

Loughton & Great Holm Parish Council

Full Council

Minutes of the meeting held on Monday 20th February 2017, 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, Thomas Gray, John Howe, Claire Jones, Andy Sargent

Also present: Brian Barton (Parish Clerk)

In attendance: One (1) member of the public

Also in attendance: PC Tony Deeble (Thames Valley Police), Sergeant Keith Lavery (Thames Valley Police)

FC 162/17 Apologies:

Received from Cllr Hilary Dyer

NOTED

FC 163/17 Minutes of previous meetings:

The minutes of the Parish Council meeting held on Monday 16th January 2017 was **AGREED** as a true and correct record, and signed by the Chair.

FC 164/17 Matters arising from the previous minutes not on the agenda:

There were no matters arising from the previous minutes not on the agenda.

NOTED

FC 165/17 Questions from Members of the Public:

There were no questions from members of the public.

NOTED

FC 166/17 Declarations of interest:

There were no declarations of interest.

NOTED

FC 167/17 To receive a Crime Statistics and Report from Thames Valley Police:

PC Tony Deeble presented the January 2017 crime report and statistics, which were as follows:

Loughton

Drug Supplying/Production/Cultivation	One (1)
Theft from Vehicle	Two (2)
Theft Other	One (1)

Total January 2017 **Four (4)**

Total January 2016 **Four (4)**

Great Holm

Assault occasioning ABH/GBH	One (1)
Assault without injury	One (1)
Burglary in a Dwelling (attempt only)	One (1)
Criminal damage to Dwellings	One (1)
Drug Possession - Cannabis	One (1)
Shoplifting	One (1)
Theft from Vehicle	Four (4)
Theft of a Vehicle	One (1)
Theft from Person	One (1)

Total January 2017 **Twelve (12)**

Total January 2016 **Six (6)**

Knowhill

Criminal damage to vehicle	One (1)
Theft Other	One (1)

Total January 2017 **Two (2)**

Total January 2016 **Zero (0)**

There then followed questions by Members.

The Chair thanked PC Deeble for his presentation.

NOTED

FC 168/17 Presentation by Inspector Lee Brace from Thames Valley Police on the proposed changes to Neighbourhood Policing:

Sargent Keith Lavery introduced himself and said that he had been asked to make the presentation, as Inspector Lee Brace was unable to attend the meeting.

Sargent Lavery said that the proposed restructuring will be formed into three (3) hubs, one (1) Response, two (2) neighbourhood policing, three (3) investigations.

The neighbourhood policing and investigation teams will deal with low level crime, neighbourhood policing teams will be out in the community and be involved working with residents and community groups.

Sargent Lavery will be covering the Loughton area; there will be no reduction to the amount of officers and PCSO's in covering the Parish area.

Neighbourhood policing teams will pass on any local intelligence to the investigation team.

Sargent Lavery said that the proposed restructuring will ensure that the neighbourhood policing teams can attend Parish Council meetings, and be more engaged with the local community.

PC Deeble and Sargent Lavery reassured Members that the success of the proposed restructuring will be measured by the decrease in crime, and if the community is happy with the service provided, they indicated that they would be happy to attend a meeting of the Parish Council, in a years' time to be able to report and be accountable, on whether those measures had been met.

The monthly crime figures will still be presented at meetings of the Parish Council.

Members expressed their wish to retain the present neighbourhood policing team in the Parish area, Sargent Lavery replied that PCSO Christine Capstick has indicated that she wishes to stay, and PC Deeble also indicated that he too would like to continue to work in the Parish.

Members said that they would like Sargent Lavery to take this request back to the Thames Valley Police Management Team.

Sargent Lavery informed the meeting that the neighbourhood Policing Team will be based at the Wolverton Police Station from the 1st June 2017, it was not possible for them to be based at the Central Milton Keynes Police station due to the lack of space, because of recent office closures.

One of the PCSOs has a bike stored at the Hilltops Surgery on Great Holm, and there is a satellite office based in the Shenley Church End Parish Council building, if there is another Officer available in a nearby location, then they can assist if an incident arises.

Sargent Lavery said at this present time the neighbourhood Policing shift patterns are under review.

The Chair thanked PC Lavery for his presentation.

NOTED

FC 169/17 Presentation by Mr Ian Michie, Public Arts Trust and to consider what action to take including expenditure in the light of it:

Cllr Andy Sargent informed the meeting that due to a family bereavement Mr Michie was not able to attend the meeting.

Due to the MK50 celebrations it was proposed that a sculpture, obelisk or a statue could be considered and would be installed in the parish area.

It was further proposed that a budget is agreed and a brief is written up and circulated to local artists and after the artist has been appointed they will be commissioned to create a legacy piece of art.

It is hoped that the construction of the piece of art would be completed by the autumn, using materials that will last for a number of years.

A site on Lodge Lake has been identified.

The Milton Keynes Parks Trust who own the land at Lodge Lake have been approached and are in principle happy, for the piece of art to be situated near to the redway not far from the Kam Tong restaurant.

The Parish Clerk had contacted the Parish Council's insurers who had confirmed that the cost to insure the piece of art would be £25 per annum.

The Milton Keynes Parks Trust have requested a bond for any repairs that may be needed in the future, the Parish Council would be responsible, for removal of the piece of art if the need to do so arises.

The Chair said that all artists that are nominated should make a presentation to a meeting of the Parish Council.

Cllr Andy Dransfield pointed out that due to procurement rules, an artist wanting to bid for the work should not speak on the matter at a meeting of the Parish Council, before the brief has been circulated and artists invited to bid for the work, otherwise they would be disqualified .

The Chair also said that residents living in Littlecote should be consulted as their properties will be near to the proposed site, and wondered if planning permission is required.

Cllr Sargent replied that along with a presentation artists should also show examples of the materials that would be used.

The piece of art will be situated in the sightline to the rear of the properties boundaries, the design will be of a sympathetic nature to the surrounding area, and would not cause any disturbance to residents.

Cllr Sargent also said that it will need to be investigated as to whether the piece of art will need planning permission.

The Chair said that perhaps the artists bidding for the work should feel free to suggest a suitable location.

Cllr John Howe was concerned about excluding certain forms of art if the piece of art was placed on a grassed surface in the location proposed.

Cllr Zoe Nolan was concerned about any effect to the wildlife reserve on Lodge Lake, and the response by the public of spending money on a piece of art when the Parish Council has just agreed to increase the precept.

Cllr Claire Jones said it would be good to consider doing something that would enhance the local environment such as tree planting, using the same species as suggested by Cllr Peter Ballantyne for his proposed project on the village green.

It was agreed that Cllr Sargent would circulate the artist brief to all members, for them to make any suggestions and or options, which will be collated and included in an updated brief, which will be considered at the next Parish Council meeting along with a proposed budget.

It was also agreed that Cllr Sargent will consult with the Milton Keynes Council Planning Directorate to check if the proposed piece of art will need planning permission.

It was further agreed that the residents of Littlecote will also be consulted before the piece of art is installed.

Cllr Nolan proposed and it was agreed that a project be progressed for the planting of trees, and a picnic or other social event along with other options to be considered.

Cllrs Nolan and Jones said that they will work up a set of proposals and bring back to a future meeting of the Parish Council for consideration.

Cllr Sargent proposed and it was agreed that a sculpture is progressed for the MK50 celebrations.

RESOLVED

- 1. That a sculpture is progressed for the MK50 celebrations.**
- 2. That Cllr Sargent to circulate the artist brief to all members, for them to make any suggestions and or options, which will be collated and included in an updated brief, and considered at the next Parish Council meeting including a proposed budget.**
- 3. That residents living in Littlecote to be consulted as their properties will be near to the proposed site where the piece of art will be installed.**
- 4. That Cllr Sargent to consult with the Milton Keynes Council Planning Directorate to check if the proposed piece of art needs planning permission.**
- 5. That Cllrs Zoe Nolan and Claire Jones to work up proposals and bring back to a future meeting of the Parish Council to be considered, for the planting of trees, and a picnic or other social event along with other options.**

FC 170/17 To report on Members attending external meetings:

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

A meeting of the Loughton and Great Holm Neighbourhood Action Group was held on the 2nd February, the proposals for a piece of art for the MK50 celebrations, the scarecrow trail and events were discussed, it was agreed that the picture gallery memorial book cannot now be progressed.

A successful litter pick had recently taken place, and another litter pick will be held shortly.

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

Cllr Nolan said that the budget had been passed; a total of £110 million worth of savings has been made since 2010.

Tomorrow evening the Cabinet will propose to agree that the Plan MK document goes out to public consultation.

Mr Andy Hudson Head of Environment & waste has just retired and Cllr Nolan is unaware of who will replace him.

Cllr Dransfield said that there would be no need for any cuts and reduction in services if money had been spent wisely in past financial years.

Only one of the Conservative Group budget amendments that would have enhanced the budget, were accepted the rest were rejected.

A £75 per annum charge for residential parking permits, will affect residents living in Loughton East area parking outside their homes.

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

There were no reports by Members attending any other meetings.

NOTED

FC 171/17 To discuss the refurbishment of the information panel at the Loughton Equestrian Centre:

Cllr Dransfield reported to the meeting that he been in contact with the artist that had worked for the Milton Keynes Development Corporation, and had supplied the artwork for the information panel, unfortunately he did not have any templates available.

The Chair said that the information panel at the Green on Loughton could do with being upgraded as it is in a bad state of repair.

Cllr Dransfield said that he will contact Milton Keynes Council and the Milton Keynes Heritage Trust, to see if they had any artwork that could be used.

NOTED

FC 172/17 To note the structural survey report by Allcott Commercial for the Great Holm Community Centre:

The Chair informed the meeting that the survey was commissioned to look at the potential liabilities if the Parish Council was to take on the Management of the community centre.

The survey report highlighted that there were no major defects, apart from a few minor repairs that need doing.

Cllr Dransfield said that more proof and reassurances were needed regarding the condition of the roof.

Cllr Jones asked if the survey report indicated that there were any materials in the building containing asbestos.

The Chair replied that the report showed that there was.

NOTED

FC 173/17 To approve the proposal for the Pitcher Lane allotment site as proposed by Mr Roger Blackburn:

The Chair said that Mr Brian Roache currently is the tenant at the Pitcher Lane allotment site on Loughton.

Mr Roache has sublet the allotment site in the past; a new licence agreement now stipulates that he must ask the Parish Council for consent if he wants to do so again in the future.

Currently there are three (3) plots on site, Mr Blackburn has produced a written proposal for him to peg out six (6) to eight (8) vegetable plots, and is willing to assist in managing the allotments and issue licences to tenants.

It was agreed to issue Mr Roger Blackburn a licence to allow him to sublet the plots, and to include a clause that the Parish Council can gain possession and terminate the licence, if it is ever concerned with his management of the allotment site.

RESOLVED

To issue Mr Roger Blackburn a licence to allow him to sublet the plots, and to include a clause that the Parish Council can gain possession and terminate the licence, if it is ever concerned with his management of the allotment site.

FC 174/17 To agree to the expenditure to replace the stolen notice board at Leys Road, Loughton:

Members discussed the three (3) quotes as provided, and agreed to accept the quote from XL Designs at a cost of £466.80p provided that the company confirms that the quote is for a lockable secure notice board, and includes the cost for the sign writing.

If XL Designs cannot confirm the details asked for, then the quote from Elementary Signs will be accepted at a cost of £495.58p.

RESOLVED

- 1. To accept the quote from XL Designs at a cost of £466.80p provided that the company confirms that the quote is for a lockable secure notice board, and includes the cost for the sign writing.**
- 2. That if XL Designs cannot confirm the details asked for, then the quote from Elementary Signs will be accepted at a cost of £495.58p.**

FC 175/17 To review the rent arrears from Loughton Sports & Social Club limited and to decide what action to take including expenditure to enforce payment:

The Chair informed the meeting that a standing order has now been set up, an invoice was sent to the Management Committee for the outstanding rent arrears and payment for the insurance premium.

Three (3) months' rent is still outstanding; a letter has been sent demanding all arrears are paid off within a six (6) month deadline.

So far there does not appear that an attempt has been made to clear the arrears.

Discussion took place about how to deal with the matter and the possible future use of the building by the Parish Council.

Cllr Howe proposed and it was agreed that a final letter is sent with a deadline of June to clear all the rent arrears and insurance premium payment; otherwise the Parish Council will seek possession of the building.

The letter should be sent by email and recorded delivery.

RESOLVED

- 1. That a final letter is sent with a deadline of June to clear the rent arrears and insurance premium payment; otherwise the Parish Council will seek possession of the building.**
- 2. That the letter should be sent by email and recorded delivery.**

FC 176/17 To review the work done by Mr Richard Petty regarding the re-roofing project for the Loughton Sports Pavilion and to decide what action to take including expenditure to progress the project:

The Chair expressed his concern about the lack of progress.

Cllr Howe said that he will contact Mr Petty asking him that he needs to progress this project as a matter of urgency.

It was agreed that the Parish Council will seek an alternative Project Manager if Mr Petty does not respond.

RESOLVED

- 1. That Cllr Howe to contact Mr Petty asking him that he needs to progress this project as a matter of urgency.**
- 2. That the Parish Council will seek an alternative Project Manager if Mr Petty does not respond.**

FC 177/17 To agree the draft financial regulations:

It was agreed due to the time, that this agenda item is deferred to the next Parish Council meeting.

RESOLVED

To defer this agenda item to the next Parish Council meeting

FC 178/17 Ward Matters:

To agree to the expenditure for two (2) signs, which indicate the numbers for each house at Westwood Close, Great Holm – **Cllr Peter Ballantyne**

Milton Keynes Council has confirmed that the cost for each sign including the design and installation will be £500.

Cllr Nolan agreed to progress this matter with Milton Keynes Council to find out if they can install the signs at no cost to the Parish Council, and to report back to the next meeting.

Cllr Nolan asked Cllr Ballantyne to forward on to her all emails from Milton Keynes Council on this matter.

RESOLVED

- 1. That Cllr Nolan to progress this matter with Milton Keynes Council, to find out if they can install the signs at no cost to the Parish Council, and to report back to the next meeting.**
- 2. That Cllr Ballantyne to forward on to Cllr Nolan all emails from Milton Keynes Council on this matter.**

FC 179/17 Planning Applications:

16/02880/FUL 6, Weldon Rise, Loughton, Milton Keynes, MK5 8BW Temporary accommodation during the construction of a single dwelling under pending planning permission 16/01821/FUL and previous planning permission 12/01141/FUL for a maximum 12 month term – **Cllrs Andy Dransfield and Andy Sargent**

To update the meeting following on from a recent site visit and meeting of the Development Control Committee on this planning application.

Cllr Sargent said that the Lead Planning Officer Ms Debbie Kirk chaired a meeting that took place at the Civic Offices, the applicant and objectors were in attendance with each side making their case.

A meeting of the Development Control Committee will be considering the planning application on the 16th March 2017.

Cllr Dransfield said that that the building is situated in the wrong location; also the dimensions are deeper and wider than the plans as submitted to the Planning Directorate.

Cllr Dransfield will ask at the meeting for enforcement action to be taken.

16/02882/FUL 5, Pinks Close, Loughton, Milton Keynes, MK5 8FF Two and a half storey side extension and single storey rear extension, demolition of existing glazed conservatory and replacement with a single storey rear extension, part garage conversion into habitable space, creation of two new windows to ground floor side elevation, and increase in size of two windows to front elevation and one window to rear

Cllr Dransfield informed the meeting that the Development Control Committee agreed to put conditions on the access to the site.

NOTED

FC 180/17 To note the update list of projects and other work:

The update list of projects and other work was

NOTED

FC 181/17 Cheques for Payment:

The cheques as presented for payment were authorised.

AGREED

Date and time of Next Meeting:

Monday 20th March 2017, 7:30pm at Holmwood School, Kensington Drive, Great Holm, Milton Keynes

THE CHAIRMAN CLOSED THE MEETING AT 10:37PM

Signed _____ Chair Date _____