

Loughton Parish Council

Minutes of the meeting held on Monday 18th March 2013 8:00pm at the Great Holm Community Centre, 87, Kensington Drive, Great Holm

Present: Cllrs Peter Todd (Chair), Barry Barrington (until 11:18pm), Peter Ballantyne, Andy Dransfield (until 8:50pm), Hilary Dyer, Don Hoyle (until 11:18pm), Andy Sargent

In attendance: Brian Barton (Parish Clerk), Alexandra Werner (Intern)

Also in attendance: Sharon Kelly (Chair - Great Holm Community Centre Management Committee) Ken Vaughan (Site Manager - Specklands Allotment Site on Loughton) and four (4) allotment tenants

01. Apologies:

Received from Cllrs Simon Kirkman (Vice-Chair), Ray Harrison, Don Hoyle (for attending the meeting late)

NOTED

02. Declarations of interest:

There were no declarations of interest

NOTED

03. Minutes of previous meetings:

Monday 18th February 2013:

Cllr Don Hoyle requested that the minutes state that he thought the £1,500 for bulbs and a few sticks of 2" x 1" and netting to protect the bulbs were an excessive cost to the local taxpayer.

Monday 4th March 2013 (extra ordinary meeting):

02. Declarations of interest:

Cllr Andy Sargent requested the minute is changed to read "That he believes he does not live close enough to the site to warrant declaring an interest, but has reservations on whether declaring such an interest is warranted in the first instance"

04. To consider and determine the Parish Council's submissions on the planning application by the Badminton Centre and action to be taken by the Parish Council in respect of the proposed gift to the Parish Council of Loughton Lodge Farmhouse:

To add on page five (5) paragraph five (5) after facility "for the National Bowl" and to further add "However Cllr Dyer objected to the Loughton Lodge planning application, as it stood, because of its many negative effects on Great Holm and Loughton".

With the above amendments **AGREED** the Chair signed both sets of minutes as a true and correct record.

04. Matters arising from the previous minutes not on the agenda:

Cllr Dyer was concerned that only one person per household could access the online survey from the same computer.

Cllr Dyer also queried the statement from the Chief Executive Officer of the Badminton Centre regarding the amount of additional jobs, and that the new facility at the National Bowl, which would only be an additional twenty (20) jobs.

Also that it was stated the new proposed housing development would mean a 30MPH speed limit, which residents have stated is already the case.

Cllr Dyer said that she was concerned that the Milton Keynes Parks Trust appeared to be giving their land away for this proposed development.

NOTED

05. Questions from Members of the Public:

There were no questions from the public.

NOTED

06. Presentation:

The Chairman gave a short speech of thanks and presented a gift on behalf of Loughton Parish Council, to former Councillor for Great Holm Dennis Blackburn for his past long service as a member of Loughton Parish Council.

Mr Blackburn then addressed the meeting and spoke about his time on the Parish Council which he said that he had enjoyed.

Cllrs Dransfield and Sargent also expressed their thanks for all he had done in the community and said what a great asset he had been to the Parish Council.

NOTED

07. Report from PC Albert Barnard of Thames Valley Police:

As there was no representative from Thames Valley Police this item could not be dealt with.

NOTED

08. Community Asset Transfer Stage One – Great Holm Community Centre:

The Chairman introduced Sharon Kelly the Chairperson of the Great Holm Community Centre Management Committee, and asked her to address the meeting.

Ms Kelly informed the meeting that Milton Keynes Council gives the Management Committee a lump sum grant of £8,000 annually, this grant goes towards paying salaries, general maintenance heating etc. Funds are also raised from bookings. The centre is fully booked apart from Thursday evenings, and is primarily used most of the day by the preschool nursery. Weekend bookings are mostly children's parties on a Saturday and a church group on a Sunday.

The Management Committee is responsible for all internal maintenance and Milton Keynes Council for the external maintenance, which the Management Committee would be unwilling to take on the extra responsibility of the external maintenance if requested to do so under a new landlord.

The Centre at the moment runs at a £8,000 - £10,000 annual loss.

Members were concerned about taking on the hall and being a liability, some members made the suggestion that the hall could be demolished, and a new modern

facility rebuilt in its place, with the possibility of acquiring additional nearby land off of Milton Keynes Council, to be able to build a bigger facility with enough outside space for the nursery to use in nicer weather, this could possibly be funded from external loans and grants.

The Chairman proposed that a meeting is sought with the appropriate officers at Milton Keynes Council, along with representatives from the Management Committee and Parish Council, to discuss all financial and future investments and uses for the Great Holm Community Centre.

Ms Kelly will email the Parish Clerk with the full set of accounts to circulate to all Councillors.

RESOLVED

That a meeting is sought with the appropriate officers at Milton Keynes Council, along with representatives from the Management Committee and Parish Council, to discuss all financial and future investments and uses for the Great Holm Community Centre.

09. Finance matters:

a) To agree to the Clerks monthly salary to be paid by Standing Order – **AGREED**

b) To agree a quote for the repair of the notice board on Redland Drive (opposite the Loughton Sports and Social Club) and Leys Road, Loughton:

The Parish Clerk informed the meeting that quotes were still awaited, since then the notice board outside the Great Holm Community Centre has been vandalised, the Parish Clerk has received a quote to replace the damaged Perspex, which will be £55 which includes the carriage fee.

RESOLVED

- 1. To authorise the Parish Clerk to spend up to £100 per notice board for repair, if the subsequent quote comes back at a higher figure then the Parish Clerk, must seek further authorisation at a meeting of Council to spend any additional monies.**
- 2. To authorise the Parish Clerk to go ahead and make arrangements to repair the vandalised notice board outside the Great Holm Community Centre, for £55 which includes the carriage fee as per the quote provided.**

10. Committee Structure:

To agree the membership of the following committees:

a) Finance and Staffing Committee:

Cllrs Barry Barrington, Ray Harrison, Simon Kirkman, Andy Lovett, Peter Todd
AGREED

b) Planning Committee:

Cllrs Peter Ballantyne, Hilary Dyer, Simon Kirkman, Andy Sargent, Peter Todd
AGREED

11. Community Emergency Planning Committee:

a) Minutes of the Meeting held on Wednesday 6th March 2013 – were **NOTED**

b) To also discuss any items arising from the minutes:

Cllr Ballantyne informed the meeting that progress was being made on various matters relating to the implementation of a Community Emergency Plan.

NOTED

12. Allotments:

a) To adopt the revised Allotment Rules:

The Chairman informed the meeting that he had circulated the draft revised allotment rules to the Allotment Association, who have come back with suggested amendments, the present allotment rules needed to be revised as issues have arisen regarding the cultivating of plots, and the new rules should help in keeping the plots well managed, and tackling other problems as they arise.

Once a final version of the rules has been consulted on they will then be adopted at the April meeting of the Council.

The Chairman went through the points as raised by members of the Allotment Association:

1. Delete after fertility “and in good condition” and add under 1A. “free from flowering weed heads” Delete the rest of the wording in paragraph 1A.

4. To add “That any tree must not grow as to cause a nuisance, the Parish Council can enforce any tree that is causing considerable shading to nearby plot(s) to be either pruned back or removed, and that no tree can be removed without the prior consent of the Parish Council.”

5. Delete 5A

6A Delete

7A To add “a tool box” and “must be in a mute colour”

8. Delete 8A

11. To add “termination”

13. Delete this entire paragraph

14. Delete “but small water butts”

16 and 16 A Delete and keep 16B as is

19. Add “with prior consultation with all plot holders”

20. Delete 20A

To add an additional rule “That no parking is allowed in front of the gates to the entrance of the site, which must be clear at all times”

The Chairman informed the meeting that he will circulate to the Site Manager a revised copy of the rules, for him to show to all tenants, and which will be adopted at the April meeting of Council.

RESOLVED

1. **1. Delete after fertility “and in good condition” and add under 1A. “free from flowering weed heads” Delete the rest of the wording in paragraph 1A.**
2. **4. To add “That any tree must not grow as to cause a nuisance, the Parish Council can enforce any tree that is causing considerable shading to nearby plot(s) to be either pruned back or removed, and that no tree can be removed without the prior consent of the Parish Council.”**
3. **5. Delete 5A**
4. **6A Delete**
5. **7A To add “a tool box” and “must be in a mute colour”**
6. **8. Delete 8A**
7. **11. To add “termination”**
8. **13. Delete this entire paragraph**
9. **14. Delete “but small water butts”**
10. **16 and 16 A Delete and keep 16B as is**
11. **19. Add “with prior consultation with all plot holders”**
12. **20. Delete 20A**
13. **To add an additional rule “That no parking is allowed in front of the gates to the entrance of the site, which must be clear at all times”**
14. **That the Chairman to circulate to the Site Manager a revised copy of the rules, for him to show to all tenants, and which will be adopted at the April meeting of Council.**

Cllr Andy Dransfield then left the meeting.

13. Grant Aid:

a) Grant Aid Application from the Sea Cadets for £1,000 towards the replacement of their Minibus.

RESOLVED

1. **To award a grant of £100 to the Sea Cadets towards the replacement of their Minibus**

b) Grant Aid Application from the Two Mile Ash and Great Holm Scout Group for £100 towards the purchase of a Mess Tent plus a further donation to enable them to develop their activities.

RESOLVED

1. **To award a grant of £100 to the Two Mile Ash and Great Holm Scout Group towards the purchase of a Mess Tent plus a further £200 to further develop their organisation and activities**

14. To report on external meetings:

a) Loughton and Great Holm Neighbourhood Action Group:

Cllr Peter Ballantyne informed the meeting that he will be bringing up matters from this meeting under ward matters.

NOTED

b) To report on any progress on the stage two (2) application for Loughton Sports and Social Club following the meeting held on Tuesday 5th March 2013:

The Chairman informed the meeting that he had attended with Cllrs Peter Ballantyne and Simon Kirkman, and that Officers from Milton Keynes Council, will inform the Parish Council of the outcome.

NOTED

15. Ward Items:

a) To discuss works needed to the Millennium Meadow Table/Benches Refurbishment with costs – Cllr Peter Ballantyne:

Cllr Ballantyne requested £150 from the Parish Council for materials needed to the Millennium Meadow Table and benches.

RESOLVED

To pay £150 from the Parish Council for materials needed to the Millennium Meadow Table and benches subject to receiving an invoice and/or receipts. This is for materials only not for any labour

b) Loughton Planters - costings to be presented for approval. - Cllr Peter Ballantyne: Cllr Ballantyne informed the meeting that there are ten (10) large planters outside Loughton School, that are in need of having the present plants replaced and to top-up the planters with a sand/loam mixture, re-plant with a dense covering of herbaceous plants to provide summer and winter colour. Cllr Ballantyne requested up to £1,300 to carry this work out.

RESOLVED

To pay up to £1,300 to replace the present plants, and to top-up the planters with a sand/loam mixture, re-plant with a dense covering of herbaceous plants to provide summer and winter colour, subject to receiving an invoice and receipts. This is for materials only not for any labour.

c) To update the meeting on Lakeview Green Great Holm to designate it as a Village Green - Cllr Peter Ballantyne:

Cllr Ballantyne reported to the meeting that he has received twenty – one (21) supporting statements from residents, and will shortly write an article for the next newsletter.

NOTED

16. Planning Applications:

To determine representations to be made to Milton Keynes Council on the following pending planning applications:

Planning applications awaiting a decision by Milton Keynes Council:

a) 13/00370/FUL 9 Loseley Court Great Holm Milton Keynes MK8 9HJ
Erection of a part 2 storey and part first floor side extension including conversion of garage into living accommodation, and a single storey rear extension – **No objection.**

b) 13/00137/FUL 4-42 Cavendish House Cavendish Court Loughton Milton Keynes
Replacement of all windows and external doors with double glazed UPVC;
replacement of front atrium glazing with aluminium double glazed system;
replacement of side exit doors with aluminium double glazed units. Erection of a
shed for mobility scooters – **No objection.**

c) 12/02543/FUL 22 Greenhill Close Loughton Milton Keynes MK5 8DG
Part change of use from dwelling house to childminder use (retrospective) – **The Parish Council to register its objection to this application due to the noise generated and close proximity to other properties, and that the applicant should make a proper application to seek permission to operate the business from a residential property, Cllr Andy Sargent to write to Milton Keynes Council on behalf of the Parish Council.**

d) 13/00150/FUL 114 London Road Loughton Milton Keynes MK5 8AQ
Construction of a four bedroom dwelling with associated double garage and creation of new access – **No objection.**

e) 13/00267/FUL Land Adjacent To MK Bowl Watling Street H7 To H8 Elfield Park Milton Keynes
Construction of a new National Badminton Centre including an arena of 17 x badminton courts and 6 x indoor tennis courts; 6 outdoor courts; associated fitness and conference facilities; and administrative and overnight accommodation together with ancillary uses; associated car parking and landscaping works – **The Parish Council has already sent its representations on this matter.**

f) 13/00266/OUT National Badminton Centre 96 Bradwell Road Loughton Lodge Milton Keynes MK8 9LA
Demolition of the existing National Badminton Centre, health club and residential accommodation block and outline planning consent for a C3 residential development consisting of up to 104 units including the retention of the existing farmhouse building – **The Parish Council has already sent its representations on this matter, however the Parish Clerk is requested to write to Milton Keynes Council to request a site visit and to ask if a Parish Councillor can be in attendance.**

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

a) 12/02647/MKCOD3 Loughton Manor First School Paynes Drive Loughton Milton Keynes MK5 8FA
Proposed detached teaching facility and associated parking (including new parking layout at Loughton Sports and Social Club) - **Application Permitted**

b) 12/01898/FUL Rose Cottage 60 Bradwell Road Loughton Milton Keynes MK5 8AL
Conversion and extension including erection of first floor of existing garage to form annexe accommodation - **Application Refused**

c) 13/00151/DISCON MacIntyre Care 54 Haddon Great Holm Milton Keynes MK8 9HP

Details submitted pursuant to discharge of 12 (site fencing), 13(wheel cleaning facilities), 16(site compound details/onsite car parking) and 19(tree protection arrangement) attached to planning permission 12/01026/FUL - **Details approved**

d) 12/02535/CLUP 29 Chatsworth Great Holm Milton Keynes MK8 9AS

Certificate of lawfulness for two storey rear extension - **Lawful Use/Development s192**

17. Verbal Reports/Updates on the following Projects/Issues:

a) The graveyard extension:

Cllr Andy Sargent informed the meeting that the hedge on Pitcher Lane Loughton will be reinstated along with some additional fencing.

NOTED

b) Loughton play area renewal:

Nothing further to report

NOTED

c) Neighbourhood Development Plan:

Nothing further to report

NOTED

d) Conservation Area Review:

Nothing further to report

NOTED

e) March/April Parish Newsletter:

Cllr Andy Sargent reported to the meeting that the All Saints Church in Loughton will be a host to the Minister from the Oxford Diocese, who will be distributing Maundy monies to selected members of the Church, Cllr Sargent offered to write an article and take a photograph of the participants for the newsletter.

NOTED

Cllr Peter Ballantyne was nominated to be a candidate for membership of the Standards Board at Milton Keynes Council; this was moved by Cllr Peter Todd and seconded by Cllr Hilary Dyer.

AGREED

Cllrs Barry Barrington and Don Hoyle then left the meeting.

18. Cheques for Payment:

All cheques as presented for payment were

AGREED

19. Date and time of Next Meeting:

Monday 15th April 2013 7:30pm at the Loughton Memorial Hall, Bradwell Road, Loughton.

THE CHAIRMAN CLOSED THE MEETING AT 11:30PM

Signed: _____ Chair Date: _____