To all members of Loughton & Great Holm Parish Council, you are hereby **summoned** to attend the Parish Council Meeting to be held on **Monday 19th January 2026, 7.30pm** at **Great Holm Community Centre, Kensington Drive, Great Holm**

Members of the public and press are welcome to attend.

P Milford

Paula Milford, Parish Clerk.

Agenda

FC01/26 Apologies: To receive and note apologies from members unable to attend the meeting.

FC02/26 Declarations of interest: Councilors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FC03/26 Public participation: For any resident of the parish to raise any issue, petition, question, or concern (15 minutes or by consent of the Chair).

FC04/26 Ward Councillor: Cllr Mandy Legg will be attending this meeting to discuss how she can support us with our landscaping concerns in the Parish. To decide next steps in consultation with Cllr Legg.

FC05/26 Minutes: To approve as an accurate record the minutes of the previous meeting held on Monday 15th December 2025

FC06/26 January Payment Schedule: To note and approve the January 2026 payment schedule.

FC07/26 Income and Expenditure: To note and discuss if needed the income and expenditure against budget costs up to 31st December 2025.

FC08/26 Draft Budget / Business Plan/ Precept for 2026-2027: To approve the following items:

a) The Parish Council business plan for the 2026-2027 financial year.
b) The Budget for the 2026 – 2027 financial year as recommended by the Finance, Staffing and Premises Committee.
c) The precept requirement for the 2026-2027 financial year.

FC09/26 Loughton Pavilion: To note / approve the following items

a) To note that new heaters were installed in Loughton Pavilion on Friday 9th January 2026
b) Chair of the Premises Committee to update the Council on the recent Committee meeting and Full Council to approve next steps relating to Loughton Pavilion.
c) To consider how we can obtain resident feedback regarding the use of Loughton Pavilion.

FC10/26 Planning Applications: To discuss and consider a response (if any) to the following Planning Applications.

a) **PLN/2025/2154** - Proposed single storey rear extension with associated internal and external works **at** KIMBLEWICK, 15B BRADWELL ROAD, LOUGHTON, MILTON KEYNES, MK5 8AP
Dealt with under the planning delegation policy: Outcome – No Comment (5 replies – all no comment)

b) **PLN/2025/2115** - Erection of a two storey side extension and first floor side extension **at** 2 ALL SAINTS VIEW, LOUGHTON, MILTON KEYNES, MK5 8BB
Dealt with under the planning delegation policy: Outcome – No Comment (6 replies – all no comment)
Cllr Heinemann did not vote on this item due to a declaration of interest

c) **PLN/2025/2701** - Proposed single storey rear extension and relocate detached double garage **at** 52 ATTINGHAM HILL, GREAT HOLM, MILTON KEYNES, MK8 9BX
https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003FlCz

d) **PLN/2025/2599** - The proposed removal of dead Hawthorn Hedge to be replaced by a Yew Hedge **at** WILLOW COTTAGE, 20 LEYS ROAD, LOUGHTON, MILTON KEYNES, MK5 8AZ
https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS0000038iN7

e) **PLN/2025/2667** - The pollard to 3m of Salix Alba (T1) and removal to ground level and eco plug of Salix Alba (T2) **at** Loughton Valley Park, The Green, LOUGHTON, MILTON KEYNES
https://www.be.milton-keynes.gov.uk/pr/s/detail/a0lWS000003DyO1

FC11/26 Recent CCTV Installation: To note / approve the following:
a) To note CCTV was installed at Great Holm Community Centre on Monday 22nd January 2025
b) To approve the new Parish Council CCTV policy.
c) To note the cost of DBS checks for both Paula Milford and Martin Borill at £21.50 each.

FC12/26 Jubilee Graveyard Committee: To approve a second Councillor to represent the Parish Council on the Jubilee Graveyard Management Committee alongside Cllr Heinemann.

FC13/26 Unity MK Grant Application: To consider the grant request for £500 from Unity MK.

FC14/26 Allotment Plot Holder Complaint: Chair to report to Council regarding a complaint received from an allotment holder relating to an allotment audit outcome, including decision. To discuss next steps (if any)

FC15/26 Community Engagement Officer: To approve the following items in relation to a new Community Engagement Officer role within the Parish Council as recommended by the Finance Committee.
a) Hours - 5 hours per week
b) Rate of pay per hour – SCP 7 -12 £13.69 starting hourly pay (an initial 12-month contract)
c) Job Description
d) Person Specification
e) Clerk to have delegated authority regarding the closing date for applications and relevant timescales. Interviews to be conducted by the Clerk and the Chair of the Staffing Committee – Cllr Mark Eaton.

FC16/26 External Reports: To receive verbal reports from members attending external meetings if applicable.

FC17/26 Items for the next agenda: To note that all members must notify the Clerk of any items for the agenda in accordance with the Parish Council's standing orders.

Details of Next Meeting: Monday 16TH February 2026, 7.30pm, Loughton Memorial Hall, Bradwell Road