To all members of Loughton & Great Holm Parish Council, you are hereby **summoned** to attend the Parish Council Meeting to be held on **Monday 18th May 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

FC81/26 Election of Chair: Council to elect a Chair for the 2026 – 2027 year, and newly elected Chair to sign the acceptance of office form.

FC82/26 Election of Vice-Chair: Council to elect a Vice Chair for the 2026 – 2027 year, and newly elected Vice-Chair to sign the acceptance of office form.

FC83/26 Apologies: To receive and note apologies from members unable to attend the meeting.

FC84/26 Councillor Vacancy–Co-Option: To consider the co-option application form received, and to co-opt a new Councillor if the applicant is deemed suitable. New Councillor to sign the acceptance of office form.

FC85/26 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FC86/26 Public participation: For any resident of the parish to raise any issue, petition, question, or concern (10 minutes or by consent of the Chair).

FC87/26 Minutes: To approve as an accurate record the minutes of the previous meeting held on Monday 20th April 2026.

FC88/26 May Payment Schedule: To note and approve the May 2026 payment schedule.

FC89/26 Income and Expenditure: To note and discuss if needed the income and expenditure against budget costs up to 30th April 2026.

FC90/26 Internal Auditor Report: To note the final year end internal auditor report for the 2025 – 2026 financial year.

FC91/26 Annual Return (AGAR): Council to approve annual governance statement and annual return. Chair to sign, for Clerk to submit to external auditors.

FC92/26 IT Policy: To approve the new IT policy as recommended by the Internal Auditor.

FC93/26 Committee and Working Group Review: Review and agree the appointment of members to existing committees and working groups for 2026-2027 year:

1) Finance, Staffing and Premises Committee – 4 members minimum.
2) Planning Working Group – 3 members
3) Environment Working Group – 3 members

FC94/26 Review and agree Parish Council representation on external bodies for the council year 2026-2027, or to discontinue representation, for the following:

1) Jubilee Graveyard committee
2) Milton Keynes Parish forum
3) Milton Keynes Association of Local Councils
4) Hugh Parke Charitable Trust
5) Shenley Leisure Centre

FC95/26 Policy Review and Approval: To reapprove the following Parish Council Policies:

a) Standing Orders

b) Code of Conduct
c) Finance, Staffing and Premises Committee Terms of Reference
d) Planning Working Group Terms of Reference
e) Environment Working Group Terms of Reference
f) Councillor Co-Option Policy

FC96/26 Shurgard development, Watling Street (Crownhill): Clerk to update the Council on the formal complaint we made to MKCC regarding this planning application. Council to decide next steps regarding this development.

FC97/26 Grant Request: To consider for approval the grant request from Loughton Scout Group for £500.

FC98/26 Grant Request: To consider for approval the grant request from The Toybox Charity for £500

FC99/26 Planning Applications: To discuss and consider a response (if any) to the following Planning Applications.

a) **Application Number:** PLN/2026/0864
Location: OLD SCHOOL, SCHOOL LANE, LOUGHTON, MILTON KEYNES, MK5 8AT
Proposal: Approval of details required by condition 4 (replacement tree and hedge planting) of permission ref. 23/01007/HOU
Consultation Expiry: 21-05-2026

b) **Application Number:** PLN/2026/0173
Location: 54 ASHPOLE FURLONG, LOUGHTON, MILTON KEYNES, MK5 8EF
Proposal: The replacement of pitched roof dormer with flat roof dormer inclusive of first floor front extension
Consultation Expiry: 27-05-2026

FC100/26 Residents Coach Trip 2026. To approve the following items in relation to the over 60's residents coach trip.
a) Destination Kew Gardens
b) Date: Monday 14th September 2026
c) Costs. Coach Cost for a 53-seater coach: £795, Entrance £21.50 per person. Coffee and cake voucher per person £9. TOTAL COST = £2,411.50
d) To charge each resident a non-refundable fee of £21.50. This is the entrance cost, and the Parish Council would subside the coach and the refreshment voucher.

FC101/26 Watling Street / London Road: Clerk to update the Council on the requested replanting along Watling Street adjacent to Loughton. Council to decide next steps (if any)

FC102/26 MKCC Spraying of Pesticides: Cllr Heinemann to update the Council on the communication sent to MKCC regarding the use of pesticides in Loughton.

FC103/26 Leys Road New Build House: To consider for approval submitting a planning enforcement breach to MKCC regarding the hedge at the front of the property.

FC104/26 External Reports: To receive verbal reports from members attending external meetings if applicable.

FC105/26 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 15th June 2026, 7.30pm at Loughton Memorial Hall, Bradwell Road, Loughton