Minutes of the meeting of Loughton and Great Holm Parish Council held on Monday 16th February 2026 at 7.30 pm at Loughton Memorial Hall, Bradwell Road, Loughton

Minutes

Councillors Present: Cllrs Lee (Chair), Eaton, Chappell, Tripp, Dyer, Briggs and Fortune
Members of the Public Present: 4

Staff Present: Paula Milford (Parish Clerk)

FC18/26 Apologies: Apologies received from Cllr Heinemann.

FC19/26 Declarations of interest: No interests declared.

FC20/26 Councillor Vacancy–Co-Option: The following Loughton resident was co-opted onto the Parish Council. He has signed the declaration of Office form, and joined the meeting from this item onwards

- Stephen Fortune

To Note - We still have 1 Great Holm Councillor vacancy.

FC21/26 Public participation: A resident spoke about the Parish Councils involvement in the e-scooter services around Milton Keynes. Cllr Eaton explained our involvement in the e-scooter stakeholder group and explained the recent geo-fencing locations that have been implemented citywide. The resident aired his concerns about safety issues with the e-scooters regarding the speed they can travel and the way they are parked. We confirmed we would pass on his concerns if he would like to put them in writing to us.

A representative of MK BXM Racing Club charity provided an update on the proposed relocation of their site to land next to Teardrop Lakes in Knowlhill. The Parish Council will hold further discussions over the coming months with the club to monitor progress, and stay informed of any developments.

FC22/26 Minutes: The minutes of the previous meeting held on Monday 19th January 2026 were approved and signed as a accurate record by the Chair.

FC23/26 February Payment Schedule: The February 2026 payment schedule was noted and approved. Cllr Lee will authorise this month's payments.

FC24/26 Income and Expenditure: The income and expenditure against budget costs up to 31st January 2026 was noted. It was noted that we are still withholding the MUGA payment due to noise issues with the end panels.

FC25/26 Loughton Pavilion: To note / approve the following items

a) Cllrs Tripp and Lee reported on the resident feedback we have received regarding the use of Loughton Pavilion. The Parish Council ran an online survey and an open house at Loughton Pavilion recently. Issues that we noted included accessibility issues and the potential need for further bike racks at the site. Feedback was received from all ages and there was strong demand for a local, community hub serving light refreshments, and for a place to meet friends and family.
b) It was resolved to approve the Loughton Pavilion Cafe tender document and submit these details on both the "Find a Tender" portal and on our website. The closing date for these initial expressions of interest will be Thursday 12th March 2026.
c) It was resolved to approve the solicitor fees to produce a lease for the successful tenant at Loughton

16/03/26 TL

Pavilion at £2,500. This includes a basic fee of £1,800 with £700 potential additional fees due to amending or adding clauses as required.

d) Clerk to gain 3 quotes for the replacement of the front doors, main internal door and access requirements for the back doors. This work was noted in both the building survey and the recent open-house event which was held at Loughton Pavilion.
e) It was resolved to obtain a quotation from an architect to prepare concept design drawings, which will then enable us to approach builders for quotes for the proposed works.

FC26/26 Planning Applications: To discuss and consider a response (if any) to the following Planning Applications.

a) **PLN/2025/2674** - Crown reduce all round to shape by approx. 3-3.5m and crown clean dead wood of Ash (T1), crown reduce all over by approx. 3.5-4m and crown clean dead wood of Ash (T2), and crown reduce all over by approx. 2m, crown raise to 3m above ground level, and crown clean dead wood of Walnut (T3) **at** THE MANOR, 10 THE GREEN, LOUGHTON, MILTON KEYNES, MK5 8AW
Action: OBJECTION - We are concerned about the extent of the proposed work on these trees and the effect it could have on their long-term health These 3 magnificent trees make a significant contribution to the green, leafy character of the Conservation Area. We note that no report from a tree surgeon has been submitted. We therefore request that the work is carried out under the supervision of MKCC's arborist.

b) **PLN/2025/2672** - Approval of reserved matters (appearance, landscaping, layout, scale) pursuant to outline permission ref. 22/01476/OUT for the proposed erection of a new dwelling with detached double garage **at** Land Adjacent To 29 Pitcher Lane, Loughton, Milton Keynes, MK5 8AU
Action: COMMENT - We request that construction vehicles should not use Pitcher Lane to reach the site entrance in School Lane. Pitcher Lane is one of Loughton's ancient 'Narrow Sunken' Lanes and is already in poor condition. We also request that all construction vehicles should be parked on site and not in School Lane.

c) **PLN/2026/0187** - Approval of details required by condition 17 (Tree Reports) of permission ref. 22/01476/OUT **at** Land Adjacent To 29 Pitcher Lane, Loughton, Milton Keynes, MK5 8AU
Action: No Comment

FC27/26 Policy Review: The following Parish Council policies were re-approved.

a) Financial Regulations
b) Risk Management Scheme

FC28/26 Allotment Survey Results: The Chair reported back on the recent allotment survey sent out to all plotholders. The survey showed that the allotment holders found the rules and the purpose of the audits clear, they feel safe using the site and they are happy with how the site is currently being managed. It was also noted that the AMG have improved the site in general and made it a more welcoming place. The Parish Council would like to thank all the AMG members for their continued hard work and support.

FC29/26 Arts on the Road: It was resolved to offer our residents a 3-week art course at a cost of £500 for up to 60 people at a cost of £5 per session per person.

FC30/26 Local Transport Plan Consultation: A response will be submitted to MKCC. Cllr Eaton will lease with the Clerk regarding our response which will include recommendations to include bridleways within the plan, supporting the security of our redways and the in general the redway user guide, and requesting stronger control over the e-scooter and e-bike schemes in our city.

FC31/26 Landscaping: To discuss / note the following:

a) The Clerk updated the Council on our landscaping request to be notified about any major pollarding work or tree cutting in Loughton. MKCC has confirmed they will give us notice regarding any upcoming work but that this notification would not be a consultation. Work will go ahead and we will not have the authority to change it.
b) Cllr Dyer updated the Council on the Horseshoe Walk in Great Holm. It is an area within Great Holm that has been unkept and unmanaged for several years now. Shrubs and trees have been removed and

16/03/26 TL

never replaced, and the walk is now full of weeds and brambles. It was resolved to contact MKCC to ask if anything can be done to improve this area in Great Holm.

FC32/26 Leys Road: The Clerk recently wrote to the site manager at the new build house on Leys Road, adjacent to our biodiversity area, and the manager has confirmed the following:

- The hedge that has been removed along leys road will be replanted with Pyrus trees and hedging. This hedge was removed with full planning permission.
- The kerbs and pavement opposite the site entrance will be reinstated at the end of the build.
- The owners have agreed to level the biodiversity area adjacent to the property and sow grass seed on this area. The Parish Council resolved to ask them to sow wildflower seed instead as this is what was sown there last year.

It was noted that the land and shrubs in Whitworth Lane behind this Leys Road property is not Parish Council land and we therefore have no authority to ask for anything to be re-planted back there. MKCC have been aware of this area of land, and the onus is on them up to manage this area.

Council resolved that the communication from the site manager was more than adequate, and that apart from asking for wildflower seeds to be sow no further communication is needed at this time.

FC33/26 External Reports: To receive verbal reports from members attending external meetings if applicable.

FC34/26 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 March 2026, Great Holm Community Centre, Kensington Drive

16/03/26 TL