



Minutes of the Meeting of Loughton & Great Holm Parish Council held remotely on Monday 19 April 2021 at 7.30pm

Location: held virtually by zoom technology.

Parish Members present: Councillors Todd (in the Chair), Altieri-Douglas, Bailey (until 9pm), Dyer, Feeney, Howe, Hoyle, Nayee, Nolan, Sargent.

Staff : Philip Compton (Parish Clerk)

Members of the public present: 3

Cllrs were reminded all the rules about code of conduct at meetings applied to virtual meetings, and that as had been requested in September 2020 all meetings would be recorded.

FC197/21 Apologies: None had been received.

FC198/21 Declarations of interest: No interests were declared.

FC199/21 Public participation: Members of the public invited to speak and were present primarily to speak on agenda item FC203/21. All members of the public agreed there needed to be something done to ameliorate the problems of parking in the Parish, but they had some concerns about the proposed plans. The following concerns and queries were raised:

- Could zebra crossings not be considered – it would be one way of helping prioritize pedestrians over motor vehicles?
- Could residents' permits not be considered as an ameliorative measure?
- With all the yellow lines as proposed this would have the likely effect of pushing or displacing parking into The Meadway
- With yellow lines as proposed this would encourage a displacement of parking to Ashpole Furlong.
- With the reduction in young families in the Parish, and an ageing demographic and popular schools, this trend of parents coming from out of catchment is likely to continue, which will increase the parking issues.

The matter was further considered later in the meeting (item FC203/21 refers).

FC200/21 Thames Valley Police: The crime statistics report from Thames Valley Police was noted. Councillors noted the unauthorized encampment at the Fire Station and the Clerk informed the Council on the break-in and fire that had happened at the Greenhill Close allotments in Loughton.

FC201/21 Minutes of the meeting held on 15 March 2021: Minutes of the 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 provide them to the Clerk.

FC202/21 Committee meetings: Minutes of the following meetings, which had been uploaded to the website and included in the paperwork of the meeting, were noted:

- a) Planning Committee Meeting 06 April 2021
- b) Finance and Staffing Committee on 12 April 2021

FC203/21 Traffic Regulation Order in Loughton outside schools:

Action: Councillors resolved to respond to The Borough of Milton Keynes (Parking, Waiting and Loading Restrictions) Variation Order 2021, with comments to the effect that: without enforcement double yellow lines would be ineffective, the parking restrictions would likely displace parking to different locations, and that this trend was likely to continue on account of the combination of the ageing demographic of Loughton and the good performance of Loughton schools making them attractive for people from out of catchment, who would likely be driving in to drop off the children.

FC204/21 Parks Trust assets, Loughton Brook and the Trim Trail:

Action: It was resolved to request urgent repair of the Loughton Brook and to install the Trim Trail equipment.

FC205/21 Payments:

Action: Monthly payments were authorized, as per the payment schedule which had been provided prior to the meeting.

FC206/20 Parish Council Annual Return and Finance reports:

Action: Council approved the annual return, income and expenditure and end of year accounts, noting the completed AGAR would be brought for signing by the Chair at the next meeting in May.

FC207/21 commemoration of HRH Prince Philip: It was on the agenda for Councillors to consider a form of commemoration to mark the death of HRH Prince Philip.

Action: The Council approved of providing a commemoration, several ideas were put forward, and ideas would be fine-tuned and brought back in the form of propositions for Councillors to consider.

FC208/21 annual reviewal and adoption of policies and Committee Terms of reference: The following policies and documents were adopted. The only material change was to clarify who should have the power to decide at what time Committee meetings met. It was resolved Committees would choose their start times, respectively.

- Premises Committee
- Finance and Staffing Committee
- Planning Committee
- financial risk assessment
- code of conduct
- standing orders
- financial regulations
- asset register
- Committee terms of reference (Premises, Planning, Finance and Staffing Committee)

- All policies currently on the website (health and safety, equality, councillors' dispensation, protocol for office member relations, complaints, data protection, privacy, retention of documentation, freedom of information, training and development, disciplinary and grievances, sickness and absence)

FC209/21 waste removal report: Councillors considered two options to mitigate against waste on the sports pitches in Loughton; hiring a waste removal employee, (approximate cost £1,560 per annum at 3 hours per week), or insert a new litter bin.

Action: It was resolved to hire a waste removal officer at salary scale LC1 5-6, for a period of six months.

FC210/21: Remote meetings gathering of information: It was on the agenda to consider a response to the call for evidence on the use of current arrangements on remote meetings.

Action: It was resolved the Clerk would write a letter in response, confirming the Parish Council's approval of virtual meetings, and disappointment at there being no extension to the Coronavirus Act 2020 which permitted virtual meetings.

FC211/21 wheelie bin service providers outside Great Holm Community Centre: The Clerk had been instructed to find three tenders for this bin emptying service.

Action: It was noted Cawleys were the cheapest tenderers for a bi-weekly collection and so were chosen.

FC212/21 PKF Littlejohn external auditors' intermediate rather than basic review:

Action: Cllrs noted that the Parish Council has been selected for intermediate review, rather than basic review for the 2020/21 reporting year as part of their required 5% sample.

FC213/21 bike stands outside the Pavilion: it was on the agenda to consider firstly having bike stands outside the pavilion and secondly to pay for the installation cost (at £50/stand, the stands are free following a MKC initiative).

Action: It was agreed to install 4x bike stands outside the Pavilion.

FC214/21 dog warden feedback report:

Action: The Clerk's report into the one month pilot dog warden scheme was noted.

FC215/21 Spring Landscape Review:

Action: For the Great Holm Review, Cllr Dyer would attend, alongside the Chair of the NAG. For the Loughton review, Cllrs Sargent, Howe and Todd expressed an interest in attending, alongside the Chair of the LRA (Loughton Residents Association).

FC216/21 Planning applications: the following planning application was considered:

- a) **Application no: 21/00876/FUL Proposal:** Proposed conversion of workshop building with extension into 2 bedroom bungalow on land at 63 London Road, Loughton At: 63 London Road Loughton Milton Keynes MK5 8AF

Action: It was resolve to object to this application and the Clerk would liaise with Cllr Sargent and compile an objection letter to be uploaded to the MKC portal.

FC217/20 Reports from members: there were none.

FC218/20 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: The next meeting would be on Tuesday 18 May, at the Community Centre. It was considered to hold an informal, virtual meeting on Monday 17 May 2021 at 7.30pm, noting the law was set to change on 07 May 2021, back to the requirements for face-to-face meetings as laid out in the Local Governance Act 1972. As ward Councillors, one of whom was a Parish Councillor, were in purdah, and it was therefore a politically sensitive time, it was agreed to delay the annual Parish meeting.

Cllr Todd was presented with a gift, a magnolia tree, in recognition of completing ten consecutive years as Chair of the Loughton and Great Holm Parish Council. Cllr Todd thanked everyone for the tree and wished his successor in May the best of luck in a challenging but rewarding role.

The Meeting was declared closed at 10:04pm.