

Loughton and Great Holm Parish Council

Full Council

Minutes of the meeting held on Monday 16th October 2017, 7:30pm at Holmwood School, Kensington Drive, Great Holm, Milton Keynes.

PRESENT: Cllrs Peter Todd (Chair), Peter Ballantyne, Sandra Boland, Thomas Gray, Claire Jones, John Howe, Zoe Nolan and Andy Sargent.

Also present: Lesley Sung (Locum Parish Clerk)

In attendance: One (1) member of the public.

FC 92/17 Apologies

Received from Councillors Andy Dransfield, Hilary Dyer and Zoe Nolan for lateness.

FC 93/17 Minutes of Previous Meetings

Agreed: That the minutes of the meeting held on Monday 18th September 2017 be approved and signed by the Chair as a true and correct record, subject to a correction in Minute FC 74/17 in which thanks should be given to Jan Lamsden and not Dan Lamsden.

FC 94/17 Matters Arising from the Previous Minutes

None

FC 95/17 Questions from Members of the Public

None

FC 96/17 Declarations of Interest

None received.

FC 97/17 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 at the beginning of October. There had been a visit to the Equestrian Centre.

The Parish Council had provided the Neighbourhood Action Group with a budget of £300 to purchase bulbs for the area at the rear of The Harvester and Councillor Ballantyne reported that the Action Group had purchased some bulbs from Holland at a discounted cost of £150.

Councillor Thomas Gray reported that two police officers had attended the Neighbourhood Action Group.

(b) Ward Councillor and Milton Keynes Council Meetings

No Ward Councillors were in attendance during this item.

(c) Councillor Reports on Meetings Attended

Councillor Peter Todd reported that he had attended the official opening of the Ride High Centre. The event had been hosted by Milton Keynes Mayor, Councillor David Hopkins and which had been named as the Mayor's charity for 2017/2018. He had been invited to take a tour of the premises and had been presented with outline plans for the renovation of the premises including the house. Councillor Peter Ballantyne reported that he had attended the Ringway Open Day at Bleak Hall on 3 October 2017.

Councillor Claire Jones reported that she and Councillors Hilary Dyer and Zoe Nolan had attended the Parish Council's Drop-In coffee morning which had been held to raise funds for MacMillan.

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

Resolved: That the Councillors reports be accepted.

FC 98/17 Artist's Brief for the MK50 Celebrations Proposed Art Piece

Councillor Sargent and Councillor Grey had met with both artists at the proposed location for the MK50 piece of art. The artists had been tasked with putting together a presentation to be considered at the Council meeting on 7 December 2017. Both artists had been asked to present their own designs and to be available to answer any questions at the end of their presentations.

The piece of art was due to be completed and installed by June 2018. There would be an official launch of the art piece.

Resolved: That the proposals and report be accepted.

FC 99/17 Parking Issues around Loughton School and Possible Solutions (Issues Raised by A Local Resident)

The Council had received correspondence from a resident expressing their concern about the parking issues at Loughton School, Bradwell Road, especially at school drop-off and pick-up times.

Cllr Todd suggested a site inspection/observation during a morning school run might be useful to establish the nature of the problem

The Council was aware of the issues of irresponsible parking at both schools in Loughton.

Resolved:

1. Cllr Todd to organise a site visit.

2. That the Council writes to both Milton Keynes Council and Thames Valley Police about the concerns expressed by this Council and residents about the irresponsible parking outside schools, especially during school drop-off and pick-up times, and that action should be taken, as appropriate.
3. That the Headteachers of the schools and the resident who corresponded with the Parish Council be copied into the letters sent to both the Council and Thames Valley Police about this matter.

FC100/17 Parking Issues Around Holmwood School, Kensington Drive, Great Holm, During Collection and Pick-Up Times

Resolved: That, in view of the discussion of agenda item 99/17, this matter be withdrawn.

FC101/17 New Street Name and Re-Numbering for the Properties on the former Stratfield Park Leisure Centre Site on Gatcombe, Great Holm

Five new homes in Gatcombe, Great Holm had been located on the site of the old leisure centre, which had an address of 53 Gatcombe. Residents of the new homes in that area had been informed that the new street would be given a new name but instead, the homes had been allocated numbers of 53, 53a, 53b, 53c, 53d and 53e.

Residents have had difficulties with post and other essential services that require deliveries or services to them. All residents in the area would prefer a new street name and individual numbers allocated to each house.

Resolved: That the Council writes to Milton Keynes Council requesting a new street name for the five homes at Gatcombe and that residents of those homes be involved in the choosing of the street name.

FC102/17 Review of the Level of Rents for the Greenhill Close and Pitcher Lane Allotment Sites

The current rates at Greenhill Close Allotment site were £20 per annum for a whole plot and £10 per annum for a half plot for residents living in the parish, and £40 per annum for a whole plot and £20 per annum for a half plot for non-residents of the parish. The current rates at the Pitcher Lane Allotment site was £10per annum.

The rents at both allotment sites had been raised in October 2016.

Resolved: That the rents for Greenhill Close and Pitcher Lane Allotment sites remains the same for 2017/2018.

FC103/17 Additional Expenditure for the Increase Dog Waste and Litter Bins Emptying by Marcus Young Landscaping Ltd

During the bank holidays and summer months, there has been a noticeable increase in the use of the dog waste and litter bins in the parish, often leading to reports of overflow. The Council had agreed in

June 2017, a trial period for additional collections on the Saturday of any Bank Holiday weekend and during the summer months.

An additional collection on the Saturday of a Bank Holiday between April to September, for the litter bin at Lodge Lake would cost £2 per empty. There are 8 bins that would provide a benefit from a further collection during the summer months for which the cost would be £2 per bin per empty.

Resolved: That following the success of the trial for the additional emptying of litter and dog bins on a Saturday during the summer months and an additional emptying on a Saturday on bank holidays between April and September, the services be agreed and continued.

FC104/17 Grant Application from Loughton School for up to £300 for the use of a Weather Station and Access to Energy Data

The Council received details of a grant application for up to £300 from Loughton School to cover the costs of continued connectivity to use the weather station for the collection of data to monitor energy usage. The school was required to pay an annual fee of £300 for its use.

The software was available on the school's website and was accessible to members of the public as well as the staff and pupils of the school.

Resolved:

1. That the Council approved grant aid of £300 for the continued connectivity of the weather station at Loughton School, but that grant is a one-off payment and annual costs for the connectivity of the weather station will not be awarded.
2. That the Council promotes the accessibility of the weather station data to members of the public and a link to the data be published on the Parish Council's website.

FC105/17 Locum Parish Clerk's Arrangements and Associated Expenditure

The Council considered the arrangements to be put in place now that the Parish Council had appointed a parish Clerk and to consider arrangements and any associated expenditure for the locum parish clerk.

The Council suggested that the current Parish Clerk be in post, up to mid-December to ensure that the newly appointed Parish Clerk receives at least a one-month handover. The Council also requested that the current locum Parish Clerk attends the Planning meeting on 6 November 2017 and the Full Council meeting on 20 November 2017. It would be prudent that both the locum Parish Clerk and the newly appointed Parish Clerk attend the Full Council meeting in an official capacity to provide some overlap of clerking meetings.

Resolved:

1. That the current Parish Clerk remains in post, part time, until mid-December to ensure an appropriate and efficient handover for the newly appointed Parish Clerk.
2. That the locum Parish Clerk attends and clerks both the Planning Committee on 6 November 2017 and the Full Council meeting on 20 November 2017.
3. That the expenditure associated with the required staffing arrangements, be approved.

FC106/17 Transfer of the Freehold Ownership of the Great Holm Community Centre to Loughton & Holm Parish Council

The Council will be buying the freehold of the Great Holm Community Centre for £1 'sold as seen'. Prior to the transfer taking place, the Council requested clarification on matters relating to 'improved value'; the use of the Community Centre for a Parish Council office; and the term 'commercial purposes'.

Upon clarification of the above matters as set out in the report, the Council considered that the transfer of the freehold ownership of the Great Holm Community Centre should now continue.

Resolved: That the Parish Council's solicitor be instructed to continue to liaise with Milton Keynes Council's solicitors to move the process along to completion.

FC107/17 Report from Milton Keynes Play Association on the Summer Open Access Play Schemes

The Council received a report from the Play Association on the summer open access play scheme. The summer play schemes were well attended.

Resolved: That the report from the Milton Keynes Play Association be welcomed and accepted.

FC108/17 Arrangements for Delivery of Postal Items to the Parish Clerk

Councillor Peter Ballantyne suggested that the Council considers the setting up of a post box number for the delivery of post to the Parish Clerk. The cost of setting up the post box would be £318 per annum for a 5 day a week service. This would provide privacy and security for the Parish Clerk.

Resolved:

1. That the setting up of a post box service, at a cost of £318 per annum be approved, until such a point as the Council has its own premises.
2. That the Council considers introducing and implementing a Lone Worker Policy to ensure the appropriate protections are put in place for the Parish Clerk.

FC109/17 Purchase of a new Laptop and Provision of a Dedicated Phone (Contract) for the New Parish Clerk

The Council had purchased its current laptop over 5 years ago and it would now seem like an appropriate time to purchase a new laptop for the new Parish Clerk. The Parish Clerk had requested that she be provided with a dedicated phone for work purposes.

Resolved:

1. That a budget of up to £1,200 be allocated for the purchase of a new laptop to include contract support and licenses.
2. That the out-going Parish Clerk liaises with the newly appointed Parish Clerk about the hardware and software requirements for the post and that they be authorised to purchase their chosen laptop, providing it was within the allocated budget.
3. That a smartphone be purchased, on contract. To be used by the Parish Clerk for work purposes only and that the telephone number be widely publicised to ensure the telephone number is available to third parties and members of the public.

FC110/17 Planning and Licensing Applications

(a) Planning Application 17/02460/FUL – 6 Weldon Rise, Loughton, Milton Keynes, MK5 8BW – Variation of Condition 8 (Erection of Fence) made in application 17/01384/FUL

(b) Planning Application 17/02347/TCA – 6 Weldon Rise, Loughton, Milton Keynes, MK5 8BW – Notification of intention to reduce mixed hedging laurel and hawthorn (H1, H2 and H3) to uniform height of 3 metres, prune back overhanging hawthorn hedge (H4 and H5) to fence line, prune back overhanging branches to fence line to 2 x conifers (T1 and T2), 2 x Oak (T3 and T8), 1 x plum (t4), 1 x hawthorn (T5) and 2 x elder (T6 and T7)

Councillor Andy Sergeant submitted a report setting out conditions that he suggested should be attached to the application.

Resolved:

1. That the Council has the following comments and objections to make:
 - The fence posts of the proposed fencing could infiltrate the root system which could fatally damage the mature trees in the adjacent property along the fence line to the south.
 - The applicants should consider reducing the number of trees they wish to cut back as the amount of cutback proposed would have a detrimental impact on the amenity of the area.
2. That Milton Keynes Council be requested to impose appropriate conditions, as set out in the report of Councillor Andy Sergeant and that if those conditions are not put in the

place, then the matter be referred to Milton Keynes Council's Development Control Panel for determination.

- (c) **Planning Application 17/02446/FUL – 15A Bradwell Road, Loughton, Milton Keynes, MK5 8AP – Erection of a single storey side extension**

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

- (d) **Planning Application 17/02371/FUL – 4 Little Meadow, Loughton, Milton Keynes, MK5 8EH – Proposed garage conversion, extended front porch to form new extension and new detached double garage with home gymnasium**

Councillor Andy Sergeant submitted a report setting out reasons why the Council should consider refusing the application.

Resolved: That the Council has the following comments and objections to make:

- The proposals are onerous and would be considered overdevelopment of the site which would not be in-keeping with the surrounding area.
- The proposals invade the front building line of the development and infringes onto a well-established harmonious street-scene.
- The proposals will lead a loss of amenity to neighbouring properties by replacing a boundary hedge with an unsightly and imposing bland brick wall.
- The proposed development will do nothing to enhance or compliment the area and would create a precedent for future development in the area.

Councillor Zoe Nolan arrived at 9pm.

FC111/17 Updated List of Projects and Other Work

The Council had been informed that Serco would be carrying out works to the wall next to the play area at Petworth, Great Holm. This would now be delayed until an appointment was made to the post of Manager of Approved Premises.

Resolved: That the updated list be noted and the report in respect of the repairs to the wall at the play area at Petworth, Great Holm, be accepted.

FC112/17 Cheques for Payment

Resolved: That the cheques presented be authorised for payment.

The next meeting of the Parish Council will be held on Monday 20th November 2017 at 7.30pm at Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes

The meeting ended at 9.30pm

Signed _____ Chair Date _____