



**Minutes of the Meeting of Loughton & Great Holm Parish Council held
on Tuesday 18 May 2021 at 5.00pm at the Community Centre in Great
Holm**

Parish Members present: Councillors Nayee (in the Chair), Altieri-Douglas, Bailey, Nolan and Todd

Also In attendance : Philip Compton (Parish Clerk)

Members of the public present: 0

FC01/21 Election of Chair for the council year 2021-2022.

Action: Councillor Nayee was elected as Chair.

FC02/21 Declaration of office:

Action: The newly elected Chair signed the Declaration of Office form.

FC03/21 Election of Vice-Chair for the council year 2021-2022.

Action: Councillor Nolan was elected as Vice Chair.

FC04/21 Declaration of office.

Action: The newly elected Vice-Chair signed the Declaration of Office form.

FC05/21 Apologies: Apologies were received from Cllrs Dyer, Feeney, Howe, Hoyle and Sargent.

FC06/21 Declarations of interest: Cllr Todd considered he held a conflict of interest at agenda item FC11/21a and so withdrew from the meeting for that item.

FC07/21 Public participation: There were no members of the public present.

FC22/21 Representation to MKC on use of herbicide spray:

Action: This motion met with Councillor approval, and the Clerk would write a letter to the appropriate Cabinet Member, and would inform the relevant parties at Serco, MKC Landscaping Officers and The Parks Trust that the Council was making this representation.

FC19/21 Parks Trust and information noticeboards: It was on the agenda to note design for one noticeboard, as provided by The Parks Trust, and agree design of replacement to existing information board on the plinth, images of which had been included in the paperwork.

Action: It was noted it would be acceptable to The Parks Trust for the Parish Council to reinstate the original information board, with the Parish Council logo and The Parks Trust logo.

FC18/21 Security measures at allotments in Loughton:

Action: Councillors considered implementing additional security measures at the allotment site at Greenhill Close in Loughton, including stronger fencing, signage and cctv. A palisade fence on either two sides or all four sides of the allotment site was considered, and the cost of this had been provided in the paperwork. Site security as a principle was agreed, signage was approved, cctv would be looked into further, but the palisade fencing option was considered too costly. It was agreed to re-instate the existing fence and the Clerk would look into the possibility of claiming the cost from the insurers. Under Financial Regulation 11.1 this repair work would be carried out as a matter of necessity.

FC08/21 Minutes: Minutes of the last meeting held on 19 April 2021 were approved as an accurate record and signed by the Chair, alongside those of January, February and March.

FC09/21 Thames Valley Police: The crime statistics report was noted.

FC10/21 Committee meetings: Minutes of the Planning Committee Meeting 05 May 2021 were noted.

FC11/21 Planning applications: It was agreed to make the following representations to Milton Keynes Council on the following planning applications:

- a) Application no: 21/01122/FUL Proposal: Retrospective application for replacement boundary fence to highway and attached garden shed: 17 Church Lane Loughton Milton Keynes MK5 8AS.

Action: Cllr Todd withdrew from this item, considering due to the proximity of his house to that of the applicant's, that there was a potential conflict of interest. It was agreed to object to MKC on the retrospective application and the Clerk and Cllr Sargent would work on this and submit the objection letter.

- b) Application no: 21/01206/FUL Proposal: Replacement of existing high threshold upvc sliding door and other upvc windows and outward opening doors will be replaced with aluminium doors and windows of a similar style to the sliding doors, also to the rear of property. 2 Holt Grove Loughton Milton Keynes MK5 8EZ

Action: It was noted the application had been withdrawn.

FC12/21 Reversal of previous resolution:

Action: following the Standing Orders, in order to re-consider wheelie bin provider quotes (new ones had been provided, since the last meeting), which had been resolved upon, it was necessary to vote to reverse the resolution. It was agreed to reverse it and reconsider the wheelie bin service providers' revised quotes.

FC13/21 Wheelie bin service providers outside Great Holm Community Centre:

Action: It was agreed to proceed with the Cawleys' revised quote.

FC14/21 Financial assistance to the Grumpy Cook Cafe: It was on the agenda to consider re-initiating rent to the Grumpy Cook café, at budgeted levels of rent. Due to the confidential

nature of the business about to be transacted, members of the public were asked to leave the meeting. All remaining members of the public left the meeting.

The resolution of the Council on this point is contained in a confidential annexe to these minutes.

FC15/21 Parish Council Annual Return and audit report:

Action: The internal annual audit was noted, the annual governance statement was approved and signed by the Chair for submission to external auditors PKF Littlejohn.

FC16/21 Payments:

Action: The current bank balance of £115k was noted and payments were approved. It was noted a payment was authorised under the Financial Regulations 4.5 and 11.1 (iii) by the Parish Clerk, in communication with Chair of Finance Committee, repair work to the water pump at the Pavilion.

FC17/21 tree planting, plaque and bench on corner of Leys Road, School Lane and Loughton Brook: On the agenda was a motion to plant an English Oak, with a bench nearby, and a plaque explaining that the tree was planted by the Parish Council to commemorate the life of the Duke of Edinburgh.

Action: Item deferred to the June Full Parish Council meeting.

FC20/21 Calendar of meetings revision and Parish Meeting:

Action: Dates for Full Council meetings from May 2021 to April 2022 were agreed (third Monday of the month, except August), and the Parish Meeting would be held the following Wednesday (26 May), at 7:30pm at the Community Centre.

FC21/21 Football teams rent consideration: It was on the agenda to consider reducing level of rent for 2021-2022 season by 50% noting restrictions on playing which happened the previous year.

Action: Item deferred to the June 2021 meeting.

FC23/21 Review of monthly management accounts: It was on the agenda to note expenditure and income against budget.

Action: Deferred to June 2021 Full Council meeting.

FC24/21 Accessibility Fund application to drop kerbs:

Action: It was agreed to authorize the Clerk to apply to MKC for the Accessibility Fund at two locations (Leys Road where footpaths meet pavement and Lincelade Grove by the brook where there is a path towards the lake).

FC25/21 It was on the agenda to review and agree appointment of members and substitute members to existing committees and working groups for 2021/22 and this was considered as follows:

a) Planning committee:

It was agreed that until members were comfortable meeting face-to-face, the Committee would become an advisory group only, would meet the same times

(first Monday evening of the month), and would comprise the following members:

Cllrs Sargent, Dyer, Feeney

b) Finance and Staffing committee

Cllrs Altieri-Douglas, Bailey, Feeney, Howe, Nolan, Nayee, Todd.

c) Premises committee

Cllrs Nayee, Altieri-Douglas, Howe, Nolan, Todd.

FC26/21 Parish Council representation on external bodies for the council year 2021/22 or to discontinue representation, was agreed for the following:

a) Jubilee Graveyard committee

Cllrs Nolan and Todd.

b) Milton Keynes Parish forum

Clerk and Cllr Todd.

c) Loughton and Great Holm Neighbourhood Action group

Cllr Nolan

d) Milton Keynes Association of Local Councils

none

e) Shenley Leisure Centre Trust

Cllr Hoyle

f) Hugh Parke Charitable Trust

Cllrs Bailey and Nayee

FC27/21 Section 137 funding – It was noted that the Ministry of Housing, Communities and Local Government has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for 2021-2022 is £8.41 per elector, but that the Parish had the General Power of Competence which provided broader powers in decision-making.

FC28/21 Review and agree the following subscriptions to other bodies 2021/22 including:

- a) National Association of Local Councils (NALC)
- b) Bucks and Milton Keynes Association of Local Councils (B&MKALC)
- c) Society for Local Council Clerks (SLCC)
- d) MKALC

Action: It was agreed to remain members of the NALC, SLCC and B&MKALC, but not MKALC.

FC29/21 Reports from members: To receive verbal reports from members attending external meetings:

- a) Members reported back on meetings they had attended: With reference to the new allotment site Cllr Sargent had attended a meeting with the Clerk, the Developer, the Savills agent, and the Principal Planning Officer with responsibility for the application opposite Elfield Park, and although it was considered by MKC that the claim on account of loss of biodiversity was not within the remit of the section 106 parameters, nonetheless a contribution would be forthcoming under the category

of a local community project. The Clerk and Cllr Sargent would report back upon receipt of further information that warrants Full Council decision.

- b) It was noted with approbation that Cllr Nolan had been re-elected as Ward Councillor for Great Holm, Loughton, Shenley Church End, Oakhill, Medbourne, Shenley Wood and Grange Farm.

FC30/21 Items for the next agenda: all members were reminded to notify the Clerk of any items for the agenda in accordance with the Parish Council's standing orders.

Date and time of Next Meeting: Monday 21 June 2021 at 7.30pm, at the Community Centre in Great Holm.