

CASTLETHORPE PARISH COUNCIL
Minutes of a Parish Council General Meeting held Monday 1st June 2015
after the Annual Village Meeting in the Village Hall

PRESENT: Councillors Ayles, Hinds, Stacey, Markham & Forgham. The Clerk Mr S Bradbury and two members of the public were also in attendance.

There was no public session as the meeting followed the Annual Village Meeting.

		ACTION
1	1.1	APOLOGIES FOR ABSENCE Cllrs Keane reason alternate commitment, Cllr Sweetland reason sickness. Accepted.
2	2.1	DECLARATIONS OF INTEREST by Councillors in any agenda items below None
3	3.1	APPROVE MINUTES OF THE LAST MEETING The minutes of the general meeting on the 11 th May 2015 were proposed by Cllr Ayles, seconded Cllr Hinds and agreed unanimously by those that attended. The minutes of the extraordinary meeting on the 18 th May were proposed by Cllr Forgham, seconded by Cllr Ayles and also agreed unanimously by those that attended
4	4.1.	TO RECEIVE REPORTS 4.1.1. Clerks Report & Review of Actions. (see Appendix A1). Matters arising: Item 12 – Cllr Ayles will continue to press MKC to replace the posts at the plot of land near the railway bridge (that were removed to accommodate heavy plant during the village centre work). Item 16: Cllr Markham reported that there had been over 60 construction lorries pass along Bullington End Road in the past two days at unsociable hours. He had talked to Cllr Geary who had said that he will talk to someone at Hanslope Park. Item 25: Cllr Stacey said that he would get some equipment in to flail the long grass at the sports ground wildlife area hence there will be no need to discuss the quote that had been received further in part 2 of the meeting. Agreed unanimously.
	4.2.	Neighbourhood Plan report (see appendix A2). 4.2.1. No matters arising
	4.3.	FILE NOTE: MKC Flood Alleviation Scheme project report (report not received) 4.3.1. A report had not been received. No further comment.
	4.4.	FILE NOTE: Rural West NAG meeting report 26th May (circulated prior to meeting – see appendix A4) 4.4.1. No matters arising
5	5.1.	TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) 15/01098/FUL Single storey side extension 18 Shepperton Close Cllr Ayles pointed out that there had been a previous application for a substantial extension to which the parish council had raised no objection. It was further pointed out that this application was for another significant single storey extension but this time with a flat roof. Following further discussion it was unanimously agreed that the parish council should object to the application on the basis that the extension would make the property out of keeping with the remainder of Shepperton Close. Clerk to inform MKC Planning.
6	6.1.	15/00108/FUL Ground mounted solar park with a rated output of approx. 750KW Land Adj To Lodge Farm House Wolverton Road Castlethorpe: Application Permitted no further comment
	6.2.	15/00507/FUL – Single storey rear extension: 7 Shepperton Close Castlethorpe: Application Permitted no further comment
	6.3.	15/00712/TPO Tree preservation order consent to fell 1 x Horse Chestnut tree (T1) Manor Farm House 50 South Street Castlethorpe: Tree Preservation Order Consent Refused Insufficient information has been submitted with the application in order to determine the health of the

Cllr Ayles

Cllr Geary/Markham

Cllr Stacey

Clerk

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tree. no further comment

6.4. **15/00794/FUL** Demolition of existing WC, realignment of roofline and new internal layout and openings to rear 3 Bullington End Road Castlethorpe: Pending Consideration - no further comment

6.5. **15/00830/LBC** Listed building consent to replace existing front door and retain frame; replace existing dining room window; remove paving slabs to dining room floor and construct new floor; remove plasterboard covering to dining room stone fireplace and rebuild fireplace 11 School Lane: **Listed Building Consent given** - no further comment

6.6. **15/00892/FUL** Single storey rear extension. 3 Prospect Place Castlethorpe: Pending Consideration - no further comment

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TO CONSIDER RESOLUTIONS

7.1. A public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972, as defined in paragraphs 1 of Part 1 of Schedule 12A to the Act was proposed by Cllr Ayles, seconded by Cllr Hinds and agreed unanimously.

7.2. A meeting that was to be held on 8th June with MKC and South Northants District Council about static caravans at Cosgrove Park had been postponed. The Clerk had attempted to obtain an agenda but had received no call back. Clerk to advise Cllrs when the meeting is re-convened and what is to be discussed.

7.3. Following a discussion it was unanimously agreed that the three Cllrs to sit on the Village Hall Committee would be Cllrs Sweetland, Forgham & Hinds

7.4. A quote received from a local tradesman to cut back the hedge at Thrupp Close had been previously viewed by Cllrs and was accepted unanimously. It was hoped that MKC will have adopted the hedge by next year so the parish council would not have to pay again. Concern was expressed about birds nesting in the hedge. It was agreed that the Clerk engage the tradesman and ask him to be aware of any nesting.

7.5. The (new) Gifts & Hospitality' policy had been circulated to all Cllrs before the meeting. Cllr Ayles proposed that it be adopted. Agreed unanimously

7.6. Cllr Ayles said that the dog refuse bins were starting to look untidy. The Clerk had received a quote to refresh the bins for £10 per bin. It was unanimously agreed that the Clerk arrange for the bins to be refreshed.

7.7. It was agreed that the resolution to purchase a second 'ride on' mower to use on the wildlife area at the sports ground be postponed until the next meeting.

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FINANCIAL MATTERS

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8.1 The RFO Payments Schedule was proposed by Cllr Ayles, seconded by Cllr Stacey and agreed unanimously.

Clerk

Clerk

Clerk

S Bradbury	Salary May 2015	per pay slip	£522.08
F.Price	May 2015 invoice cleaning	per attached invoice 031	£168.00
J.Foakes	SID re-siting May 2015	per attached invoice 1005	£30.00
J.Foakes	SG Mowing	per attached invoice 1005	£145.00
J.Foakes	SG strimming	per attached invoice 1005	£40.00
J.Foakes	VH repairs inc. parts	per attached invoice 1006	£100.51
J.Foakes	refund - replace VH keys	per attached receipt	£34.98
AH Contracts	Dog bins May 2015	per attached invoice 1006	£35.00
MKC/Ringway	Replace damaged pedestrian guardrail - authorised under Clerk's emergency powers	per attached job list	£128.97
Flogas	Bulk propane + standing charge	per attached invoice 1449618	£623.80
Zurich Insurance	Annual insurance inc. IPT	per attached invoice 17808917	£1,532.09

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R.Forgham	Re-fund printing leaflets	per attached receipt	£44.98
PC A. Perry	retirement gift Castlethorpe, Hanslope, Haversham	as per resolution + donations	£250.00
NBR Printing	Print newsletter	per attached invoice 00738	£228.00
Grand Total			£3,883.41

E.ON	gas VH - May DD	89208742670	£112.00
Anglian Water	Water rates SG	104822424	£30.14

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CORRESPONDENCE RECEIVED

- 9.1.** A letter had been received from an organisation called Mediation Works highlighting their results and requesting a grant of £50. It was unanimously decided that it is not the policy of the parish council to give grants to organisations that have not done a significant amount for the village. Clerk to respond accordingly.
- 9.2.** An email has been received asking whether it is possible to set up a 'no cold calling' zone, especially where there are a high proportion of elderly residents. The matter had been previously discussed at the Village meeting. Cllr Ayles will find previous material that he had on cold calling and look at options.
- 9.3.** The TV Licensing authority has written notifying that if anyone at our premises watches TV through on line services then a TV license is due. It was agreed that it was the responsibility of the hirers to provide appropriate licenses for private functions. Otherwise noted.
- 9.4.** A letter has been received informing that the six week pre-submission consultation period for the Newport Pagnell Neighbourhood Plan will start on 1st June. Noted.

Clerk

Cllr Ayles

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ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)

- 10.1.** The matter of the selection of the type of gates to erect at village entrances was raised. The Open Gardens Committee had not liked their appearance. Cllr Ayles replied that the parish council had made a decision but that if nothing was done for 6 months thereafter they could re-consider that matter.

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TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS

- 11.1** Next General Parish Council meeting 6th July 2015 at 7.30 p.m.

There being no further business to discuss part 1 of the meeting closed at 10.05 p.m.

PART 2

12

TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below

- 12.1** None

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TO CONSIDER RESOLUTIONS

- 13.1.** Three quotes had been circulated to replace the lights at the tennis courts. Following some discussion Cllr Ayles proposed that the quote from Messrs Floodlighting Ltd be accepted subject to the work requiring no update to the existing power supply and the cost being no more than £4920.
- 13.2.** Two quotes had been received to conduct electrical work at the Village Hall. Cllr Ayles recommended that the quote from BP Shayler be accepted being the lower amount overall. Agreed unanimously. Clerk to contact the

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contractor to see if a reduced amount of sensors could be used and the price reduced accordingly.

- 13.3. The Clerk's appraisal had previously circulated by Cllr Ayles and was agreed and endorsed unanimously. It was further unanimously agreed to advance the Clerk's salary by one point to SCP 22 in recognition of his increased expertise during the past year and his hard work. The salary increase takes place, in accordance with the contract of employment, from 1st May 2015.

Part 2 of the meeting closed at 10.20

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 1/6/2015

1. Lamp posts at Fox Covert Lane & Paddock Close: MKC are still in the process of adopting the remainder of Fox Covert Lane and also Paddock Close. They will not adopt Tyrell Close as MKC state that it was always intended to be a private road and the footpaths are not built to adoptable standards. Cllr Ayles is still pursuing
2. Rates: a representative of one of the football teams is taking forward the matter of looking to form a separate body to manage the sports ground. It is believed that work continues but following a decision by the parish council the sports teams have been written to and informed that if such an association cannot be formed, then hire rates will have to increase to £50 per match.
3. Paddock Close: Cllr Sweetland has been in touch with Carington Estates and is awaiting a call back. No further updates
4. Carrington Arms & extra parking spaces – Clerk had sent a further reminder to the Station Yard developer asking him to contact Rod Aitken at MKC, also asking for a copy of the surveyor's report on the Carrington Arms as offered and for an update on the remedial work that was identified. Have received no replies to any of the emails.
5. Tennis court lights: 3 quotes to be reviewed at tonight's meeting
6. Football Pavillion: No further update on getting hold of some industrial strength carpet tiles to lay on the football pavilion floor. Work on replacing the padding around the flu is still to be done
7. Cllr Ayles has been in touch with the Lodge Farm business park owner about looking into including panels on the public buildings as part of the project he is undertaking to erect a solar panel farm – carried forward.
8. The Youth Club are keen that the basketball hoops be fitted at the tennis courts. Action with Cllr Stacey – carried forward
9. Two quotes have been received for additional safety equipment at the Village Hall. Ran out of time at last month's meeting but on tonight's agenda
10. Thrupp Close hedge: item on tonight's agenda to engage local tradesman to cut back whilst MKC process to adopt it continues
11. Village entrances: Cllrs Sweetland & Forgham are working with the Open Gardens Committee on ideas for the village signage and fences at entrances.
12. Cllr Ayles had a reply from MKC about replacing the posts at the plot of land near the railway bridge (that were removed to accommodate heavy plant during the village centre work). MKC are saying that the area has been left as it was before they started the work. Cllr Ayles pursuing

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13. Clerk has not yet had time to make applications for the Ringway 'community projects' identified by the last meeting. There is a query over who owns the footpath between South St and the railway footbridge that Heather Baker at MKC is looking into.
 14. Hedge between Village Hall and Church – it has been established that the hedge does not belong to MKC. To be further discussed with land owner. No further update
 15. Only the replacement of locks on the toilet doors remains from the approved list of Village Hall jobs
 16. The Clerk had still not heard back from Hanslope Park about construction traffic.
 17. Cllr Markham has picked up the baby oak tree and will arrange for it to be planted in Castle Field to replace a dead tree – no updates this month
 18. Clerk has been told by Northants CC that the pot holes in the road by the Navigation have been fixed. He told them that they most certainly have not. They will send a surveyor out and respond in due course (tel: 01604 883406 contact: Diane)
 19. Cllr Sweetland to arrange for compost to be removed from rear of Village Hall and liaise with Pre School re installation of play house
 20. The Clerk has written to Village Hall user's groups advising the new VH committee make up and asking for nominated members
 21. The Clerk had made applications for Parish Partnership Fund grants to part fund (50%) the re-laying of the path from South St to the railway footbridge, to re-do the posts and chains at the (south end) bus stop and for an outward bound weekend for the Youth Club. As above there is uncertainty as to who owns the footpath that MKC are investigating. Also there was insufficient information about the cost breakdown for the Youth Club application and they have been asked to provide further information.
 22. Clerk had made no progress in determining a plaque for the rugby posts nor on ordering the litter bins.
 23. The meeting with MKC and South Northants CC to discuss the Cosgrove Park plan to increase the number of static caravans has been postponed. South Northants CC have been asked what was to be on the agenda but have not yet returned the call
 24. Station Road streetlight: Aylesbury Main were supposed to have replaced the broken streetlight at Station Road but had not done so as of the 30th May.
 25. A quote had been received to cut back the wildlife area at the sports ground that has been circulated (in commercial confidence) to the Cllrs that was in excess of the amount previously authorised – on closer examination the work required was far greater than anticipated. Although there is no item on the agenda it is recommended that this quote is discussed during part 2 of tonight's meeting as is allowed under item 15 © of Standing Orders (expenditure in an emergency) as further growth will increase the cost even more.
- No progress on outstanding actions:
- o No progress on creating a new account for MKC fault logging
 - o Village walkabout to be written up and rationalised against previous fault list.
 - o Purchase of Sage accounting software awaiting clerk to establish a 'clean point' with finances
 - o Review MKC fault list inc. state of Sustrans cycle track
 - o Still no progress on getting further quotes to re-route the Village Hall side drainpipe.
 - o Clerk still to give Cllr Sweetland details to open two further Lloyds bank accounts to have the s.106 Planning Gain transferred into

Steve Bradbury

1/6/15

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APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 1/6/2015

- A further Steering Group meeting was held on 12th May where the following actions were assigned
 - o Community Impact Bucks/rCoh to prepare a draft copy of the Plan by 1st week in June
 - o Parish Council to produce a 'vision of parish' insert
 - o Parish Council to produce a 'Policies Map' (Cllr Forgham)
 - o Parish Council to produce a revised green space report based on feedback from the meeting
- Next Steering Group meeting will be 2nd July at 10.00 in the cricket pavilion where the pre-submission document will be finalised

Steve Bradbury 1/6/15

APPENDIX A3 - FILE NOTE: MKC Flood Alleviation Scheme project report

Report not received

APPENDIX A4 - FILE NOTE: Rural West NAG meeting report 26th May

There is not much to report back as it was quite a brief Meeting.

You are all aware of the situation with the recent burglaries. Sgt Andy Perry confirmed investigations are on going and confirmed the Smart Water Initiative currently being pursued by CPC.

With regard to Speeding and the SIDS. Haversham are waiting for delivery of the SID brackets. Once they have these they will contact Dorothy Courtman to discuss using one of the devices currently being used by Hanslope and ourselves.

Haversham may decide to take the ladder originally issued by MKC. I offered my services to help in the initial SID setup should they require it.

With regard to speeding in Castlethorpe, I advised that the last set of Stats taken from the Lodge Farm Court site showed higher than normal speeds. I asked to see if we could have a Speed Gun Deployment in that area. Sgt Andy Perry agreed to this request so we should shortly see Police at this site.

Lastly Thanks were offered to Sgt Andy Perry for all his support over the last 5 years. He retires this week.

Best Regards – Dave Hinds 1/6/15