

Loughton & Great Holm Parish Council

Full Council

Minutes of the meeting held on Monday 20th July 2015, 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, Hilary Dyer (until 9:30pm), John Howe, Claire Jones

Also present: Brian Barton (Parish Clerk)

In attendance: PC Tony Deeble (Thames Valley Police), Mr Simon Kirkman (Loughton Sports & Social Club – Management Committee), eight (8) members of the public

FC 37/15 Apologies:

Received from Cllrs Don Hoyle and Andy Sargent

NOTED

FC 38/15 Declarations of interest:

Cllr Peter Ballantyne in agenda item: FC 51/15 Cheques for Payment, a cheque has been raised for his expenses, for items relating to the Loughton & Great Holm Neighbourhood Action Group.

NOTED

FC 39/15 Minutes of previous meetings:

To agree the minutes of the meeting held on Monday 15th June 2015

FC 20/15 To discuss the parking and traffic problems associated with the Hilltops/Holmwood car park and parking towards the top of Petworth on Great Holm:

To delete: where children might be crossing was not as important as convenience of delivery drivers, even during peak school run periods.

To Add: Cllr Hilary Dyer felt that it was important to keep the sight lines open for the safety of children and parents.

With those amendments **AGREED** the Chair signed the minutes as a true and correct record.

The minutes of the Loughton Sports Ground Committee held on Sunday 24th May 2015 and Sunday 21st June 2015 were **NOTED**

FC 40/15 Matters arising from the previous minutes not on the agenda:

There were no matters arising.

NOTED

FC 41/15 Questions from Members of the Public:

There were no questions from members of the public.

NOTED

FC 42/15 To receive a Crime Statistics Report from Thames Valley Police:

PC Tony Deeble presented the crime statistics for the June 2015 period which were as follows:

Loughton

Burglary in a Dwelling	Two (2)
Criminal damage to Dwellings	One (1)
Making off without payment	One (1)
Theft from Vehicle	Four (4)
Theft from Person	One (1)
Theft of Pedal Cycle	One (1)
Vehicle Interference	One (1)
Total crime June 2015	Eleven (11)
Total crime June 2014	Eleven (11)

Loughton Lodge

Theft of a Vehicle	One (1)
Other crime	One (1)
Total crime June 2015	Two (2)
Total crime June 2014	One (1)

Great Holm

Burglary in a Dwelling	One (1)
Criminal damage - Other/Arson	One (1)
Public order offences	One (1)
Racial Public aggravated Order Offences	Two (2)
Theft from Vehicle	Two (2)
Theft in a Dwelling	Three (3)
Other Crime	One (1)
Total crime June 2015	Eleven (11)
Total crime June 2014	Six (6)

Knowlhill

Drug Possession – Cannabis	One (1)
Total crime June 2015	One (1)
Total crime June 2014	Two (2)

PC Deeble informed the meeting that there was a slight rise in crime from the previous month and compared to last year's figures.

The priorities are tackling anti-social behaviour and vehicle break ins.

A recent concert had taken place at the National Bowl, arrests were made for drug offences, theft and serious assaults, which will be reflected in next month's crime figures.

Cllr Andy Dransfield said that crime related incidences that took place at the National Bowl should be shown separately, PC Deeble responded that the figures are compiled by the estates in each Borough Ward, but that he would in the bulletin on the website indicate if a crime has taken place at the National Bowl.

Cllr Dransfield further said that pressure must be put on the licensees for each event to ensure that there are run more effectively.

Cllr Zoe Nolan brought up the amount of rubbish that was around the tear drop lakes and other areas, PC Deeble said that the organisers are responsible for removing the rubbish, and will bring this matter up for attention with the Thames Valley Police Event Management Team to progress with Milton Keynes Council.

The Parish Clerk was asked to write to Milton Keynes Council's Licensing Department to ask that a review is undertaken in relation to the management of rubbish removal, crime related issues and the running of events, and to request that the Parish Council is invited to future Event Management meetings.

The Parish Clerk was also asked to write to the Milton Keynes Parks Trust to enquire on what areas of land, were granted permission with the organisers of the event to be used for car parking and camping.

PC Deeble updated the meeting concerning the temporary structure on scrubland at Redland Drive, Loughton, towards the A5 from the nearby play park.

The matter is still ongoing with Highways England and their Legal Department, a representative has viewed the site and is aware of the situation

Members expressed their concerns that the process to remove the structure was taking so long, and asked the Parish Clerk to write to Highways England to complain, PC Deeble will email the Parish Clerk with the contact details of Highways England.

The Parish Clerk was asked to also write to Milton Keynes Council's Planning Enforcement Team regarding the removal of the temporary structure, Cllr Dransfield suggested that planning procedures could be used, as it is a structure that planning permission has not been applied for which would mean enforcement action can be taken.

The Chair Cllr Peter Todd thanked PC Tony Deeble for his attendance at the meeting.

RESOLVED

1. That the Parish Clerk to write to Milton Keynes Council's Licensing Department, to ask that a review is undertaken in relation to the management of rubbish removal, crime related issues and the running of events, at The National Bowl, and to request that the Parish Council is invited to future Event Management meetings with Thames Valley Police.
2. That the Parish Clerk to write to the Milton Keynes Parks Trust to enquire on what areas of land, were granted permission with the organisers of the event at the National Bowl to be used for car parking and camping.
3. That the Parish Clerk to write to Highways England to complain about the length of time to remove the temporary structure on scrubland at Redland Drive, Loughton, towards the A5 from the nearby play park.
4. That the Parish Clerk to write to Milton Keynes Council's Planning Enforcement Team regarding the removal of the temporary structure, and to suggest that the matter is dealt in the same way as a structure that has not been approved without planning permission.

FC 43/15 To report on Members attending external meetings:

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

The Annual General Meeting had recently taken place and officers were elected, Cllr Ballantyne had stood down as Chair, Pamela Tarnish was unanimously elected, the position of Vice-Chair was held over to the next meeting.

The Neighbourhood Action Group had entered the Loughton Scarecrow competition.

An Oak Tree had been discovered called Great Holm, and the Action Group is considering planting one on the village green, consultation is taking place on where it should be planted.

Cllr Dransfield suggested that the tree should be planted either at the top or bottom of the green, to ensure that activities can still take place, and to avoid the storm drain being affected by tree roots.

A public consultation took place outside the Loughton Sports & Social Club building in July, but was moved to the equestrian centre as not many residents were in attendance; there were 100 responses in Loughton, with 158 in total at the end of the consultation exercise.

Cllr Ballantyne will input the data ready for the Neighbourhood Action Group meeting.

A picnic on the Village Green on Great Holm is planned for Sunday 23rd August 2015.

Cllr Nolan proposed a vote of thanks to Cllr Ballantyne for all his hard work as Chair.

Cllr Todd hoped that the recently appointed Chair will continue the good working relationship with the Parish Council.

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

Cllr Zoe Nolan informed the meeting that Milton Keynes Council is bidding for the European Capital of Culture, and that money has been found to be able to bid for the next stage.

A feasibility study will taken place on the sports facilities in Milton Keynes, including the Westbury Arts Centre which is situated in the ward, along with transport and hotels that could be improved.

Budget contributions have come from a range of stakeholders.

The process will take six (6) years the event itself will be held in 2023, and if successful the bid will help the local economy and produce better cultural opportunities.

The Housing Forum took place with a range of stakeholders which discussed all aspects relating to housing, including the shortage of accommodation across the spectrum.

With rents increasing most agencies will not take on anyone on benefits, the forum meeting discussed various possible solutions.

A new School is planned to be built in Shenley Wood near to the retirement village.

Cllr Dransfield added that the proposed School site has been moved to another location.

Cllr Nolan said that she had met with the new Milton Keynes Council Director of Place Duncan Sharkey to raise various case work matters with him.

Cllr Dransfield said that he had no further matters to report to the meeting.

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

There were no further meetings by members to report back on.

NOTED

FC 44/15 To discuss the incidents of anti-social behaviour at Field Court, Leys Road and Weldon Rise, Loughton and what action should be taken:

A resident informed the meeting that he has had his shed broken into on Weldon Rise, Loughton and that a couple of other burglaries in the area have also taken place.

Residents had got to together to compile incidents of anti-social behaviour and burglaries, Field Court nearby have also had similar issues.

PC Tony Deeble at Thames Valley Police and Ian Brown of the Safer Communities unit at Milton Keynes Council have been approached.

PC Tony Deeble has been tackling the incidents of groups drinking alcohol outside Field Court.

One (1) of the residents thought it was Milton Keynes Council policy to only house residents in Field Court who were 55 and over, this now is not happening.

Cllr Dransfield said that there was no such policy in place; this was confirmed to him by Ian Brown at Milton Keynes Council.

Concern was expressed about the type of residents now housed in Field Court, drug taking and groups of people hanging around the street had been witnessed.

Some residents felt unsafe walking from the railway station when coming home and using the nearby alley way in the evenings.

Cllr Dransfield said that residents must report all incidents to the Police and Milton Keynes Council through the official channels rather than verbally so that they can be logged.

PC Tony Deeble said that he has met with residents and has assured them that any reported crime will be dealt with; patrols are taking place on a regular basis.

Cllr Todd then thanked residents for attending and PC Deeble for his input on this matter.

Cllr Todd asked the Parish Clerk to write to Milton Keynes Council with the issues raised at this meeting.

RESOLVED

- 1. That the Parish Clerk to write to Milton Keynes Council regarding the incidents of anti-social behaviour at Field Court, Leys Road and Weldon Rise, Loughton.**

FC 45/15 To decide on action to be taken to alleviate the parking problems at Great Holm at the top of Petworth and in the car park at Holmwood School/Hilltops, in the light of the recent consultation with residents and stakeholders including asking for MK Council to take the following action:-

Members then discussed and considered the various proposals, raised at the last meeting which were as follows:

- 1. To not proceed any further with alleviating the parking problems.**
- 2. To work out a community scheme so that staff from Holmwood School and the Hilltops Medical Centre can park in driveways of residents close to their workplace through an arrangement and agreement with the home owner and the member of staff concerned.**
- 3. To develop a car parking scheme with slots covering the peak use times of 8:30am to 9:00am and 3:00pm to 4:00pm to include vehicle deliveries.**

4. To spread the parking so that there is more in Gatcombe and Hatchlands as currently most of the parking is impacting the residents of Farnham Court and Dorton Close.
5. A longer term option is to change the Holmwood School catchment area so that local children who can walk to school are given priority. Currently some are having to find school places elsewhere.
6. To allocate some parking spaces for all day parking and restrict other car parking spaces for use to a few hours.
7. To set up a scheme in conjunction with Holmwood School (which happens in other areas of the city) and have children in High Viz jackets supervised by teachers and equipped with clipboards noting down the registration numbers of cars which are badly parked. Letters are then sent to these parents from Holmwood School.
8. To set up a two (2) hour waiting limit for all spaces in the car park.
9. To have no loading or on loading at the critical school drop-off and pickup times allowed in the car park.
10. To Colour code areas and take the children to these areas so the parents can meet them there and pick them up. Alternate the areas for different groups of children.
11. To Use CCTV and signage to warn people about inconsiderate parking and dangerous driving.
12. To have a clear sign showing parking availability in the Kensington pub car park at pick up and drop off times.
13. To have a phased time for entry into Holmwood School in the morning and departure from the school in the afternoon so that there is not a peak time when everybody is due to collect their children.
14. To explore again the chance of using the Church of the latter-day Saints carpark and paying for the insurance through the Parish Council.
15. To have a concerted drive to encourage families to walk to school and make this an important requirement on the entry into Holmwood School. To keep reminding families about considerate parking and careful driving at drop-off and pickup times. Use social media to reinforce this message.
16. To operate a one-way system.
17. To encourage Milton Keynes Council to use their enforcement powers and fine anybody who is parking inconsiderately.

Members were asked to vote on each proposal.

RESOLVED

1. **To work out a community scheme so that staff from Holmwood School and the Hilltops Medical Centre can park in driveways of residents close to their workplace through an arrangement and agreement with the home owner and the member of staff concerned.**
2. **To allocate some parking spaces for all day parking and restrict other car parking spaces for use to a few hours.**
3. **To have yellow lines added to ensure no loading or on loading at the critical school drop-off and pickup times allowed in the car park.**
4. **To have a clear sign showing parking availability in the Kensington pub car park at pick up and drop off times and the Parish Clerk to write to the Manager requesting that a sign is erected.**
5. **To have a phased time for entry into Holmwood School in the morning and departure from the school in the afternoon so that there is not a peak time when everybody is due to collect their children.**
6. **To explore again the chance of using the Church of the latter-day Saints carpark and paying for the insurance through the Parish Council.**
7. **To have a concerted drive to encourage families to walk to school and make this an important requirement on the entry into Holmwood School.**
8. **To encourage Milton Keynes Council to use their enforcement powers and fine anybody who is parking illegally, and to request that Holmwood School in their entry pack encourage parents to walk to and from the School.**
9. **That the Parish Clerk to write to Milton Keynes Councils Traffic and Transport Directorate with the actions as listed, and to arrange a meeting.**

FC 46/15 Planning Applications:

a) 15/01506/MMAM The Manor 10 The Green Loughton Milton Keynes MK5 8AW
Minor material amendment to condition 1 (approved plans) of application
13/02527/FUL to widen mono-pitch roof of rear garage, replace utility room doors
with windows, insertion of door to rear of glazed link and new timber post to support
flat roof - **No objection**

b) 15/01424/DISCON The Manor 10 The Green Loughton Milton Keynes MK5 8AW
Details submitted pursuant to discharge of conditions 2 (commencement of
development), 3 (archaeological scheme of investigation), 4 (surface water
drainage), 5 (ground conditions assessment), 6 (exterior elevations and roof plan), 7
(facing materials schedule), 8 (sample panel stone), 9 (rainwater goods), 10 (roof

lights), 11 (proposed windows), 12 (doors), 13 (appurtenances), 14 (landscaping scheme), 15 (GPDO) and 16 (tree protection) attached to application 13/02527/FUL - **No objection**

c) 15/01337/FUL 17 Pitcher Lane Loughton Milton Keynes MK5 8AU Dormer window to rear elevation - **No objection**

d) 15/01023/DISCON 25 Chawton Crescent Great Holm Milton Keynes MK8 9EG Details submitted pursuant to discharge of condition 4 (landscaping) attached to planning permission 14/02343/FUL – **No objection**

e) 15/01606/FUL 117 Linceslade Grove Loughton Milton Keynes MK5 8AD Part first floor side and part single storey rear extension (Resubmission of 15/00824/FUL) - **No objection**

f) 15/01658/DISCON The Old Coach House Pitcher Lane Loughton Milton Keynes MK5 8AU Details submitted pursuant to discharge of condition 3 (Windows) attached to planning permission 14/02719/FUL

RESOLVED

To write to Milton Keynes Council to enquire if the applicants had met the previous condition, and whether this is the reason for the proposed discharge.

FC 47/15 To note the update list of projects and other work:

The Parish Clerk informed the meeting that he is meeting with the Manager next week to progress the proposed Drop In at the MacIntyre Centre on Great Holm.

The other items of outstanding projects and other work as listed. will be chased up by the Parish Clerk.

NOTED

FC 48/15 To authorise expenditure (from the hypothecated sports ground fund) by the Loughton Sports Ground Committee for erection of traffic calming and safety measures at the footpath across the rear of the pavilion a quote by Bodleys is awaited:

Cllr Andy Dransfield suggested that the Committee should include Pavilion in its title.

Cllr Peter Todd introduced Mr Simon Kirkman to the meeting who had come to present the committee's proposal for erection of traffic calming and safety measures at the footpath across the rear of the pavilion.

The Committee agreed not to propose to close the footpath, and suggested the erection of new fencing to enclose the outside seating area.

The proposed traffic calming measures to fence in two (2) sections the footpath would stop cyclists going too fast.

Cllr Howe believed that there was not a need for fencing as patrons could see any cyclists coming.

Cllr Dransfield said that the pathway must be preserved as a right of way, Cllr Todd and Mr Kirkman did not support closing the footpath to the public.

Cllr Todd felt that as this matter was very important the Parish Council should discuss and come to an agreement on how to tackle this issue raised by the Committee.

Cllr Dransfield was supportive of the proposal but was concerned that members of the Sports and Social Club may feel that the footpath belongs to them, even though it has public access.

Cllr Howe said that the proposed traffic calming for the footpath should allow for access by mobility scooters.

RESOLVED

To authorise expenditure (from the hypothecated sports ground fund) by the Loughton Sports Ground Committee for erection of traffic calming and safety measures at the footpath across the rear of the pavilion as supplied by a quote from DW Bodleys.

FC 49/15 To update the Parish Council on the progress of the Parish Youth Programme Development Service:

Cllr Todd informed the meeting that Jessica Katsinas had been given two (2) excellent references.

The DBS check was awaited and had been slow in coming.

Cllr Dransfield suggested in future to contact Denbigh School as they undertake DBS checks and were very quick and efficient.

Cllr Todd had met with the Parish Clerk and the Parish Youth Programme Development Officer, who expected to start holding activities in October, and has lots of ideas.

The Parish Clerk was asked to email Cllr John Howe a copy of the 2015/2016 budget.

RESOLVED

That the Parish Clerk to email Cllr John Howe a copy of the 2015/2016 budget

FC 50/15 To authorise expenditure on a suitable computer (refurbished or new laptop or Chromebook) for the Parish Youth Programme Development Officer to enable documentation of sessions, reporting, marketing and for communication:

The meeting discussed three (3) quotes that had been provided.

A Toshiba Laptop from John Lewis at £249.95p, a HP Chromebook for £199, and an ACER Chromebook from Currys for £169.99p

RESOLVED

To purchase the ACER Chromebook from Currys for £169.99p

FC 51/15 Cheques for Payment:

All cheques as presented were authorised.

AGREED

Date and time of Next Meeting:

Monday 21st September 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton

THE CHAIRMAN CLOSED THE MEETING AT 10:39PM

Signed _____ Chair Date _____