



To all members of Loughton & Great Holm Parish Council, you are hereby **summoned** to attend the **Annual Meeting** of the Council to be held on **Monday 18 May 2020 at 7.30pm**.

Members of the public and press are welcome to attend – please contact the Clerk for details on how to access the virtual meeting, by emailing:

parish.clerk@loughtonandgreatholm-pc.gov.uk

Philip Compton
Clerk to the Parish Council

Agenda

FC1/20 Election of Chair: for the Council year 2020-2021

FC2/20 Declaration of Office: Newly elected Chair to sign the declaration of office

FC3/20 Election of Vice-Chair: For the Council year 2020-2021

FC4/20 Declaration of Office: Newly elected Vice-Chair to sign the declaration of office.

FC5/20 Apologies: To receive and note apologies from members unable to attend the meeting.

FC6/20 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda, not already having been declared.

FC7/20 Public participation: For any resident of the parish to raise any issue, petition, question or concern (10 minutes or by consent of the Chair). Once this agenda item is closed, there can be no further public participation in the meeting.

FC8/20 Thames Valley Police: To receive crime statistics report from Thames Valley Police (report attached – see pages 1-2).

FC9/20 Planning and licensing applications: To consider any representations to be made to Milton Keynes Council on the following planning applications:

- a) Application no: 20/00834/FUL Proposal: Proposed two storey side extension, rendered facade with new roof tiles and replacement windows with a change to layout to accommodate a new front entrance hall and lounge with new front entrance gates to driveway At: 21 Ashpole Furlong Loughton Milton Keynes MK5 8EA (pp 3-4)
- b) Application no: 20/00999/FUL Proposal: Demolition of existing front and rear conservatories and single storey projecting bay to the rear of the property and erection of a single storey rear, double storey front, first floor front and Porch extensions.

At: 21 Redland Drive, Loughton, Milton Keynes MK5 8EJ
(pp 5-9)

- c) Boroughwide Street Trading Consent – Renewal We have received an application from MK Ices (Reg DG10 HCV) on 01/05/2020, for 1 ice cream van to trade Boroughwide for the following times: Monday to Sunday 14:00 to 21:00
- d) Boroughwide Street Trading Consent – Renewal and Transfer. We have received an application from MK Ices (Reg SV64 WSJ) on 24/04/2020, for 1 ice cream van to trade Boroughwide
(pp 10-11)

FC10/20 Planning Applications: To consider any representations to be made to Milton Keynes Council on any applications validated since the publication of the agenda.

FC11/20 Minutes: To approve as an accurate record minutes of the meeting held on 20 April 2020 (see documents, pp 12-15).

FC12/20 Committee Minutes: To receive and note draft committee minutes (see paperwork attached, pp16-17) of: Finance and Staffing Committee meeting 27 April 2020

FC13/20 Payments: To authorise payments to be made and note current bank balance (see documents p.18-19).

FC14/20 Approve Annual Governance Statement: To approve the annual governance statement and the Chair to Sign the form, for the Clerk to submit to external auditors. (p.20-25)

FC15/20 Pavilion Garden: To discuss and agree on a proposal to remove collapsed fence, dispose of deposited rubbish, to transfer shed to the NAG, and to return to open grass (see pp 26-28). Also to receive a report from the Clerk on the management of all other premises (allotments - 22 on waiting list, Community Centre).

FC16/20 Pavilion Tenant: report back on meeting discussions with the tenant regarding plans to attempt to re-start trading as a take-away and/or with social distancing at some point in the future, and implications as to rent collection.

FC17/20 Reserve: Recommendation from the F and S Committee to resolve that the general aim will be in normal operations that the Council's bank balance does not go under £30,000, prior to adopting a more detailed reserves policy when setting the budget in November 2020.

FC18/20 Review and agree the appointment of members and substitute members (see standing order 4.d.v) to existing committees and working groups for 2020/21, to elect Chairs, and consider dissolving any committees and working groups (see standing order 4.d.xii): (see current committee list p.29) as follows:

- 1) Planning committee
- 2) Finance and Staffing committee
- 3) Premises Committee

FC19/20 Review and agree Parish Council representation on external bodies for the council year 2020/21, or to discontinue representation, for the following:

- 1) Jubilee Graveyard committee
- 2) Milton Keynes Parish forum
- 3) Loughton and Great Holm Neighbourhood Action Group

- 4) Milton Keynes Association of Local Councils
- 5) Shenley Leisure Trust
- 6) Hugh Parke Charitable Trust

FC20/20 Reports from members: To receive verbal 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

FC21/20 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 and time of Next Meeting: Monday 15 June 2020 at 7.30pm.