

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 6th July 2015 in the Village Hall

PRESENT: Councillors Ayles, Hinds, Keane, Sweetland & Forgham. The Clerk Mr S Bradbury, Ward Cllr Geary and six members of the public were also in attendance.

The public forum commenced at 7.30. It was reported that there is to be an application for a further 23 static caravans to be sited at Cosgrove Park. The Clerk had been trying to get a meeting with MKC and South Northants County Council as he was unsure under what planning applications this was happening. Milton Keynes Dons are also intending to locate a training village in the Cosgrove area but there is insufficient information to consider this further at this time.

The person that is establishing an association to manage the sports ground introduced himself. He is attempting to get representatives from each of the sporting groups involved. It had been hard going but he was optimistic of forming the association soon and then entering into discussions with the parish council about the transfer of the lease.

It was reported that the bus shelters in the village centre were full of leaves and needed clearing out. Cllr Keane said that he would clear them by the weekend.

The matter of speeding in Station Road was raised again. The question was asked whether there could be more signage. Cllr Ayles said that it was very difficult to get MKC to do work like this. He added that there have been several speed checks at Station Rd. Very little speeding had been observed and there has been no record of extreme high speeds even when the devices had been covered. Conversely high speeds have been recorded in Hanslope Road and the police did come out with radar guns. Additionally the latest set of information for Wolverton Rd had shown some very high speeds and Cllr Hinds will contact the police about these. It was advised that any member of the public could contact Cllr Hinds with advice about where the speed device could be sited and if we can get results to substantiate the reports of speeding then we have seen that the police will come out.

There being no further matters the meeting commenced at 7.45..

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Accepted.</p> <p>DECLARATIONS OF INTEREST by Councillors in any agenda items below</p> <p>None</p> <p>APPROVE MINUTES OF THE LAST MEETING</p> <p>The minutes of the general meeting on the 1st June 2015 were proposed by Cllr Hinds, seconded Cllr Forgham and agreed unanimously by those that attended.</p> <p>TO RECEIVE REPORTS</p> <p>4.1. Clerks Report & Review of Actions. (see Appendix A1). Matters arising:</p> <p>Item 5 – Paddock Close: Cllr Sweetland had sent photos of the two plots of land that require maintaining to the land owners, Carington Estates (at their request).</p> <p>Item 11 – MKC have maintained that the posts at the plot of land by Station Yard were never there and had closed the matter. Cllr Ayles has taken the matter as far as he can and will now refer it to a Ward Cllr.</p> <p>Item 18 - the meeting with MKC and South Northants CC had been postponed again. Clerk will email Cllrs when it is re-arranged.,</p> <p>Item 20 - the Clerk, the groundsman, Cllrs Keane, Forgham and Stacey and a local resident had met at the wildlife area in the sports ground. It was agreed that Cllr Stacey would perform further cuts to the area to break down the already mown grass to a state where the groundsman can use the sit on mower.</p> <p>4.2. Neighbourhood Plan report (see appendix A2).</p> <p>No matters arising</p> <p>4.3. FILE NOTE: MKC Flood Alleviation Scheme project report (report not received)</p> <p>A report had not been received. No further comment.</p> <p>4.4. FILE NOTE: Repairs to pot holes in road by the Navigation public house (see Appendix A4)</p> <p>No matters arising</p> |
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ACTION

Cllrs
Ayles/Geary
Clerk

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- 5 **TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)**
- 5.1. **15/01236/FUL** Conservatory to the rear 36 Thrupp Close Castlethorpe – no objections
- 5.2. **15/01265/MMAM** Minor material amendment for variation of Condition 1 (approved plans) and condition 6 (archaeological protection) to application 15/00108/FUL (Ground mounted solar park at Wolverton Rd Castlethorpe) – no objections
- 5.3. **15/01282/LBC** Listed building consent for first floor extension 11 School Lane Castlethorpe & **15/01281/FUL** First floor extension 11 School Lane Castlethorpe – no objections
- 6 **TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS**
- 6.1. **15/00794/FUL** Demolition of existing WC, realignment of roofline and new internal layout and openings to rear 3 Bullington End Road Castlethorpe: **Application permitted** - no further comment
- 6.2. **15/00892/FUL** Single storey rear extension. 3 Prospect Place Castlethorpe: Pending Consideration - **Application permitted** no further comment
- 6.3. **15/01098/FUL** Single storey side extension 18 Shepperton Close – pending consideration – no further comment
- 7 **TO CONSIDER RESOLUTIONS**
- 7.1. In the absence of Cllr Stacey, Cllr proposed the approval in principle of the leasing of the sports ground to a separately formed association consisting of users of the facilities. Should the parish council continue to run the facility it will be liable to a business rates bill of c. £3,000 p.a. The principle of leasing out the ground was agreed unanimously. It was further agreed that the Sports Ground Committee be delegated the responsibility of agreeing the terms of the lease with the association.
- 7.2. Cllr Sweetland proposed that the parish council approve a request from Pre School to install a sail shade in the Village Hall garden. Agreed unanimously. Cllr Sweetland to inform Pre-School. Cllr Sweetland
- 7.3. Cllr Sweetland said that some parts of the Terms of Reference for the Village Hall Committee (VHC) were confusing, especially in the case of the co-option of voting members. The parish council had elected three Cllrs and the three other voting members but the VHC had agreed that they would want to select the positions of voting members themselves. Cllr Ayles replied that the selection of the voting members needs to be formalised and the members need to be appointed before the first VHC meeting of the year, as without the non-Cllr members it would only leave the 3 Cllrs to elect the Chair and Vice-Chair with a real risk of being non-quorate. There was nothing to stop the previous VHC making a representation to the parish council before its AGM. Cllr Ayles proposed a change to the TOR's to say 'The **parish council** may co-opt up to 3 other voting members representing regular Village Hall user groups' rather than **the VHC**. It was further proposed that a further bullet be added to the delegated powers: 'to recommend an annual budget for the Village Hall to the parish council'. Both changes were agreed unanimously.
- 7.4. Cllr Sweetland reported that the VHC had agreed that the parish council should appoint and arrange for training of a Health & Safety Officer for the Village Hall. There was some discussion about what this would involve. It was agreed that Cllr Sweetland will develop some Terms of Reference to be considered by both the VHC and then the parish council. Cllr Sweetland
- 7.5. The VHC had asked that the parish council reconsider the position of public liability insurance covering hirers of the Village Hall. Members of the public were covered by the parish council's insurance but it was agreed that regular users/village groups & organisations are expected to provide their own insurance. In some cases they will/should be covered through an umbrella organisation such as the Youth Club & WI. Cllr Forgham to establish which groups are not covered in this way. Cllr Forgham

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- 7.6. Cllr Forgham proposed that a new logo be established for the village. Open Gardens are looking at new gates and village signs and would like to incorporate a symbol of village identity. A graphic designer has offered to assist in developing the logo. It was agreed that Cllr Forgham take this matter forward for further consideration at the next meeting.

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FINANCIAL MATTERS

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

Payee	Description	Invoice	Amount
S Bradbury	Salary June 2015	per pay slip	£522.08
S Bradbury	Refund tennis keys	per attached receipt	£50.00
S Bradbury	Refund CiLCA payment	per attached receipt	£256.50
S Bradbury	Refund Cllr Induction R Forgham	per attached receipt	£31.40
F.Price	June 2015 invoice cleaning	per attached invoice 032	£200.00
F.Price	June 2015 invoice cleaning	estimate to be paid August	£200.00
J.Foakes	SID re-siting June 2015	per attached invoice 1007	£20.00
J.Foakes	SG Mowing	per attached invoice 1007	£140.00
J.Foakes	SG strimming	per attached invoice 1007	£20.00
AH Contracts	Dog bins June 2015	per attached invoice 8054	£35.00
Tag Lever	Cut back hedge Thrupp Close	invoice awaited	£130.00
BT	Clerk's phone	per attached invoice Q015 QP	£103.52
Pollards	VH Consumables	per attached invoice 80579	£48.04
Pollards	VH Consumables	per attached invoice 80650	£79.74
PPL	VH Licence	per attached invoice 2777314	£119.15
Grand Total			£1,955.43

E.ON	gas VH - June DD	89208742670	£112.00
E.ON	elec VH - June DD	415172577000	£65.81

	TOTALS		£177.81
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CORRESPONDENCE RECEIVED

- 9.1. Correspondence had been received from former PS Andy Perry thanking the parish council for their support over the years and also for their kind retirement gift - noted
- 9.2. Mark Lancaster (MP) will be holding a mobile surgery from 10.30 to 11.00 at the Village Hall on 22nd July- noted
- 9.3. An email had been received reporting one of the players friends bringing a small dog into the sports ground. Matter referred to cricket club - noted.

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

- 10.1. Cllr Ayles reported that Rachel Kingsley had now left MKC. David Hall is now interim Head of Highways. Cllr Keane will approach him about all of the outstanding Highways issues we have.
- 10.2. The road between Devil's Dip and Haversham had been closed last week and nobody had been told, not even the bus companies. Cllr Geary will pursue

Cllr Keane

Cllr Geary

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TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS

11.1 It was agreed that there would be no meeting in August and that the next General Parish Council meeting will be on 7th September 2015 at 7.30 p.m.

There being no further business to discuss the meeting closed at 9.07 p.m.

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 6/7/2015

1. The Village Hall fridge stopped working this last weekend. Tradesman was brought in and has managed to effect a fix but a new circuit board is required. He has ordered it and will get back to the Clerk to arrange fitting.
2. Clerk attended a first session CILCA seminar in advance of starting the qualification. £250 paid and a further £250 payable to start the course.
3. 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 – **carried forward**
4. Rates: an agreement is being prepared to transfer the lease for the sports ground to an association being formed by users of the sports ground. An item is on tonight’s agenda to delegate agreement of the lease to the Sports Ground Committee.
5. Paddock Close: Cllr Sweetland has been asked by Caington Estates to provide photos of the two plots at the entrance to Paddock Close. These are now becoming very overgrown.
6. Tennis court lights: contract has been awarded to Messrs. Floodlighting Group. They expect to do the work in September but exact date is still to be determined. Confirmation has been obtained from MKC Planning that there is planning permission to use the same grade of lights up until 9.00 p.m.
7. 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. The football club have been asked to provide an overall fault list in advance of any transfer of responsibility (see 2)
8. The Youth Club are keen that the basketball hoops be fitted at the tennis courts. The backboards have now been fitted to brackets and are now to be affixed to the plates on the posts at the tennis courts
9. B.P. Shayler has been awarded the contract to do the electrical upgrades at the Village Hall. Cllr Sweetland is liaising with the contractor with regard to suitable dates.
10. Thrupp Close hedge: the hedge has been cut and a very good job made of it..
11. MKC have said that the posts at the plot of land near the railway bridge (that were removed to accommodate heavy plant during the village centre work) are as they were before work started. That certainly does not seem to be the case. Cllr Ayles pursuing
12. Clerk has not yet had time to make applications for the Ringway ‘community projects’ identified by the last meeting. Heather Baker at MKC has confirmed that the path from South Street to the railway foot bridge is the responsibility of MKC.
13. Only the replacement of locks on the toilet doors remains from the approved list of Village Hall jobs – current position unknown
14. Cllr Geary had said that he would contact Hanslope Park about construction traffic coming down Bullington End Road at antisocial times.

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15. The pot holes in the road by the Navigation have been fixed. It is not a great job but Northants CC have confirmed that they have inspected the work and it is complete. File note at tonight's meeting refers.
 16. Cllr Sweetland to arrange for compost to be removed from rear of Village Hall and liaise with Pre School re installation of play house – status unknown
 17. The Village Hall committee has now formed and has held its first meeting
 18. The meeting with MKC and South Northants CC to discuss the Cosgrove Park plan to increase the number of static caravans has been postponed. I talked to the contact at South Northants and told him that we wanted to be clear under what planning permission the homes are being sited.
 19. Station Road streetlight: the streetlight has been repaired but unsure whether it has been fixed.
 20. Cllr Stacey has very kindly cut back the wildlife area in the sports ground. An on-site meeting has been arranged with the groundsman and a local resident at 11:30 on Thursday to discuss ongoing maintenance. Can a parish cllr attend this please?
- No progress on outstanding actions:
- o 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.
 - o 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.
 - o Village entrances: Cllrs Sweetland & Forgham are working with the Open Gardens Committee on ideas for the village signage and fences at entrances – carried forward
 - o 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
 - o 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
 - o Clerk had made no progress in determining a plaque for the rugby posts nor on ordering the litter bins.
 - 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
6/7/15

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APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 6/7/2015

- A further Steering Group meeting was held on July with a view to identifying all actions to complete the pre-submission document before it goes out for public consultation. Changes were identified and the following outline timetable was agreed:
 - o Complete pre-submission draft by mid-late July
 - o Approval by parish council late July (extraordinary meeting will be required)
 - o Document to undergo 8 week consultation period August & September
 - o All representations to be logged:
 - Statutory to rCOH/CIB to summarise
 - Public PC to summarise
 - o rCOh/CIB to provide final document
 - o Steering Group mid October to approve before submitting to MKC

Steve Bradbury 6/7/15

APPENDIX A3 – FILE NOTE: Flood Alleviation Scheme at The Dips (item 4.3)

No report received

APPENDIX A4 – FILE NOTE: Repairs to pot holes in road by the Navigation public house

The pot holes that had been marked for repair have all now been filled in by Northants CC. Following a further complaint I got back in touch with them and they have been out and re-inspected the road. They have confirmed that all of the pot holes that met the council's criteria for fixing have been filled in. I have to say that from driving up and down the road a few times myself it is a significant improvement on what went before although it doesn't look great and I am sure that the holes will re-open at some time in the future. That is I'm afraid all I can do on the matter as we have no official links with them or contacts within the organisation whatsoever.

I did ask whether there were any plans to re-surface the road and was told that there is nothing in this year's budget and that there are a lot worse roads than that one in the county so not to hold out too much hope.

Steve Bradbury

1/7/2015