

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

### **Full Council**

**Minutes of the meeting held on Monday 19<sup>th</sup> September 2016, 7:30pm at the Great Holm Community Centre, Kensington Drive, Great Holm, Milton Keynes**

**Present: Cllrs Peter Todd (Chair), Zoe Nolan (Vice-Chair),** Peter Ballantyne, Andy Dransfield, Hilary Dyer (from 7:33pm), Thomas Gray, John Howe, Claire Jones, Andy Sargent

**Also Present:** Brian Barton (Parish Clerk)

**In attendance:** Four (4) members of the public

**Also in attendance:** David Foster (Chief Executive Officer – Milton Keynes Parks Trust), Jools Randall (Community Ranger – Milton Keynes Parks Trust), PCSO Gemma Gibbs (Thames Valley Police)

#### **FC 66/16 Apologies:**

Were received from Cllr Sandra Boland

**NOTED**

#### **FC 67/16 Minutes of previous meetings:**

#### **FC 51/16 To report on Members attending external meetings:**

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

To delete “pharmacy” so that the paragraph now reads:

“Cllr Nolan also said that the Shenley Church End Post Office will be staying open with an extra counter when it moves into the Bargain Booze store.”

With that amendment the Chair signed the minutes of the Parish Council meeting held on Monday 18<sup>th</sup> July 2016 as a true and correct record.

**AGREED**

The minutes of the following meetings were **NOTED**:

- Finance & Staffing Committee meeting held on Wednesday 8th June 2016
- Planning Committee meeting held on Monday 9<sup>th</sup> May 2016
- Planning Committee meeting held on Monday 6<sup>th</sup> June 2016
- Planning Committee meeting held on Monday 4<sup>th</sup> July 2016

#### **FC 68/16 Matters arising from the previous minutes not on the agenda:**

There were no matters arising.

**NOTED**

**FC 69/16 Questions from Members of the Public:**

A member of the public asked if the Parish Council could set up a Facebook Page to interact with local residents in the Parish area.

The Chair replied that he thought that it would be a good idea.

Cllr Andy Dransfield said that there needs to be a clear protocol worked up, and that the Parish Council should have full control over the administering of the Facebook page.

The Chair agreed that a protocol should be produced and brought back to a future meeting for agreement.

Another resident said that there are a number of overgrown bushes from Holyrood up to the redway, and have covered the street lights making the area very dark at night, and asked how to get them cut back.

The Chair informed the resident to report this to the Milton Keynes Council Environmental Helpline.

**RESOLVED**

**That a protocol is produced and brought back to a future meeting for agreement on the setting up and administering a Facebook Page to interact with local residents in the Parish area.**

**FC 70/16 Declarations of interest:**

There were no declarations of interest.

**NOTED**

**FC 71/16 Closure of Westcroft Police Station:**

The representatives from Thames Valley Police have not been given a date for the closure of the Westcroft Police Station.

Officers and staff will eventually work from the Bletchley Police Station.

It does mean that it will make it difficult for Officers to have comfort breaks when on duty.

Cllr Dransfield offered to approach the Shenley Leisure Centre and the Great Holm Fire Station so that Officers can use their facilities.

**NOTED**

**FC 72/16 To receive a Crime Statistics and Report from Thames Valley Police:**

PCSO Gemma Gibbs presented the July and August crime figures to the meeting which were as follows:

**July 2016**

**Loughton**

Assault without injury

**One (1)**

Burglary in a Dwelling	One (1)
Criminal damage to vehicle	Two (2)
Criminal damage - Other/Arson	One (1)
Drug Supplying/Production/Cultivation	One (1)
Theft from Vehicle	Two (2)
Theft of a Vehicle	One (1)
Theft in a Dwelling	One (1)
Theft from Person	Two (2)
Theft Other	Two (2)

**Total July 2016** Fourteen (14)

**Total July 2015** Nine (9)

### **Great Holm**

Assault without injury	One (1)
Shoplifting	One (1)
Vehicle Interference	One (1)

**Total July 2016** Three (3)

**Total July 2015** Thirteen (13)

### **The National Bowl**

Assault occasioning ABH/GBH	Eight (8)
Assault without injury	One (1)
Criminal damage to vehicle	Two (2)
Drug Possession - Cannabis	One (1)
Drug Supplying/Production/Cultivation	Seven (7)
Public order offences	Two (2)
Theft from Vehicle	Three (3)
Theft of a Vehicle	One (1)
Theft from Person	Twenty (20)
Theft Other	Three (3)
Other Crime	One (1)

**Total July 2016** Fourty nine (49)

**Total July 2015** Zero (0)

### **August 2016**

#### **Loughton**

Burglary in a Dwelling	One (1)
Criminal damage - Other/Arson	One (1)
Theft in a Dwelling	One (1)
Other Crime	One (1)

**Total August 2016** **Four (4)**

**Total August 2015** **Six (6)**

**Great Holm**

Assault without injury	<b>One (1)</b>
Criminal damage to vehicle	<b>One (1)</b>
Criminal damage - Other/Arson	<b>Two (2)</b>
Shoplifting	<b>Six (6)</b>
Theft from Vehicle	<b>Two (2)</b>
Theft in a Dwelling	<b>One (1)</b>
Other Crime	<b>Two (2)</b>

**Total August 2016** **Fifteenth (15)**

**Total August 2015** **Four (4)**

**Knowhill**

Burglary other than in a Dwelling	<b>One (1)</b>
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**Total August 2016** **One (1)**

**Total August 2015** **Three (3)**

**The National Bowl**

Theft from Person	<b>One (1)</b>
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**Total August 2016** **One (1)**

**Total August 2015** **Zero (0)**

There then followed questions by members.

The Chairman thanked PCSO Gemma Gibbs for her presentation.

**NOTED**

**FC 73/16 Presentations:**

(a) Mr David Foster Chief Executive Officer of the Milton Keynes Parks to talk on the activities of the Milton Keynes Parks Trust in the Parish area.

Mr Foster introduced Mr Jools Randall the new Community Ranger, who replaces Dawn Morland.

Mr Foster also displayed a map covering the land that the Milton Keynes Parks Trust manages in the Parish area.

Across Milton Keynes, the Parks Trust covers an area of 25%, which is 5,000 acres of land.

Milton Keynes Council owns the freehold and the Milton Keynes Parks Trust has a 999 year lease to maintain the open spaces to a high stand.

There are restrictions in the lease as to how the land is managed.

The Milton Keynes Parks Trust receives no money from Milton Keynes Council, but was given an endowment from the former Commission for New Towns (CNT), when the trust was first set up; the trust gets an income from the investment in commercial buildings.

The Milton Keynes Parks Trust owns the Loughton Equestrian Centre and the Shenley Church End local centre, but only the building and not the surrounding area.

The priority for the Parks Trust is to maintain the landscaping, the trust does organise events and activities with the aim of providing education to residents on the environment, and gives licences to community organisations to be able to hold events on their land.

The trust has a big volunteer team which is roughly 150 who have specific roles.

Mr Foster informed the meeting that 150,000 residential properties adjoin Parks Trust land, and sometimes they have difficulty in getting shrubbery and trees cut because of health and safety procedures.

The biggest amount of expenditure is in removing litter, grass cutting, maintaining trees and shrubbery, weeding, repairing paths, signs, benches and replacement planting on a regular basis.

Mr Jools Randall will be full time as from March, Dawn Morland has now left, Mr Rob Reike head of the landscaping department is considering whether Dawn's post should be filled, three (3) other Community Rangers cover the rest of the Milton Keynes area.

Mr Randall's duties include tackling anti-social behaviour incidents and fly tipping.

There then followed questions.

The questions raised covered attendance of Mr Kendall at Loughton & Great Holm Neighbourhood Action Group meetings.

The replacement bin on Lodge Lake, Mr Kendall will look into this matter.

Residents of Great Holm were concerned about trees that had been cut back exposing their properties to the nearby redway.

A question was asked about the land owned by the Milton Keynes Parks Trust at the National Badminton Centre, the Parks Trust want the market value for the land or something of an equivalent value as they simply cannot give it away.

It was pointed out that the sign on Lodge Lake needs to be relocated to improve the view at the entry point; Mr Foster said that he will look in to it and consult with the Parish Council.

It was brought to Mr Foster's attention about a path that gets flooded and in winter can be dangerous for pedestrians and cyclists when it freezes up, the path is not owned by the Parks Trust, investment is going into maintaining the redways, and the Parks Trust supports this.

The matter of the gym equipment being removed was raised, this happened because of health and safety issues, and Cllr Nolan indicated that she was happy to use her ward monies to get the equipment replaced; Mr Foster said that he will send to Cllr Nolan details of the type of equipment that can be installed.

The condition of the Shenley Church End local Centre was also raised, and that the clock surrounds were lit up at night but not the clock face itself and that the matter should be taken up, the Parks Trust has now employed two (2) new members of staff to manage the centre, and have plans to repaint the bollards replace trees and tidy up the area, a site visit will shortly be taking place with Cllr Nolan, it was pointed out that the car park is not managed by the Parks Trust.

A concern was expressed that no new livery horses will be allowed to stay at the equestrian Centre on Loughton; Mr Foster said that this is down to the land lord.

It was pointed out that bricks were missing from the bridge on Leys Road, Loughton, Mr Foster said that he would look into this matter, although there was doubt as to whether the Parks Trust are responsible for the up keep of the bridge.

The Chair thanked Mr Foster and Mr Randall for their presentations and attendance.  
**NOTED**

**FC 74/16 To consider supporting the Milton Keynes Parks Trust in seeking alternative locations for trim trail equipment at Lodge Lake, Loughton Lodge:**

This matter had been addressed in the previous agenda item.

**NOTED**

**FC 75/16 To report on Members attending external meetings:**

(a) Loughton and Great Holm Neighbourhood Action Group - **Cllr Andy Sargent**

A meeting was held recently attended by fourteen (14) residents; the camera to be placed in Great Holm was not to monitor speed only the volume of traffic.

The Horticultural Committee has met which discussed the condition of the flower beds on the green and to ensure that they are watered on a regular basis.

It was pointed out that most of the foliage in the planters on Bradwell Road; Loughton had died due to the dry weather.

A litter pick has taken place, and an EVA had also taken place on Loughton, one is planned for Great Holm for the 24<sup>th</sup> September.

The Chair may stand down due to work pressures; this will be discussed further at the next meeting.

£130 had been raised at the Picnic on the Green event and will be donated to the MacIntyre Trust.

Cllr Thomas Gray asked for ideas for the MK50 celebrations that will be taking place next year.

The Scarecrow trail will be going ahead next year.

All of the road was resurfaced on Highgrove Hill, Great Holm.

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

Cllr Nolan informed the meeting that work has started on next year's budget; Ofsted will be for the next four (4) weeks inspecting Schools on their safeguarding procedures.

A motion will be put to the Full Council on grammar schools.

GCSE results in English and Maths have improved; the government is changing the system on how exam results are reported.

Milton Keynes Council has been commended on their achievements on placing children in care.

Cllr Dransfield said that when the grid road lighting column needs to be replaced new LED lights are being fitted in their place.

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

Cllr Andy Sargent had recently attended a presentation by Mr Brett Leahy, Head of Development Management on all aspects of the Planning Department at Milton Keynes Council.

Mr Leahy has been tasked with improving the performance of the Planning Directorate.

The presentation covered planning policies, procedures, neighbourhood plans, planning applications, the role of Parish and Town Councils and the various new performance targets that have been set.

Cllr Sargent informed the meeting that that the occupier of 3, Leys Road, Loughton has made a written submission to Milton Keynes Council's Planning Directorate requesting planning application: **16/01821/FUL Regularisation of alterations to dwelling previously approved under planning permission reference 12/01141/FUL 6, Weldon Rise, Loughton** is refused as the dwelling is on ground higher than the adjoining properties in Leys Road, and has been built in the wrong place and an excessive height to that approved, which will substantially affect her privacy.

This application was discussed at the last Parish Council Planning Committee meeting.

A letter of objection has been submitted also from the Parish Councils Planning Committee regarding the appeal for planning application: **15/03096/FUL Erection of external seating area including covered booth seating and pergola seating to the front of the property and timber hut in rear garden (retrospective) Fountain Harvester, London Road, Loughton**, Cllr Sargent is awaiting a response.

Cllr Peter Ballantyne reported to the meeting that at the last community drop in was very successful, twenty one (21) residents had attended including two (2) children with their parents; a resident had also requested for two (2) street signs indicating the house numbers at Westwood Close, Great Holm.

**RESOLVED**

**That Cllr Peter Ballantyne to draft a letter and send to the Parish Clerk to forward onto Milton Keynes Council, requesting two (2) street signs indicating the house numbers at Westwood Close, Great Holm.**

**FC 76/16 To review the Standing Orders:**

The Chair informed the meeting that the standing orders should be reviewed to ensure that they are up to date; the Chair suggested that the NALC model standing orders are used as a template, and a draft copy of the standing orders is presented to a meeting of the Finance and Staffing Committee for discussion, and any amendments to be agreed, with a final document to be approved at a meeting of the Parish Council.

**RESOLVED**

- 1. That the Chair to work up a draft amended standing orders and financial regulations using the NALC models as a drafting base for consideration at the next meeting of Finance & Staff Committee.**

**FC 77/16 To approve an order with Marcus Young Landscaping LTD to replace the dog bins on a rolling programme:**

**RESOLVED**

**That the Parish Clerk to obtain three (3) quotes and present to a future Parish Council meeting**



**FC 78/16 To agree to the appointment of a locum Parish Clerk to cover for long term sickness and annual leave:**

**RESOLVED**

**To report back at a future meeting with all the options for the Parish Council to consider including the appointment of a locum Parish Clerk to cover for long term sickness and annual leave and to also consider the NALC locum service.**

**FC 79/16 Ward matters:**

**(a) To consider promoting a Flat Racing proposal by a resident in Milton Keynes - Cllr Zoe Nolan**

**RESOLVED**

**That Cllr Nolan to advise the resident to approach the Loughton Equestrian Centre, to propose a flat racing event.**

**(b) To discuss the maintenance and cleaning of the Millennium Meadow, Loughton - Cllr Zoe Nolan**

**RESOLVED**

**That Cllr Nolan to bring to the attention of Milton Keynes Council the maintenance and cleaning of the Millennium Meadow on Loughton.**

**(c) Overgrowing bushes on the junction of Goodwood and Holyrood, Great Holm - Cllr Peter Ballantyne**

**RESOLVED**

**That Cllr Ballantyne to report the Overgrowing bushes on the junction of Goodwood and Holyrood, Great Holm to Milton Keynes Council.**

**FC 80/16 To approve the draft plan for the Spring 2017 Parish Council newsletter:**

**RESOLVED**

**To approve the following draft plan for the Spring 2017 Parish Council newsletter**

- 1. December 2016 - Editorial Committee meeting – discuss/agree structure, contents, commission articles etc, Parish Clerk to market adverts.**
- 2. January 2017 - Editorial Committee meeting Parish Clerk to market adverts.**
- 3. February - Editorial Committee meeting, Parish Clerk to market adverts.**
- 4. 3rd March - Editorial Committee meeting, Final date for receipt of advertising copy from advertisers.**
- 5. 5th March - Revisions made.**
- 6. 7th March - Final Editorial Committee meeting.**
- 7. 9th March - Final revisions made.**
- 8. 11th March - Final copy sent to printer (electronically).**
- 9. 18th March - Printed newsletter arrives with deliverer by post (boxes take 1 week to be printed and sent by post).**
- 10. 1st April - Delivery completed (deliverers need about 2 weeks from receipt of material to complete solus delivery).**
- 11. Cllr Ballantyne to assist the Parish Clerk with marketing for adverts.**
- 12. The Parish Clerk to circulate dates nearer the time for the Editorial Committee meetings.**

**FC 81/16 Verbal Report from Cllr Peter Todd on the progress with the Loughton Sports & Social Club pavilion re-roofing project:**

The Chair reported to the meeting that Mr Richard Petty has been appointed as the Project Manager, to oversee the pavilion re-roofing project.

Mr Petty will be drawing up a more detailed specification.

**NOTED**

**FC 82/16 To approve the appointment of a surveyor to value the Loughton Sports & Social Club Pavilion premises for a rent review:**

**RESOLVED**

That approval is granted to appoint a surveyor to value the Loughton Sports & Social Club Pavilion premises for a rent review at a cost of up to £500 plus VAT.

**FC 83/16 To discuss whether to appoint a replacement for the Parish Youth Programme Development Officer, following her resignation:**

**RESOLVED**

To defer this agenda item to a future meeting of the Parish Council for further consideration

**FC 84/16 To note a report from the Milton Keynes Play Association on the summer play sessions:**

**RESOLVED**

To defer this agenda item to a future meeting of the Parish Council for further consideration

**FC 85/16 Community Drop In:**

To discuss arrangements for cover such as a rota or other suggestions

**RESOLVED**

To defer this agenda item to the next Parish Council meeting

**FC 86/16 to agree the additional Fidelity Insurance Cover as recommended by the Internal Auditor:**

**RESOLVED**

To defer this agenda item to the next Parish Council meeting

**FC 87/16 To note the update list of projects and other work:**

**NOTED**

**FC 88/16 Cheques for Payment:**

All cheques as presented for payment were

**AGREED**

**Date and time of Next Meeting:**

Monday 17th October 2016. 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes

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

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