

LOUGHTON PARISH COUNCIL

Clerk: Mrs J. Wilcox
55 London Road, Loughton, Milton Keynes MK5 8AF
Tel: 01908 662823

Action to be
taken by:

MINUTES OF THE MEETINGS HELD ON MONDAY 10th April 2012 and continued on 16th April 2012

Councillors Present:

Peter Todd (Chair)
Simon Kirkman (Vice Chair –present on the 10th)
Peter Ballantyne
Joyce Ballantyne
Hilary Dyer
Andy Lovett (16th)
Dennis Blackburn
Don Hoyle (arrived 915pm)

Also Attending: Albert Bernard (TVP)
Jen Wilcox (Clerk)

01. Apologies

Apologies received and accepted from Andy Sargent (10th&16th), Andy Lovett (10th), Andy Dransfield (10th), Don Hoyle (10th), Simon Kirkman, (16th)
All Councillors please notify the Clerk if they are unable to attend, preferably by email and at least 7 days before the meeting.

02. DECLARATION OF INTEREST

Peter T, Hilary and Andy S declared an interest in All Saints Church for the Graveyard agenda item and Peter T. /Peter B. membership of LSSC.

03. Community Policing - TVP

Albert Bernard attended the meeting and introduced himself to the Parish Council as the new “Neighbourhood Supervisor”. He explained how his area had extended to include Loughton Parish. He had already met with Peter B. 4 PCSO’s, 2 assigned to Loughton Parish, patrolling the neighbourhood either on foot or bicycle within the Parish. The Parish crime figures and report were discussed and duly noted.

Cllrs requested Albert send through details of the new changes, PCSO names and crime figures/report for the month.

AB

03a. Parishioner - Steve Smith

Council heard from parishioner Steve Smith who attended to discuss the Neighbourhood Development Plan. Comments were duly noted and Peter T said Steve Smith may wish to be a member of a parish steering group, encompassing stakeholders within the parish as well as the parish council.

04. MINUTES of the previous meeting and actions

The Minutes of the Meeting held on 27th Feb, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

05. Reports from External Meetings

No ward Cllrs in attendance. Peter T. reported he was to have a further meeting with Robbie Craddock re the Parish Play areas. Cllr Dennis Blackburn complimented the council on the reports raised on the Parish Play Areas and agreed with the Chair that Loughton “was terrible” and queried why the Parish Council had not done anything previously.

06. Clerk’s Report

The Clerk introduced a Clerk’s report which she had started writing to advise Council on items dealt with between meetings. This was duly noted. The new contract with Marcus Landscapes had commenced. There was an issue with missing keys for 3 bins. The Clerk had no knowledge of the keys and had contacted the previous contractor.

JW

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Cllrs requested a copy of the location map of Parish waste and dog bins.

07. ACCOUNTS:

Council agreed to pre-authorise expenditure of up to £750 for a new Laptop for the Clerk, to include MS Office suite and 3 year warranty. John Lewis was suggested. It was noted the Chairman had duly authorised overtime for the Clerk to attend the additional Parish Council Meetings, and no objection was raised to this.

**JW/P
T**

CHEQUES presented for signature were duly signed except the Table Tennis Table which Cllrs agreed to withhold pending completion of remedial work on the Table Tennis Table. It was noted the rent for the LSSC premises was overdue and hence was not being forwarded to MK Council.

**PT/H
D**

Connolly Accountants	Payroll Jan to Mar	£36.00	729
J Wilcox - Salary	March	£270.19	730
HMRC	March Tax & NI	£67.60	D/D
	March employer & employee contributions	£85.94	731
Clerk Pension	Bins - March	£507.72	732
AH Contracts	Community Parking		
Holmwood School	Grant	£3,910.00	734
BALC	Membership	£790.22	728
BESTHOST	domain registration	£125.00	736
Open Spaces	Book - re a village green	£11.00	738
Cllr Ballentyne	Expenses	£33.20	740
Loughton Memorial Hall	Meetings Feb/Mar	£36.90	737
Clerk - Expenses	Nov - end Mar 2012	£29.93	739
Bollards	Great Holm	£200.00	742
ah contracts feb	Feb	£470.74	741
		£6,574.44	
MKC ref:6083699097	Table Tennis Table & Bollards	£3,824.00	733
Credit Notification	Mouchel	£860.00	
Credit GH Carpark	MKC	£3,910.00	
Credit WWYC Course	NALC	£87.50	
		£4,857.50	

JW

08. To review progress on the Neighbourhood Development (NDP)

A committee meeting would be summoned when responses were received back from the Stakeholder consultation.

PT

09. To review progress on the parish play areas and agree actions to take

Meeting with MKC, Philip Snell and Robbie Craddock, Cllrs Todd and Dyer arranged for Tuesday 11th April.

PT

10. To review and decide applications for Parish Partnership /Community Parking/Play Area improvement grants

The Grant Applications were delegated to those attending the Play Area Meetings. No suggestions were raised for the other 2 grants available.

11/12. To decide on the revised standing orders

This item was adjourned to the next meeting

**PT/H
D**

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13. To review risk assessments and Internal audit

This item was adjourned to the next meeting

14. To review progress on Quality status accreditation under the Parish Council scheme

This item was adjourned to the next meeting

15. To review progress re the LSSC

This item was adjourned to the next meeting

16. To review all actions on the Loughton Graveyard project

This item was adjourned to the next meeting

17. To consider correspondence received and any grant requests

The Chairman proposed (regarding the budget of £2,000 for grants in the 2012/13 budget) that a letter is sent to various local groups (such as the Loughton scout group) inviting a bid for grant funding. The resolution was defeated by 4 votes to 3.

18. To review the recent Parking order in Loughton and Parish Council notifications

This item was adjourned to the next meeting

19. To agree Councils comments on Planning Applications

It was resolved to make no submissions on the pending applications

20. To review and agree actions on the Parking obstructions caused by patrons of The Harvester, London Road

This item was adjourned to the next meeting

21. To decide whether to hold an event or events to commemorate the Diamond Jubilee of Queen Elizabeth II

Following discussions with LSSC a proposed budget was discussed and agreed at up to £1500.
If this grant proceeds, the 2012/13 budget will need to be revised accordingly

22. To review progress on the Emergency Recovery Plan (ERP)

This item was adjourned to the next meeting

23. To discuss plans for a new Parish Board on Great Holm

This item was adjourned to the next meeting

24. To review progress with "Great Holm Village Green" training and application

This item was adjourned to the next meeting

25. To discuss a training plan for Parish Council members and Clerk

Not discussed due to lack of time and meetings adjourned

26. To confirm the date of the next Meeting –

It was noted that the Annual Parish Meeting would take place on Monday 16th April Great Holm
And the May Annual meeting of the Parish Council would be on Monday 21st May

Signed by the Chair:

Dated:

Signed by the Clerk:

Dated: