

## Loughton & Great Holm Parish Council

### Full Council

**Minutes of the meeting held on Monday 16<sup>th</sup> November 2015, 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes**

**Present: Cllrs Peter Todd (Chair), Zoe Nolan (Vice-Chair),** Peter Ballantyne, Sandra Boland, Andy Dransfield, Hilary Dyer, John Howe, Claire Jones

**Also present:** Brian Barton (Parish Clerk)

**In attendance:** John Crooks (Architect for the proposed dwelling on School Lane, Loughton), Niamh Doran (Loughton resident), Thomas Gray (Loughton & Great Holm Neighbourhood Action Group member and Great Holm resident), Michael Jobson (Loughton resident), Jessica Katsinas (Parish Youth Programme Development Officer), Mario Pozzuto (Loughton resident and applicant for the proposed dwelling on School Lane, Loughton).

#### **FC 84/15 Apologies:**

Received from Cllr Andy Sargent

**NOTED**

#### **FC 85/15 Declarations of interest:**

There were no declarations of interest

**NOTED**

#### **FC 86/15 Minutes of previous meetings:**

The Minutes of the last Full Council meeting held on Monday 19th October 2015

To replace "Tarnish with "Tarshish"

#### **FC 59/15 To report on Members attending external meetings:**

To replace "Shenley Church End Leisure Centre" with "Shenley Leisure Centre"

#### **FC 76/15 To consider the offer by Ideal Bathrooms LTD towards the costs of materials that can be used for the Great Holm Community Centre:**

To add "To ask Cllr Zoe Nolan for a written report"

#### **FC 81/15 Planning Applications:**

To add "Cllr Hilary Dyer informed the meeting that the occupant of 29, Goodwood, Great Holm when granted permission by Milton Keynes Council's Planning Directorate for the rear extension, and erection of a fence to enclose the rear garden, the applicant has subsequently erected a fence higher than the six foot (6ft) that had been allowed and had also enclosed a very large section of private amenity land.

When it had been pointed out to Milton Keynes Council's Planning Enforcement Team that this had occurred, a site visit took place, and the applicant was told to stop the enclosure of the amenity land, which was ignored.

The applicant has now appealed to the Secretary of State, and Cllr Dyer contacted Mr Carl Stokes the Planning Enforcement Officer on this matter, who informed her that the Parish Council will be notified when the appeal will take place and that there will be an opportunity to make a submission.

Cllr Dyer said that she would like the Parish Council to make sure when the opportunity arises that it discusses the matter and makes a submission to the Secretary of State.”

With those amendments, the Chair signed the minutes as a true and correct record.

**AGREED**

The minutes of the Loughton Sports Ground Committee held on Sunday 25th October 2015 were

**NOTED**

**FC 87/15 Matters arising from the previous minutes not on the agenda:**

**LG 27/15 To discuss any other outstanding matters relating to the pavilion and sports ground:**

Cllr Hilary Dyer queried the membership of the Loughton Sports Ground Committee.

The Chair replied that members of the Management Committee are in attendance, with himself and Cllr Boland as appointees from the Parish Council, Cllrs Todd and Boland are the only members with voting rights.

Cllr Andy Dransfield was concerned that the meeting was held on licensed premises, and that it has to be demonstrated that the meeting cannot be held elsewhere at a reasonable cost.

The Chair responded that the bar facilities are not open and no alcohol is served before or during the meeting. The subject of the meeting involves the premises and generally during meetings it is necessary to examine the state of the premises to determine the issues being addressed. To hold the meeting in another location would involve considerable extra and expenditure, plus separate site inspections which on the particular circumstances seem unreasonable.

**NOTED**

**FC 88/15 Questions from Members of the Public:**

Mr Michael Jobson a Loughton resident informed the meeting that a neighbouring property to where he resides, 25, Little Meadow, Loughton appears again to be let as a house in multiple occupation.

Mr Jobson said that he would like the Parish Council’s support to represent the residents, in ensuring that the house is put back into a residential dwelling by lobbying Milton Keynes Council to that affect.

Mr Jobson had also contacted Mr Richard Proctor the Planning Enforcement Officer at Milton Keynes Council regarding the addition of a dormer window to the rear roof elevation, and had requested that he investigates as to whether it met planning

regulations, as regards especially overlooking and causing a lack of privacy to a neighbouring property.

Mr Jobson had also asked Mr Proctor as to whether the property had met the Licensing and building regulations for a house in multiple occupation.

Mr Jobson is awaiting a response from Mr Proctor.

The neighbouring property had in the past problems with noise and smoking by residents standing in the rear garden in 25, Little Meadow.

In the past there were six (6) cars parked outside the property.

Cllr Zoe Nolan has been in contact with Mr Proctor and is dealing with the matter.

The Parish Clerk was asked to write to Milton Keynes Council's Planning and Licensing Directorates to enquire despite, past assurances, as to why 25, Little Meadow is still being let as a house in multiple occupation, to also ask if the dormer window in the rear roof elevation meets planning regulations.

Mr Gray is involved with the upcoming celebrations of Milton Keynes 50th anniversary in 2017 and is involved with an organisation who will be approaching all Parish and Town Council's and local community groups for each estate to encourage them to get involved and fundraise for celebration activities.

Members were in principle supportive, and that the financial aspect can be considered when a proposal has been presented to the Parish Council.

The Chair suggested that the organisation could make a grant aid application.

Members then discussed the cancellation of the Finance & Staffing Committee, and its function and purpose.

That Cllrs Peter Ballantyne and John Howe were dissatisfied that the meeting of the Finance & Staffing Committee had been cancelled, and asked the Chair of the Committee Cllr Peter Todd as to the reason why, the Chair replied that as all items relating to the budget would need to be agreed at a meeting of the Full Council, there was no reason therefore to hold a meeting.

Cllr Andy Dransfield said that the Parish Clerk should email all committee members to seek agreement for a cancellation of a meeting.

**RESOLVED**

**That the Parish Clerk to write to Milton Keynes Council's Planning and Licensing Directorates to enquire, despite past assurances, as to why 25, Little Meadow is still being let as a house in multiple occupation, to also ask if the dormer window in the rear roof elevation meets planning regulations.**

**FC 89/15 To co-opt to fill the Great Holm Ward Vacancy:**

Nominations were sought to co-opt to fill the Great Holm Ward Vacancy.

Cllr Peter Ballantyne moved and Cllr Hilary Dyer seconded Mr Thomas Gray a resident from Great Holm.

Cllr Zoe Nolan moved and Cllr Peter Todd seconded Ms Niamh Doran a resident from Loughton.

The Chair asked each candidate to briefly address the meeting about themselves. Following their presentations there then followed questions to the candidates.

After being put to the vote Mr Thomas Gray was **elected**.

Mr Gray then signed the declaration of acceptance of office in the presence of the Parish Clerk.

**RESOLVED**

**That Mr Thomas Gray of Great Holm was co-opted to fill the Great Holm Ward vacancy, and signed the declaration of acceptance of office in the presence of the Parish Clerk.**

**FC 90/15 To receive a Crime Statistics Report from Thames Valley Police:**

PC Tony Deeble was unable to attend the meeting but had circulated the Crime Statistics Report for the month of October, which were as follows:

**Loughton**

Assault occasioning ABH/GBH	<b>One (1)</b>
Burglary other than in a Dwelling	<b>Three (3)</b>
Criminal damage to vehicle	<b>One (1)</b>
Drug Supplying/Production/Cultivation	<b>Two (2)</b>
Harassment	<b>One (1)</b>
Theft from Vehicle	<b>Three (3)</b>

**Great Holm**

Theft from Vehicle	<b>Four (4)</b>
Vehicle Interference	<b>One (1)</b>

**Knowlhill**

Assault occasioning ABH/GBH	<b>Two (2)</b>
Assault without injury	<b>One (1)</b>
Burglary other than in a Dwelling	<b>Three (3)</b>

**The National Bowl**

Theft from Person	<b>One (1)</b>
Total October 2015	<b>Twenty - Seven (27)</b>
Total October 2014	<b>Sixteen (16)</b>

Cllr Hilary Dyer informed the meeting that there had been two (2) recent burglaries at the shop on London Road, Loughton, and a break in at Loughton Manor.

**NOTED**

**FC 91/15 Presentation from the applicant Mr Mario Pozzuto on planning application 15/02619/FUL 4 School Lane Loughton Milton Keynes MK5 8AT  
Erection of two storey detached dwelling with access off Pitcher Lane  
(Resubmission of 14/02793/FUL) - Pending Consideration:**

Mr John Crooks the Architect for the proposed dwelling on School Lane, Loughton addressed the meeting on behalf of Mr Pozzuto.

Planning Officers at Milton Keynes Council had approved the revised new plans, as the previous application had been rejected.

The proposed dwelling has been repositioned on the site, and is a totally different designed property, alterations include the roof structure which will have a lower ridge height, and the building front elevation looks across the area rather than to just School Lane as previously.

There will now be a bigger rear garden than before, the property will have plain roof tiles, and the brick material will be sympathetic to the location.

Construction access will be from School Lane.

The Chair asked Mr Crooks about the past planning application history.

Mr Crooks replied that there had been a previous application for three (3) properties which were not of the same quality, as to the dwelling being proposed. The plot has outline permission for two (2) properties.

The Chair further asked if the proposed property will enhance or preserve the conservation area, which is the test for the grant of planning permission in the Conservation Area.

Mr Crooks replied that the window elevations had been reduced, the property will be better positioned, a bigger garden and will be built with good quality materials.

Members then discussed the matter.

Cllr Dransfield proposed that the Parish Council supports this planning application.

When put to the vote the motion was carried.

**RESOLVED**

**That the Parish Clerk writes to Milton Keynes Council to say that the Parish Council supports this planning application.**

**FC 92/15 Presentation from the Parish Youth Programme Development Officer Jessica Katsinas on planned activities for young people living in the Parish area:**

Jessica Katsinas introduced herself to the meeting and explained about her role.

Jessica has met with the Schools in the Parish, and has undertaken a SWOT analysis

Jessica has also been outside the Schools and around the Parish conducting a survey with a questionnaire, seeking views with parents and young people to find out the best evenings to hold sports sessions, the most popular were Tuesdays and Thursdays.

Jessica has attended various networking and training events, and has obtained contacts with Milton Keynes College, to progress activities that are appropriate.

Due to the Buzy closing there is no longer an opportunity to obtain a permanent table tennis outside the Loughton Sports Pavilion.

Milton Keynes College has arranged coaching sessions at one (1) of the Schools in Loughton; about seventy (70) to one hundred (100) children have been in attendance.

There has been issues finding suitable venues, Jessica has met with the Parish Clerk and Mr Pete Rockell at the Loughton Sports Pavilion, to try and obtain access for sessions starting from 4:30pm, but has not been successful so far.

Funds are being sought to set up activities, grant applications have been submitted and is waiting to hear back on the outcomes.

Jessica has attended development training sessions.

It is hoped that sports sessions could be run from Holmwood School after Christmas with volunteers from Milton Keynes College. She is looking into suitable premises to hold activities in.

Cllr Zoe Nolan informed the meeting that she and Cllr Matt Clifton has given the Parish Council £1,800 of their ward monies, to go towards sports equipment in Great Holm.

There then followed questions by members.

Members were concerned about the lack of access to the Loughton Sports Pavilion, and the Chair said that he would speak with the Management Committee.

Members also said that performance indicators need to be set for Jessica Katsinas, which must be objective, and outputs to be added to her next report.

The Chair thanked Jessica Katsinas for her presentation.

#### **NOTED**

#### **FC 93/15 To consider the Surveyors Report and action(s) to take regarding the roof to the Loughton Sports Ground Pavilion:**

The Chair informed the meeting that a Surveyors report had been received which gave recommendations, which included considering a replacement with a metal roof.

The report suggested approaching Decra Roofing Systems, Members felt that a quote should be obtained.

Cllr Dransfield said that three (3) quotes should be sought, Cllr Howe also said that if the quotes were very expensive, then the companies that were originally approached for quotes for the new tiled roof, should be contacted to see if they can supply a quote for a metal roof.

The Chair informed the meeting that it has been confirmed by Milton Keynes Council, that planning permission would be needed to replace the roof.

It was suggested that planning permission is applied for once a quote has been agreed.

**RESOLVED**

- 1. That the Parish Clerk to seek three (3) quotes for a metal roof for the Loughton Sports Pavilion.**
- 2. That the Parish Clerk to apply for planning permission for a replacement roof at the Loughton Sports Pavilion, once a quote has been agreed.**

**FC 94/15 To report on Members attending external meetings:**

(a) Loughton and Great Holm Neighbourhood Action Group – **Cllr Peter Ballantyne**

Cllr Ballantyne informed the meeting that the action group had a meeting at Petworth House on Great Holm.

Bulb planting had taken place on the Obelisk, along with shrub planting on the Village Green at Great Holm.

The installations of Bee Hotels are in progress.

The action group has heard that redway signs had recently been repaired in the Stantonbury area, and are trying to find out how funding had been obtained, so that signs in the Parish could also be repaired.

The planters outside Loughton School had been recently restocked with bulbs, and planting will take place shortly on other sites in Loughton, overall 1,000 bulbs will be planted.

The Chair thanked the action group for all their hard work.

**NOTED**

**FC 95/15 To consider the offer by Ideal Bathrooms LTD towards the costs of materials that can be used for the Great Holm Community Centre:**

Cllr Zoe Nolan informed the meeting that this matter cannot be pursued, until the Parish Council has the Great Holm Community Centre Freehold transferred to it.

**NOTED**

**FC 96/15 To discuss any progress relating to a Devolution Management Agreement from Milton Keynes Council regarding the landscaping service:**

There was nothing further to report, and to defer this agenda item to the next meeting.

**RESOLVED**

**To defer this agenda item to the next meeting**

**FC 97/15 Planning Applications:**

a) 15/02619/FUL 4 School Lane Loughton Milton Keynes MK5 8AT Erection of two storey detached dwelling with access off Pitcher Lane (Resubmission of 14/02793/FUL)

**RESOLVED**

**This agenda item had been dealt with earlier in the meeting.**

b) 15/02709/FUL 14 Hoppers Meadow Loughton Milton Keynes MK5 8DR Prior notification for a proposed single storey rear extension measuring 6.95 metres from the rear wall of the existing dwelling with a maximum ridge height of 3 metres and maximum eaves height of 3 metres

**RESOLVED**

**To defer this planning application to the next meeting of the Planning Committee**

c) 15/02708/ADV Portway Roundabout Portway Roundabout Milton Keynes Advertisement consent to display four non illuminated signs

**RESOLVED**

**To defer this planning application to the next meeting of the Planning Committee**

d) 15/02739/TPO Fountain Harvester London Road Loughton Milton Keynes MK5 8AF Tree preservation order consent to crown lift to 3 metres 1 x Taxus Baccata English Yew

**RESOLVED**

**To defer this planning application to the next meeting of the Planning Committee**

**FC 98/15 To note the update list of projects and other work:**

Were **NOTED**

**FC 99/15 Cheques for Payment:**

All cheques presented for payment were

**AGREED**

**Date and time of Next Meeting:**

Monday 21st December 2015, 730pm at Holmwood School, Kensington Drive, Great Holm, Milton Keynes



**THE CHAIRMAN CLOSED THE MEETING AT 10:05PM**

Signed \_\_\_\_\_ Chair Date \_\_\_\_\_