

Loughton and Great Holm Parish Council

Full Council

Minutes of the meeting held on Monday 18th September 2017, 7:30pm The Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes

PRESENT: Cllrs Peter Todd (Vice-Chair), Peter Ballantyne, Andy Dransfield, Hilary Dyer, Thomas Gray, Claire Jones, Zoe Nolan and Andy Sargent.

Also present: Lesley Sung (Locum Parish Clerk)

In attendance: One (1) member of the public (Lisa Harvey-Bain)

FC 68/17 Apologies

Received from Councillors Sandra Bolan and John Howe.

FC 69/17 Minutes of Previous Meetings

Agreed: That the minutes of the meeting held on Monday 17th July 2017 and the extraordinary meeting held on 21st August 2017 were approved and signed by the Chair as a true and correct record.

FC 70/17 Matters Arising from the Previous Minutes

FC 34/17 Matters Arising from the Previous Minutes: To receive the crime statistics report and figures for April 2017 from Thames Valley

Police: Concern was expressed at the previous meeting that the interim Manager of the Approved Premises on Great Holm is based in Reading and the Parish Clerk was obtained contact details which he had passed to Councillors Dyer and Nolan. A request was made to meet with the interim Manager and to date, no response has been obtained.

Resolved: That the matter be followed up and the Parish Clerk attempt to obtain contact with the interim Manager to discuss the concerns raised by the Council.

FC 36/17 Matters Arising from the Previous Minutes: To discuss possible ways in which to improve and expand the use of the Loughton Sports Pavilion Building: Councillor Dyer reported that the rent arrears at the Loughton Sports Pavilion Building had now been cleared.

FC 49/17 Matters Arising from the Previous Minutes: Questions from Members of the Public: Parking at School Collection and Pick Up Times

Resolved: That actions taken to date be noted and that the matter be placed on the next Full Council agenda for further discussion.

FC 71/17 Questions from Members of the Public

The member of the public present did not ask any questions and informed the Council meeting that she was present to hear discussion about the planning application relating to Weldon Rise.

FC 72/17 Declarations of Interest

None received.

FC 73/17 Finance Report

Councillor Dyer had requested from the Parish Clerk, information as to the income and expenditure relating to the Parish Council's lease of the Sports ground and Pavilion. She considered that the roof costs alone would be higher than the £25,000 repair funds.

Further discussion was held in respect of the grants budget.

Resolved:

1. That information as to the Parish's income and expenditure and repair funds for the Loughton sports grounds and Pavilion be made available to members of the Council
2. That the report be discussed with Councillor Sandra Boland at the next meeting.

FC 74/17 Members Attending External Meetings

(a) Loughton and Great Holm Neighbourhood Action Group (NAG) – Update from Councillor Peter Ballantyne

Councillor Ballantyne reported that he and Councillor Dyer had attended the Loughton and Great Holm Neighbourhood Action Group and added that two new members had joined the Group.

Councillor Dyer provided a summary of the Neighbourhood Action Group (NAG) 'Picnic on the Green' event that had taken place on Sunday 3rd August 2017 on the Village Green at Great Holm. She reported that the weather had not been kind which had impacted on the numbers attending. She estimated that 50 people had attended throughout the day and that £50 had been raised for the MacIntyre charity.

Councillor Dyer wished to thank everyone who had been involved with the event, with particular thanks to Dan Lamsden and Pamela Tarshish for their hard work.

Resolved: That the Council recognises the work of those involved in organising the event and that Councillor Dyer write a letter of thanks to Dan Lamsden and Pamela Tarshish for their organisational contribution to the running of the event.

(b) Ward Councillor and Milton Keynes Council Meetings

Councillor Andy Dransfield reported that a petition had been received by Milton Keynes Council about changes to car parking charges. He added that the charges were no longer being reviewed.

(c) Councillor Reports on Meetings Attended

Councillor Dyer reported that the local Neighbourhood Action Group had recently carried out a litter-pick and washing of local street signs.

Bulbs, up to a value of £300 would be planted in the area to the rear of the Harvester and further planting would be taking pace on the village green.

Councillor Todd reported that there had been some concerns expressed about trees being cut down at the Equestrian Centre, which had been dealt with. Councillor Todd reported that the Controlled Parking Zone (CPZ) contract, currently with Indigo, was up for renewal. There was an opportunity to re-design the contract so that enforcement of areas could be undertaken at more appropriate times.

Councillor Ballantyne reported that there had been a rat infestation around the MK centre.

Councillor Sargent reported on a meeting he had with The Parks Trust regarding information boards in the area.

Resolved:

1. That the Managing Director of the Equestrian Centre be invited to a future meeting of the Full Council.
2. That the naming of the road where the leisure centre used to be located (Gatcombe) to be placed on the agenda for the next Full Council meeting.
3. That a meeting be arranged, if possible, between Milton Keynes Council's Parking Services Manager, Ward Councillors and residents to discuss the enforcement requirements of local Controlled Parking Zones (CPZ).

FC 75/17 Artists Brief for the MK50 Celebrations Proposed Art Piece

Councillor Sargent reported that two, very different, local artists were being considered for the commissioning of an MK50 art piece. One of the two artists had already submitted their ideas. It is likely that any art work would not be finished until next year.

Resolved: That Councillor Sargent arranges meetings with the two artists before the end of October and that their ideas and costs be reported at the following meeting of the Council.

FC 76/17 Transfer of the Freehold Ownership of the Great Holm Community Centre to Loughton & Great Holm Parish Council, Including Approval

to Execute the Agreement and Transfer Deed with Milton Keynes Council.

The Council considered the Community Asset Transfer agreement to transfer the freehold of the Great Holm Community Centre to Loughton & Great Holm Parish Council. The Community Centre was well used, where a diverse range of activities took place and importantly, the Parish Council was the only organisation to have applied for the transfer of the freehold.

Councillor Todd reported that a survey of the Community Centre had been carried out and no major defects had been found. He added that managing the Community Centre would cost in the region of £8,000 which he considered excellent value for money. He added that future costs may reduce if the Parish is able to manage the Community Centre more efficiently.

Councillor Dransfield considered there to be legal issues that required clarification before any transfer was to take place:

- 'Improvement Value' – to clarify that the 2% per annum discount was to be received by the Parish Council
- Use of the Community Centre for a Parish Council Office
- Clarify the term 'commercial purposes'

Until these matters were clarified and a full Business Case had been agreed, Councillor Dransfield suggested that the matter be deferred.

Councillor Nolan considered that there was nothing in the transfer document that was substantial enough to delay the transfer of ownership.

Resolved:

1. That the agreement to transfer the freehold ownership of the Great Holm Community Centre to Loughton & Great Holm Parish Council be approved.
2. That clarification of the legal issues outlined by Councillor Dransfield be reported back at the next Full Council meeting.

(Note: A recorded vote was requested. It was moved and seconded and the results recorded as follows:

For: Councillors Ballantyne, Gray, Nolan, Sargent and Todd
Against: Councillors Dransfield and Jones
Abstention: Councillor Dyer

Councillor Dransfield and Councillor Jones left at 9.45pm.

FC 77/17 Appointment of Contractor for the Roofing Works at the Loughton Sports and Social Club Pavilion Building

Recently, two of the companies which the Council had requested quotes for the re-roofing works at the Sports and Social Club Pavilion had ceased

trading. Aitchison Rafferty property consultants had been approached regarding the quotations for the works.

Aitchison Rafferty had recommended that works should be carried out by either M+J Roofing or local contractor Bailey Roofing.

The Council considered costs and noted that there was a difference of £5,000 between the two companies. Both companies offered a guarantee of 20 years, although it was considered that the guarantee would be more secure if the larger company was chosen. Both prices included the use of synthetic tiles, which was a more robust use of materials, according to the surveyor.

Resolved: That in accordance with recommendations of Aitchison Rafferty Property Consultants, M+J Roofing be appointed to carry out the roofing works at the Loughton Sports and Social Club Pavilion Building at a cost of £28,603.57 (excluding VAT).

FC 78/17 Acquisition and Installation of Four New Dog Hygiene Bins to Replace Bins in Poor Condition

The Council considered replacing 4 dog hygiene bins that were in very poor condition with new. Three of the dog bins were located around Lodge Lake and the other opposite the equestrian centre.

Resolved:

1. That the acquisition and installation of four new dog hygiene bins at locations 2, 3, 11 and 12 of the dog bin locations map, be agreed.
2. That Loughton & Great Holm Parish Council stickers be attached to the new dog bins to ensure that residents were aware of who was responsible for the dog bin service.

FC 79/17 Renewal of Thermoplastic Marking of the Disabled Bay at Hilltops Health Centre

Councillor Dyer reported that she had attended a meeting with Rob Ward at Ringway and as part of their CRS scheme (Corporate Responsibility Scheme), Ringway had agreed to renew the thermoplastic marking of the disabled bay at the Hilltops Health Centre, free of charge, when they were next working in the vicinity.

Resolved: That Ringway be thanked for their kind offer to renew the disabled bay at the Hilltops Health Centre and that in the meantime, the Parish Council erects a 'Disabled Parking' sign, subject to the approval of Milton Keynes Council.

FC 80/17 Compilation, Design, Print and Distribution of an Edition of the Parish Council Newsletter

The Council considered publishing another edition of the Parish Council's newsletter. The edition would require the printing of approximately 3,500 copies to cover distribution of all the parish.

An informal working group would be established for those interested in contributing to the newsletter. Meetings will commence in November with the intention of finalising the newsletter in February. Distribution of the newsletter was scheduled for March 2018.

The cost of designing and printing the newsletter was £250 and delivery a further £250.

Resolved: That the distribution of another edition of the Parish Council's newsletter, and the associated costs, be agreed and that the newsletter be distributed to residents around March 2018.

FC 81/17 Review of Progress to Appoint a New Parish Clerk and Agree any further necessary Action Including Expenditure and Locum Arrangements

The Council had welcomed the locum Parish Clerk to the meeting. Due to time constraint, this item was deferred until the next meeting of the Council.

FC 82/17 Review of the 2017/2018 Business Plan

Resolved: That the Business Plan be noted.

FC 83/17 Finance & Staffing Committee

Resolved: That a meeting of the Finance & Staffing Committee be held on Monday 25th September 2017 at Holmwood School, Kensington Drive, Great Holm.

FC 84/17 Planning Applications

(a) Planning Application 17/02271/FUL – 15 London Road, Loughton, Milton Keynes, MK5 8AB - Proposed Extension for 1 Bedroom Flat

Resolved: That the Council has no comments or objections to make.

(b) Planning Application 17/02322/FUL – 6 Weldon Rise, Loughton, Milton Keynes, MK5 8BW – Proposed Single Storey Front and Side Extensions, External Flue for Wood Burning Stove and Patio Area.

The Committee considered the planning application and had invited a member of the public to speak in objection to the application.

The member of the public reported that the wall facing the neighbouring property would be a wall without any windows. The extension proposed a bi-fold door and Juliette balcony effect. This would create, to some extent, a second entrance to the front of the property. The member of the public added that there was also a proposal for a wood burning stove and chimney of which she had no objection to make.

Advice from a local planning company had indicated that the extension would form a large part of the overall area. The member

of the public added that the proposals were vast and would be over-bearing in that the ground level of the site would be higher than the fence at the bottom of her garden.

Resolved:

1. That the Council objects to the application on the following grounds:
 - The extension would create a large building footprint in relation to the whole site.
 - The development would have a detrimental impact on neighbouring residents,
 - The Council considered the proposals as over-development of the site, considering this as 'development by stealth'.
 - The proposals were out of keeping with a development located in a conservation area.
2. That Milton Keynes Council be requested to send the application to its Development Control Panel for determination.

FC 85/17 Updated List of Projects and Other Work

Resolved: That the updated list be noted.

FC 86/17 Cheques for Payment

Resolved: That the cheques presented be authorised for payment.

The next meeting of the Parish Council will be held on Monday 16th October 2017 at 7.30pm at Holmwood School, Kensington Drive, Great Holm, Milton Keynes

The meeting ended at 10.20pm

Signed _____ Chair Date _____