**Minutes of the meeting of Loughton and Great Holm Parish Council held on Monday 7th September 2026 at 7.30 pm at Great Holm Community Centre, 87 Kensington Drive, Great Holm, MK8 9AY**

**Minutes**

**Councillors Present: Cllr Lee (Chair), Eaton, Fortune, Dyer, Hanneck and Briggs**

**Members of the Public Present: 0**

**Staff Present: Paula Milford (Parish Clerk)**

**FC152/26 Apologies:** Apologies received from Cllrs Heinemann, Pointer, Hoyle and Tripp.

**FC153/26 Declarations of interest:** No personal or pecuniary interests declared.

**FC154/26 Public participation:** None.

**FC155/26 Minutes:** The minutes of the previous meeting held on Monday 27th July 2026 were approved and signed as an accurate record by the Chair.

**FC156/26 August Payment Schedule:** The August payment schedule was approved. It was noted that these payments were made on Tuesday 18th August 2026.

**Exclusion of the public - in view of the confidential nature of the business about to be transacted, the public to be temporarily excluded, at the request of the Chair for agenda item FC157/26.**

**FC157/26 Loughton Pavilion:**

a) Private and Confidential item discussed

**FC158/26 Loughton Pavilion Kitchen Refurbishment:** We have only received 2 quotes for the kitchen refurbishment at Loughton Pavilion (minus appliances as discussed) therefore we are unable to make a formal resolution at this time.

Contractors approached for a quotation:

a) Paul Construction
b) Millstream Estate Services
c) JM Contractors Ltd

It was noted that the quoted ventilation is bespoke and therefore much more expensive than we anticipated.
It was also noted that Paul Construction cannot source commercial kitchen equipment therefore that quote has been disregarded.

It was resolved:

- Look into reducing the cost of the bespoke ventilation wall canopy by reducing the size.
- Speak to Servanta about the possibly reducing the size of the Combi Oven to accommodate a non-bespoke canopy.
- Ask JM contractors to provide sample kitchen specifications to see what we need to produce.
- Ask Servanta if they can produce this kitchen specification design.
- Ask JM Contractors if they will provide a kitchen specification drawing free of charge.
- Approach another 1 or 2 commercial kitchen contractors for further quotes.

21/09/26

**FC159/26 Planning Applications:** To discuss and consider a response (if any) to the following Planning Applications.

a) **PLN/2026/1381** - Erection of a first-floor side extension over existing garage, single storey rear extension, the conversion of the loft including front and rear dormer extensions and the erection of a front porch. at 92 BRADWELL ROAD, LOUGHTON, MILTON KEYNES, MK5 8AL
**Outcome:** No Comment

**FC160/26 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 21ST September 2026 – Loughton Memorial Hall, 7.30pm

21/09/26