

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 MEETING HELD ON MONDAY 16th January 2012

Councillors Present:

Peter Todd (Chair)
Simon Kirkman (Vice Chair)
Peter Ballantyne
Joyce Ballantyne
Hilary Dyer
Don Hoyle
Andy Lovett
Andy Sargent

Also Attending: Martin Camp (TVP)
Jen Wilcox (Clerk)

01. Apologies

Apologies received and accepted from Cllr Dennis Blackburn due to illness and Cllr Andy Dransfield attending a meeting at MKC.

Please note: All Councillors are to 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. Peter B, Joyce B, declared an interest in the Village Green.

03. Community Policing - TVP

Martin reported on crime figures for December and January which were discussed and duly noted. The assault in Loughton had seen one arrest with one still sought. TVP monthly crime report is available on the Parish Web site. TVP are involved in the Disaster Recovery Plan (DRP) at SCEPC. Martin to liaise with Cllr Kirkman re Loughton's DRP.

MC/
SK

04. MINUTES of the previous meeting and actions

Cllr Dyer objected to minute 16 and asked for her name to be removed. Council agreed and minutes amended. The Minutes of the Meeting held on 19th December 2011, copies of which had been previously circulated to Members, were then confirmed as a true record and signed by the Chairman.

05. Reports from External Meetings

Cllrs Todd and Kirkman attended meetings with the Parks Trust re the Neighbourhood Plan. Positive feedback was received.

Cllr Hoyle reported from ward meetings and progress on Wind Farms.

Cllr Dyer attended the Bail Hostel Meeting – Viv Walker retiring 24/2/2012.

NAG reported Blue Redway sign refurbishment ongoing and also asking the Talbot to sponsor the Loughton School Planters.

Cllrs Todd, P Ballantyne & Kirkman had attended the EGM of the LSSC.

SK

06. ACCOUNTS:

The meeting for the setting of the Budget and Precept had taken place. The Budget and Precept of £15 had been agreed (minutes to be circulated) . Peter Todd suggested an amendment to the budget to allow for extra hours for the Clerk ie for additional meetings as this had not been considered. This was agreed and budget amended.

Community Parking grant documents still required from Cllrs Ballantyne and Dyer by the Clerk. Cllr Todd and the Clerk had held discussions about the Parish's bank accounts. It was suggested that the accounts either be moved to Unity or Nat West to achieve a better interest rate on reserves. RESOLVED to move the Accounts to Nat West.

Clerk reported that the Maintenance works of the PC boards were complete and she had raised the cheque of £499. Cllr Todd to confirm works as requested.

With regards the Clerks extra hours for attending the Council's Budget Meeting it was agreed that the Chair had the Councils authorisation to sanction Clerk overtime, on their behalf.

JW/
PT

LOUGHTON PARISH COUNCIL

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

Action to be
taken by:

CHEQUES presented for signature were duly signed:

16/01/2012	Connolly Accountants	Payroll Sept to Dec	£48.00	714
	J Wilcox - Salary	Jan	£279.72	713
	HMRC	Jan Tax & NI	£70.00	716
	Zurich Insurance	Renewal 8th Jan	£225.00	715
	Clerk Pension	Jan employer contribution	£65.77	717
	AH Contracts	Bins	£507.72	711
	SLCC	Clerk Membership Renewal	£83.00	712
	Do IT Wright	PC Board Maintenance	£499.00	718

07. To review and agree leaflet for inclusion with Council Tax bills

Cllr Todd had not yet completed his draft. Content discussed and agreed. Draft to be circulated to Cllrs and agreed. Clerk to confirm requirements to MKC. Deadline for leaflet to be with MKC is 17th Feb.

ALL

08. To decide whether and how to proceed with the New Allotment site

Following Cllrs discussion it was agreed that the Site would be included in the Neighbourhood Development Plan and responses sought on consultation with residents and stakeholders as to whether it should continue to be designated as for future allotments or retained as open community recreation space or possibly even as a site for "green burials". The Council will decide after consultation how the land should be designated

PT

09. To review and agree actions on the Redevelopment of MacIntyre site in Great Holm – NDP

Site is included in the draft Neighbourhood development plan as open community space. Cllrs will meet to discuss plans with McIntyre. **Planning to be checked for any applications submitted.**

NDP

10. Neighbourhood Plan

Draft updated Neighbourhood Development Plan circulated to Cllrs prior to meeting. Peter T suggested Cllrs use the "track changes tool" to make their amendments direct in future. Meetings with the Parks Trust had been very positive and congratulations received on documents presented so far. A Neighbourhood Development Plan Committee was suggested and Cllrs agreed to it. Resolved – NDP Committee, Members Cllrs PT, SK, AS, JB, HD – authorised to act on behalf of the Parish Council.

PT/
SK/
AS/
JB/
HD

11. To discuss and agree actions on applying for Sport England Funding – Simon Kirkham

No further progress – agreed to place on hold pending outcomes of LSSC EGM.

12. Sports and Social Club, Loughton

Cllrs Peter B, Simon K and Peter T reported a very positive attendance and outcome at the EGM. Clerk to contact MKC David Hill to arrange a meeting for Cllrs Todd and Kirkman. It was agreed that £1k was available for a grant to LSSC but a proposal as to how it would be spent was needed for the Parish Council to consider.

PT/
SK

13. To review and agree actions on the Loughton Graveyard project

Cllr Todd reported that David Thom, architect, had finished the drawings of the extended Graveyard. The revised draft lease was still awaited. The Church is funding the works and that Planning permission expires 24/3/2012 and that an extension needs to be applied for by the Church at the same time as removal of the planning conditions.

PT

LOUGHTON PARISH COUNCIL

Clerk: Mrs J. Wilcox

55 London Road, Loughton, Milton Keynes MK5 8AF

Tel: 01908 662823

Action to be
taken by:

14. To agree actions for proposal to renew contract received from AH Contracts for PC dog and litter bin emptying
Resolved to tender the contract – 3 quotes required from 3 suppliers - ongoing

JW

15. To consider and agree budget and purchase of new sign for GH Meeting Place - £500
Maintenance and Painter instructed to go ahead.

JW

16. To consider correspondence received and grant requests
£1k proposed to support LSSC. Cllrs also suggested with the Queens Jubilee in June that a community event be considered. Ideas to be circulated.

ALL

17. PLANNING •To agree Councils comments on Planning Applications – (previously circulated to all Cllrs)
None

18. To review and agree actions on the Parking obstructions caused by patrons of The Harvester, London Road
Cllr Andy L to progress and report back.

AL

19. To discuss and agree actions required for maintaining the Loughton Planters
All agreed that the solution should be a voluntary one rather than paid maintenance with some funding if necessary for materials. Further work needs to be done on this.

PB

20. Village Green Status - Grt Holm
Cllr Peter B offered to attend training for Village Greens and the Parish Council agreed payment of approx £45.Cllr P Ballantyne to progress with the application for Great Holm.

PB

Signed by the Chair:

Dated:

Signed by the Clerk:

Dated: