

## Loughton & Great Holm Parish Council

### Full Council

**Minutes of the meeting held on Monday 21st November 2016, 7:30pm at Holmwood School, Kensington Drive, Great Holm, Milton Keynes**

**Present: Cllrs Peter Todd (Chair), Zoe Nolan (Vice-Chair),** Peter Ballantyne, Sandra Boland, Andy Dransfield (until 8:00pm), Hilary Dyer, Claire Jones

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

**In attendance:** Helena Newbold (Manager – Petworth House, Great Holm sheltered housing), and four (4) members of the public

#### **FC 107/16 Apologies:**

Received from Cllrs Thomas Gray, John Howe, Andy Sargent

**NOTED**

#### **FC 108/16 Minutes of previous meetings:**

#### **FC 100/16 Community Drop In:**

To delete “Cllr Peter Ballantyne” and replace with “Cllr Hilary Dyer”

With the above amendment the minutes of the Parish Council meeting held on Monday 17th October 2016, were **AGREED** and signed by the Chair as a true and correct record.

Cllr Andy Dransfield asked why there no minutes published on the website, as members of the public would not be able the read them before the start of the Parish Council meeting.

The Chair replied that it had been agreed that the minutes would not be uploaded onto the website until they had been approved at the meeting.

Cllr Peter Ballantyne proposed and the Chair seconded “that the minutes of the Parish Council meetings are published at the same time as the agenda and supporting papers are uploaded onto the website”

The proposal was voted on and was **CARRIED**.

#### **FC 109/16 Matters arising from the previous minutes not on the agenda:**

There were no matters arising.

**NOTED**

#### **FC 110/16 Questions from Members of the Public:**

A member of the public raised the problem of drivers using Becket House on Loughton as a cut through.

The resident said that the gates to Turvill End, previously kept closed, were now mostly open since the change of ownership and that some residents of Church and School Lanes were using it as a cut through.

It would appear the delivery van drivers use the cut through too, signs have been put up saying no through route but drivers were ignoring them.

The proprietors of Beckett House pointed out to the resident that accidents could happen as vulnerable residents are free to go out from the premises.

It was the opinion of the Chair, that it is a civil trespass matter, and not a criminal offence.

The resident informed the meeting that the manager of Beckett House was willing to write to the drivers of the three (3) vehicles identified, and the Chair requested that the resident asked that they do so.

The resident said that he will pass on the vehicle registration numbers of drivers that are seen to cut through, to the manager at Beckett House.

The Chair asked that the Parish Council is kept informed of any progress on this matter.

Cllr Zoe Nolan said that she would be happy as the Ward Councillor to write to residents living nearby to Beckett House.

**NOTED**

**FC 111/16 Declarations of interest:**

There were no declarations of interest.

**NOTED**

**FC 112/16 To receive a Crime Statistics and Report from Thames Valley Police:**

The Parish Clerk informed the meeting that PC Tony Deeble was unable to attend the meeting to present the Crime Statistics and Report, he had been called away to an operation.

The October crime statistics for the Parish Council area were as follows:

**Loughton Lodge**

Assault without injury	<b>One (1)</b>
<b>Total October 2016</b>	<b>One (1)</b>
<b>Total October 2015</b>	<b>Zero (0)</b>

**Loughton**

Assault without injury	<b>One (1)</b>
Drug Possession – Cannabis	<b>One (1)</b>

Theft from Vehicle	<b>Three (3)</b>
Other Crime	<b>Two (2)</b>
<b>Total October 2016</b>	<b>Seven (7)</b>
<b>Total October 2015</b>	<b>Thirteen (13)</b>

### **Great Holm**

Burglary other than in a Dwelling	<b>One (1)</b>
Criminal damage - Other/Arson	<b>One (1)</b>
Drug Possession - Excluding Cannabis	<b>One (1)</b>
Shoplifting	<b>One (1)</b>
Other Crime	<b>One (1)</b>

**Total October 2016** **Five (5)**

**Total October 2015** **Seven (7)**

### **Knowlhill**

Assault without injury	<b>One (1)</b>
Drug Possession – Cannabis	<b>One (1)</b>
Theft of Pedal Cycle	<b>One (1)</b>

**Total October 2016** **Three (3)**

**Total October 2015** **Six (6)**

Members expressed concerns about the recent spate of burglaries at the Coop Store on Attingham Hill, Great Holm.

The Parish Clerk was asked to write to PC Tony Deeble to ask what preventative measures Thames Valley Police will put in place to try and prevent any further burglaries to the Coop store.

### **RESOLVED**

**That The Parish Clerk to write to PC Tony Deeble to ask what preventative measures Thames Valley Police will put in place to try and prevent any further burglaries to the Coop store at Attingham Hill, Great Holm.**

### **FC 113/16 Presentations:**

Helena Newbold Sheltered Housing Manager spoke on the Grant aid application, received from the Petworth House, Great Holm sheltered housing tenant's social fund, for the purchase of two (2) air conditioning units to be used in the corridor on the top floor at a cost of £600.

The top floor of Petworth House gets very hot in the summer due to the partial glazed roof, some of the residents at the meeting, said that they often have to leave windows and their front door open, which is against fire regulations, as the properties get very warm.

Ms Newbold said that various solutions had been tried but the problem still persisted.

The two (2) proposed air conditioners could be moved around the top floor corridor periodically to bring down the temperature for the benefit of the residents.

There then followed questions by members.

Cllr Peter Ballantyne proposed and Cllr Hilary Dyer seconded “that a grant of £600 is awarded to Petworth House; Great Holm sheltered housing, for the purchase of two (2) portable air conditioning units to be used in the top floor corridor.”

The proposal was put to the vote and was **CARRIED  
RESOLVED**

**To award a grant of £600 to Petworth House; Great Holm sheltered housing, for the purchase of two (2) portable air conditioning units to be used in the top floor corridor.**

**FC 114/16 To discuss renewing membership to the National Association of Local Councils:**

The Buckinghamshire & Milton Keynes Association of Local Councils (B&MKALC) have indicated that they would be willing to allow Loughton & Great Holm Parish Council to rejoin at the lower price of £263.78p for the remainder of the 2016-2017 financial year.

**RESOLVED**

**That Loughton & Great Holm Parish Council to become a member of The Buckinghamshire & Milton Keynes Association of Local Councils (B&MKALC) at the cost of £263.78p for the remainder of the 2016-2017 financial year.**

**FC 115/16 To report on Members attending external meetings:**

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

Cllr Hilary Dyer reported to the meeting that there was a good turnout; Mr Jules Kendall the new Milton Keynes Parks Trust Ranger attended the meeting and introduced himself.

PCSO Gemma Gibbs presented the monthly crime report and statistics.

The Vice-Chair has resigned due to work commitments, and another member of the Neighbourhood Action Group has agreed to take on the role.

Another litter pick has been arranged on Loughton and Great Holm for Sunday 27<sup>th</sup> November.

The Neighbourhood Action Group has requested to have a stand at the Petworth Play Park opening.

The Chair of the Neighbourhood Action Group has contacted SERCO regarding the street cleansing frequency, and was informed that it has been reduced from an four (4) weekly to an eight (8) weekly cycle.

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

Cllr Zoe Nolan informed the meeting that plans are in place for new schools and extensions to existing schools.

There will be two (2) new free schools in the western expansion area.

A new all in one card has been launched for young people to have access to cheaper travel on public transport.

The Youth Parliament representatives have been campaigning on an anti-bullying project, and posters have been produced.

Milton Keynes Council is proposing not to reduce the Parish Council grants, this matter will be discussed at the next Parishes Forum on how the funding will be allocated to Parish & Town Councils.

A night shelter is being set up, there is great pressure for emergency accommodation, and Milton Keynes Council has purchased properties in Luton to house people from the waiting list.

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

Cllr Peter Ballantyne said that there was a good attendance at the Community Drop in, in October but the numbers had tailed off in November.

Cllr Ballantyne asked if there was any Parish Councillor able to attend the next Parishes Forum meeting as he was unable to go as it will be held on the same night as the Neighbourhood Action Group Christmas meal.

The Parish Clerk was asked to email all members with the date and time of the next Parishes Form.

Cllr Dyer reported that she had attended the Open Spaces Assessment meeting at the Civic Offices, Milton Keynes Council are using this assessment to update their records as to what open spaces are available, attendees at the meeting expressed their concern that the form was very complex.

Cllr Dyer said that she will make a list and send to the Parish Clerk.

**RESOLVED**

**That the Parish Clerk to email all members with the date and time of the next Parishes Forum**

**FC 116/16 To consider expenditure and the quote supplied by Milton Keynes Councils Landscaping Directorate for the Great Holm Kick about Area:**

A quote had been supplied by Milton Keynes Council for landscaping work to improve the condition of the Great Holm Kickabout area, behind the community centre on Kensington Drive, at a cost of £725.00p

Members agreed to the quote, the Parish Clerk was asked to obtain a start and completion date for the work, and to chase up with Milton Keynes Council the outstanding landscaping work including the removal of the bench at Kirkham Court, Loughton.

**RESOLVED**

- 1. To agree the landscaping quote supplied by Milton Keynes Councils Landscaping Directorate for the Great Holm Kick about Area for £725.00p.**
- 2. That the Parish Clerk to obtain a start and completion date for the work.**
- 3. That the Parish Clerk to chase up with Milton Keynes Council the outstanding landscaping work including the removal of the bench at Kirkham Court, Loughton.**

**FC 117/16 Grant aid application:**

Received from Festive Road for £150 towards help to finance this year's Paraffinalia event in Campbell Park on 17th December 2016

**RESOLVED**

**Not to award a grant to Festive Road.**

**FC 118/16 To discuss the removal of the litter bin by the play area at the Loughton Sports Ground:**

The Chair reported to the meeting that he had been informed that the litter bin by the play area at the Loughton Sports Ground had been removed by Milton Keynes Council because of the reduction to the frequency of the litter bin emptying and associated costs.

The Play Officer at Milton Keynes Council was unaware of this; the Chair felt that the bin will now be reinstalled, due to the Play Officer's intervention.

**NOTED**

**FC 119/16 To discuss the reduction in the frequency of the cleansing schedule from every four (4) weeks to eight (8) weeks without consulting the Parish Council:**

Members felt that the Parish Council should have been kept informed; the Parish Clerk was asked to write again to Ms Carole Mills Chief Executive Officer at Milton Keynes Council to seek assurances that the Parish Council in future will be kept informed about any changes to personnel and services at Milton Keynes Council.

**RESOLVED**

**That the Parish Clerk to write again to Ms Carole Mills Chief Executive Officer at Milton Keynes Council to seek assurances that the Parish Council in future will be kept informed about any changes to personnel and services at Milton Keynes Council.**

**FC 120/16 To consider a submission on the consultation on the Proposed Amendments to the Scheme of Delegation and Constitution by Milton Keynes Council's Planning Directorate:**

Members agreed to the proposals as suggested by the Milton Keynes Association of Local Councils, and asked the Parish Clerk to send off the submission to Milton Keynes Council.

## **RESOLVED**

1. To note the report
2. Minor planning applications, where the planning officer agrees with an objection or condition request from a Parish & Town Council, do not need to go to the Development Control Panel.
3. In cases where the planning officer disagrees, he/she should discuss with the Parish & Town Council which then has the right to escalate to the Development Control Panel providing it agrees to provide a speaker so the escalation would not be automatic.
4. The consultation period for Parish & Town Councils should be extended to 28 days as it is for Ward Cllrs and, providing it does not compromise decision timescales, the planning officer should agree requested extensions. This would also apply to major applications.
5. The IT system should automatically inform Parish & Town Clerks (and Ward Cllrs) of a new validated application in their Parish on the first day of the consultation period.
6. The IT system should automatically inform Parish & Town Clerks (and Ward Cllrs) of the date at which the Development Control Panel will consider an application to which the Parish & Town Council has objected or requested conditions.
7. Parish & Town Councils should make their objections or request for conditions on the basis of Planning Policies and Planning Guidance.
8. A training programme should be developed between Milton Keynes Councils Planning Directorate and, say, MKALC to provide planning skills to Parish & Town Councils and advisory targets for trained Councillors could be agreed.
9. No change should be made to speaking rights.

### **FC 121/16 To discuss issues of anti-social behaviour problems on Loughton:**

A resident of Loughton reported the increased numbers of homeless and street drinkers that are about, displaying inappropriate behaviour at all hours of the day, and also that are tents being pitched up near the stepping stones in Loughton.

As the area is managed by the Milton Keynes Parks Trust Cllr Zoe Nolan as Ward Councillor said that she will write to them about the tents on their land.

The Parish Clerk was asked to write to the resident to inform them of the action taken by Cllr Nolan.

## **RESOLVED**

1. That Cllr Zoe Nolan to write to the Milton Keynes Parks Trust about the tents on their land.
2. That the Parish Clerk to write to the resident to inform them of the action taken by Cllr Nolan.

### **FC 122/16 To discuss various items raised from the presentation by the Milton Keynes Parks Trust at the last Parish Council meeting:**

Mr David Foster Chief Executive Officer of the Milton Keynes Parks Trust has contacted the Parish Council and has given a response on the following matters:

### **Litter Bin at lodge lake car park**

The cost of a new bin (with fitted lid) along with its installation is £320.00 + VAT. The Parks Trust is happy to organise and pay for this.

### **Hedge behind Holyrood and Charlecotte**

The Parks Trust has sent a letter to residents.

The Parks Trust has reviewed quite a few such hedges across the city. Although the initial cost of the work is significant, over the longer term reducing the height of the hedge will help keep the hedge vigorous and healthy and without gaps and enable to manage it safely.

Following conversations with residents after the meeting the Parks Trust have decided to do the work in February so that they don't have to wait too long for the hedge to start greening up. The Parks Trust will respond to any further concerns expressed by residents.

### **Interpretation boards**

The costs of the two (2) lecterns and the art work would be £3,100 plus VAT. As agreed they will pay for their installation.

The Parks Trust can get a graphic artist to work up a design for the boards depicting the local birds and wildlife along the lines of the boards that have been installed at the Floodplain Forest Nature Reserve.

Mr James Cairncross will manage this project and would like to meet on-site with someone from the Parish Council to discuss the location and content. He can then brief the designer and get a mock up done for approval.

### **Water safety sign at Lodge Lake**

The Parks Trust has looked at the water safety sign at Chawton Crescent, Great Holm and feel there is little to be gained from going to the expense of moving it.

The sign has to be obvious to perform its function and if they were to move it then they would probably need to install another two (2) so as to ensure those approaching the lakeside from other directions could see the safety message.

It would be with great reluctance that the Parks Trust would remove this sign from its current location.

### **Gym equipment**

The gym pieces installed around Caldecotte Lake (which were recently added to), were paid for and installed by Walton Community Council, who are also responsible for inspections and repairs.



The Parks Trust agreed to their placing and relinquished the land they sit on under license.

The Parks Trust would be quite happy for Loughton & Great Holm Parish Council to enter into a similar agreement.

Walton Community Council is happy with the outcome and the response has been positive.

The Parks Trust will continue to review their trim trail equipment.

As part of a city wide review they will look at all of their trim trail equipment over the winter period and make further assessments.

### **Rear access to equestrian centre of Leys Road**

The Parks Trust has looked at the bridge over the brook and under the terms of the lease with the equestrian centre it is their responsibility.

The Parks Trust will bring this matter to the attention of the tenants.

Members asked the Parish Clerk to email Mr James Cairncross to arrange the site visit to discuss the location for the interpretation boards on Lodge Lake.

It was agreed that Cllr Andy Sargent should be the Parish Council lead on this matter, and informed about the site visit.

Cllrs Sandra Boland, Zoe Nolan and Peter Todd were happy to be involved with this project.

#### **RESOLVED**

- 1. That the Parish Clerk to email Mr James Cairncross to arrange the site visit to discuss the local for the interpretation boards on Lodge Lake.**
- 2. That Cllr Andy Sargent to be the Parish Council lead on this matter, and informed about the site visit.**

#### **FC 123/16 To note the report from the Milton Keynes Play Association on the summer 2016 open access play schemes:**

Members **NOTED** the report from the Milton Keynes Play Association on the summer 2016 open access play schemes.

#### **FC 124/16 Update on the replacement of the roof at the Loughton Sports Pavilion building:**

The Chair informed the meeting that he had recently received a letter from Mr Richard Petty who had been appointed as the Parish Council's Project Manager, confirming that a planning application has been submitted to Milton Keynes Council.

Mr Petty has approached roofing contractors and asked them to supply the Parish Clerk with their quotes; so far the Parish Clerk has only received one (1) quote.

#### **NOTED**

**FC 125/16 Renovation of the Petworth play area on Great Holm:**

The Chair reported to the meeting that the official opening for the play park will be held on Saturday 26th November at 1:00pm.

Once the play park is opened the use of the litter bin needs to be monitored to ensure that it is emptied on a regular basis, and that the landscaping work is eventually completed.

**NOTED**

**FC 126/16 To note the meeting dates times and venues of the Editorial Working Group:**

Thursday 15th December 2016	7:30pm at the Community Centre, Great Holm
Thursday 12th January 2017	7:30pm at the Community Centre, Great Holm
Thursday 9th February 2017	7:30pm at the Community Centre, Great Holm
Thursday 2nd March 2017	7:30pm at the Community Centre, Great Holm
Tuesday 7th March 2017	7:30pm at the Holmwood School, Great Holm

**AGREED**

**FC 127/16 To seek authorisation to obtain three (3) quotes for a structural survey to the Great Holm Community Centre:**

The Parish Clerk was asked to seek three (3) quotes for a full structural survey for a commercial building, to try and contact local surveyors, and bring back to a future meeting for consideration.

**RESOLVED**

**That the Parish Clerk to seek three (3) quotes for a full structural survey for a commercial building, to try and contact local surveyors, and bring back to a future meeting for consideration.**

**FC 128/16 To note the update list of projects and other work:**

**NOTED**

**FC 129/16 Cheques for Payment:**

All cheques as presented for payment were

**AGREED**

**Date and time of Next Meeting:**

Monday 19th December, 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton, Milton Keynes

**THE CHAIRMAN CLOSED THE MEETING AT 10:13PM**

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