

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 19th December 2011

Councillors Present:

Peter Todd (Chair)
Simon Kirkman
Hilary Dyer
Peter Ballantyne
Andy Sargent
Joyce Ballantyne
Andy Lovett (arrived 19:16)
Don Hoyle (arrived 21:50)

Also Attending: Jen Wilcox (Clerk)

01. Apologies

Apologies received and accepted from Cllr Dennis Blackburn due to illness and Cllr Andy Dransfield. Josh (TVP) attended at 7pm to apologise for TVP absence due to work priorities.

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

Peter T, Hilary and Andy S declared an interest in All Saints Church for the Graveyard agenda item.

03. To Elect Vice Chair

Simon Kirkman was elected Vice Chair.

04. Community Policing - TVP

Josh attended and apologised that there would be no TVP presence at the meeting due to work duties. Monthly report of crimes in the Parish to be forward by email to the Clerk.

MC/
JW

05. MINUTES of the previous meeting and actions

The Minutes of the Meeting held on 21st November 2011, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

06. Reports from External Meetings

Peter B. attended the Parish Forum meeting at Milton Keynes Council.

A likelihood of ward council restructures.

Community resilience - the PC should have a disaster recovery plan and emergency backup register. **Simon K will investigate requirements.**

Secklow Sounds radio station – launch of pilot scheme to promote community projects in Jan.

Community Asset transfer – Loughton likely to be in phase one. Cabinet decision 17th Jan 2012.

Hilary D attended the Hugh Park Trust as Parish representative – notified funds distributed.

Hilary D also attended the NAG as Parish representative. Requested NAG expenses be paid.

SK

07. ACCOUNTS:

ICO Data Protection £35 registration fee approved and cheque allocated.

The allocation of monies to the NAG for expenses of £46.83 was approved and cheque allocated.

There was general agreement to the proposed budget. Cllrs proposed and agreed to have an additional meeting, for the Budget and Precept, 9th January 7pm subject to room availability.

CHEQUES presented for signature duly signed:

19/12/2011	CLERK Salary	£397.73	701
19/12/2011	HMRC	£99.40	702
19/12/2011	Loughton Memorial Hall Hire	£18.00	703
19/12/2011	AH Contracts	£470.74	704
19/12/2011	SLCC Clerk Training Course WWYC	£210.00	705
19/12/2011	MKC-Loughton Pavillion Lease	£662.50	706
19/12/2011	Victoria Walley Clock Plaque	£65.00	707
19/12/2011	Clerk Expenses April To November	£107.42	708

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19/12/2011	ICO Data Protection	£35.00 709
19/12/2011	D Ferris NAG expense grant	£46.83 710

JW

08. Neighbourhood Plan

Draft Neighbourhood Plan circulated to Cllrs prior to meeting. Peter T attended two meetings with MKC to discuss. Cllr Hilary D presented her comments.
Resolution: Agreed to proceed and consult with draft contents/proposals. Next stage is consultation with local stakeholders and residents for their input.

**PT/
AS/
SK**

09. Actions arising from the Clerks annual Review

The public were excluded for consideration in private under Standing Order section 36

Resolution: Passed for the Clerk to join the Local Government Pension Scheme

Resolution: Passed to increase the Clerk's hours by one a week (The Clerks hours could be reviewed again with the transfer of assets).

JW

10a. PC Boards and GH sign maintenance

The public were readmitted

Resolution: The quote circulated to Cllrs prior to meeting of £499 was agreed. Clerk to arrange works

JW

10b. To approve purchase of GH bollards to prevent parking on the grass

Resolution: £200 quote from MKC was agreed. Clerk to notify Robbie.

JW

11. To discuss complaint raised by resident re Parking at Loughton Middle School

25% of students are out of catchment.

Resolution: Request police patrol more frequently. Advise parishioner of actions proposed

12. To discuss and agree actions on applying for Sport England Funding

Simon Kirkman reported on two opportunities for the Parish to apply for funds in 2012.

Resolution: Agreed to proceed with application

**JW/
MC**

13. Sports and Social Club, Loughton

Peter B and Simon K attended the Sports and Social Club AGM. There were 13 committee members present. The Chair and Treasurer resigned.

Resolution: Meetings to be arranged with MKC and S&SC before the planned EGM.

**PB/
SK**

14. To review and agree actions on the Loughton Graveyard project

Draft lease to be circulated to Cllrs when available.

PT

15. To agree actions for proposal to renew contract received from AH Contracts

Resolution: Contract to go out to tender – 3 quotes required from 3 suppliers.

JW

16. To consider and agree budget and purchase of new sign for GH Meeting Place - £500

Cllr Dyer declined the project.

Resolution: Up to £500 spend authorised. Chair and Clerk to action.

**PT/
JW**

17. Allotments Eviction

Resident declined the opportunity to appeal. The eviction had gone ahead.

18. To consider correspondence received and grant requests

No actions. Money for Grant allocation is in next year's budget.

19. PLANNING

•To agree Councils comments on Planning Applications – (previously circulated to all Cllrs)

None

•To review comments from Conservation Officer re: 11/02094/FUL Beckett House Nursing Home

Resolution: Agreed to maintain objection and complaint about the ramp. Don H to arrange site visit (as Ward Cllr) with MKC and Peter T.

**DH/
PT**

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20. To review and agree actions on the Parking obstructions caused by patrons of The Harvester, London Road

Response received from Milton Keynes Council.
Resolution: Cllr Andy L to meet with Susan Williams to discuss

AL

21. To discuss and agree Parish Council” nominee/representative to the Hugh Park trust

Don Foxley retired after 35 years as the Parish representative.
Resolution : Cllr Andy Sargent nominated and agreed as Parish Representative.

22. To discuss the Parish Council & politics

Cllr Dyer complained that a leaflet circulated by the Labour Party in Great Holm contained an item which while not factually incorrect might be misleading. This was duly noted.

23. To discuss and agree actions required for maintaining the Loughton Planters

Clerk to circulate the quote received from the Allotment holder, to Cllrs. Peter T to talk to school.

**JW/
PT**

24. Village Green Status - Grt Holm

Resolution: Victoria Walley to be asked for copies of the application papers submitted.

JW

Signed by the Chair:

Dated:

Signed by the Clerk:

Dated: