK5 8AF

Tel: 01908 662823

Action to be
taken by:

MINUTES OF THE MEETING HELD ON MONDAY 17th October 2011

PRESENT: Councillors: A. Sargent (Chair), Andy Dransfield, H. Dyer, P Ballantyne, D. Blackburn
J. Ballantyne & S Kirkman.
Martin Camp (TVP) Sarah Bowren (Resident Complaint), 1 GH Resident

Apologies: P Todd (Chairman) A Lovett
All Councillors to notify the Clerk if unable to attend.

01. Sport England Inspired Facilities Fund Presentation:

Keith Parker, Sport and Play Consultant, Park Leisure Ltd provided a short presentation about the Sport England Inspired Facilities Fund available to Parish Councils and Charities, the criteria for applying and how to obtain funds for Projects. Andy D. left the meeting at 20:12 as he objected to the presentation as it was on behalf of his company. Questions and comments were duly noted. Registering of interest for funds is via the Sport England web site. To be added to Agenda for next meeting.

ALL

02. DECLARATION OF INTEREST

Dennis B –declared his interest in the Graveyard

03. MINUTES

Minutes of the last meeting were agreed, accepted and signed by the Chairman.
1 small amendment – the number of people attending as GH residents.

JW

04. Community Policing - TVP

Crimes in the Parish were discussed and noted.

05. Complaints and fault tracking:

Great Holm Table Tennis Table Project: the Chair invited Cllrs and the resident, Sarah Bowren to discuss the complaint against the proposed Table Tennis Table in Great Holm Park. A vote was then taken and Cllrs agreed to continue with the project. Clerk to inform MKC to go ahead, ask them to correct the problem of puddles in the concrete and request the bollards be put in place as discussed with Cllr Hilary D.

JW

06. Parking - Harvester Loughton

Andy L. proposal to extend resident parking and double yellow lines was noted and agreed by Cllrs and TVP. **AL to liaise with MKC and discuss with residents.**

AL

07. PPF Application (10K total) – Play Areas

The matched funding Grant had been approved at £5k. The Clerk had circulated the information to all Cllrs.

08. Two mile ash and Grt Holm Allotment Association name change request

The Clerk had been notified that the Name change had gone ahead. **Constitution is awaited.**

JW

09. REPORTS

There were no ward Cllrs in attendance and no reports taken due to time.

10. LOUGHTON GRAVEYARD

The project was discussed and comments noted. Three issues were raised. 1) Money received from plots who will hold/receive it. 2) Clerk requested to issue notice to quit to the current allotment holder - 3) Criteria for being buried to be clarified. Also Cllr Dennis B asked about his personal interest in the Graveyard as in wanting to secure a plot for himself.

PT

11. PARKING HOLMWOOD SCHOOL – CPF grant

It was suggested and agreed that the Clerk write and thank the NAG for their involvement in the project.

JW

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12. RISK ASSESSMENT Sports and Social Club, Loughton

Peter B. proposed a committee for the S&SC. Clerk suggested this should be an agenda item. It was agreed not to progress as the two suggested people for the committee were already the nominated representatives for the PC. Andy D. absent and therefore no progress reported on the freehold costs. SK and PB to attend next S&SC Meeting.

AD/SK/
PB

13. ALLOTMENTS

Karen Kenny to be invited to attend a Parish meeting to advise how funds can be raised. Victoria said delayed for 6 months when asked at the AGM.

RENTS – An increase was agreed to £16 /£8 for Parish Residents and £22/£11 for existing non residents. Clerk to notify Ken, issue rent notice and collect rents.

JW

14. Village Green Status - Grt Holm

Victoria **Whalley chasing MKC.**

PT

15. PLANTERS – Loughton School

Deferred at the last NAG meeting.

PB

16. Loughton Memorial Hall CLOCK

Cllrs agreed to £65 for the cost of a plaque. **Invoice to be sent to the Clerk. Victoria to be chased for the clock.**

PT

17. MKC Environmental Services – GH Pergola maintenance

Clerk still awaiting confirmation that all work was complete and signed off with Hilary. It was agreed no payment to be made for materials until complete.

JW/HD

18. Conservation Area Review process

MKC currently have no resource to progress. There is a possibility of 4 or 5 PC's combining to progress or fund. Simon K will keep in touch.

SK

19. PC Boards

Clerk had located a firm willing to replace the Perspex but was still looking for someone to repaint the boards. Dennis B also asked what was put on the board and Clerk advised and Hilary also said NAG documents were displayed too.

JW

20. Localisation

Neighbourhood plan, Peter Todd, had invited Cllrs to attend a meeting on the 2nd Nov. Andy S and Simon K agreed to go.

**PT,
AS, SK**

21. PC Info pack and CD from planning

Peter Todd apologised and said he still had this. (PT away)

PT

22. Review of the Audit process and Risk Assessment

Reviewed, agreed by all and signed by the Chair

23. Parking at Loughton School

Deferred.

ALL

24. Grant/Funding requests

Loughton Memorial Hall requested £3820.48 towards new chairs. Clerk had advised the Chair and Memorial Hall Treasurer, via email, of suggested funding options – Nat West & Community Foundation Grants. Clerk presented the quotes to Cllrs. Clerk requested to email quotes to all. Cllrs to agree response so Clerk can advise Treasurer of outcome.

ALL

25. Planning

It was agreed that the Clerk write with the Councils objections re Becket House

JW/SK

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planning application as proposed by Peter T. It was agreed that Simon K. Would investigate the planning proposal for Thorwood Place and respond to the Clerk.

26. Politics

Hilary D raised concerns over the recent Labour leaflet she received. The PC had always been non political. Deferred to next meeting.

PT

27. NAG

£700 FUNDS - no proposals presented – deferred to next meeting.

PB

28. GH Meeting Place Sign

The sign was discussed and Hilary D proposed and it was agreed for the Clerk to obtain two further quotes to compare

JW

29. Review the pay and conditions of service of existing employees

Andy S. proposed and it was agreed that the Chair, Peter, should carry this out. He queried if the Clerk had taken up the Pension. Clerk explained that the pension has to be agreed to by Council.

PT

30. Review and agree Donation to Royal British Legion Poppy Appeal, if any

Agreed to continue and increase to £25.

JW

31. ACCOUNTS

The following expenses were agreed and cheques signed by Hilary D but other signatories were absent so the Clerk will follow up with PT/AD:

JW

£507.72 AH Contracts – Sept Dog Bins
£18.00 Loughton Memorial Hall Meeting hire
£162.00 Mazars Audit Fee
£25.00 Royal British Legion – Poppy Appeal

Signed by the Chair:

Dated:

Signed by the Clerk:

Dated: