



**Minutes of the meeting of Loughton & Great Holm Parish Council held on  
Monday 16/12/19 at 7.30pm at the Community Centre, 87 Kensington Drive, Great  
Holm MK8 9AY.**

**Councillors present:** Councillors Todd (in the Chair), Bailey, Howe, Sargent

**Staff present:** Philip Compton (Parish Clerk)

**Members of the public present:** 2

**FC146/19 Apologies:** Apologies were received and accepted from Councillors Dyer, Hoyle, Nayee, Nolan and Sargent. Cllr Altieri-Douglas arrived at the meeting but shortly after gave her apologies and had to leave (at 7:35pm), to which the Council accepted. The Clerk confirmed the meeting was quorate with four Councillors present.

**FC147/19 Declarations of interest:** There were none given.

**FC148/19 Thames Valley Police:** The November crime statistics report and verbal update for Loughton Park was received from PCSO Capstick as follows:

<u>Offence</u>	<u>Shenley Church End</u>	<u>Loughton</u>
Action Fraud	0	0
Arson	0	1
ASB	1	0
Assault with injury	1	0
Assault without injury	2	0
Bilking	1	1
Burglary	2	3
Attempted Burglary	0	0
Criminal Damage to cars	4	3
Criminal Damage to Property	0	1
Dangerous dog	1	0
Drink/drug driving	0	0
Drug offences	3	0
Fire Arms Offences	0	0
Garage Break in/attempt	0	0
Kidnapping	2	0
Malicious Communications	1	0
Offensive weapons	1	0
Public Order	1	3
Road Traffic Incident	0	1
Robbery	0	1
Shoplifting	0	0
Suspicious Circumstances	0	1
Theft from Motor Vehicle	6	3
Theft of Bicycle	0	0
Theft of Property	3	3
Theft of Vehicle	0	0
Unauthorised Encampment.	0	1
<b>Total</b>	<b>28</b>	<b>22</b>

There were a total of 152 Reported Crimes on the area of Loughton Park Policing area which included the parishes of Shenley Church End and Loughton & Great Holm, 26 less than last month. Theft from motor vehicles was still on the rise.

Councillors asked:

Question: There appears to be an increase in the number of homeless and begging people around the train station, are there any measures being implemented to combat this?

Answer: A mini task force is in process of being set up to combat this, between MKC and the police, and it has as a focus assisting people rather than criminalising them.

Q: When will this take effect?

A: In mid-January.

Police present were informed extra lighting had been installed at the Pavilion car park, which would help in identification, and this was received positively.

It was noted that although robberies had increased, there was a lack of people giving statements which hampered the police's ability to prosecute.

Councillor Todd thanked PCSO Capstick for attending the meeting.

**FC145/19 Public participation:** Both members of the public left the meeting at this time (7:55pm).

**FC149/19 Planning and licensing applications:** Councillors considered the following planning applications:

- a) Ref:1 50048 Eat is Greek, Davy Avenue, Knowlhill: Street Trading Consent – Renewal application on the 03/12/2019 to sell hot takeaway food  
**Councillors agreed they had no objections.**
- b) Ref: 19/03242/LBC demolition of outbuilding and erection of garage and terrace, at: 2 School Lane Loughton Milton Keynes MK5 8AT  
**Councillors agreed the clerk would comment to the effect that although the new building would be built in a sympathetic manner, the doors would not be, and it would be preferable to have side-hung wooden doors rather than metal shutters.**

**FC150/19 Planning Applications:** Councillors considered further applications validated since the publication of the agenda:

- c) Application no: 19/03297/FUL Proposal: Proposed garage conversion, internal alterations, revised fenestration and replacement windows at: 54 Ashpole Furlong, Loughton, Milton Keynes, MK5 8EF  
**Councillors agreed they had no objections.**
- d) Application no: 19/03312/FUL Proposal: First floor rear extension (proposed) and single storey side extension (completed) at: Fielden House, 34 Lincelade Grove, Loughton, Milton Keynes, MK5 8DT  
**Councillors agreed they had no objections.**

**FC151/19 Road Safety at Knowl Gate:**

**Action:** Knowl Gate Road safety data collection measures (installation of CCTV cameras), were noted.

**FC152/19 Minutes:** Minutes of the meeting held on 18/11/19 were approved as an accurate record of the proceedings of that meeting.

**FC153/19 Committee Minutes:** Draft minutes from the Finance and Staff committee held on 09/12/19 were received and noted.

**FC154/19 Payments:**

**Action:** Payments for the month of December were authorised, and upon request the Clerk agreed to enquire into Serco payments, which appeared high for the month. The Clerk highlighted the unusually high monthly payments, which were over £26,000 for the month, explaining there was a final payment to Total Facilities for refurbishment of the Pavilion of £9,373.99, an associated Aichison Rafferty bill of £977.99, and £5,000 donation to the Parks Trust as agreed at the last Council meeting, alongside the usual £10,000 (approximately) of general running and staffing costs. Councillors noted there was one bill of £708 from the last financial year (March 2019), which was due, and agreed to pay it, having confirmed with the Clerk that there was no evidence it had been paid at the time. Upon request, the Clerk agreed to note in future on the monthly payment schedule the amount held by the Council in the bank accounts. Councillors noted the four bank accounts held a total of £95,000. Councillors noted the carry forward would be significantly less than this amount by the close of the current financial year.

**FC155/19 Recommendation of the Finance Committee on Neighbourhood Development Plan (NDP):** Council resolution FC83/19 made on 16/09/19 which was “Not to budget for a project manager or consultant to support the work of developing a Neighbourhood Plan in 2020/21” was reviewed. Budgeting for a project manager in 2020/21 was considered, proposed by Councillor Todd. Councillors also noted the comments made in the Minutes of 21 January 2019 (FC189/19), where the cost was weighed up against the reward, of going ahead with a NDP.

Cllr Sargent explained to the Committee the breadth and purpose of a NDP, namely that it was more than being just about planning, and that it encompassed; the potential University and Santander developments, the controlled parking zone, street trading, the management of community assets and health and fitness centres. It would also be a method of engaging with the local community, to seek opinion on development projects.

Councillors expressed their frustration at the likelihood that if any major development were to occur, it would likely go ahead irrespective of the comments of the Parish Council.

The proposal was tabled, to begin with working up costing for the project, before agreeing to go ahead with the full project, and the Clerk would seek quotes for costing of the project from suitably qualified organizations/people. The motion was brought to a vote, as to whether to revoke the decision reached by the Planning Committee into going ahead with the NDP, and begin work on costing up the project.

Q: What would be the anticipated timeframe for acquiring a fully-costed proposal?

A: Not less than one year is a likely estimate.

Q: What is the proposed cost of the costing exercise?

A: The proposal is to budget up to but not exceeding £7,500.

**Action: A vote was held on the above proposal:**

**For: 2**

**Against: 2**

**The vote carried on the strength of the Chair's casting vote.**

**FC156/19 Business Plan as amended for 2020-2021:**

Those present noted there were two draft business plans, one compiled by Cllr Bailey, the other compiled by Cllr Todd. Both were amended from last year's business plan. Councillors noted the amended 'planned activities' as compiled by Cllr Bailey was a shorter version. Cllr Todd was concerned this may have excluded some of the planned activities contained within the previous year's planned activities. Councillors did not agree on which would be adopted, noting however, that the plan did not necessarily have to be adopted in order to set the budget, and this agenda item was to note the plans. Councillors noted the Cllr Todd business plan had been distributed only the night before, considering this did not provide sufficient time to digest the content.

**Action: It was agreed to put both business plans forward at the next Council meeting on 20 January 2020 for adoption.**

**FC157/19 Ashpole Furlong Play Area from Business Plan:** Councillors considered progress on refurbishment of Ashpole Furlong Play Area.

Cllr Howe considered this had not been properly discussed by Council, with no formal resolution to proceed, and that historical communications had been as follows:

- a letter from 7 March 2018 mentioning a £5k grant
- an email dated to 8 November 2018 which showed slides of the playscheme
- an email from 15 April from Cllr Todd

Cllr Todd responded to the effect that it was a Milton Keynes Council project, and that feedback had been requested through the email of 8 November.

**Action: It was agreed this would be resolved at a future Council meeting, upon receipt of request for funding contribution from Milton Keynes Council.**

**FC158/19 Budget for 2020/21: Councillors were requested by the Clerk** to agree a business plan, determine the Parish Council's budget and adopt parish precept for 2020/21 (considering documents compiled by Cllrs Bailey and Todd).

Discussion ensued, recapping what had been mentioned at the most recent Finance and Staffing Committee on 9 December 2019, noting the Committee had not succeeded in recommending a draft budget plan to the Council. Two draft budget plans had been drawn up, one by Cllr Todd, the other by Cllr Bailey. They differed in that Cllr Bailey's draft plan showed a surplus at the end of the forthcoming year. Cllr Todd was not willing to deviate from his draft budget plan.

**Action: A vote was held, on whether to adopt Cllr Todd's budget plan for the forthcoming year, which entailed an increase in precept from £82,327 to £89,750.**

**For: 2 (Cllrs Sargent and Todd)**

**Against: 2 (Cllrs Bailey and Howe)**

**The vote carried on the strength of the Chair's casting vote.**

**FC159/19 Review of provision of documents for meetings:**

**Action: with so many apologies received (six in total), it was agreed to discuss this in the January 2020 Council meeting. The Clerk sought feedback in terms of debate and discussion provided in minutes, and feedback was to the effect that pertinent questions and answers would be a useful addition to actions and proposals, for referral in the future. The Clerk agreed to include this in future minutes.**

**FC160/19 Conservation Area Consultation:** To consider a response to Milton Keynes Council for the general information document (GID) relating to the Loughton Conservation area (see document comprising emails).

**Action:** members noted the Council had conducted a conservation area review of the Parish in 2014, which was comprehensive, and considered it was not necessary therefore to respond to the one proposed.

**FC161/19 Siting of an Extra Textile Bank for the Air Ambulance Service:** Council considered giving permission for the Air Ambulance Service to site a second, smaller unit in the Pavilion car park.

**Action:** members agreed the existing textile bank occupied a significant portion of the Pavilion's car park, which the Council noted was offered to parents of the nearby school for parking at drop-off and pick up, and agreed not to provide permission for a second unit.

**FC162/19 Request for grant from Ride High Equestrian Centre:** Council considered contributing towards repairs to the heating facility of the Manor House at Loughton (documents refer).

**Action:** It was agreed to offer a grant of £500 to the Ride High Equestrian Centre, the Council noting it was of benefit to the local population.

**FC163/19 MKPA request:** for reduced fees for Milton Keynes Play Association (documents attached)

**Action:** the Clerk agreed to ascertain more information on this for Council to consider.

**FC164/19 MKdons request:** from the Community Football Development Officer (documents as attached).

**Action:** the Clerk agreed to ascertain more information on this for Council to consider.

**FC165/19 Approval of Non-Councillors to Planning Committee:**

**Action:** It was agreed to invite up to four non-councillors, with voting rights, onto the Committee and the Clerk agreed to alter the Committee's terms of reference to reflect this.

**FC166/19 Reports from members:** To receive reports from members attending external meetings:

- a) Members to report back on any meetings that they may have attended
- b) Any ward Councillors present to report on Milton Keynes Council meetings

**FC167/19 Items for the next agenda**

**Date and time of Next Meeting:** Monday 20/01/20 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY

The meeting was declared closed at 10:05pm.