

Loughton & Great Holm Parish Council

Full Council

Minutes of the meeting held on Monday 18th January 2016, 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, John Howe, Claire Jones, Andy Sargent

Also present: Brian Barton (Parish Clerk)

In attendance: One (1) member of the public, PC John Hayle (Thames Valley Police)

FC 116/16 Apologies:

Received from Cllrs Hilary Dyer and Thomas Gray

NOTED

FC 117/16 Declarations of interest:

There were no declarations of interest.

NOTED

FC 118/16 Minutes of previous meetings:

The minutes of the meeting held on Monday 21st December 2015

FC 106/15 To report on Members attending external meetings:

(b) Any Ward Councillors present to report on Milton Keynes Council meetings

To delete "scraping" and replace with "scrapping"

With that amendment the Chair signed the minutes as a true and correct record.

AGREED

To note the minutes of the Planning Committee held on Monday 14th December 2015

PL 25/15 PLANNING APPLICATIONS:

c) 15/02762/ADV Fountain Harvester London Road Loughton Milton Keynes MK5 8AF Advertisement consent for 1 x externally illuminated post sign (01) 1 x externally illuminated set of letters and logo (02), 1 x non illuminated set of letters (03) and 1 x internally illuminated post sign (04)

Cllr Andy Sargent said that this is an additional planning application for the Fountain Harvester, which the Planning Committee has also made a submission on.

Cllr Andy Dransfield said that he will use the calling in procedure at Milton Keynes Council, and attend and speak at the Development Control Meeting.

Cllr Sargent also informed the meeting that the sign to the entrance to Loughton that was erected by the Fountain Harvester has now been removed, as they were instructed to do so by the Planning Enforcement Team as permission had not been sought.

NOTED

FC 119/16 Matters arising from the previous minutes not on the agenda:

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

Cllr John Howe asked about the key performance indicators for the Parish Youth Programme Development Officer and the line management arrangements.

Cllr Nolan replied that she had met with the Parish Youth Programme Development Officer to set the key performance indicators, and plans to meet with her on a monthly basis.

The Parish Clerk will line manage her on a day to day basis.

Cllr Howe said that the circulated key performance indicators did not have any measurable outcomes to them, to be able to gauge whether items relating to projects undertaken had been a success or not.

RESOLVED

To review the key performance indicators for the Parish Youth Programme Development Officer, along with measurable outcomes to projects that are to be undertaken.

FC 106/15 To report on Members attending external meetings:

(b) Any Ward Councillors present to report on Milton Keynes Council meetings

Cllr Andy Dransfield moved that Loughton & Great Holm Parish Council should make a submission to the Milton Keynes Council 2016/2017 budget consultation.

That Loughton & Great Holm Parish Council should oppose the proposal to discontinue the Warden Service, to all Council run Sheltered Housing Schemes.

That Loughton & Great Holm Parish Council should oppose the proposal to stop the subsidies to bus routes 24 and 25 that run throughout the Parish area.

That Loughton & Great Holm Parish Council has reservations about the viability of the planned pilot recycling scheme to take place on Beanhill to replace pink sacks with proposed replacement bags.

The motion was put to the vote and was carried.

RESOLVED

- 1. That Loughton & Great Holm Parish Council opposes the proposal to discontinue the Warden Service, to all Council run Sheltered Housing Schemes.**

2. That Loughton & Great Holm Parish Council opposes the proposal to stop the subsidies to bus routes 24 and 25 that run throughout the Parish area.
3. That Loughton & Great Holm Parish Council has reservations about the viability of the planned pilot recycling scheme to take place on Beanhill to replace pink sacks with proposed replacement bags.
4. That the Parish Clerk writes to Milton Keynes Council on the 2016/2017 budget consultation with points agreed in recommendations one (1) to three (3).

FC 120/16 Questions from Members of the Public:

A resident from Highgrove Hill on Great Holm, Milton Keynes addressed the meeting about issues with the four (4) to five (5) delivery lorries to the local Coop Store which have destroyed the road side causing numerous very large potholes and damage to the kerbsides and corners.

The resident also said that the road itself is used as a cut through and is very busy in the morning rush hour and is an accident waiting to happen.

A speed hump had been removed a few years ago and ideally needs to be reinstalled at the junction and the resident asked if can this be looked into and implemented.

Would it be possible for signs to be installed indicating weight restrictions for vehicles and only certain delivery times allowed.

Cllr Dransfield said that it would be useful if Milton Keynes Councils Transport and Traffic Directorate could undertake a survey of the area, and come up with a possible range of solutions to tackle the issues raised by residents in the area.

Cllrs Hilary Dyer and Zoe Nolan have reported the pot holes to Milton Keynes Council and have written to the Coop Store regarding delivery vehicles going over the kerbs.

The Chair thanked the resident for bringing these matters to the attention of the Parish Council, and said that they will be reported to Milton Keynes Council.

RESOLVED

That the Parish Clerk to write to Milton Keynes Councils Transport and Traffic Directorate to request that a survey is undertaken, and to ask for range of possible solutions to tackle traffic speeds, potholes, delivery vehicles to the Coop Store damaging the kerbs and corners, which have been raised by residents on Highgrove Hill, Great Holm.

FC 121/16 To receive a Crime Statistics Report from Thames Valley Police:

PC John Hayle from Thames Valley Police spoke to the tabled crime report and statistics in the Loughton and Great Holm wards for the month of December 2015, where were as follows:

Loughton

Burglary other than in a Dwelling	two	(2)
Criminal damage to Dwellings	one	(1)
Criminal damage to vehicle	three	(3)
Theft from Person	three	(3)
Theft of Pedal Cycle	two	(2)
Total December 2015	eleven	(11)
Total December 2014	eighteen	(18)

Great Holm

Burglary in a Dwelling (attempt only)	one	(1)
Shoplifting	three	(3)
Total December 2015	four	(4)
Total December 2014	four	(4)

Knowlhill

Theft from Vehicle	three	(3)
Total December 2015	three	(3)
Total December 2014	zero	(0)

There then followed questions by Members.

The Chair thanked PC Hayle for his presentation.

NOTED

FC 122/16 To report on Members attending external meetings:

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

Cllr Ballantyne asked Cllr Andy Sargent to give a verbal report, as he was unable to attend the last meeting.

Cllr Sargent informed the meeting that there were plans to liaise with other NAG groups to help them and the L&GH NAG to share ideas on activities and recruitment.

Cllr Zoe Nolan presented the Buckinghamshire & Milton Keynes Fire Authority proposal to close both the Great Holm and Bletchley Fire Stations and re-site to a new multi-agency blue light central hub in Ashlands.

The parking issues outside Loughton Manor First School were discussed.

The footpath signs on redways on Loughton and Great Holm that need replacing were brought up and will be reported to Rob Ward at Milton Keynes Council to progress.

The potholes outside the Coop Store on Highgrove Hill on Great Holm were raised and Cllr Hilary Dyer offered to report them to Milton Keynes Council.

The planters outside the School on Bradwell Road, Loughton will be tidied at a future date.

NAG members will check the salt bins on regular walks to check whether they are full or solid, any that are empty or unusable are to be reported to Milton Keynes Council.

The Deputy Headteacher of Denbigh School is to bring along four (4) students to the next NAG meeting to introduce them to the group.

The L&GH NAG will be setting up a website shortly as it seems that Milton Keynes Council no longer provides this service.

The next meeting will be held on Thursday 4th February 2016 at 7:00pm.

(b) Any Ward Councillors present to report on Milton Keynes Council meetings

Cllr Zoe Nolan reported that there will be a meeting of the Buckinghamshire & Milton Keynes Fire Authority on Wednesday 10th February 2015, 10:00am at the Civic Offices, to make a decision to close both the Great Holm and Bletchley Fire Stations and re-site to a new multi-agency blue light central hub in Ashlands.

Cllr Nolan had attended a meeting that discussed the issues concerning the access to GP Practises by residents, Milton Keynes is up 3% compared to 7% behind the national formula in the south for the amount of GP's per head of the population, more have recently been appointed.

Milton Keynes is up 5% on NHS England targets for residents getting appointments to see their GP's, although money has been invested to improve the situation. Some GP's due to demand may have to close their books to new residents, concern has been expressed about the implications to practises from the new expansion areas.

Cllr Nolan said that another meeting will be held to discuss pressures on GP practises.

Cllr Nolan will be attending a meeting of the Children and Young People Committee shortly looking at mental health challenges for children and young people, and how more joint working can be achieved between different statutory bodies to ensure services are improved and are more effective.

(c) Members to report back on any other meetings that they may have attended

There were no further meetings to report back on.

NOTED

FC 123/16 To consider making an application to the British Heart Foundation for a grant for the cost of installation of a defibrillator(s):

Cllr Nolan reported to the meeting that she was aware of another Parish Council that had been successful in applying for a grant from the British Heart Foundation for the

cost and installation of a defibrillator, and thought that it would be a good idea for Loughton & Great Holm Parish Council to consider.

Cllr Nolan suggested that a defibrillator could be installed at the Loughton Memorial Hall and the Great Holm Community Centre.

Cllr Claire Jones asked if the locations mentioned already had defibrillators installed, Cllr Nolan said that she was unsure and would make enquiries.

Cllr Howe said that consideration needs to be given as to the most appropriate and accessible locations and are widely publicised to the public.

Cllr Dransfield suggested that the British Heart Foundation is approached for advice as to the best locations for installation of the defibrillators in the parish area.

The meeting felt that it was worthwhile applying for a grant, the Parish Clerk was asked to liaise with Cllr Nolan to obtain the contact details of the British Heart Foundation, and work together on making an application.

Cllr Nolan will also contact the Parish Council that has already been successful in getting a grant, to find out what procedures are involved.

RESOLVED

- 1. To submit a grant application to the British Heart Foundation for the cost of the supply and installation of a defibrillator(s)**
- 2. To seek advice from the British Heart Foundation as to the best locations for installation of the defibrillators in the parish area**
- 3. That the Parish Clerk to liaise with Cllr Nolan to obtain the contact details of the British Heart Foundation, and work together on making an application.**
- 4. Cllr Nolan to make enquiries as to whether the Loughton Memorial Hall and the Great Holm Community Centre already have defibrillators.**

FC 124/16 Appointments to Outside Bodies for the Council Year 2015/2016:

To agree the appointment of a representative for the Council Year 2015/2016 to the following outside body:

- a) Hugh Parke Charity

The Chair proposed that this agenda item is deferred to the next meeting, as the present appointee Cllr Hilary Dyer is absent from this meeting, and does not have the opportunity to confirm if she wishes to continue or stand down as a charity trustee.

RESOLVED

To defer this agenda item to the next meeting

FC 125/16 Finance:

- a) To discuss and agree the precept and budget for 2016/2017, and to consider any discussions of the Finance Committee

The Finance & Staffing Committee met on Thursday 14th January 2016, and discussed the draft 2016/2017 budget; it was proposed not to increase the precept.

The committee made adjustments to some of the budget headings, and the newly appointed Chair Cllr Sandra Boland had in the meantime produced an amended budget sheet for this meeting to consider.

Cllrs Andy Dransfield and John Howe thanked Cllr Boland for her work in amending the draft budget figures.

It was proposed to delete under the income heading Cllr Zoe Nolan's ward monies figure of £2,200 as they had been received from Milton Keynes Council in this financial year.

The proposed income figure is £78,604.00p.

After some discussion it was further proposed to add £1,000 for website hosting and £2,000 to set up and run the drop in on Great Holm.

Cllr Boland proposed that there will be £40,000 planned expenditure from reserves.

The total expenditure will be £113,520.00p

The precept demand to be submitted to Milton Keynes will be £71,127.00p.

Cllr John Howe proposed and Cllr Peter Ballantyne seconded that the revised 2016/2017 budget be agreed.

The motion was put to the vote and was carried.

RESOLVED

To adopt the following 2016/2017 budget:

Precept	£71,127		
Precept Grant	£1,177		
LSSC rent & insurance receipts	£3,250		
Allotment rents	£450		
Deposit account interest	£100		
Graveyard income	£2,500		
Total Income	£78,604		
Expenditure		From reserves	
Clerk -salary & E'er ni & pension conts	£24,000		
Parish Youth Development Officer salary	£9,000		
Landscaping	£7,000	£5,000	from 2015/16

Childrens outdoor play projects L & GH	£6,000		
Dog hygiene bin service	£7,000		allowance for rolling replacement of bins
LSSC repairs	£30,000	£25,000	from reserves to pay for new roof
MK50 anniversary projects/events	£5,000		
Petworth Play area renovation	£5,000	£5,000	bought forward from 2015/16
Gt Holm Community Centre	£5,000		for survey and legal fees
Parish youth services resources fund (venue hires/printing)	£2,500		for venue hire and printing
Newsletters & communications	£2,000		2 per year with some advertising income
Grants	£1,000		
Accountancy	£1,000		
Hire of Halls/ meeting spaces	£1,000		
Clerk -expenses	£1,000		
Sponsor NAG local improvements	£1,000		
Insurance	£820		
Post & stationery	£500		
Office Equipment (PCs software/printers)	£500		
Professional training & development	£500		
Allotments	£450		
Parish Notice Board Repairs	£250		
Website Hosting	£1,000		
Drop in Service	£2,000		
Total expenditure	£113,520	£40,000	Planned expenditure from reserves
Transfer to or from reserves	-£34,916		

b) To adopt the 2016-2017 Draft Business Plan

The Chair said that the 2016-2017 draft business plan was discussed and amended at the Finance & Staffing Committee.

Once approved the business plan will be uploaded onto the website.

It was proposed to add under the list of planned activities:

- To refurbish the sports facility behind the Great Holm Community Centre on Kensington Drive Great Holm.
- To work in partnership with all Saints Church, Loughton to ensure all remaining plots in the Jubilee Graveyard are purchased.
- To install an additional bin at Lodge Lake, Loughton.

The Chair proposed and Cllr John Howe seconded that the draft 2016-2017 business plan as amended is adopted.

The motion was put to the vote and was carried.

RESOLVED

To adopt the draft 2016-2017 business plan.

FC 126/16 Planning Applications:

To determine representations to be made to Milton Keynes Council on any pending planning applications and any other action to be taken that needs to be dealt with before the next meeting of the Planning Committee.

a) 15/03155/MKCOD3 New nursery block at Holmwood School Kensington Drive Great Holm Milton Keynes MK8 9AB

The Chair of the Planning Committee Cllr Andy Sargent wanted to seek the meeting's views as this is a significant planning application, and will have implications due to a potential increase in nursery places and additional parking pressures in the area.

The Chair proposed to defer this planning application to the next meeting of the Planning Committee.

15/02304/FUL Primrose Cottage 27 Bradwell Road Loughton Milton Keynes MK5 8AP Two storey side extension

Cllr Sargent said that he had attended a site meeting today with members of the Milton Keynes Council Development Control Committee, Cllrs Brian White and Chris Williams, the planning application will be considered at their next meeting.

15/03188/TNOT Telecommunications Site East of Loughton Roundabout Portway V4 To A5 Milton Keynes Installation of 15m Elara column with 2 ground based cabinets and ancillary development

Cllr Sargent informed the meeting that this planning application will affect residents nearby on Greenhill Close and the allotment site along with Rushleys Close, Loughton.

Cllr Sargent proposed that a leaflet is delivered to all properties in Greenhill Close and Rushleys Close, Loughton, informing residents about the planning application and how to make a submission to Milton Keynes Council's Planning Directorate.

Cllr Dransfield said that he use the Milton Keynes Council calling in procedure, Cllr Sargent said that he would supply Cllr Dransfield with the application reference number.

The meeting agreed to formally object as a Parish Council to this planning application.

RESOLVED

- 1. To defer planning application 15/03155/MKCOD3 New nursery block at Holmwood School Kensington Drive Great Holm Milton Keynes MK8 9AB, to the next meeting of the Planning Committee.**
- 2. That Loughton & Great Holm Parish Council objects to planning application 15/03188/TNOT Telecommunications Site East of Loughton Roundabout Portway V4 To A5 Milton Keynes Installation of 15m Elara column with 2 ground based cabinets and ancillary development.**
- 3. That a leaflet is delivered to all properties in Greenhill Close and Rushleys Close, Loughton, informing residents about the planning application 15/03188/TNOT and how to make a submission to Milton Keynes Council's Planning Directorate.**

FC 127/16 To note the update list of projects and other work:

The Parish Clerk went through the list of projects and other work as tabled and updated members.

The Parish Clerk now has received the letter from the Great Holm Community Centre Management Committee confirming its approval of the Parish Council seeking the freehold through the Community Asset Transfer process.

The Parish Clerk had written to Milton Keynes Council with concerns that he has not had a response from the Management Committee with the contact details of all the main users of the centre, so that they can be contacted to seek their approval as well, and was informed by Milton Keynes Council that a stage two (2) application can still be submitted informing the panel of the situation, and they will decide as to whether they can make a decision without the additional letter(s) of support.

The Parish Clerk was asked for the Energy Saving Project grant application form and the terms and conditions to be circulated to all members.

RESOLVED

That the Parish Clerk to circulate the Energy Saving Project grant application form and the terms and conditions to all members.

FC 128/16 Cheques for Payment:

The Chair said that there should be proper criteria on how L&GH NAG monies are claimed for projects undertaken.

RESOLVED

- 1. That all cheques as presented for payment are approved.**

Date and time of Next Meeting:

Monday 15th February 2016, 7:30pm at Holmwood School, Kensington Drive, Great Holm, Milton Keynes

Signed _____ Chair Date _____