

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

### **Full Council**

**Minutes of the meeting held on Monday 20<sup>th</sup> October 2014 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes**

**Present: Cllrs Peter Todd (Chair), Barry Barrington (Vice-Chair), Peter Ballantyne, Andrew Dransfield (until 10:00pm), Hilary Dyer, Andy Sargent**

**Also present:**

Brian Barton (Parish Clerk)

**In attendance:**

PCSO Christine Capstick (Thames Valley Police), Cllr Matt Clifton (Ward Councillor Loughton Park – Milton Keynes Council), six (6) members of the public

**FC 61/14 Apologies:**

Received from Cllrs Don Hoyle, Isobel Procter, Zoe Nolan

**NOTED**

**FC 62/14 Declarations of interest:**

There were no declarations of interest.

**NOTED**

**FC 63/14 Minutes of previous meetings:**

To receive and approve as a correct record the minutes of the meeting held on Monday 15<sup>th</sup> September 2014.

**FC 51/14 To report on Members attending external meetings:**

(a) Loughton and Great Holm Neighbourhood Action Group – **Cllr Hilary Dyer**

Delete “£350” and replace with “£150”

Delete “Teardrop Lake” and replace with “Lodge Lake”

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

**AGREED**

To note the minutes of the Planning Committee held on Monday 6th October 2014.

**NOTED**

**FC 64/14 Matters arising from the previous minutes not on the agenda:**

**FC 26/14 Ward Matters:**

a) To agree to the supply and installation of two (2) benches on Lakeview Village Green on Great Holm – **Cllr Peter Ballantyne**

Cllr Peter Ballantyne has now supplied Cllr Peter Todd with a list of questions for the online Residents Survey.

**FC 42/14 Ward Matters:**

b) To petition Milton Keynes Council to mend the dilapidated path around the Loughton Sports ground which is in disrepair and dangerous – **Cllr Peter Todd**

Cllr Peter Todd will progress this matter.

c) To avoid damage to the grass verges on Attingham Hill, Great Holm the Parish Council writes to the Fishing Bailiff and request that he asks the Fishermen not to park on the grass verges when the car park is full, and to suggest that instead that they find a safe place to park on the road – **Cllr Hilary Dyer**

The Parish Clerk has written to the Fishing Bailiff and is awaiting a reply; the Parish Clerk was requested to chase the matter up with the Fishing Bailiff.

**FC 55/14 Ward Matters:**

(a) To agree to the repair of a section of wood that has rotted, to one of the Loughton Planters outside Loughton School – **Cllr Hilary Dyer**

The Parish Clerk is pursuing a quote for the work to the Loughton Planter.

(b) To write to the Milton Keynes Park's Trust to urge them to do only essential maintenance, to the landscaping in the area between the Stratfield Park development and Lodge Lake and to provide only the occasional vista across the lake, and to further ask to urge the Milton Keynes Parks Trust to preserve the existing character of this beautiful area, and not to provide wide open areas to give all of the Developer's new houses uninterrupted views across the lake - **Cllr Hilary Dyer**

The Parish Clerk is awaiting a reply, and will pursue the matter.

**FC 56/14 To resolve whether to publish a winter edition of the Parish newsletter in December 2014 (including authorising the costs of design, printing and delivery less any advertising revenue generated):**

Cllr Andy Dransfield requested that the Chief Executive Officer of the Badminton Centre is given an unedited right of reply in the next newsletter.

Cllr Peter Ballantyne requested that at each meeting a list is produced by the Parish Clerk, of outstanding items and a note of how each item is progressing.

**RESOLVED**

- 1. That Cllr Peter Todd to progress the resident's online survey regarding the supply and installation of two (2) benches on Lakeview Village Green on Great Holm.**
- 2. That Cllr Peter Todd to progress the petition to Milton Keynes Council to mend the dilapidated path around the Loughton Sports ground.**
- 3. That the Parish Clerk to chase the matter of Fishermen parking on the grass verges on Attingham Hill on Great Holm with the Fishing Bailiff.**
- 4. That the Parish Clerk to pursue with the Milton Keynes Park's Trust to urge them to do only essential maintenance, to the landscaping in the area between the Stratfield Park development and Lodge Lake and to provide only the occasional vista across the lake, and to further ask to**

**urge the Milton Keynes Parks Trust to preserve the existing character of this beautiful area, and not to provide wide open areas to give all of the Developer's new houses uninterrupted views across the lake.**

- 5. That Cllr Peter Todd to progress with the Chief Executive Officer of the Badminton Centre an unedited right of reply in the next edition of the Newsletter.**
- 6. That the Parish Clerk at each meeting produces a list, of outstanding items and a note of how each item is progressing.**

**FC 65/14 Questions from Members of the Public:**

A resident expressed concern about the condition of the pathway around the Loughton Sports Ground and that the seats in the area should have litter bins next to them.

The Chairman replied that he had been quoted by Milton Keynes Council that the repairs would cost around £100,000, progress has been difficult by the amount of changes to the personnel at the Council, and the matter of the installation of a litter bin will be discussed later in the meeting.

Another resident raised planning matters relating to 3, Redland Drive, Loughton. It would appear that this property is still in breach of planning permission on two counts and the quality of the work that has been done is of concern.

The resident said that she will email the Parish Clerk photographs of the new front dormer window, which has ongoing problems (as evidenced by the tarpaulin to help run water away), and the back 'balcony' where again there are problems with draining water, and the conditions for screening imposed by the Development Control Panel (held on July 9th), to be completed by October 9th have not been made. The roof tiles on the extension have not 'weathered in' and continue to be an eyesore, again in breach of the original permission where the new tiles were to match the existing ones.

The Enforcement Officer has visited the site, and has asked the applicants to clarify their intentions of implementing the conditions and timescale, but the resident requested the Parish Councils help in ensuring that this matter is pursued.

A resident spoke about parking problems outside the local Schools.

The Chairman said that Loughton School will not now be expanding its intake which will not add to the current parking pressures, an inter-agency meeting had recently taken place which had come up with some ideas about tackling the parking problems outside Holmwood School on Great Holm.

The Chairman thanked everyone for attending.

**RESOLVED**

**That the Parish Clerk to write to Carl Stokes Enforcement Officer at Milton Keynes Council regarding planning matters relating to 3, Redland Drive, Loughton.**

**FC 66/14 To receive a Crime Statistics Report from Thames Valley Police:**  
PCSO Christine Capstick spoke to her report; the burglary on Stratfield Court on Great Holm should have been included in the October crime statistics and not in the September figures.

There was an incident of indecent exposure on Attingham Hill, Great Holm; the lady that witnessed the incident has managed to give the Police a full description.

There has been a rise in crimes reported on Great Holm recently, but still a drop from last year in priority crimes; sometimes some multiple criminal activities are linked to a specific incident.

A burglary that took place in Loughton has resulted in an arrest and the accused is now on bail.

The crime statistics for the month of September were as follows:

**Great Holm**

Sixteen (16) with two (2) being a priority crime

**Loughton**

Eight (8) with two (2) being a priority crime

There then followed questions by Members.

The Chairman thanked PCSO Capstick for her report.

**NOTED**

**FC 67/14 To report on Members attending external meetings:**  
(a) Loughton and Great Holm Neighbourhood Action Group – Cllr Hilary Dyer

There had been a meeting in October with a visit to the Quadrant at the Network Rail Headquarters; the Crime Figures had been discussed, including rubbish at the Great Holm/Crownhill Underpass and steps leading to the Bus Stop the steps themselves are in a bad state of repair, and the Action Group is requesting a Police presence in the area due to evidence of low level drug taking to find out when these incidents are taking place.

The steps have now been repaired and the litter has been removed but is reappearing, the Police have reported that so far after patrolling the area they have not seen any drug taking activity.

Leaflets have been put on car windscreens when cars have been seen parking on the pathways or on the grass verges causing an obstruction.

The Neighbourhood Action Group's Horticultural Committee has received 3,500 bulbs and shrubs which will need to be planted, and are looking for volunteers to plant them in Loughton, normally Milton Keynes Council would arrange for the public

liability insurance for such activities but are no longer in a position to do so, the Parish Clerk was requested to inquire whether the Parish Council's public liability insurance would be able to cover this work.

**RESOLVED**

**That the Parish Clerk to inquire whether the Parish Council's public liability insurance would be able to cover volunteers bulb and shrub planting in Loughton**

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

Cllr Andy Dransfield said that a drain had been cleared which has now sorted out the flooding problem on London Road, Loughton.

Cllr Dransfield had also attended a Milton Keynes Cabinet meeting on a proposal to go out to consultation on the lowering the speed limit to 40 miles per hour on all the grid roads.

Cllr Dransfield spoke on the Buckinghamshire and Milton Keynes Fire and Rescue Service Risk Management Plan as featured in a MK News article.

Cllr Matt Clifton said that he is aware of the issues as regards rubbish at the Great Holm/Crownhill Underpass and steps leading to the Bus Stop, and the evidence of low level drug taking, Cllr Zoe Nolan has raised the matter with Andy Hudson at Milton Keynes Council and spoken with concerned residents, it was felt that it was not appropriate at the moment to request CCTV monitoring of the area.

The Westbury Arts Centre has had difficulties with paying the business rates, the Valuation Officer has indicated that the centre can be treated separately from the individual artist units and that they can apply for the small business rate.

Cllr Clifton is looking in to the use of the playing field next to the Great Holm Community Centre as residents have expressed concerns about children playing in the streets.

The issue of gritting in the winter months the car park on Kensington Drive, Great Holm has been raised with Officers at Milton Keynes Council.

Cllr Clifton has been in contact with the Manager at the new Sainsbury's on Shenley Church End to discuss better pedestrian access.

The potholes on the Bradwell Road in Loughton leading to the Portway Bridge has also been raised with Officers at Milton Keynes Council who are looking at including the repairs into the programme of works.

There is a public consultation on the Milton Keynes Plan the deadline for comments is on Wednesday 3<sup>rd</sup> December 2014.

The Chairman suggested that the Parish Clerk puts the link for the plan onto the Parish Council website.

**RESOLVED**

**That the Parish Clerk puts the link for the Milton Keynes Plan onto the Parish Council website**

**FC 68/14 Finance:**

The Finance report for the month of September was discussed, Cllr Dransfield was not happy that the accounts as presented did not indicate the period that the accounts were referred too, and that they did not show the income from the Loughton Sports & Social Club rent.

**NOTED**

**FC 69/14 To authorise the execution of the lease of the Loughton Sports ground, pavilion and car park in the terms of the draft:**

Cllr Andy Dransfield proposed and Cllr Peter Ballantyne seconded that this agenda item was not discussed in private session.

The voting was as follows:

**For:** three (3) **Against:** two (2) **Abstention:** one (1)

This agenda item following the result of the vote was heard in public.

Cllr Andy Dransfield felt that the Social Club and Sports Ground should be run on a business footing for the use of all residents in the Parish, and that there should be a priority for community use, the present Schedule two (2) in the lease could allow the Management Committee to run the social club and sports ground as they saw fit.

Cllr Peter Todd felt that paragraph three (3) in Schedule two (2) covered that issue and that the constitution allows the Parish Council to nominate representatives on to the Management Committee.

Cllr Dransfield thought that the constitution allowed for a veto by the Parish Council on the criteria for Membership of the Loughton Sports and Social Club, but there was some dispute as to whether this was the case, Cllr Dransfield said that he would try to find a copy of the constitution which he had signed when he was Chairman of the Parish Council.

Cllr Peter Todd said he will also circulate to all members the copy of the constitution that he has on file.

Members felt that the key priorities that the lease should cover were:

- The priority for the use of the Sports Ground by local groups
- That priority should be given to Loughton and Great Holm residents to membership of the Loughton Sports and Social Club
- A veto on Club Membership so as to ensure it is not run as a private club

Cllr Dransfield further suggested that in Schedule five (5) that a deadline should be added for the accounts to be presented to the Parish Council of “three (3) months within the annual accounting period”

Cllr Todd said that he will add that suggestion into the lease, along with a form of words that will ensure the priority of the use of the sports ground is given to residents of Loughton and Great Holm.

Cllr Peter Todd proposed that with the suggested changes he is authorised to execute the lease to the solicitors on behalf of the Parish Council.

Cllr Andy Dransfield further proposed and Cllr Hilary Dyer seconded to defer the matter to the next meeting, so that the constitution can be considered along with the lease.

A vote then took place and was as follows to defer the matter to the next meeting:

**For:** three (3) **Against:** three (3) the Chairman then used his casting vote to vote **Against** the motion, and the motion therefore fell.

The Chairman then moved to the vote to allow the lease of be executed on behalf of the Parish Council, the voting was as follows:

**For:** three (3) **Against:** two (2) **Abstention:** one (1)

The motion was carried and authority was therefore given to execute the lease on behalf of the Parish Council

**Cllr Andy Dransfield left the meeting at 10:00pm.**

**The meeting then unanimously agreed to suspend Standing Orders re length of the meeting to allow the continuation of the business on the agenda.**

**FC 70/14 To review and agree the level of rents for the Greenhill Close & Pitcher Lane Loughton Allotment Sites:**

(a) The 2013/2014 Greenhill Close allotment rent rates are £18 a plot and £9 half plot for residents living in the Parish area, and £36 a plot and £18 half plot for non-residents of the Parish area.

The meeting agreed not to raise the level of rents for the Greenhill Close, Loughton allotment site.

(b) To determine whether to increase the allotment rent for the Pitcher Lane Loughton site. The rent has been £4 per annum for many years (the arrangement having been inherited from the previous site owners). A licence agreement having been entered into in 2013 with scope for annual review.

The meeting agreed to increase the allotment rent for the Pitcher Lane Loughton site to £5.00p and that it was felt that in future if the tenant wishes to allow others to tend part of his site then any new such persons should have a licence agreement from the Parish Council

**RESOLVED**

- 1. Not to raise the level of rents for the Greenhill Close, Loughton allotment site.**

- 2. To increase the allotment rent for the Pitcher Lane Loughton site to £5.00p. Not to allow any new informal subletting of the site in future.**

**FC 71/14 Planning Applications:**

The Daughter of the owner of 4, School Lane, Loughton has emailed the Parish Clerk, requesting if her Father can attend the next meeting of the Planning Committee to address the meeting on his pre planning application for the site.

The meeting agreed that the Parish Clerk should write to the applicant's daughter to confirm that the applicant of 4, School Lane, Loughton can attend the next meeting of the Planning Committee.

14/02172/FUL 2, Bradwell Road, Loughton, Milton Keynes, MK5 8AJ, Two storey rear and side extension - **Pending Consideration**

The meeting agreed to defer consideration of this planning application to the next meeting of the Planning Committee.

**RESOLVED**

- 1. That the Parish Clerk to write to the applicants daughter to confirm that the applicant of 4, School Lane, Loughton can attend the next meeting of the Planning Committee, to discuss his pre planning application for the site.**
- 2. To defer consideration of planning application 14/02172/FUL 2, Bradwell Road, Loughton, Milton Keynes, MK5 8AJ, Two storey rear and side extension to the November meeting of the Planning Committee.**

**FC 72/14 Parish Youth programme:**

The 2014/2015 Parish budget allocated £10,000 to develop a youth services programme.

It is proposed to work in partnership with the Loughton Sports & Social Club to offer funding for a position of a Youth programme development worker, fifteenth (15) hours a week to develop young people's sporting activities and general welfare, to be for an initial fixed term period of 12 months at first, and then reviewed.

The position is aimed at offering and promoting opportunities for local children of the Parish to participate in sports activities including football, rounders and cricket, running, fitness and ancillary social activities in both Loughton and Great Holm.

After some discussion on the matter, Cllr Peter Todd moved to agree in principle to fund a Youth programme development worker, fifteenth (15) hours a week for an initial fixed term period of 12 months at first, and then to be reviewed, and to progress with the Loughton Sports and Social Club.

**RESOLVED**

**To agree in principle to fund a Youth programme development worker, fifteenth (15) hours a week for an initial fixed term period of 12 months at first, and then to be reviewed. To progress with the Loughton Sports and Social Club.**



## **FC 73/14 Ward Matters:**

a) To update members on issues regarding Horseshoe Walk on Great Holm – **Cllr Hilary Dyer**

Cllr Dyer said she had spoken to Steve Narborough from Milton Keynes Council who informed her that contrary to previous advice, a blanket Tree Preservation Order (TPO) cannot be issued, and that individual trees need to be identified, a map has been sent to Cllr Dyer to mark out the trees which has been done and returned, Cllr Dyer is now awaiting a response.

### **NOTED**

b) To update members on the Inter Agency meeting held on traffic matters relating to the Kensington Drive car park on Great Holm, and to discuss arranging a survey and parking restrictions times – **Cllr Hilary Dyer**

Following on from the Inter agency meeting it was identified that a parking survey in the area needs to be undertaken before a final decision can be made, on parking restrictions and the installation of double yellow lines including the unloading and loading of goods vehicles in the area.

Cllr Peter Ballantyne offered to put on the next Loughton & Great Holm Neighbourhood Action Group Meeting agenda, to request that the group undertakes a parking survey at the Kensington Drive car park on Great Holm, and that the Parish Council endorses this action.

The Parish Clerk was requested to circulate the minutes of the inter agency meeting to all the agencies invited to the meeting.

### **RESOLVED**

- 1. That Cllr Peter Ballantyne to put on the next Loughton & Great Holm Neighbourhood Action Group Meeting agenda to request that the group undertakes a parking survey at the Kensington Drive car park on Great Holm, and that the Parish Council endorses this action.**
- 2. That the Parish Clerk to circulate the minutes of the inter agency meeting to all the agencies invited to the meeting.**

c) To discuss the provision of litter bins in the Loughton area following a representation from a resident who has requested additional bins – **Cllr Peter Todd**

After some discussion the meeting felt that litter bins might make the situation worse and due to the cost of the installation and emptying of an additional litter bin, this would add significantly to the present budget for the existing dog and litter bin emptying, and therefore reluctantly felt that they could not agree to this request at the present time.

The Parish Clerk was requested to write to the resident concerned of the meetings decision.

**RESOLVED**

1. That due to the possibility litter bins might make the situation worse and the cost of the installation and emptying of an additional litter bin, this would add significantly to the present budget for the existing dog and litter bin emptying, and therefore reluctantly felt that the Parish Council could not agree to this request at the present time.
2. That the Parish Clerk to write to the resident concerned of the meetings decision.

**FC 74/14 Cheques for Payment:**

The cheques as presented to the meeting were all authorised for payment.

**AGREED**

**Date and time of Next Meeting:**

Monday 17th November 7:30pm at Holmwood School, Kensington Drive, Great Holm.

**THE CHAIRMAN CLOSED THE MEETING AT 10:42PM**

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