



To all members of Loughton & Great Holm Parish Council, you are hereby **summoned** to attend the Parish Council Meeting to be held on **Monday 15th May 2023 at 7.30pm** at **Loughton Memorial Hall, Bradwell Road**. Members of the public and press are welcome to attend.

Paula Milford, Parish Clerk.

Agenda

FC66/23 Election of Chair: Councillors to elect a Chair for the Council year 2023 - 2024

FC67/23 Declaration of Office: Newly elected Chair to sign the form. To be witnessed by another council member. Both to sign the form.

FC68/23 Election of Vice-Chair: Councillors to elect a Vice Chair for the Council year 2023 – 2024.

FC69/23 Declaration of Office: Newly elected vice-Chair to sign the form.

FC70/23 Declaration of Office: To note that all 8 members of the Parish Council have signed their Declaration of Office form in the presence of the Clerk prior to this meeting.

FC71/23 Apologies: To receive and note apologies from members unable to attend the meeting.

FC72/23 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FC73/23 Public participation: For any resident of the parish to raise any issue, petition, question or concern (10 minutes or by consent of the Chair).

FC74/23 Minutes: To approve as an accurate record, minutes of the last meeting held on Monday 17th April 2023.

FC75/23 May Payment Schedule: To note the May payment schedule.

FC76/23 Meeting Calendar for 2023–2024: To approve the calendar of meetings for the 2023 – 2024 year.

FC77/23 Allotment Termination Appeal: To consider an appeal against the termination of a tenancy within the Greenhill Close Allotment Site.

FC78/23 Summer Football Pitch Usage: To resolve whether to close the Football pitches to both football teams (Tattenhoe Youth and OB City) for a period of 6 weeks from Monday 3rd July 2023 – Friday 11th August 2023 to allow the pitches to rest and recover after 2022 – 2023 season. This rest period of 6 weeks in the summer would apply to every year going forward and would be included in the yearly contracts.

FC79/23 Grant Application: To consider a grant application for £500 for Great Holm Pre School.

FC80/23 Co-Option for 2 Seats on The Parish Council: To consider starting the Co-Option process for the final 2 seats on the Parish Council that remain vacant after this year's Elections.

FC81/23 Internal annual audit report: Council to note annual final internal audit report for the 2022 – 2023 financial year.

FC82/23 Annual Return (AGAR): Councillors to approve annual governance statement and annual return. Chair to sign, for Clerk to submit to external auditors.

FC83/23 Review and agree the appointment of members and substitute members (see standing order 4.d.v) to existing committees and working groups for 2023/2024, to elect Chairs, and consider dissolving any committees and working groups (see standing order 4.d.xii): (see current committee list p.) as follows:

- 1) Planning Working Party – (no less than 3 members)
- 2) Finance and Staffing committee – (previously 7 members)
- 3) Premises Committee – (previously 5 members)

FC84/23 Review and agree Parish Council representation on external bodies for the council year 2023/2024, or to discontinue representation, for the following:

- 1) Jubilee Graveyard committee
- 2) Milton Keynes Parish forum
- 3) Milton Keynes Association of Local Councils
- 4) Hugh Parke Charitable Trust

FC85/23 Summer play Sessions: To approve the following summer play sessions within our Parish for the 6-week summer holidays in July and August 2023.

a) MKPA Summer Play Sessions – 2 per week (1 in Great Holm and 1 in Loughton) £440 per session = Total £5,280

b) MK Dons Football Sessions – 2 per week (1 in Great Holm and 1 in Loughton) £90 per session = Total £1,080

c) MK Basketball Sessions – 1 per week (Great Holm only due to Loughton not having a basketball facility) = Total £500

Total cost of all sessions £6,860 (Budget of £10,000)

FC86/23 Clerk CILCA Qualification: To approve a cost of £450 payable to SLCC, and a payment of £350 payable to B&MKALC for the training and submission of the CILCA qualification for the Clerk. This is a 12-month course.

FC87/23 Planning applications: To consider any representations to be made to Milton Keynes Council on the following planning applications

a) **Application no: 23/01016/HOU Proposal:** Proposed revised fenestration to rear elevation, replacement windows and doors, and two storey side extension At: 54 Gatcombe Great Holm Milton Keynes MK8 9ET

b) **Application no: 23/01007/HOU Proposal:** The proposed erection of a replacement rear extension, a new dormer window and an ancillary outbuilding. At: Old School School Lane Loughton Milton Keynes MK5 8AT

c) **Application no: 23/00416/FUL Proposal:** The sub-division of existing garden into two plots and the creation of a self-contained dwelling on both new plots with associated parking At: 1A The Meadway Loughton Milton Keynes MK5 8AN

d) **Application no: 23/00955/HOU Proposal:** The erection of proposed single storey front extension forming a bay under the existing front window, replacement of rear single storey roof (same profile) with larger rooflights and new position of rear doorset, external SVP, removal of side door & internal alterations to ground floor At: 138 Kensington Drive Great Holm Milton Keynes MK8 9BN

e) **LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982**

Boroughwide Street Trading Consent – Renewal

We have received an application from MK Ices (Reg EK09 XXE) on 21/04/2023 for 1 ice cream van to trade Boroughwide for the following times:

Monday to Sunday 14:00 to 21:00

f) **LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982**

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Monday to Sunday 14:00 to 21:00

FC88/23 Items for the next agenda: To note that all members must notify the Clerk of any items for the agenda in accordance with the Parish Council's standing orders.

Date, time and Location of Next Meeting: Monday 19th June 2023 at 7.30pm at The Community Centre in Great Holm.