

Loughton & Great Holm Parish Council

Minutes of the meeting held on Monday 16th September 2013 7:30pm at the Loughton Memorial Hall, Bradwell Road Loughton

Present: Cllrs Peter Todd (Chair), Andy Sargent (Vice-Chair), Peter Ballantyne, Barry Barrington (until 10:00pm), Andy Dransfield (until 9:44pm), Hilary Dyer, Andy Lovett, Zoe Nolan

Also present:

Brian Barton (Parish Clerk)

In attendance:

John Gibb (CEO – B&MKALC), Cllr Isabella Fraser (Chair – NALC Executive Committee – Member of the MKALC Steering Group) and five (5) members of the public

FC 87/13 Apologies:

Received from Cllrs Ray Harrison and Don Hoyle

NOTED

FC 88/13 Declarations of interest:

Parish Clerk in agenda item FC 93/13 Presentations (b) as he is the Secretary to the MKALC.

NOTED

FC 89/13 Minutes of previous meetings:

Full Council Meeting held on Monday 15th July 2013

To add under agenda item **PL 06/13 Little Meadow Loughton Development Brief** on page four (4) under resolved item two (2) “River Birch Trees” and on page three (3) in the last paragraph.

The Chair then signed the minutes as a true and correct record.

AGREED

Planning Committee Meeting held on Monday 2nd September 2013 was

NOTED

FC 90/13 Matters arising from the previous minutes not on the agenda:

FC 43/13 Finance matters:

Cllr Andy Dransfield said that he still had not received from the Parish Clerk all documents as regards the quotes for the appointment of an internal auditor, the Parish Clerk replied that all information had been forwarded to Cllr Dransfield, and that he will resend all the details.

The appointment of an Internal Auditor will be put on a future agenda of Full Council.

PL 06/13 Little Meadow Loughton Development Brief:

Cllr Hilary Dyer suggested that the Tree Officer at Milton Keynes Council Dan McIntyre is invited to a site visit at the Little Meadow site on Loughton, to advise on which trees could be subject to a Tree Preservation Order (TPO), the Parish Clerk will arrange this.

RESOLVED

- 1. That the Parish Clerk to resend all information to Cllr Andy Dransfield relating to the quotes for the appointment of an internal auditor.**
- 2. That the Parish Clerk to arrange for the Tree Officer at Milton Keynes Council Dan McIntyre to be invited to a site visit at the Little Meadow site on Loughton, to advise on which trees could be subject to a Tree Preservation Order (TPO).**

FC 91/13 Questions from Members of the Public:

John Dodd a resident of Great Holm raised the issue of the Fire Station and the noise when training by Fire Officers using the Tower, between 7:00pm – 10:00pm Monday – Sunday.

Cllr Andy Dransfield has raised the matter with the Chief Fire Officer who will be getting in contact with the Manager of the Fire Station.

The new Station Manager says all training finishes at 9:00pm; the training facilities have been on site for over five (5) years now and that Officers need to be trained on a regular basis.

Another member of the public said that he was advised that all training would finish by 8:00pm and that this was not the case, he also said that the engines were running all the time, and had safety concerns about the vehicles coming in and out of the premises and the rear access road, the tanks were not on the plans originally and was worried about how they were protected from vandalism and anti - social behaviour especially as there is an approved premises nearby, the previous Station Manager was very good in liaising with local residents which is not the case now.

Mr Dodds informed the meeting that he and his Wife are Foster Carers and their Children are not settling in well due to the noise and requested members visit the Station for themselves.

Cllr Peter Todd enquired if Mr and Mrs Dodd had spoken to an Environmental Health Officer, Mrs Dodd replied that that they had done so and had written diary notes and had observation cameras installed, they were informed that there did not appear to be a problem and that everything was fine. Mr Dodd said that he is supportive of the Fire Service but the training times are unacceptable and that 10:00pm is too late, there was recently fire engine sirens going off at 11:00pm.

Cllr Andy Dransfield said that he will take up the issue of the Fire Engines using the rear access route, and the fire engine siren going off at 11:00pm, he will approach the new Station Manager to see what agreement was in place by the previous Manager, Cllr Dransfield asked that all issues are emailed to him as evidence for

when he approaches the Station Manager, he also said that the tanks have planning permission.

Cllr Hilary Dyer said the tanks were not there originally when the fire station was built, and that the fire engines should not be using the rear access road.

Cllr Barry Barrington said that any issues as regards anti-social behaviour is dealt with the Manager of the approved premises and reports any incident to Thames Valley Police as all residents are on licence, both himself and Cllr Hilary Dyer have liaison meetings with the Manager, with the next meeting on Friday 4th October if there are any concerns please email Cllr Barrington who will be happy to raise them.

Cllr Zoe Nolan felt that it would be useful to hold a public meeting to tackle the points raised.

Cllr Peter Todd suggested a meeting is arranged and to invite nearby residents to the Fire Station, Cllr Andy Dransfield as the Ward Member and all Great Holm Parish Council Members, the Fire Station Manager and Environmental Health Officer. Cllr Todd will write to all parties and arrange the meeting.

RESOLVED

That a public meeting is arranged and to invite nearby residents to the Fire Station, Cllr Andy Dransfield as the Ward Member and all Great Holm Parish Council Members, the Fire Station Manager and Environmental Health Officer. Cllr Todd will write to all parties and arrange the meeting.

FC 92/13 Report from PC Albert Bernard of Thames Valley Police:

In PC Albert Bernard's absence PCSO Christine Capstick read out the crime statistics for the Parish area.

In July there were thirty-four (34) crimes thirteen (13) of which were priority crimes, three (3) of assault the rest were burglaries and theft from a vehicle throughout the Parish area. There were seventeen garage break ins at Woodward Place, Loughton Lodge arrests have been made

In August there were ninety-four (94) crimes and eight (8) priority crimes in Loughton Lodge there were twenty-nine (29) crimes of a theft to insecure vehicles, Thames Valley Police does a letter drop where crimes take place telling residents and giving them crime prevention advice.

The Chairman thanked PCSO Capstick for her presentation.

NOTED

FC 93/13 Presentations:

**Milton Keynes and Buckinghamshire Association of Local Councils
John Gibbs (Chief Executive Officer) and Cllr Isabella Fraser (Chair of the Executive Committee):**

Cllr Isabella Fraser spoke on the benefits of membership by being a member of the association, which includes sharing best practise, sector specific training for

members, taking up issues concerning Parish and Town Council's in Milton Keynes, legal advice lobbying of Government Ministers which recently happened regarding Wind Farms, on Thursday 24th October there will be a conference with Government Ministers at Green Park, Newport Pagnall at a cost of £84 per member, Cllr Fraser is a member of the Executive Committee representing forty-nine (49) Parish and Town Councils, there are eight (8) representatives that sit on the B&MKALC County Association and one (1) to the National Association which is elected by the B&MKALC members, members must have a strong voice in the sector and the association can provide this.

Mr John Gibbs informed the meeting that the association has listened to members needs and now has a five (5) day a week operation, with the aim to be a modern organisation and member led, the association in the past has helped the Parish Council with the recruitment of a new Parish Clerk and given legal advice, recently seven (7) Parish and Town Councils have become new members, which means there is a 94% membership rate for Milton Keynes. The Milton Keynes area has been now included in the name of the former Buckinghamshire Association of Local Councils.

Cllr Hilary Dyer was concerned that training events seemed to be held quite a distance away and that there was a charge even for members.

Mr Gibbs replied that the national association has asked for £5 million from the DCLG for training costs and that more events are planned, there is for example Induction Training for Councillors to be held at the Trinity Centre on Fishermead on Tuesday 29th October where discounts will be available for those Councils who book three (3) or more Councillors on to the event.

Cllr Andy Dransfield felt that membership was not good value for money, and mostly benefits rural Parish Councils.

Mr Gibbs replied that the Buckinghamshire association is mostly rural however there are members from the Milton Keynes area who are renewing their memberships.

Cllr Isabella Fraser added that the association has lobbied on deprivation issues, fought for policies relating to houses in multiple occupation and takes up issues raised by urban Parish and Town Councils, just recently a high ranking official from the DCLG has asked to come to see examples of best practise models undertaken in Milton Keynes.

Cllr Dransfield replied that HS2 is of no interest to the Parish Council and that deprivation on the whole does not affect the Parish area.

Mr Gibbs replied that the association does listen to members views and offers advice which it has done so for the present Parish Clerk, the Parish Clerk has access to the back office of the website where lots of useful information can be obtained.

Cllr Peter Todd said that he appreciated the support in providing a locum clerk and in the recruitment process for a new clerk, and that members had been on training courses but that it is important to have value for money.

Cllr Barry Barrington asked that he is booked on to the Induction Training event, the Parish Clerk will ensure that this is arranged.

Cllr Peter Todd proposed that Loughton & Great Holm Parish Council continues its membership of the Buckinghamshire & Milton Keynes Association of Local Councils.

The vote took place as follows:

For: 6, Against: 2, Abstentions: 0

The motion was carried.

AGREED

Milton Keynes Association of Local Councils

Cllr Isabella Fraser (Member of the Steering Group)

Cllr Isabella Fraser informed the meeting that at present there is no membership fee, there will also be a seminar taking place at the Milton Keynes Christian Centre (MKCC) on Oldbrook, regarding the Milton Keynes Council Community Asset Transfer (CAT) scheme to be held on Wednesday 30th October, this event is free to attend.

On being put to the vote it was **AGREED** to continue membership of the Milton Keynes association of Local Councils.

FC 94/13 Finance matters:

The Financial report for July/August were tabled, Cllr Hilary Dyer requested that spends on major projects and play areas, along with individual transactions are shown.

Cllr Andy Dransfield asked that the variances on the budget headings are shown and to profile the income and expenditure.

NOTED

FC 95/13 Membership of Committees:

The Chair welcomed Cllr Zoe Nolan to her first meeting.

RESOLVED

To agree the membership of Cllr Zoe Nolan to the Neighbourhood Development Plan Committee for the Council Year 2013/2014.

FC 96/13 To discuss concerns regarding possible Development Brief Sites on Great Holm:

Cllr Hilary Dyer was concerned about possible development briefs for Great Holm, (see minute PL12/13 Planning Committee) and wanted to know the Category A site on Great Holm referred to by Neil Sainsbury in a reply to an email from the Parish Clerk.

Milton Keynes Development Partnership is currently revising their Business Plan and it is thought that it will be going to the Milton Keynes Council Cabinet in October, so it will then become apparent what Development Briefs will be in the Business Plan. It has not been possible to ascertain what a Category A site is.

Cllr Andy Dransfield said that the proposal to include the Little Meadow site on Loughton mentioned in the development brief has been withdrawn following his intervention.

The Parish Clerk was asked to write to Charles McDonald Chair of the Milton Keynes Development Partnership, to request a list of sites in the parish area for potential development, and to get confirmation of which sites that will be withdrawn.

The Parish Clerk will also write to Neil Sainsbury at Milton Keynes Council to enquire which sites in the Parish area he is proposing for potential development.

RESOLVED

- 1. That the Parish Clerk to write to Charles McDonald Chair of the Milton Keynes Development Partnership, to request a list of sites in the parish area for potential development, and to get confirmation of which sites that will be withdrawn.**
- 2. That The Parish Clerk will also write to Neil Sainsbury at Milton Keynes Council to enquire which sites in the Parish area he is proposing for potential development.**

FC 97/13 Lakeview Green, Great Holm:

Cllr Peter Ballantyne spoke on the proceedings from the meeting of the Milton Keynes Regulatory Committee.

The next meeting will be held on Wednesday 18th September 2013 at the Civic Offices.

Cllr Peter Todd suggested that the Parish Council should pay for legal advice and representation when the hearing is held, members of the Regulatory Committee would sit as a tribunal and would have their own legal advisor in attendance.

NOTED

FC 98/13 Pop up Banners:

This agenda item was deferred due to a lack of time.

NOTED

FC 99/13 Model Publication Scheme:

This agenda item was deferred due to a lack of time.

NOTED

FC 100/13 Complaints Procedure:

This agenda item was deferred due to a lack of time.

NOTED

FC 101/13 Grant Aid Application:

This agenda item was deferred due to a lack of time.

NOTED

FC 102/13 To report on external meetings:

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

This agenda item was deferred due to a lack of time.

NOTED

b) To receive an update on the meeting held with Cllr Peter Todd, Peter Howard Architect and Sharon Kelly of the Management Committee of the Great Holm Community Centre - **Cllr Peter Todd**

Cllr Peter Todd circulated a report on his meeting with Peter Howard Architect and Sharon Kelly of the Management Committee regarding the Great Holm Community Centre, which he felt was very positive, Peter Howard said that the building was professionally designed by architects at the Milton Keynes Development Corporation, with a life span of 30 years, and felt the condition of the building would stand in good stead for another 30 years.

NOTED

FC 103/13 Ward Items:

To decide what action to take (including expenditure) in respect of the following matters

a) To agree to the issuing of an identification badge for Councillors when undertaking community work and dealing with members of the public – **Cllrs Peter Ballantyne and Andy Sargent**

RESOLVED

That the Parish Clerk to provide an identification badge to any member who wanted one.

b) To consider the principle of the printing and issuing of business cards to Councillors – **Cllrs Peter Ballantyne/Zoe Nolan**

RESOLVED

That the Parish Clerk to provide business cards to any member who wanted them.

c) To consider the purchase of high visibility jackets for Councillors when undertaking duties in the community and when engaging with members of the public - **Cllrs Peter Ballantyne/Zoe Nolan**

RESOLVED

To purchase for members who want clothing apparel without any branding.

Cllr Andy Dransfield then left the meeting.

d) The impact of the proposed development on the site of the National Badminton Centre on bats on Lodge Lake

RESOLVED

1. To note the report.

2. That Cllr Zoe Nolan to write to Debbie Kirk Lead Planning Officer at Milton Keynes Council to request that she is included in all the correspondence relating to this matter.
3. To ensure that the development complies fully with the legislation on bats.
4. To maintain the diversity of bat species on Lodge Lake.
5. To incorporate all 12 adaptations described in the surveys and outlined in point 4 above.
6. To retain the broad leafed trees on Bradwell Road in the new development which are being used by bats.
7. To work with Nortoft to ensure the full range of ecological adaptations are included in the proposed development.
8. To have a nominated agreed member of the Parish Council represented in the current ongoing discussions between Milton Keynes Council and the developers.
9. To raise the awareness of the bat population on Lodge Lake.

e) Great Holm Community Centre external decoration – **Cllrs Peter Ballantyne/ Hilary Dyer**

It would appear that the Play Group Leader had received permission from Sharon Kelly of the Management Committee, who then sought verbal permission from Milton Keynes Council, Cllr Peter Ballantyne felt that the mural was very professionally done, but it could give the impression that the Community Centre is solely run and used by the Playgroup when the building is for all the community. Cllr Peter Todd said that the Parish Council should have been consulted, and requested that the Parish Clerk writes to Milton Keynes Council about the lack of consultation, and to ascertain how permission was granted, the Parish Clerk was asked to take photographs and find out if the materials used for the mural on the external wall of the Community Centre are suitable.

RESOLVED

1. That the Parish Clerk writes to Milton Keynes Council about the lack of consultation and to ascertain how permission was granted.
2. That the Parish Clerk to take photographs of the mural and find out if the materials used on the external wall of the Community Centre are suitable.

f) Increasing problems with litter around the small car park at the bottom of Attingham Hill and also by the dog bins near Lodge Lake – **Cllr Hilary Dyer**

Cllr Hilary Dyer informed the meeting that bags of rubbish are being left around the small car park at the bottom of Attingham Hill and also by the dog bins near Lodge Lake, it seems that more rubbish is accumulating around the Great Holm area, users of Lodge Lake should be encouraged to take their rubbish home with them. There also appears to be problems with flytipping near the Kanton Restaurant.

Cllr Andy Sargent offered to write to the Chair of the Milton Keynes Angling Association and the local Bailiff, regarding the rubbish being left and to mention the teardrop lakes which has the same issue.

RESOLVED

That Cllr Andy Sargent to write to the Chair of the Milton Keynes Angling Association and the local Bailiff, regarding the Increasing problems with litter around the small car park at the bottom of Attingham Hill, and also by the dog bins near Lodge Lake, and to also mention the teardrop lakes which has the same issue.

Cllr Barry Barrington then left the meeting.

FC 104/13 Planning Applications:

To note the outcome on the following planning applications as decided by Milton Keynes Council:

- 13/01446/FUL 87 Redland Drive Loughton Milton Keynes MK5 8FL
Erection of a two storey rear extension, a first floor side extension and conversion of garage - **Application Refused**
- 13/01371/CLUP 3 Redland Drive Loughton Milton Keynes MK5 8EJ
Single storey rear extension - **Lawful Use/Development s192**
- 13/01287/FUL 40 Bradwell Road Loughton Milton Keynes MK5 8AJ
Erection of a single storey rear extension and summerhouse -
Application Permitted
- 13/01262/FUL MacIntyre Care 54 Haddon Great Holm Milton Keynes MK8 9HP
Variation to conditions 4 and 11 attached to planning permission 12/01026/FUL regarding landscaping and parking –
Application Permitted
- 13/01114/FUL 30 Holyrood Great Holm Milton Keynes MK8 9AF
Erection of a single storey front porch and two storey rear extension -
Application Withdrawn
- 13/00955/FUL 51 Vyne Crescent Great Holm Milton Keynes MK8 9EJ
Single storey front extension - **Application Permitted**
- 13/00884/FUL 4 Lucy Lane Loughton Milton Keynes MK5 8EP
Erection of two storey annexe and single storey link to main dwelling and single storey side extension - **Application Permitted**
- 13/01615/FUL 1 Littlecote Great Holm Milton Keynes MK8 9EZ
Prior notification for a proposed single storey rear extension measuring 7.975 metres from the rear wall of the existing dwelling with a maximum ridge height of 3.9 metres and maximum eaves height of 2.6 metres - **Prior Approval Not Required**
- 13/01529/DISCON 8 The Meadway Loughton Milton Keynes MK5 8AN
Details submitted pursuant to discharge of conditions 8 (ground surface excavation, 10 (Revised parking plans), 13 (first floor windows eastern elevation) attached to planning permission 13/00716/MMAM -
Details approved

FC 105/13 Verbal Reports/Updates on the following Projects/Issues:

- a) The graveyard extension
- b) Neighbourhood Development Plan
- c) Parish Newsletter

This agenda item was deferred due to a lack of time.

NOTED

FC 106/13 Cheques for Payment:

All cheques presented to be authorised for payment were

AGREED

FC 107/13 Date and time of Next Meeting:

Monday 21st October 2013 8:00pm at the Great Holm Community Centre, 87,
Kensington Drive, Great Holm

Signed _____ Chair Date _____