



To: All Members of Loughton Parish Council

### **NOTICE OF MEETING**

You are hereby summonsed to attend a meeting of **Loughton Parish Council** to be held on **Monday 21<sup>st</sup> January 2013** commencing at **8:00pm** at the Great Holm Community Centre, 87, Kensington Drive, Great Holm, Milton Keynes, MK8 9AY for the purpose of transacting the following items of business

Signed

A handwritten signature in purple ink that reads 'B. Barton'.

Brian Barton  
Parish Clerk

### **AGENDA**

#### **01. Apologies**

To receive and accept apologies for absence.

#### **02. Declarations of interest**

Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting.

#### **03. Minutes of previous meetings:**

To receive and approve as a correct record the minutes of the meeting held on:

- Monday 17<sup>th</sup> December 2013  
**(To follow)**

**04. Questions from Members of the Public:**

To allow questions from members of the public (twenty (20) minutes in total), up to five (5) minutes each in total.

**05. Presentations:**

- To take a group photograph of all members of the Council

**06. Report from PC Albert Barnard of Thames Valley Police:  
(Verbal report)**

**07. Finance reports:**

- a) To review the management accounts for the financial year to date.
- b) To authorise all cheques presented for payment
- c) To determine a sum to be paid on account of clerk expenses for office set up.
- d) To agree the following cheque signatories – Brian Barton (Clerk), Cllrs Simon Kirkham (Vice-Chair), Peter Ballantyne, Barry Barrington and Andy Sargent and other members as appropriate.
- e) To determine a Parish Council dispensation and Councillor expenses reimbursement scheme.

**(Reports attached)**

**08. Local Government Pension Scheme:**

To resolve that the new Clerk may join the Local Government Pension Scheme.

**(Verbal report)**

**09. Committee Structure:**

To agree a committee structure.

**(Report attached)**

**10. To adopt a Health and Safety Policy:**

**(To follow)**

**11. Community asset Transfer:**

- a) To report on progress and to give authority as to pursue stage two (2) application for Loughton Sports and Social Club.
- b) To decide whether to apply for an asset transfer of the Great Holm community centre.

**(Verbal report)**

**12. Personnel Matters/issues:**

To consider having the services of an unpaid intern from February – April 2013.

**(Verbal report)**

**13. Loughton and Great Holm Neighbourhood Action Group:**

To note the minutes of the Great Holm Neighbourhood Action Group held on Thursday 3<sup>rd</sup> January 2013.

**(Attached)**

#### **14. Allotment Matters:**

To determine arrangements for composting sale and distribution at the Specklands allotments.

**(Verbal report)**

#### **15. Ward Items:**

- a) Cllr Andy Sargent - To discuss a proposal from Julienne Thom All Saints Church, Loughton to hold a fundraising event in the form of a Scarecrow Trail in Loughton Village on the weekend of 22/23 June 2013
- b) Cllr Hilary Dyer - Maintenance and funding of the planters outside Loughton Middle School – To seek confirmation that funds would be available to purchase new bulbs/plants and sundry items as needed.
- c) Cllr Peter Ballantyne - Litter problems on Great Holm
- d) Cllr Peter Ballantyne - To report on the application for village green registration in Great Holm and decide on action to take
- e) Cllr Simon Kirkham - Kebab mobile unit which is trading every evening outside the Loughton Manor School (off Paynes Drive/Linceslade Grove), and also puts out a makeshift sign on the H5 Portway as reported by a member of the public who is concerned about this trader being in the vicinity

#### **16. Planning Applications:**

To determine representations to be made on the following pending planning applications:

**None received to date, but to consider any application that is received up and until Monday 21<sup>st</sup> January 2013.**

To note the outcome on the following considered planning applications:

- a) 12/02400/FUL - 110 Linceslade Grove Loughton Milton Keynes MK5 8BL, Two storey side extension - **Application Permitted**
- b) 12/02363/LBC - Manor Cottage Leys Road Loughton Milton Keynes MK5 8AZ, Conversion of existing double garage to detached residential annexe and erection of detached garage - **Listed Building Consent Refused**
- c) 12/02365/LBC - Manor Cottage Leys Road Loughton Milton Keynes MK5 8AZ, Erection of a two storey front extension - **Listed Building Consent Refused**
- d) 12/02361/FUL - Manor Cottage Leys Road Loughton Milton Keynes MK5 8AZ, Conversion of existing double garage to detached residential annexe and erection of detached garage - **Application Refused**
- e) 12/02364/FUL - Manor Cottage Leys Road Loughton Milton Keynes MK5 8AZ, Erection of a two storey front extension - **Application Refused**

#### **17. Verbal Reports/Updates on the following Projects/Issues:**

- a) The graveyard extension
- b) Loughton play area renewal
- c) Neighbourhood Development Plan
- d) Conservation Area Review
- e) March/April Parish Newsletter

- f) Community Emergency plan
- g) Loughton Lodge large scale development proposal

**18. Date and time of Next Meeting:**

Monday 18<sup>th</sup> February 2013 at the Loughton Memorial Hall, Bradwell Road, Loughton at 7:30pm.