

## **Loughton & Great Holm Parish Council**

**Minutes of the Meeting held on Monday 17<sup>th</sup> March 2014 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes**

**Present: Cllrs Peter Todd (Chair), Andy Sargent (Vice-Chair),** Barry Barrington, Peter Ballantyne, Andy Dransfield (until 9:31pm), Hilary Dyer, Don Hoyle, (from 8:22pm until 9:31pm), Zoe Nolan

**In attendance:** Brian Barton Parish Clerk

**Also in attendance:** one (1) member of the public, PC Albert Bernard Thames Valley Police

### **FC 206/14 Apologies:**

Cllr Don Hoyle for late attendance

**NOTED**

### **FC 207/14 Declarations of interest:**

Cllrs Peter Ballantyne and Zoe Nolan declared a pecuniary interest in agenda item FC 221/14 Planning Applications, 13/02030/FUL 53 Gatcombe, Great Holm, Milton Keynes, MK8 9EA Demolition of existing leisure centre and erection of 5 detached houses, as they both are shareholders in the property.

**NOTED**

### **FC 208/14 Minutes of previous meetings:**

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

To add in the last sentence between for and separately “perennial plants”

With that amendment the minutes of the meeting held on Monday 17th February 2014, were signed by the Chair as a true and correct record.

**AGREED**

To note the minutes of the Planning Committee held on

- Monday 3rd March 2014

The Planning Training Session will be held at the Civic Offices on Wednesday 19<sup>th</sup> March 2014, and not Thursday as indicated in the minutes.

Cllr Andy Sargent said that he had missed the deadline to speak at the Milton Keynes Council Development Control Committee meeting that discussed planning application 13/02527/FUL Manor Farm The Green Loughton Milton Keynes MK5 8AW Erection of detached dwelling and double garage, the application however was passed at the meeting.

**NOTED**

**FC 209/14 Matters arising from the previous minutes not on the agenda:**

Cllr Hilary Dyer informed the meeting that she had received the Land Registry documents from the Parish Clerk, regarding Horseshoe Walk on Great Holm, which confirmed ownership of the land by Milton Keynes Council.

Cllr Dyer sought the meeting's view as to whether the Parish Council should pursue the enforcement of the covenant to protect the existing trees, it was agreed that the Parish Clerk writes to Maurice Barnes Landscape Manager at Milton Keynes Council to seek assurances that that the covenant would be enforced.

**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 Hilary Dyer enquired as to the present position as regards the Community Asset Transfer for the Great Holm Community Centre.

The Chairman replied that Neil Handley from Milton Keynes Council has stated that they will add the Great Holm Community Centre to a later phase. No timescale was given.

Cllr Zoe Nolan asked if it would be possible to ask Milton Keynes Council if the Community Centre could be included in the next tranche or request inclusion in the first tranche again.

Cllr Andy Dransfield offered to speak to the Cabinet Member responsible to see if it would be possible to include the Community Centre in the first phase.

Cllr Barry Barrington will write again To Milton Keynes Council for an update regarding the situation about getting the mural on the outside wall of the Community Centre removed.

**FC 195/14 Lakeview Green, Great Holm:**

Cllr Peter Ballantyne reported to the meeting that he has received written permission from Milton Keynes Council for two (2) signs to be placed on Lakeview Green on Great Holm.

A Purchase Order for the signs was made by the Parish Clerk and Cllr Ballantyne passed this on to the contractor.

Cllr Ballantyne felt that white infill for the wording of the signs would stand out more.

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

Cllr Zoe Nolan enquired about the discount that could be applied for extra sessions by the Milton Keynes Play Association, the Parish Clerk will investigate and get back to Cllr Nolan with a response.

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

Cllr Barry Barrington informed the meeting that he had spoken to a couple of Parish Councillors from Shenley Church End Parish Council, at the last Parishes Forum

meeting, who seemed supportive about the idea of a working group to discuss and monitor the issue of sites identified by the Milton Keynes Parks Trust for the Milton Keynes Council's Site Allocation Development Plan.

**RESOLVED**

- 1. That the Parish Clerk writes to Maurice Barnes Landscape Manager at Milton Keynes Council to seek assurances that that the covenant would be enforced to protect the existing trees at Horseshoe Walk, Great Holm.**
- 2. That Cllr Andy Dransfield to speak to the Cabinet Member responsible to see if it would be possible to include the Great Holm Community Centre in the first phase of the Community Asset Transfer programme.**
- 3. That Cllr Barry Barrington will write again to Milton Keynes Council for an update regarding the situation about getting the mural on the outside wall of the Community Centre removed.**
- 4. The Parish Clerk will investigate and get back to Cllr Nolan with a response about the discount that could be applied for extra sessions by the Milton Keynes Play Association.**

**FC 210/14 Questions from Members of the Public:**

There were no questions from members of the public.

**NOTED**

**FC 211/14 Crime statistics report from PC Albert Bernard Thames Valley Police:**

PC Bernard reported to the meeting that there had been a total of twenty – four (24) crimes that had taken place in the Parish area during the month of February.

There were seven (7) crimes in Great Holm and twelve (12) in Loughton, five (5) in Knowlhill, with one (1) priority crime in Redland Drive, Loughton of a theft from a vehicle, which resulted in a smashed window and a stolen Sat Nav.

The Chairman then spoke regarding an email that he received from Sargent Catherine Storey regarding PCSO Frank Callaghan, who had complained about a lack of respect when he had attended the last meeting.

Members were concerned to hear of this, and wished to maintain good working relations with Thames Valley Police, and apologised for any misunderstanding, the Chairman said there is a fine line between challenging Officers and appearing to be disrespectful.

PC Bernard thanked members for their comments, and that he wanted to maintain a good working relationship, sometimes it is how things are put across, he also informed the meeting that he will be retiring in five (5) months' time, another PCSO is being trained and will commence duties soon, the recruitment process for PC Bernard's replacement has yet to be implemented, PC Bernard said that he will pass on the Parish Council's apologies on to Sargent Storey.

PC Bernard will try to attend future Parish Council meetings but may be unable too if meetings fall on his annual leave or rest days.

Cllr Andy Dransfield moved that the Chairman writes to Thames Valley Police to request that the recruitment process starts now so that an appointment is made ready for when PC Bernard retires.

**RESOLVED**

**That the Chairman writes to Thames Valley Police to request that the recruitment process starts now so that an appointment is made ready for when PC Bernard retires.**

**Cllr Don Hoyle entered the meeting at 8:22PM.**

**FC 212/14 Finance matters:**

The financial report for the month ending February 2014 was

**NOTED**

**FC 213/14 Loughton Conservation Area:**

The Chairman informed the meeting that the consultant Mr Peter Howard produced the first draft of the Conservation Area consultation document, and had sent the comments from members, and he then incorporated them into the second draft document.

The Chairman requested that the meeting approves the revised draft. It would then be submitted to the Planning Directorate for adoption.

**RESOLVED**

**That the revised Loughton Conservation Area Review document was approved and shall be sent to the Planning Directorate for adoption**

**FC 214/14 To appoint an Internal Auditor for the Council Year 2013/2014:**

After some discussion on the three (3) tender bids presented at the meeting, Cllr Andy Dransfield moved and Cllr Peter Todd seconded that Auditing Solutions, should be appointed to conduct the 2013/2014 financial internal audit at the price quoted of £400 plus VAT.

**RESOLVED**

**To appoint Auditing Solutions to conduct the 2013/2014 financial internal audit at the price quoted of £400 plus VAT.**

**FC 215/14 To report on external meetings:**

Cllr Hilary Dyer informed the meeting that eight (8) Bird Boxes were installed in the Horseshoe Walk area on Great Holm on Saturday 6<sup>th</sup> March, and nine (9) in Loughton, Cllr Barry Barrington was thanked for his help in making some of the bird boxes.

Cllr Peter Ballantyne had written to Denbigh School to seek young volunteers to serve on the Loughton & Great Holm Neighbourhood Action Group.

The damaged verges will be turfing by members of the Neighbourhood Action Group; the turf was kindly donated by Dobbies.

Cllr Barry Barrington had circulated a report on a meeting of the Parishes Forum which he had attended.

Cllr Andy Dransfield reported that contrary to rumours that the Fire Authority was not closing down the Great Holm Fire Station.

That will be no increase in this year's Council Tax, there are vacancies for the Head of Children's Services and the Head of Legal and Democratic Services, the Chief Executive Officer of Milton Keynes Council will be retiring in September.

Cllr Don Hoyle reported that he had asked the Audit Committee to look into the turnover of families in Bed and Breakfast accommodation and the time it takes to move into a Council property, and the issue of asbestos removal in Council premises.

Cllr Hoyle will be attending meetings of the Children's and Young Persons Panel.  
**NOTED**

**Cllrs Andy Dransfield and Don Hoyle left the meeting at 9:31PM**

**FC 216/14 To review the procedure for the publishing of the minutes of Full Council and the Committees:**

Members felt that the present procedure was adequate in that minutes that have been agreed at a meeting of Council or its Committees, should then be published on the website.

**RESOLVED**

**That minutes that have been agreed at a meeting of Council or its Committees, should then be published on the website.**

**FC 218/14 Loughton Ward vacancy update:**

Milton Keynes Council has informed the Parish Clerk that ten (10) electors of Loughton have requested an election.

The election will be held on Thursday 10<sup>th</sup> April 2014.

Cllr Peter Ballantyne requested his comment was minuted that he was concerned that both candidate were members of political parties.

**NOTED**

**FC 219/14 To discuss the results of the residents survey and how to deal with issues that have been identified:**

The Chairman wanted to ensure that the Parish Council formally considered residents feedback from the residents online survey.

A few of the comments related to duties that are outside the remit of the Parish Council, and it was felt by members that an article should be included in the next edition of the newsletter, on the responsibilities of a Parish Council.

Cllr Barry Barrington offered to produce a spreadsheet listing the issues and comments raised from the resident's online survey.

## **RESOLVED**

**That Cllr Barry Barrington to produce a spreadsheet listing the issues and comments raised from the residents' online survey for consideration at a future meeting.**

### **FC 220/14 Ward Items:**

Parking issues on Great Holm – **Cllr Hilary Dyer**

Cllr Hilary Dyer informed the meeting that she had attended a drop in session at Holmwood School in Great Holm, for the proposed building extension to accommodate a nursery for Children from the age of three (3).

Cllr Dyer had spoken to Adrian Carden Road Safety Officer at Milton Keynes Council and invited him to the planned Inter Agency Meeting, he indicated that Milton Keynes Council had undertaken a feasibility study on ways to better handle traffic movement and circulation and to email him if this had not been implemented.

It was felt that the Parish Council should respond to the consultation expressing concerns about the additional parking pressures this proposal will bring.

The consultation paper indicated parking for three (3) nursery staff.

The deadline for comments on the consultation is Friday 21<sup>st</sup> March 2014.

Cllr Dyer felt it would be appropriate that the Parish Council writes to Milton Keynes Council as regards the proposed parking waiting restrictions outside the Two Mile Ash School, and the potential of parents parking on Great Holm to walk their children over the bridge into Two Mile Ash.

## **RESOLVED**

- 1. That the Parish Clerk writes to Milton Keynes Council on the consultation for the proposed building extension to accommodate a nursery for Children from the age of three (3), at Holmwood School, Great Holm, expressing concerns about the additional parking pressures this proposal will bring.**
- 2. That the Parish Clerk writes to Milton Keynes Council as regards the proposed parking waiting restrictions outside the Two Mile Ash School, and the potential of parents parking on Great Holm to walk their children over the bridge into Two Mile Ash.**

### **FC 221/14 Planning Applications:**

- 14/00245/FUL 35 Attingham Hill Great Holm Milton Keynes MK8 9BY Single storey front extension – **No objection**
- 14/00362/ADV NHBC House Davy Avenue Knowlhill Milton Keynes MK5 8FP Advertisement consent for three 6m flagpoles – **No objection**

Cllrs Peter Ballantyne and Zoe Nolan declared a pecuniary interest in this planning application and sat in the seats for members of the public to attend whilst this was considered.

- 13/02030/FUL 53 Gatcombe Great Holm Milton Keynes MK8 9EA Demolition of existing leisure centre and erection of 5 detached houses - **Application Permitted**

Cllr Hilary Dyer informed the meeting that the Parish Council submission covered the matter of the boundary treatment, to ensure that trees and bushes are not removed or substantially cut back by any future residents.

The Planning Case Officer in her report and in the final planning conditions which were adopted, accepted that there should be a condition to protect the boundary of the site.

Cllr Dyer requested that the Parish Clerk download and keep a copy of the planning conditions relating to the boundary treatment for future reference.

**RESOLVED**

**That the Parish Clerk download and keep a copy of the planning conditions relating to the boundary treatment for future reference.**

**Cllrs Peter Ballantyne and Zoe Nolan returned back to sit with the Council.**

**FC 222/14 Cheques for Payment:**

All cheques presented for payment were authorised.

**AGREED**

**FC 223/14 Date and time of Next Meeting:**

Wednesday 23<sup>rd</sup> April 2014 (Parish Meeting) at the National Badminton Centre, Directors Room, Bradwell Road, Loughton Lodge, Milton Keynes

The Chairman requested authorisation for the expenditure to print leaflets advertising the hustings meeting, and delivery to every household in the Parish area, as it had not been possible to produce the newsletter in time to advertise the hustings meeting before the Parish Meeting.

**RESOLVED**

**To authorise expenditure by the Chairman to print leaflets advertising the hustings meeting, and delivery to every household in the Parish area.**

**THE CHAIRMAN CLOSED THE MEETING AT 10:30PM**

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