Minutes of the meeting of Loughton and Great Holm Parish Council held on Monday 19th October 2026 at 7.30 pm at Great Holm Community Centre, Kensington Drive

Minutes

Councillors Present: Cllr Lee (Chair), Fortune, Dyer, Hanneck, Briggs, Pointer, Hoyle and Heinemann

Members of the Public Present: 1

Staff Present: Paula Milford (Parish Clerk)

FC184/26 Apologies: Apologies received from Cllr Eaton and Tripp.

FC185/26 Declarations of interest: No personal or pecuniary interests declared.

FC186/26 Public participation: A resident spoke about an incident that happened to him in Church Lane in Loughton where he was physically and verbally intimidated while out posting a letter. The Police did not take any further action on this matter. The resident would like us to consider installing CCTV around this Church Lane area. The Clerk has stated that as we do not own the land in this area therefore installing CCTV could be a challenge. Our Clerk will contact the local PSCO and put him in contact with the resident to try and help with this issue.

FC187/26 Minutes: The minutes of the previous meeting held on Monday 21st September 2026 were approved and signed as an accurate record by the Chair.

FC188/26 October Payment Schedule: The October payment schedule was noted and approved. Payments will be approved By Cllr Fortune this month.

FC189/26 Income and Expenditure: The income and expenditure against budget costs up to 30th September 2026 were noted.

FC190/26 Councillor Expenses and Reimbursement Policy: Cllr Fortune presented this item. It was resolved to approve the Councillor Expenses and Reimbursement Policy 2026 and Councillor Expense Claim Form to allow Councillors to claim expenses in line with this policy.

FC191/26 Multi Use Games Area: Clerk updated the Council on the MUGA safety issue. Wicksteed Play agreed to re-instate the concrete edging and this has now been completed. MKM Building Supplies very kindly agreed to provide and deliver one tonne of topsoil for free, and our caretaker worked to build up the grass edging to meet the edge of the MUGA. We would like to thank MKM Building Supplies for their assistance and generosity supporting this repair.

FC192/26 GHCC Blinds: It was resolved to approval the following quote to supply and install new fire-retardant blinds in Great Holm Community Centre - Sunshine Blinds at a cost of £1,041.67 + VAT

FC193/26 Cycling / Road Safety: Cllr Lee presented this item. Council resolved to support calls for the road outside Loughton School being made into a School Street following the MK cycling summit where Loughton School in partnership with Cycling MK asked MKCC for this safety

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measure.

FC194/26 Surron use on Redway's: Cllr Hoyle presented this item. It was resolved to write to our ward Councillor Kerrie Bradburn - Cabinet Member for Highways & Transport to express our issues with these Surrons in our Parish and the wider Milton Keynes Area and to invite our local PSCO to our next Parish Council meeting in November.

FC195/26 Planning Applications: To discuss and consider a response (if any) to the following Planning Applications.

a) PLN/2026/1397 - Erection of front porch including canopy **at** 21 HOPPERS MEADOW, LOUGHTON, MILTON KEYNES
Outcome: No Comment

b) PLN/2026/1527 - Proposed Two-Storey front extension and first floor front extension over existing garage to create a first-floor annex at 3 REDLAND DRIVE, LOUGHTON, MILTON KEYNES,
Outcome: Objection to be made.

FC196/26 Loughton Kitchen Update: Clerk updated the Council on the installation of a new Commercial Kitchen at Loughton Pavilion. A kitchen design company called Inox have agreed to produce the drawings and kitchen specifications for free, and they have agreed that we can use their design to approach other companies for quotes.

3 Designs have been produced by Inox and after a meeting with The Clerk, the new tenant and Cllr Hanneck. One quote and design matched our specifications. We are currently waiting for some minor changes to be made to this design, and once we have an updated drawing we can begin to get a number of quotes for this work.

It was resolved to delegate the final kitchen layout to the Clerk, the premises working group and the new tenant. Quotes will be requested from this layout and design and will be presented to Full Council once these have been received.

FC197/26 Remembrance Sunday: The following Councillors will be attending the remembrance Sunday service at All Saints Church followed by poppy wreath laying at Loughton Memorial Hall on Sunday 8th November 2026 at 10am. Cllr Lee, and possibly Cllr Briggs and Cllr Dyer.

FC198/26 Pavilion Survey Results: Council discussed the Loughton Pavilion Survey Results and resolved to agree with the Premises committee recommendation to discuss this again in the future.

FC199/26 Upcoming Community Events: Clerk updated the Council on some upcoming community events organised by the Community Engagement Officer.

a) Zoolab event at GHCC in October half term – approved. £5 per child fee.
b) Halloween family craft boxes (20) – approved
c) Christmas Wreath making at GHCC in December was not approved.

The Community Engagement officer has been requested to produce a 12-month plan for community engagement over 2027.

FC200/26 Football Pitch Fencing: Cllr Hanneck presented this item. Council discussed the Loughton Sports Pitch fencing at the Pavilion and resolved to allocate £2,000 expenditure to the maintenance of this fencing. Currently there are several missing posts, with others that are unstable or need maintenance. The Clerk will organise this work immediately due to the health and safety risk associated with this fencing in its current condition.

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It was noted that the Clerk will write to the Sports Ground Contractor and ask that they protect the wooden fencing when strimming the grass as the fencing is being damaged by the blade of the strimmer.

FC201/26 Safety Centre/Hazard Alley Grant Application: The grant application received from the Safety Centre/ Hazard Alley for £800 was deferred. It was resolved to invite Loughton School to our next full Council meeting to discuss the benefits of this grant application prior to a decision being made.

FC20226 Finance, Staffing and Premises Committee Meeting: The draft minutes from the committee meeting held on Monday 12th October 2026 were noted.

FC203/26 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 November 2026 – Loughton Memorial Hall, Bradwell Road.

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