

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 17th January 2011

PRESENT: Councillors: V. Walley (Chairman), H. Dyer, D. Blackburn, Peter Todd, M Eaton, M Jones, D. Holme J. Ballentyne

APPOLOGIES: None received

Note: December's meeting was cancelled due to weather conditions (snow)

VW

01. MINUTES

Minutes of the last meeting were agreed, accepted and **signed by the Chairman**

VW

02 GRAVEYARD

The Clerk advised that The Glebe has been added to the LPC Public Liability Insurance. Cllrs agreed to proceed with Solicitors advice of leasing rather than licensing the land to the Church. **Clerk to contact Rev. D. Thom with information and instruct Solicitors to proceed with the lease arrangements.**

JW

03. PARKING NEAR HOLMWOOD

Hilary is investigating grants and will report back to the PC.

HD

05. RISK ASSESSMENT Sports and Social Club, Loughton

Andy to obtain clarification from MKC regarding S&SC/MKC responsibilities for building insurance and repairs – No attendance by Andy therefore no update available.

AD

06. Community Policing

Martin Kemp reported that there had been 3 burglaries in November in Loughton. There was no further information available on an assault on a female in Farnham Crt. The overall crime figures were very good with a low crime rate for the area. The PCSO funding had also been confirmed for another year.

VW

07. Litter Bins

Cllrs still monitoring the requirements for bins:
a. At the end of the station bridge footpath Loughton
b. The area near the dog bin at the Chinese Restaurant, Grt Holm.

VW/ME

08. ALLOTMENTS

Ken required Allotment keys and suggested that he collect a deposit to cover the cost of supplying keys to Allotment holders. Cllrs agreed a £5 deposit should be taken and a £5 charge if keys are lost. Clerk to go ahead with the purchase of new keys. Allotment Accounts were circulated to all Cllrs. Ken chasing the £3 still owed in rent. As December's meeting was cancelled Karen Kenny did not attend. The Clerk had contacted MKC Jamie Chalmers to advice on requirements for the land identified as the new allotment site – **site visit and advice to be sort**. Hilary suggested current plots are only to be given to people on the waiting list and limited to 1 plot per person. Clerk confirmed that they were.

JW/KV

09. Village Green Status - Grt Holm

Victoria stated that this was in hand.

VW

10. PLANTERS – Loughton School

Cllrs agreed that Lucas Landscapes contract be terminated. Ken Behrans Loughton School Head advised he thought it would be the school rather than the friends that take on the planters. He would get back to the Clerk and advise what was needed. If agreement not reached then a new contractor is to be sought. **Clerk to write to Lucas Landscapes. Victoria would look at the planters with Tony Higgins.**

VW/JW

10. GH Table Tennis

It was agreed to go ahead with the purchase of the Table Tennis and 3 quotes to be obtained. Don advised his £2k had to be claimed by April. **Clerk to enquire about Play**

HD

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Ground Funds.

11. CLOCK

The clock for the memorial hall had been purchased – Victoria will present to the Treasurer.

12. Environmental Services

The Clerk reported that Mandy Legg had notified her that she had left her position and that Daniel Mullins had advised that he is standing in until a new appointee is made as MKC Neighbourhood Manager West. Clerk had asked him to look into the outstanding request for maintenance on Grt Holm's Pergola and Holm Base sign requirements. **Clerk liaising.**

13. Conservation Area Review process

Conservation Area Review – Clerk reported back as requested. Cllrs agreed as the review was not likely to happen before the 2nd Quarter of 2011 that any Planning in the Conservation Area be stopped. **Clerk to write to MKC.**

14. Gatcombe LPC Board

Hilary reported that the board was not repairable and Cllrs agreed to go ahead with the purchase of a new board. **Clerk to proceed with purchase.**

15. LPC New Website

Mike updated all and asked Cllrs for their requirements. It was agreed to make the site live and that it would be an evolving site. Victoria suggested a competition for the 3 schools in the Parish to take local photographs with a prize for the winning entry.

16. The Parish Leaflet

It was agreed that last year's leaflet be reviewed and updated by Victoria, and then distributed with Council Tax Bills by MKC – **Clerk to liaise with MKC**

17. The Parish Protocol

This was received and agreed and signed by the Chair. **To be returned to MKC.**

18. Parish Precept and Budget 2010/11

It was agreed to set the Precept at £17,598.68 (£7.50 per band D) MKC to be informed. The draft budget was considered – projects to be discussed and agreed at the next meeting.

18. Safer MK (NAG) Funds

It was reported that the NAG would like the PC to hold funds on their behalf. Their funding had to be spent or be lost. A letter had been received from Safer MK on how to do this. Cllrs agreed to this but **Clerk said she would need to seek advice on legalities or management of this.**

19. ACCOUNTS

The following expenses were agreed and cheques signed:

£460.93 AH Contracts - Dog bins Nov 2010
£497.14 AH Contracts – Dog Bins Dec 2010
£20.00 Lucas Landscapes – Planters Oct 2010 (chq not signed prev)
£20.00 Lucas Landscapes – Planters Nov 2010
£258.53 Mrs J. Wilcox – Clerk Nov salary
£258.53 Mrs J. Wilcox – Clerk Dec salary
£186.24 GMS Skip Hire (Removal of shed at Allotments)
£662.50 MKC Lease Pavilion Play Field Loughton
£18.00 Loughton Memorial Hall Hire (Dec)
£20.00 Lucas Landscapes - Planters Dec 2010

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£145.00 Memorial Hall Clock (Victoria to obtain VAT receipt)

20. AOB

- a) **Parish Clerk training for Elections is required on 2nd March**
- b) Fire Station room availability for meetings – **AD to advise.**
- c) It was agreed that the Parish Council advert in the Loughton Residents Association Newsletter would go ahead. **Victoria to forward to the LRA.**