



## **Minutes of the Meeting of Loughton & Great Holm Parish Council held remotely on Monday 18 January 2020 at 7.30pm**

Location: held virtually by zoom technology.

**Parish Members present:** Councillors Todd (in the Chair) Altieri-Douglas, Bailey, Dyer, Feeney, Hoyle, Howe, Nayee, Nolan, Sargent.

**Staff :** Philip Compton (Parish Clerk)

**Members of the public present: 0**

Cllrs were reminded all the rules about code of conduct at meetings applied to virtual meetings, and that as had been requested in September all meetings would be recorded.

**FC149/20 Apologies:** None had been received.

**FC150/20 Declarations of interest:** No interests were declared.

**FC151/20 Public participation:** No members of the public present.

**FC152/20 Thames Valley Police:** The crime statistics report from Thames Valley Police was noted.

**FC153/21 Minutes of the meeting held on 21 December 2020:** minutes of the last meeting had been provided prior to the meeting in the paperwork and were approved as an accurate record. The Chair agreed to sign them after the meeting, and those of the November meeting, and provide them to the Clerk.

**FC154/21 Committee meetings:** draft minutes of the Planning Committee Meeting 04 January 2021 had been uploaded to the website and included in the paperwork for the meeting, and were noted. Cllr Sargent, Chair of the Committee, provided a verbal update, and Councillors noted that resolutions on planning applications would be made only where they were on the agenda for that meeting, in order to comply with local governance procedures.

**FC155/21 Payments:** The monthly payment schedule had been compiled prior to the meeting and was included in the paperwork. Upon request, the Clerk detailed his expenditure for the month of £64. All payments were approved. The current bank balance of £103k was noted.

**FC156/21 Finances:** The Parish Council's income and expenditure actual versus budget to date had been compiled in a document by the Clerk prior to the meeting. The Clerk led the Council through the income and expenditure for the year to date, explaining it included December and so was nine twelfths the way through the year. Forecast variances to budget were explained, and Councillors noted main predicted variances to budget were;

#### Expenditure:

- NALC and SLCC membership – over budget by £544 as the rate was calculated per elector and there were over 4,000 electors in the Parish
- Staffing – under budget by £6,661 on account of not having a Premises Assistant
- Cleaning and GHCC cost – under budget by £6,000 as savings were made during the first lockdown when no cleaning cost was necessary, and no cleaning agency cost
- Board repairs – under budget by £726 as the Caretaker had repaired a board rather than renewing it.

#### Income:

- Pavilion – under budget by £11,617 as the tenant's rent had been forfeited.
- Community Centre – under budget by £7,926 as group and ad-hoc hires ceased on account of anti covid transmission measures
- Grants received – over budget by £11,452 on account of small business grant received and furlough money

Overall the finances of the Parish Council were looking healthy, with predicted carry forward at financial year end on 31 March 2021 of £83,000, a forecast in-year surplus of £13,776.

#### **FC157/21 Planning matters – to note S.106 funding application form for new allotment site contribution:**

**Action:** It was on the agenda to note draft form and suggest amendments or comment as appropriate, and the draft section 106 application form had been included in the paperwork. Councillor Howe expressed concern over ongoing maintenance of a new allotment site, and Councillors noted this would constitute mainly of water cost, which would be covered by rent, and hedge-cutting, which would not be a significant ongoing cost. Councillors agreed community consultation would happen upon notification of success in application for s.106 money. Councillors agreed to increase the request from £50k to £60k and the Clerk would submit the form upon notification from MKC of formal application by the developers for the Elfield site.

#### **FC158/21 Financial assistance to the Grumpy Cook Cafe:**

**Action:** It was resolved to waive rent from the tenant for a further two months, February and March, and the situation would be reviewed again in March at the March Full Council meeting.

#### **FC159/21 dog litter enforcement:**

**Action:** It was on the agenda for Councillors to note procedure in dog littering abuse enforcement. Councillors Nolan and Feeney led this item, and the after discussion the Clerk was requested to make enquiries into the possibility of further dog litter control measures, to report back at the February Full Council meeting.

#### **FC160/20 Reports from members:** There were none.

**FC161/20 Items for the next agenda.** Councillors were reminded for items to be requested on the agenda to contact the Clerk in accordance with the Council's Standing Orders.

**Date and time of Next Meeting:** Monday 15 February 2021 at 7.30pm

The Meeting was declared closed at 09:10pm.