



**Minutes of the meeting of Loughton & Great Holm Parish Council held on Monday 16 March 2020 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY.**

**Councillors present:** Councillors Todd (in the Chair), Altieri-Douglas, Bailey, Feeney, Howe, Nayee and Nolan.

**Staff (present via conference call):** Philip Compton (Parish Clerk)

**Members of the public present: 5**

**FC203/20 Apologies:** Apologies for absence had been received from Cllrs Dyer, Hoyle, and Sargent.

On account of government advice not to hold public meetings with large numbers of people present, and to take extreme caution regarding public health, Councillors agreed to defer all agenda items other than those of immediate urgency, to the next meeting in April.

**FC204/20 Declarations of interest:** Cllr Todd declared personal but non-prejudicial interests that (1) he lived at number 18 Church Lane with reference to item FC208/20a which referred to 17 Church Lane. Also (2) Cllr Todd, in the interest of transparency, wished it noted that he was a friend of the applicant at 1A The Meadway, which was also an item (FC208/20c).

**FC205/20 Public participation:** The applicant and members of the public were present to comment on the planning application for 1A The Meadway, item FC208/20c.

**FC206/20 Allotment Plot 12b:** This item was deferred until the April 2020 Full Parish Council meeting.

**FC207/20 Thames Valley Police:** Crime statistics report for the month from Thames Valley Police was received. Cllr Nolan reported that she had attended a trigger meeting with TVP and would circulate a note with the content of the meeting for members to be aware of.

**FC208/20 Planning and licensing applications:** To consider any representations to be made to Milton Keynes Council on the following planning applications:

- a) Application no: 20/00396/FUL, Proposal: Replacement boundary fence to highway and attached garden shed, at: 17 Church Lane, Loughton, Milton Keynes, MK5 8AS

**Action: The Council resolved to object along the lines proposed by Cllr Sargent, and the Clerk agreed to inform MKC Planning accordingly.**

- b) Application no: 20/00427/FUL Proposal: Extension to rear wing by 2.5m in depth and 1m in width to allow additional foundations to cure subsidence fault. At: 38 Gatcombe, Great Holm, Milton Keynes, MK8 9ET

**Action: It was resolved the Council held no objections to the application, and the Clerk would comment on the MKC portal to that effect.**

- c) Application no: 20/00454/OUT, Proposal: Outline planning for area to be divided into 2 sites with 1 dwelling on each approx 2000 sq ft with parking, at: 1A The Meadway, Loughton, Milton Keynes, MK5 8AN

**Discussion:** Cllr Nolan read out comments of a resident, which had been passed to her, which in summation were recommending objection to the application. The applicant was present and was provided the opportunity to state the case for the application.

**Action: a vote was held:**

**Those in favour of objecting to the application: 1**

**Those not in favour of objecting to the application: 6**

**Action: It was resolved the Council held no objections to the application, and the Clerk would comment on the MKC portal to that effect.**

**FC209/20 Planning Applications since publication of the agenda:** The following representations had been made to Milton Keynes Council since the publication of the agenda:

- a) Application no: 20/00615/TCA Proposal: Notification of intention to - H1 - Cypress / Laurel = Clearance of vegetation within 3m of the property as close to ground level as possible. Trim the remainder of the hedge, leaving a level, compact shape. The tree works are proposed to stop the influence of the tree(s) on the soil below building foundation level and provide long term stability to 30 Redland Drive, Milton Keynes, MK5 8FB. At: 30 Redland Drive, Loughton, Milton Keynes, MK5 8FB

**Action: It was resolved the Council held no objections to the application, and the Clerk would comment on the MKC portal to that effect.**

**FC210/20 Minutes of the previous meeting:** Deferred

**FC211/20 Committee Minutes since the last Full Parish Council meeting:** Deferred

**FC212/20 Payments:** Payment schedule had been provided prior to the meeting.

**Action: The payments were approved.** The Clerk advised that the carry forward for the current year would be approximately £54k, and that the carry forward at the end of March 2021 was likely to be in the region of £40k.

**FC213/20 RFO update:** Deferred

**FC214/20 Internal audit report:** Deferred.

**FC215/20 Pavilion Garden:** This item was deferred until the April 2020 Full Parish Council meeting.

**FC216/20 Clerk Appraisal for six month Probationary Period term:** This was delegated to Chair of the Council Peter Todd and Chair of Finance and Staffing Committee Marenza Altieri-Douglas.

**FC217/20 Allotment Maintenance:** This item was deferred until the April 2020 meeting.

**FC218/20 Financial Risk Assessment:** to adopt updated financial risk assessment (paper attached). The Clerk advised Committee Terms of Reference, Standing Orders, Code of

Practice, Policies, Financial Risk Assessment and Asset Register would be prepared for re-adoption in the April meeting for the forthcoming financial year.

**Action: This was Adopted for the current year, and the Clerk advised this was a recommendation from the internal auditor.**

**FC219/20 Pavilion Tenant:** This was discussed in confidence, all members of the public left the room at this point (8:00pm). Councillors noted residents appeared to value the Grumpy Cook café. Due to the government announcement on 17 March 2020 regarding the need to reduce social contact due to the Corona virus pandemic the business had closed all its sites until further notice. The Grumpy Cook had made a formal request to the Council to support it in this national emergency by providing a rent free period to provide certainty and stability and to assist with recovery of the business. The issues were discussed.

**Action: The Clerk was instructed to seek advice from plumbers in order to ascertain what could be done to reconfigure the water heating system or other electrical systems in the premises to substantially reduce the electricity bills to the tenant, and to report back electronically to Full Council and then at the April meeting. It was resolved not to pursue rent or rent in arrears for the time being but to analyse current business and aim for a viable business recovery plan. Cllrs Bailey and Todd agreed to communicate with the tenant over this.**

**FC220/20 Landscape Serco costs to be approved:** Councillors reviewed potential landscaping works identified during landscaping reviews undertaken in Loughton on 4 February 2020 and in Great Holm on 26 February 2020.

**Action: Approval for items was agreed as follows:**

**Great Holm: 1, 2a, 4, 5, 6, 7, 8, 9, 10, 11.**

**Loughton items approved: 1, 7, 13.**

**A further action was for the Clerk to acquire a quote from Serco to remove all benches in the Millennium Meadow.**

**FC221/20 NAG expenditure approval:** Councillors considered for approval Neighbourhood Action Group expenditure up to £150 in March 2020 for ten litter pick hoops and one litter-picker. **Cllr Nolan thought the items could be obtained for free from MK Council.**

**Action: NAG to see if the items could be obtained for free from MK Council. If not then this expenditure was Approved. It was also clarified that permission for the NAG to purchase items and then for Parish Council to approve reimbursement on the payment schedule was an acceptable method, and for the Clerk to remain vigilant and report back to both the NAG and Full Council when the NAG were approaching the limit to their budgeted expenditure for the year.**

**FC222/20 Annual Parish Meeting:** To decide date, venue and format of the Annual Parish Meeting (which must by law take place between 1 March and 1 June 2020).

**Action: It was resolved to defer the Annual Parish Meeting until further notice, due to the risk to public health of a large public meeting during the Corona pandemic emergency and to await changes in legislation which were possibly likely to happen on account of the pandemic.**

**FC223/20 Calendar of meetings revision: Deferred.**

**FC224/20 Reports from members: Deferred.**

**FC225/20 Items for the next agenda. Discussion:** Councillors discussed whether to delegate broader financial powers to the Clerk in conjunction with Chair and Vice-Chair, in response to the state of emergency. There was general agreement that in principle such an arrangement might be acceptable and pending new legislation shadow meetings could potentially be held by conference call to enable the Parish Council to continue to function during the national emergency as normal.

**Date and time of Next Meeting:** Monday 20 April 2020 at 7.30pm at the Community Centre, 87 Kensington Drive, Great Holm MK8 9AY

The Meeting was declared closed at 9:05pm.

DRAFT