



Minutes of the meeting of Loughton & Great Holm Parish Council held on Monday 21/10/19 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY.

**Councillors present:** Councillors Todd (Chair), Bailey, Hoyle, Altieri-Douglas, Nayee, Sargent (late) Dyer (late), Nolan (late)

**Staff present:** Bev Field (Parish Clerk)

**Members of the public present:** 1

**FC98/19 Apologies:** Apologies were received and accepted from Councillors Howe and Feeney. In addition, Councillor Sargent apologised that he would be late due to attending a Licensing Regulatory Committee on behalf of the Parish Council and Councillor Dyer apologised that she would be late.

**FC99/19 Declarations of interest:** None

**FC100/19 Thames Valley Police:** The crime statistics report was received from Thames Valley Police. PCSO Capstick sent apologies that she was unable to attend this evening due to an incident.

Offence	No.	Notes
Bilking	1	Fraud /made off without paying at a pub (counterfeit notes)
Criminal Damage to Property	1	Shop lifting related
Drink/drug driving	2	
Drug offences	1	
Exposure	1	Happy drunk, dropped his trousers in the street. No offences
Malicious Communications	2	Facebook or text
Public Order	1	
Road Traffic Incident	3	
Robbery	2	The "modus operandi" is similar, ongoing investigations
Shoplifting	2	
Theft from Motor Vehicle	8	
Theft of Bicycle	3	
Unauthorised Encampment	1	At the Bowl
<b>Total</b>	<b>28</b>	<b>(46 in Shenley Church End)</b>

There were a total of 175 Reported Crimes on the area of Loughton Park Policing Area which includes the parishes of Shenley Church End, Loughton and Great Holm. This was 11 more than last month. There was a spike in theft from motor vehicles; 2 males have been detained and on-going investigations continue.

Questions arising from the report were:

- 2 robberies in Loughton – what is the reason? Is it people coming through to Loughton from the train station?
- With the 'happy drunk' it says no offences, so why is that recorded as a crime statistic if there was no charge? Was it an allegation?
- At the bottom of the report it says that 2 males were detained – were these the same people who were recently trying car doors?

**Agreed:** The Parish Clerk will contact PCSO Capstick and circulate the response to members.

Councillor Nolan arrived at 7.33pm

**FC101/19 Public participation:** One resident commented on 4 issues as follows:

- Agenda item FC115/19 on road safety - at a meeting of the Loughton Residents Association it was agreed to ask Highways (MK Council) for no U-turns to be allowed, rather than closing it off completely. It is U-turns that are the problem, if you wait long enough you can turn safely.
- Lights on the footbridge from the rail station to Loughton - 3 lights on the footbridge are missing their top lights and MK Council Highways say the parts are on order.



- c) Planning permission – Ward Councillor Dan Gilbert informed the resident that 200 flats at the railway station have been given planning permission. He is concerned that the parking provision is not adequately allowed for in the design.
- d) Coal burning fires – Milton Keynes Council has commented that smoke-free zones are expensive to implement because of the need for compensation to enforce the zone. It is sad to have this pollution 6 months of the year.

**Answer:** Councillor Todd noted the comments and responded that he has seen horse boxes doing that turn from the Equestrian Centre, which is dangerous, yet currently lawful. The risk is in turning onto a fast dual carriageway.

The flats by the railway station were the subject of an objection from the Parish Council as well as from the ward Councillors.

**FC102/19 Planning applications:** None

**FC103/19 Minutes:** The minutes of the meeting held on 16/09/19 were approved and signed as an accurate record.

**Approved**

**FC104/19 Matters arising:** None

**FC105/19 Committee minutes:** The draft minutes from the following committee meetings were received:

- a) Premises Committee held on 23/09/19. It was noted that an update from the Grumpy Cook was circulated to committee members which stated that Barry has confirmed that he is investigating some artwork to put on the white walls at the Pavilion. A bistro evening is planned, and improvements will be built on slowly to develop the staff capacity. A temporary event alcohol licence will be applied for the bistro evening, whilst the premises licence application is underway. An external sign for The Grumpy Cook is on order. A second litter bin will be provided.  
Councillor Todd noted that a "Gingerbread" event with story-time was promoted on Facebook

- b) Planning Committee held on 07/10/19. This meeting was closed due to being inquorate. Councillor Todd had previously contacted Councillor Feeney about his poor attendance, but neither he nor Councillor Sargent (as Chair of the Planning Committee) has had any explanation. It was noted that Councillor Feeney has also not made a declaration for the register of interests, despite reminders from the Clerk.

The Parish Clerk said that Councillor Feeney gave his apologies in time for this evening and that he has demanding work commitments until Christmas, but intends to fulfil his role after that time. Councillor Hoyle was aware that he had also been unwell recently.

**Noted**

**FC106/19 Parish Clerk:** The report of the Parish Clerk was received.

A quote of £17,875.00 from Ringway to re-point the obelisk in Great Holm has further feedback from Highways. The quote includes 3-4 weeks of work, with traffic management and scaffolding. Further feedback is expected. The Clerk will ask about simply re-pointing the base.

The referral to SDK Environmental was unsuccessful, as they do not deal with foxes. Alternative models of bins could be considered.

The football teams accepted the decision about not providing a cleaning service to the changing rooms.

**Noted.**

Cllr Dyer arrived at 7.56pm

**FC107/19 Finance:** The RFO's income and expenditure report with a balance sheet to September 2019 was received.

The mandate to request that the 4 bank accounts are combined was submitted a second time because a signature was rejected.

British Gas have sent a rebate of £1,654.05 for the Community Centre electricity supply.

There is a total of £98,248.92 in the bank accounts.

The October rent has not been received for Pavilion, and a reminder has been sent. The Grumpy Cook will arrange payment within 2 days. They have arranged an evening hire on Mondays to Weight Watchers.

**Noted.**



**FC108/19 Payments:** The payment schedule was authorised with the addition of an invoice from MK Dons SET for £550.00. Councillor Nayee to authorise the online payments for October.

**Approved**

Cllr Sargent arrived at 8.03pm

**FC109/19 Payment authorised for emergency repairs:** Under Financial Regulation 4.2 the Parish Clerk, in consultation with Councillors Todd and Altieri-Douglas, has authorised payment of £360.00 for repairs to the fence, gate and bollards at the sports ground in Loughton. This is to discourage further vandalism and unauthorised access onto the pitch.

**Noted**

**FC110/19 Neighbourhood Action Group (NAG) expenditure:** Expenditure of £75.45 for the NAG was considered. This includes a printer, copier paper and laminating sheets at a cost of £35.46 and a multi-purpose table set at a cost of £39.99

**Resolved:** Payment was authorised and the RFO will pay this from petty cash to avoid delay.

**FC111/19 Pavilion security:** An update was considered on effective use of the CCTV at night, to prevent anti-social behaviour and manage the use of the car park. Tickford Security have visited 3 times to adjust and clean the cameras. However, today they have suggested an electric light and a barrier without providing a quote.

Infra-red light will not be intrusive to neighbours and was suggested previously by Councillors Todd and Feeney and would be a cheaper step to take than a barrier. The police consider the pictures are not legible at night and cannot be used.

**Resolved:** to request a quote from Tickford Security for an infra-red light on the CCTV cameras.

**FC112/19 Exclusion of the Public:** In accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press were excluded from the meeting for agenda items FC113/19 and FC114/19 on the grounds that they could involve the likely disclosure of private and confidential information.

**FC113/19 Staffing:** The Finance and Staffing Committee selection panel shortlisted from 7 applications and interviewed the candidates on 11/10/19. The advertising was most successful via Indeed.com. Councillors Bailey and Altieri-Douglas described some of the candidates and their suitability, and there were no applications from qualified or experienced Parish Clerks. The panel recommended Mr Philip Compton to be appointed as the next Parish Clerk, and Councillor Todd described Mr Compton's background, skills and experience.

The Parish Clerk suggested an initial training package that can be booked in preparation for the start date.

**Resolved:**

- a) To offer the full-time role of Parish Clerk to Philip Compton at SCP 30 with a 6-month probation period, subject to references.
- b) To aim to achieve a handover period with the current Clerk who leaves on 29/11/19.
- c) To pay for initial training from the SLCC to include agendas and minutes webinar on 19/11/19 (£60.00+VAT subject to the Clerk's start date), Introduction to Local Council Administration online foundation course (£99.00+VAT), attend the B&MKALC Clerking Essentials for Parish Councils on 10/12/19 (£41.55+VAT), and arrange a bespoke training day with RBS for the Rialtas accounting package (£425.00+VAT and mileage).

**FC114/19 Staffing:** Recruitment for the vacancy of a weekend caretaker/cleaner for the Community Centre in Great Holm was considered. The current caretaker leaves on 10/11/19 and the premises assistant has an extended annual leave period due in December. The Clerk suggested that the next Parish Clerk should be involved in interviewing for this role, to support a good working relationship.

Domestique could be asked for extra cleaning after any weekend events in December. The need for maintenance, inspections or any cleaning whatsoever after events was questioned, but others considered that the standards should not be lowered, which could invite complaints. Councillors Bailey and Nolan offered to help with key-holding and supervising hires in December.

PJT



The Clerk confirmed that managing the event bookings to maintain the standard of repair and cleanliness at the Community Centre was subject to advice from other centre managers and Parish Clerks. This was considered and agreed by the Premises Committee, and is in the management plan and the terms and conditions of hire agreement. Single-hire events are asked to leave the Centre clean, but generally this amounts to removing their own belongings and a tidy-up, but the floors, toilets, bins and kitchen still need cleaning.

**Resolved:**

- a) Councillors Bailey, Nolan and any other volunteers to liaise with the premises assistant to support the December weekend hires.
- b) To initiate recruitment for a replacement caretaker /cleaner for 5 hours per weekend, and to involve the next Parish Clerk in the interviews and selection.
- c) To arrange extra cleaning via Domestique until the post is filled.

**FC115/19 Road safety concerns on H6 Childs Way:** Councillor Sargent proposed making representations to Milton Keynes Council that the crossing by Knowle Gate, Loughton should be closed, due to a history of car accidents in the area, with a recent incident involving a child. Near-misses are now being classed as potential deaths. Vehicles (including articulated lorries) come out of Snowdon Drive, Winterhill and do U-turns, not realising the danger.

Councillor Todd said it is dangerous to have traffic crossing a dual carriageway with 70mph speed limit vehicles coming from the opposite direction. A fatal accident is waiting to happen, and the risk of death is not justified when vehicles only need to travel an extra 100 yards to use the roundabout and turn safely. He has seen the result at too many road traffic accident inquests. The risks are moderate-to-high, so they should be mitigated and viewed as spending 1 minute each to save a life.

Residents are likely to object, and have done so in the past, and some do not agree with shutting roads down and would prefer a change to the speed limit. Similar crossings have been closed in Milton Keynes.

The Clerk confirmed that Freedom of Information requests were made to the Highways team and to Thames Valley Police on 01/10/19 regarding road traffic collisions in the last 5 years.

In favour 7

Against 1

**Resolved:** To write to Milton Keynes Council to say that the Parish Council perceives that the Knowle Gate crossing of Childs Way has a moderate-to-high risk of serious injury or fatality which is not justified and should be managed by closing the crossing. To request information about how this risk will be mitigated.

**FC116/19 Fire & Rescue Service Public Safety Plan consultation:**

**Resolved** – not to respond

**FC117/19 Community Infrastructure Fund 2020/21 consultation:**

**Resolved:** not to respond.

**FC118/19 Housing Strategy consultation:**

**Resolved:** not to respond.

**FC119/19 Siting of a telecommunications cabinet:** Councillor Todd proposed to object that the Parish Council was not consulted about the location of a green telecommunications cabinet on the grass island in Church Lane, Loughton, and request that it is re-sited. The grit bin was recently re-sited from this location and he hopes to install an interpretation board about the conservation area there in the future. City Fibre erected the cabinet, yet it doesn't need to be on the island, but could be at the side of the road to be less conspicuous.

However, the cabinet is small and City Fibre have permission to make these installations as necessary. They are unobtrusive street furniture and there are others in the Parish that are not being objected to. An information board could be added there without any problem.



In favour 4

Against 3

Abstain 1

**Resolved:** To write to City Fibre to object to the siting of the green communications cabinet on the grass island in Church Lane, Loughton and request that it is re-sited in a more discreet location e.g. near the new position of the grit bin by lamppost CL1.

**FC120/19 Reports from members:**

**a)** Members reported on the following meetings:

Councillor Dyer attended a meeting of the Neighbourhood Action Group (NAG) on 10/10/19. A litter-pick is planned for 26/10/19. There will be a Christmas project for Advent window decorations around the Parish. The Clerk confirmed she has agreed that the kitchen window of the Community Centre could be used.

NAG noted that City Fibre have damaged places around the parish and asked if the Parish Council would ask City Fibre to reinstate these areas to their original condition as the daffodils they planted have been destroyed.

Councillor Todd agreed that some repair work has been sub-standard. Councillor Nolan has already raised this issue with the supervisor and part of their contract funding includes making the damage good. The white markings on the roads will fade over time.

**Agreed:** The Parish Clerk will write to Milton Keynes Council and City Fibre to request they visit the Parish and review the damage to landscaping and repair it. Councillor Dyer will advise the Clerk of specific sites.

Councillor Sargent attended a Licensing Regulatory Committee hearing today on behalf of the Parish Council to object to the street trading licence for Shenley Kebabs in Roebuck Way, Knowlhill. Ward Councillor Amanda Marlow also attended the hearing to support the objections. The owner attended. The decision was to allow an extension to the licence for 6 months with a warning that further breaches of the conditions will lead to closure.

**b)** Ward Councillor Nolan reported on Milton Keynes Council meetings as follows:

This is "Corporate Parenting Week", and was preceded by "Adoption Week". 50% of care leavers are not in education, employment or training and there is an initiative to support them into work. Councillor Nolan attended a ground-breaking ceremony at the Watling Academy in Whitehouse. MK Council are seeking to establish a childhood poverty commission because 30% of children live in poverty in Milton Keynes, one initiative is to provide free school meals in the holidays. Library refurbishments are being reviewed and mobile libraries will be replaced by electric vehicles. Following an incident when a taxi driver ran into a pedestrian outside Loughton School, MK Council are promoting a STARS scheme (Sustainable Travel: Active, Responsible, Safe) a longer-term awareness raising approach to encourage alternatives to driving and parking.

Councillor Sargent reported from Ward Councillor Amanda Marlow that she has been working with Milton Keynes Council to clear up and improve the Specklands play area. The Parish Clerk has received positive comments from residents about this work.

**FC121/19 Items for the next agenda:** Councillor Sargent apologised for the next meeting and requested an item to consider objecting to any street trading in Roebuck Way. In addition, Councillor Hoyle would like to request that a safe lorry park is provided, as it is not currently a safe location for drivers.

The meeting closed at 9.37pm

**Date and time of Next Meeting:** Monday 18/11/19 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY

Signed:



Date:

18.11.19