

Loughton & Great Holm Parish Council

Minutes of the meeting held on Monday 17th February 2014, 8:00pm at the Great Holm Community Centre, 87, Kensington Drive, Great Holm, Milton Keynes

Present: Cllrs Peter Todd (Chair until 10:40pm), Andy Sargent (Vice-Chair), Peter Ballantyne, Barry Barrington, Andy Dransfield (from 8:09pm until 10:12pm), Hilary Dyer, Don Hoyle (until 10:12pm), Zoe Nolan

In attendance: Brian Barton (Parish Clerk)

Also in attendance: Mr & Mrs Grist (Great Holm residents), PCSO Frank Callahan

FC 186/14 Apologies:

Received from Cllr Ray Harrison

NOTED

FC 187/14 Declarations of interest:

There were no declarations of interest.

NOTED

FC 188/14 Minutes of previous meetings:

Minutes of the meeting held on Monday 20th January 2014

To replace “**FC 152/13 Matters arising from the previous minutes not on the agenda:**” with

“FC 151/13 Minutes of previous meetings:

Cllr Hilary Dyer was pleased from the communication by the Planning Directorate at Milton Keynes Council that indicated that the £15,000 section 106 monies from the redevelopment of the Stratfield Park Leisure Centre would be invested in the refurbishment of Petworth Park on Great Holm.

The Parish Clerk had not yet contacted the Land Registry as he was awaiting a response from Milton Keynes Council to confirm as to whether they were the land owners.”

To replace “**c) 13/02527/FUL Manor Farm The Green Loughton Milton Keynes MK5 8AW Erection of detached dwelling and double garage**” with

d) 13/02540/FUL Rectory Cottage School Lane Loughton Milton Keynes MK5 8AT Outbuilding conversion to annexe and link extension to house

Cllrs Hilary Dyer and Andy Sargent had met with the applicant and were shown around the site.

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

AGREED

The minutes of the Planning Committee meeting held on Monday 3rd February 2014 were **NOTED**

FC 189/14 Matters arising from the previous minutes not on the agenda:

FC 151/13 Minutes of previous meetings:

Cllr Andy Dransfield inquired as to whether the Parish Clerk had managed to contact the Land Registry to ascertain the ownership of Horseshoe Walk on Great Holm.

He replied that he had received an email from Maurice Barnes at Milton Keynes Council confirming that Milton Keynes Council had ownership of the land and that the boundary hedges to the properties were the property of the home owners, and therefore the planning department or the Homes and Community Agency who would of written the land transfer documents, should be approached to confirm that they had granted permission for the enclosures beyond the hedges, and may also have certain protections in the land schedule.

Members felt however that the Parish Clerk should still pursue the issue of the Land Register to obtain details of the land ownership.

RESOLVED

That the Parish Clerk to contact the Land Registry to obtain ownership details of the Horseshoe Walk, Great Holm

FC 174/14 Report from PCSO Christine Capstick of Thames Valley Police:

Cllr Peter Todd will write to the Neighbourhood Watch Scheme asking them to pass on an invitation to the representatives of Loughton and Great Holm to attend the next meeting of the Parish Council to discuss any concerns that they have on crime related matters in the Parish Area.

NOTED

FC 179/14 To apply to revive the Community Asset Transfer process for the Great Holm Community Centre in order the Parish Council applies for Transfer of the freehold:

Cllr Barry Barrington has still to write to Milton Keynes Council to request the removal of the mural outside the Great Holm Community Centre.

NOTED

FC 190/14 Questions from Members of the Public:

There were no questions from members of the public.

NOTED

FC 191/14 Report from PCSO Frank Callaghan of Thames Valley Police:

The Chair introduced Frank Callaghan to the meeting as the newly appointed PCSO for the parish area.

The Chairman proposed that as Mr & Mrs Grist and PSCO Callaghan were in attendance that he would take agenda item **FC 202/14 Ward Items:** Parking Issues outside Holmwood First School, Great Holm, as raised by **Cllr Hilary Dyer**.

Mr Grist then spoke about the issues that he had experienced regarding parking problems in the area.

PCSO Callaghan said that he would look in to this matter with two (2) other colleagues to have words with any offenders that they come across.

Cllr Peter Ballantyne suggested writing down any number plates of the offending vehicles for evidence.

Mrs Grist said that vehicles are parking on the pavements on Dorton Close.

Cllr Don Hoyle said that on Petworth vehicles were parking on both sides of the road making it difficult for access by other vehicles and pedestrians.

Cllr Ballantyne was concerned that the situation could get worse if the proposed preschool nursery was granted which is subject to a consultation at the moment, as there would be thirty (30) children attending the School in the morning and thirty (30) in the afternoon. The Loughton & Great Holm Neighbourhood Action Group has asked him in his capacity as Chair to write to MKNews on the parking problems.

The Chairman Cllr Peter Todd felt that this was a law enforcement issue which needed the support of the Police and MK Council to show that parking offences (such as obstruction) will not be tolerated and to enforce no parking on double yellow lines.

Cllr Andy Dransfield informed the meeting that there are plans for double yellow lines on Knowlhill to tackle the parking problems there; however the Loughton & Great Holm Neighbourhood Action Group can produce their three (3) top priorities, which agencies must take notice of, and these can be refreshed periodically, Cllr Dransfield said that he challenges them to make parking issues around schools to be one of their top three (3) priorities. If parking regulations are enforced then the message will go out that that bad parking will not be tolerated, this should be tackled by issuing more tickets to offenders. PCSO Callaghan said that he can issue tickets for obstruction, but that other parking infringements (yellow lines) are not enforced by the Police but by MK Council's civil enforcement officers.

Cllr Hilary Dyer had read the email sent to the Parish Clerk from Sarah Bailey Road Traffic Safety Officer at Milton Keynes Council and said it was not the case that parents sit in their cars whilst waiting to collect their children, and would like to know when Ms Bailey Road had last visited the area, and when would she next be coming to undertake enforcement action? Cllr Dyer proposed that the Parish Council writes to Sarah Bailey Road about this.

Cllr Zoe Nolan suggested that the catchment areas should not be so wide, with staggered times for when the School day ends, to encourage more walking to School. Also they should consider collecting children at an identified site and then taking them to Schools by public transport. The Parish Council should get all appropriate agencies together to discuss solutions such as representatives from the Police, Holmwood School, Hilltops Surgery, the Parish Council and Milton Keynes Council. Holmwood School has not had a Headteacher for a while which has not

helped in getting a response, and the recent wet weather has meant more car use. We need to look at other modes of transport. Due to the expansion of the Hilltops Surgery and Holmwood School this has put pressure on available parking spaces.

Cllr Don Hoyle suggested an exclusion zone such as in Redland Drive, Loughton which has stopped people parking in Loughton to use the Milton Keynes Central Railway station.

Mr Grist suggested training up residents to become Special Constables which would be allocated to Holmwood School; this scheme is already being implemented in Northampton.

Councillors agreed to set up a multi-agency meeting it was suggested that the Hilltops Surgery could be approached as they have a good sized accessible meeting room.

It was also felt by some that it might be worth exploring a name and shame scheme for repeat offenders.

RESOLVED

- 1. To set up a multi-agency meeting to tackle the parking problems outside Holmwood School.**
- 2. To approach Hilltops Surgery to book their meeting room to hold the first meeting.**
- 3. To explore all options to resolve the problem**
- 4. To write to Sarah Bailey Road Traffic Safety Officer at Milton Keynes Council to point out that it is not the case that parents sit in their cars whilst waiting to collect their children, and to enquire when she had last visited the area, and to find out when would she next be coming to the area to undertake enforcement action.**

PCSO Callaghan then gave the crime report for January 2014 which was as follows:

Great Holm - One (1) crime theft from a vehicle on Littlecote, which was insecure, a laptop was stolen and found dumped nearby.

Loughton - One (1) burglary and a separate incident of an attempted break in to a vehicle two (2) males were spotted and were deterred on Ashpole Furlong.

One (1) theft from a vehicle on Clover Close a watch and a beanie hat were stolen.

One (1) theft which resulted in damage to a vehicle on Church Lane

The National Bowl: One (1) incident of a use of a fire arm, the Police were in attendance and made an arrest for the use of an air pistol in a public place.

The Chairman said he was concerned about the increase of burglaries in the Loughton area, and would follow up with the Neighbourhood watch about vigilance.

The Chairman thanked PCSO Frank Callaghan for his attendance.

NOTED

FC 192/14 Finance matters:

The Parish Clerk will chase up the outstanding monies owed for the adverts in the newsletter.

The Parish Clerk to amend the accounts as there should not be a minus figure under the Loughton Sports Field budget heading.

RESOLVED

- 1. That The Parish Clerk will chase up the outstanding monies owed for the adverts in the newsletter.**
- 2. That The Parish Clerk to amend the accounts as there should not be a minus figure under the Loughton Sports Field budget heading.**

FC 193/14 To appoint an Internal Auditor for the Council Year 2013/2014:

Members requested that the tender document is presented to the next meeting as well as the quotes, to make a decision on this matter.

RESOLVED

That the Parish Clerk provides the tender document along with all the paperwork from the quotes provided, for the next meeting

FC 194/14 To report on external meetings:

Loughton and Great Holm Neighbourhood Action Group

Cllr Peter Ballantyne informed the meeting that the Action Group met on Thursday 6th March 2014 and had a tour of the Oakhill Chapel at the Crownhill Crematorium before their business meeting.

It was unanimously agreed at the meeting that Cllr Ballantyne writes to the MKNews regarding the parking issues outside Holmwood School.

The Action Group is also looking at recruiting a couple of young people on to the committee.

On Wednesday 19th February 2014 it is planned with a wildlife officer at Milton Keynes Council to install sixteen (16) bird boxes.

The river birch trees have withstood the recent gales, and that Dobbies will be donating turf to repair the grass verges on Kensington Drive with the work to take place in April.

The Milton Keynes Parks Trust representative reported that there has been an increase in fly tipping.

There has been a delay to the refurbishment to the landscaped areas in Attingham Hill on Great Holm until it is clear as to whether the Parish Council will be taking on the landscaping service.

Cllr Hilary Dyer reported on a meeting of the Approved Premises Liaison Group held on Friday 31st January 2014, the Manager said that as from the 1st April the service

will become a part of the Ministry of Justice, this will not affect the running of the premises or employment of the present members of staff, and he felt that he would have more say on who is resident at the property.

There did not appear to be any problems or incidents with residents of the Approved Premises in the community.

Cllr Dyer will circulate the minutes of the meeting as soon as she receives them.

NOTED

FC 195/14 Lakeview Green, Great Holm:

Cllr Peter Ballantyne had obtained five (5) quotes for two (2) plaques for either side of the Village Green.

Cllr Ballantyne recommended a quote from Moran's Wood Components of Warrington at £610 plus VAT including delivery, Milton Keynes Council has agreed to install the plaques.

John Price at Milton Keynes Council has approached the legal team for permission to have both plaques erected.

RESOLVED

To accept the quote from Moran's Wood Components of Warrington of £610 plus VAT including delivery, for two (2) plaques on Lakeview Green on Great Holm.

FC 196/14 To approve a quote for Summer Play Sessions by the Milton Keynes Play Association:

Cllr Hilary Dyer wondered if it was worth having the extra autumn play sessions, as the quote by the Milton Keynes Play Association indicated this would push the sessions onto a cheaper price bracket.

On being put to the vote it was agreed to accept the quote from the Milton Keynes Play Association for eighteen (18) sessions at a cost of £5,530.14p.

Cllr Andy Dransfield asked for his vote to be recorded as being against.

RESOLVED

To hold eighteen (18) play sessions by the Milton Keynes Play association at a cost of £5,530.14p

FC 197/14 To discuss the Dog Bin Emptying Contract as the present contract with Marcus Young Landscapes LTD expires in March 2014:

Members discussed the renewal of the dog bin emptying contract for a further twelve (12) months, after considering the three (3) quotes provided.

Cllr Barry Barrington moved and Cllr Andy Sargent seconded that Marcus Young Landscapes LTD is appointed from 1st April 2014 for a fixed 12-month period to empty the dog bins at £2.00p per empty.

On being put to the vote this was unanimously agreed.

Councillors did request whether it was possible if after emptying each bin, a new bag could be fitted of a different colour to indicate that a bin has recently been emptied. The Parish Clerk would inquire with Marcus Young Landscapes LTD.

RESOLVED

1. That Marcus Young Landscapes LTD is appointed from 1st April 2014 for a fixed 12-month period to empty the dog bins at £2.00p per empty.
2. That the Parish Clerk would inquire with Marcus Young Landscapes LTD whether it was possible if after emptying each bin, a new bag could be fitted of a different colour to indicate that a bin has recently been emptied.

FC 198/14 To authorise expenditure on a notice board to be erected at the Loughton Sports Ground:

Quotes received from Greenbarnes, Fitzpatrick Woolmer and Creative Solutions.

Cllr Barry Barrington moved and Cllr Peter Todd seconded to accept the quote from Greenbarnes for an Oak Single-bay 4A4 Notice Board with Single Post at a cost of £786.49 (including VAT).

On being put to the vote this was agreed.

Members asked the Parish Clerk to approach Greenbarnes to request that the notice board is supplied with two (2) posts.

Members further authorised the Parish Clerk to be able to spend up to £850 for the purchase of the notice board and for an additional post.

RESOLVED

1. To authorise expenditure on a notice board to be erected at the Loughton Sports Ground from Greenbarnes for an Oak Single-bay 4A4 Notice Board with Single Post at a cost of £786.49 (including VAT).
2. That the Parish Clerk to approach Greenbarnes to request that the notice board is supplied with two (2) posts.
3. That the Parish Clerk is authorised to spend up to £850 for the purchase of the notice board and for an additional post.

Cllrs Andy Dransfield and Don Hoyle left the meeting at 10:12pm

FC 199/14 To authorise expenditure on the maintenance of the Millennium Meadow:

Quotes were received from Milton Keynes Council, RMT Machinery LTD and Marcus Young Landscapes LTD.

After being put to the vote it was agreed to accept the quote from RMT Machinery LTD.

To apply a Glyphosate based herbicide to proposed wild flower areas using a CDA (controlled droplet applicator).

After about 2-3 weeks rotorvate and cultivate areas to produce a medium tilth removing any debris and stones over 25mm and remove from site.

Grade areas to provide an even seed bed. Apply seed to beds and lightly rake, for the sum of **£445.00 + vat**

The seeds to be purchased for perianal plants separately at a cost of **£227**

RESOLVED

- 1. To accept the quote from RMT Machinery LTD for the sum of £445.00 + vat for the works to the Millennium Meadow on Loughton**
- 2. That the seeds to be purchased separately at a cost of £227**

FC 200/14 To agree the recommendation of the Planning Committee:

To set up a Working Group on the issue of sites identified by the Milton Keynes Parks Trust for the Milton Keynes Council's Site Allocation Development Plan which relate to the Loughton area, and the potential impact of land identified for possible development bordering on the Parish Council area.

It was agreed to make the Working Group the remit of the Planning Committee.

Cllr Barry Barrington moved and Cllr Peter Ballantyne seconded "That the Milton Keynes Association of Local Councils and the Parishes Forum is approached and requested to discuss the issue of sites identified by the Milton Keynes Parks Trust for the Milton Keynes Council's Site Allocation Development Plan and considers the potential impact of land identified for possible development, and that the Working Group approaches Abbeyhill Parish Council and Shenley Church End Parish Council to jointly work together on this issue and to make any representations as and when necessary and to monitor any proposals submitted by the Milton Keynes Parks Trust"

RESOLVED

- 1. To set up a Working Group on the issue of sites identified by the Milton Keynes Parks Trust for the Milton Keynes Council's Site Allocation Development Plan which relate to the Loughton area, and the potential impact of land identified for possible development bordering on the Parish Council area. This working group should involve liaison with adjoining Parish councils, the Milton Keynes Parks Trust, Milton Keynes Council and the Milton Keynes Association of Local Councils.**
- 2. To make the Working Group the remit of the Planning Committee.**
- 3. That the Milton Keynes Association of Local Councils and the Parishes Forum is approached and requested to discuss the issue of sites identified by the Milton Keynes Parks Trust for the Milton Keynes Council's Site Allocation Development Plan and considers the potential impact of land identified for possible development, and that the Working Group approaches Abbeyhill Parish Council and Shenley Church End Parish Council to jointly work together on this issue and to make any representations as and when necessary and to monitor any proposals submitted by the Milton Keynes Parks Trust**

The Chairman Cllr Peter Todd left the meeting at 10:44pm.

The Vice-Chair Cllr Andy Sargent presided in the Chair.

FC 201/14 To review the procedure for the publishing of the minutes of Full Council and the Committees

RESOLVED

To defer this agenda item to the next meeting of the Council

FC 202/14 Ward Items:

To decide what action to take (including expenditure) in respect of the following matters:

Parking Issues outside Holmwood First School, Great Holm – **Cllr Hilary Dyer**

This item had been dealt with under agenda item **FC 191/14**

NOTED

FC 203/14 Planning Applications:

14/00174/FUL 12 Hampton Great Holm Milton Keynes MK8 9BU Demolition of detached single garage, and erection of single storey dwelling - **Pending**

Consideration

RESOLVED

To consider this planning application at the next Planning Committee meeting

FC 204/14 Cheques for Payment:

All cheques presented for payment were

AGREED

FC 205/14 Date and time of Next Meeting:

Monday 17th March 2014 7:30pm at the Loughton Memorial Hall, Bradwell road, Loughton, Milton Keynes

THE VICE-CHAIR CLOSED THE MEETING AT 10:47PM

Signed _____ Chair Date _____