

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 21st November 2011

Councillors Present:

Peter Todd (Chair)
Andy Dransfield
Hilary Dyer
Peter Ballantyne
Dennis Blackburn
Joyce Ballantyne
Simon Kirkman

Also Attending:

Jen Wilcox (Clerk)
Martin Camp (TVP)
David Bowen (Trustee Loughton Memorial Hall)
John Gibbs (BALC)

01. Apologies

Apologies received and accepted from Cllr Andy Sargent.
Please note: All Councillors are to notify the Clerk if they are unable to attend, preferably by email and at least 7 days before the meeting.

02. DECLARATION OF INTEREST

None received

03. Presentation of Clock and Plaque

Peter Todd presented the new Clock and plaque to David Bowen who accepted and thanked the Parish Council on behalf of the Loughton Memorial Hall Trustees.

04. Presentation and Overview of BALC:

John Gibbs CEO from BALC provided a short presentation about BALC, the support, services and training that they offer to all Parish Councils members. Questions and comments were noted. Membership fees estimated to be £700 per annum. **Further information about benefits of joining to be obtained and circulated by the clerk for consideration and a decision in due course as to whether to re-join BALC.**

JW

05. Community Policing - TVP

Martin gave an update on crimes in the Parish. Details to be emailed for the Parish Website. Car crime figures had increased. Peter T. asked about contact with Neighbourhood watch – Martin advised the NHW should contact the police to report any incidents seen.

MC

06. ELECTION OF VICE CHAIR

It was agreed to defer the question to the next meeting. Andy D. proposed Simon Kirkman.

ALL

07. MINUTES of the previous meeting and actions

The Minutes of the Meeting held on 21st November 2010, copies of which had been previously circulated to Members, were (with minor amendments), confirmed as a true record and signed by the Chairman. Several items added to the Agenda for agreement at the next meeting.

08. Reports from External Meetings

Andy D. attended the ward Cllr meeting. The Parish Review had been implemented and the budget for next year will be set late Feb.

Peter T. attended the Governors meeting at Loughton School. Plans to expand to bring in outside pupils. Additional car parking being discussed. A small part of the school field has been sold to raise funds.

Hilary D attended the NAG as Parish representative. The NAG suggested a joint working group to maintain Loughton School planters. The Parish Council were unaware of any other volunteers willing to help. Clerk to ask Ken if for suggestions the allotments and if anyone would volunteer to maintain them. Peter T agreed to speak to the school again.

NAG £700 FUNDS – allocation to be agreed - deferred to next meeting.

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09. Complaints and fault tracking:

Great Holm Table Tennis Table Project: Clerk to continue follow up with MKC re the puddle issue. Agreement to spend £200 on bollards was deferred to next meeting after the PC Finances are clarified.

ALL

10. Sport England Funding

Simon Kirkman will research and report back at the next meeting.

SK

11. LOUGHTON GRAVEYARD

This item was not taken due to shortage of time.

PT

12. Review the pay and conditions of service of existing employees:

Review meeting between the Chair and Clerk had gone ahead. Details to be distributed to Cllrs.

PT

13. Sports and Social Club, Loughton

Information received from Robbie Caddock, asking for PC's urgent attention, circulated to Cllrs prior to meeting. This item was not taken due to shortage of time

**SK/
PB/
ALL**

14. Grant/Funding requests

David Bowen Loughton Memorial Hall trustee spoke to Cllrs about the grant request and quotes obtained. Costs for new chairs seen at Costco had been advised by Cllr Don H. These were considerably cheaper than the quotes from LMH. David said that they would look at these. They have applied to the Wren Trust and Community Foundation for funding and would come back to the PC next year once outcomes known.

15. Planning Applications

No comments received back from Cllrs on circulated applications. This item was not taken due to shortage of time

16. ACCOUNTS

The following expenses were agreed and cheques signed:
£413.46 (chq no. 697) J. Wilcox – Sept/Oct salary
£103.40 (chq no. 698) HMRC Income tax Sept/Oct
£1651.20 (chq no. 696) Archaeological Services and Consultancy – Graveyard Project
£551.44 (chq no. 699) AH Contracts – Oct Dog/Litter Bins
£35.00 (chq no. 700) BALC - Standing Orders for Local Councils
£111.65 (Direct Debit payment) 15/11/11 Anglian Water allotment rates

JW

17. ALLOTMENTS

Project for new allotment on hold until further notice.
Rents are being received by the Clerk. Cheques need to be banked.
Ken reported a plot that was not being maintained. Agreement sought to issue an eviction notice to the plot holder. PC agreed on evidence seen, to go ahead and evict.

**JW/
KV**

Outstanding Items

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

19. Parking - Harvester Loughton

Proposal submitted to MKC. Outcome waited. No update.

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

Constitution being obtained for Cllrs review.

JW

21. Village Green Status - Grt Holm

This item was not taken due to shortage of time

22. MKC Environmental Services – GH Pergola maintenance

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Still not complete Clerk had chased MKC.

23. Conservation Area Review process

This item was not taken due to shortage of time

24. PC Board Maintenance

On next Agenda for budget spend agreement of £499 as per quote provided to Cllrs by the Clerk.
Already minuted to go ahead but price higher than £250 agreed.

ALL

25. Localism

This item was not taken due to shortage of time

PT/

PB

26. GH Meeting Place Sign

Quotes and request for design provided to Cllrs by Clerk – decision deferred until after Finances
agreed at next meeting.

ALL

Signed by the Chair:

Dated:

Signed by the Clerk:

Dated:

**MC/
JW**

ALL

JW