

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 4th January 2016 in the Village Hall

PRESENT: Councillors Ayles, Markham, Keane, Stacey, Hinds, Sweetland & Forgham. The Clerk Mr S Bradbury, Ward Cllrs Green & Geary and 1 member of the public were also in attendance.

The public forum commenced at 7.30:

A question was asked about whether the Speed Indication Device was still in use. It was explained that the groundsman had been on holiday so it had not been re-charged and moved for a short while, but it is definitely still in use..

There being no further matter raised the meeting proper started at 7.34. .

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	None.	
2	DECLARATIONS OF INTEREST by Councillors in any agenda items below	
2.1	Cllr Markham declared a pecuniary interest in item 5.3. Cllr Stacey declared a pecuniary interest in 5.1. and a personal interest in 7.2..	
3	APPROVE MINUTES OF THE LAST MEETING	
3.1	The minutes of the general meeting on the 7 th December 2015 were proposed by Cllr Keane, seconded Cllr Forgham and agreed unanimously..	
4	TO RECEIVE REPORTS	
4.1.	Clerks Report & Review of Actions. (see Appendix A1). Matters arising:	
4.1.1.	Item 2 – the road between Castlethorpe and Haversham will not now be closed on 7 th January. It was pointed out that the February roadworks will end just as the school half term holiday would commence. Cllr Geary will try and get the work postponed to coincide with some of the holiday period. Cllr Geary then added that he had been told that two thirds of the work will take place up by Leamington Farm during which time the junction up to Castlethorpe could remain open. He will liaise further on this matter with MKC.	Cllr Geary
4.1.2.	Item 3 – Cllr Ayles said that he was sure that sewage to be discharged from the development on the corner of Fox Covert Lane and North Street would pass through the pumping station that is currently owned by the residents of Fox Covert Lane. MKC had told the Clerk that this is not a planning matter and that Anglian Water had been involved. The Parish Council had done all it could and it was now a matter of consideration for the residents of Fox Covert Lane should they want to take the matter further.	Cllr Geary
4.1.3.	Item 4 – Cllr Ayles told the Ward Cllrs that he was concerned that parish councils would not have opportunity to review planning applications given the 3 weeks deadline for comments from the time that the application is put on line. Cllr Geary replied that the 3 week stipulation was a result of a change in policy and would affect most parish councils. He is to meet with the Head of Planning later in the week and he will raise the matter and report back on the outcome.	Cllr Geary
4.1.4.	Item 11 – Cllr Forgham reported that the village entrance signs are nearly complete and will be delivered to O. Sawbridge in the next two weeks.	
4.1.5.	Cllr Markham reported that the baby oak tree that had been gifted to the Parish Council is diseased.	
4.2.	Neighbourhood Plan report (see appendix A2).	
4.2.1.	No matters arising	
4.3.	PROJECT REPORT: MKC Flood Alleviation Scheme project report (see Appendix A3)	
4.3.1.	Report not received	

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4.4. **File Note: Meeting between Cllr Ayles, MKC and Ringway 17th December re. Fox Covert Lane street lighting (see Appendix A4)**

4.4.1. Cllr Ayles had raised a formal complaint with MKC about the lack of progress on the Foxcovert Lane street lighting problems but had received no reply. He will now escalate the complaint to 'level 2'.

5 **TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)**

Cllr Stacey retired to the public gallery.

5.1. **15/02823/MIN** - Variation of condition 2 (Vehicle movement) attached to planning permission 09/00627/MIN - Home Farm Hanslope Road Castlethorpe. The Chair suspended the meeting to allow comments from the public gallery. The meeting was informed that the MK Waste contract is being re-tendered which may mean a change in traffic volume. This was not likely to be significant and would only apply for the next three years as a new waste plant is to be developed. The meeting was re-commenced. It was agreed unanimously that there should be no objection. Cllr Stacey returned to the meeting.

5.2. **15/02971/TCA** - Notification of intention to fell and ground out the stumps of 3 x Apple trees (T1, T2 and T3) - 3 Lodge Farm Court Castlethorpe - no objections

Cllr Markham retired to the public gallery

5.3. **15/03001/DISCON** - Details submitted pursuant to discharge of 3 (external materials), 4 (tree survey plan), 5 (tree protection measures) and 7 (construction site fencing) attached to application - Glencote 1 Wolverton Road Castlethorpe - no objections

Cllr Markham returned to the meeting

6 **TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS - no further comments on Section 6**

6.1. **15/01630/DISCON** - Details submitted pursuant to discharge of conditions 3-7, 10-13, 15, 16, 18, 20, 21, 25 and 28 attached to planning permission 11/01593/FUL Former Station Yard Goods Yard Castlethorpe - **details approved**

6.2. **15/02099/DISCON** Details submitted pursuant to discharge of conditions 14 (surface water), 26 (secured by design) and 27 (lamp posts) attached to planning permission 11/01593/FUL Former Station Yard Goods Yard Castlethorpe - **conditions discharged**

6.3. **15/02656/CONS** - Development of club and community training centre Land At Manor Farm Cosgrove (invitation for comments from Northants CC) **pending consideration**

6.4. **15/02775/DISCON** - Details submitted pursuant to discharge of conditions 13 (Foul water), 14 (Structural) and 15 (Materials) attached to planning permission 12/01769/FUL - Land At Fox Covert Lane Castlethorpe **Details approved**

7 **TO CONSIDER RESOLUTIONS**

7.1. A draft notice and information leaflet about the PlanMK Strategic Development Options document had been circulated to Cllrs prior to the meeting (**see Appendix A6**). It was unanimously agreed to remove the passage about the road closure to focus on the meeting where MKC will present the document. The wording of the two documents was otherwise agreed so that they could be issued on behalf of the Parish Council with a couple of minor cosmetic changes. Cllr Forgham had got a quote for printing the leaflets and it was proposed by Cllr Ayles and seconded by Cllr Hinds that an amount of £50 be approved for 400 flyers pro-rated to the number actually required (Cllr Sweetland to confirm) and another £25 for 200 copies of an information sheet to be handed out at the meeting to be produced by Cllrs Ayles & Forgham. Agreed unanimously.
Cllr Forgham to place the order.

Cllr Sweetland

Cllr Ayles/
Cllr Forgham

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Cllr Geary reported that there were only two meetings being held in the area, the other being at Hanslope. He will ensure that Haversham PC are aware of the Castlethorpe session.

Cllr Geary

Cllr Stacey retired to the public gallery.

- 7.2. Cllr Forgham reported that he had been advised that people have been seen using metal detectors and digging in Castle Field. It was unanimously agreed that the Clerk write to Historic England to request that signs are put up prohibiting such activity.

Clerk

- 7.3. Following recent heavy rain there have been real problems in closing the Village Hall front door. The back door has been problematical for some time. It was agreed that the Clerk engage a tradesman to look at the doors and recommend what should be done.

Clerk

- 7.4. The Chair of the Open Gardens Committee had offered to remove the dead tree from Castle Field opposite the shop. It was agreed that Cllr Sweetland accept the offer after contacting MKC to see if planning permission is required to take down trees in conservation areas
The Open Gardens Committee had also offered to plant bulbs on grass verges around the village starting at Wolverton Road. Cllr Sweetland had contacted MKC and had been told to talk to the landscapers Frosts. It was agreed to give the go ahead subject to a discussion with Frosts and the bulbs being clearly demarked.

Cllr Sweetland

Cllr Sweetland

8 **FINANCIAL MATTERS**

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

S Bradbury	Salary December 2015	per pay slip	£522.08
R.Wontner	Dec 2015 invoice cleaning	per attached invoice 6	£180.00
J.Foakes	SID re-placement	per attached invoice	£10.00
J.Foakes	refund key purchase SG	per attached receipt	£25.54
AH Contracts	Dog bin clearance Dec	per attached invoice 8392	£35.00
Pollards	VH Consumables	per attached invoice 81967	£56.00
BT	Clerk phone	per attached invoice	£94.38
NBR Printing	Newsletter	per attached invoice 00890	£278.00
Grand Total			£1,201.00

- 8.2. Cllr Ayles and the Clerk had met and had drafted version 1.2. of the 2016 budget that had been circulated to Cllrs prior to the meeting (**see Appendix A5**). It was agreed that apart from Precept each budget line was acceptable. Following some discussion two proposals were put forward with regard to Precept requirement: an increase of 1.99% & an increase of 2.99%. The increase of 2.99% was agreed by a majority. Clerk to submit precept application accordingly.

Clerk

9 **CORRESPONDENCE RECEIVED (Circulated prior to meeting)**

- 9.1. None.

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

- 10.1. Cllr Keane had tried to report a hole in the pavement outside the shop but had problems with the online system. Cllr Ayles will have a look and report it.

Cllr Ayles

11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS**

- 11.1 The next General Parish Council meeting will be on 1st February 2016 at 7.30 p.m.

There being no further business the meeting closed at 9.15

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Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 4/1/2016

1. A session has been arranged at the Village Hall for 21st January where MKC will come and present their defined strategic options for PlanMK which includes the joining of outlying villages to form ‘satellite towns’ as one of the options. The wording of communications from the Parish Council is to be agreed at tonight’s meeting.
2. Notice has been given that Wolverton Road is to be closed during the daytime on the 7th January and again from 1st to 9th February for essential highway maintenance. Again the bus companies were not informed. MKC have been requested to coincide both bits of work and to at least avoid school bus times. Update requested from them before the meeting.
3. The Clerk had written to MKC to query whether sewage to be discharged from the development on the corner of Fox Covert Lane and North Street would pass through the pumping station that is currently owned by the residents of Fox Covert Lane. MKC had responded that this is not a planning matter and any concerns should be raised with Anglian Water
4. The Head of MKC Planning has told the Clerk that there is a 21 day turn around target for receipt of comments from the time that a planning application is entered onto the system. This means that it is likely that parish councils that meet monthly will have no opportunity to comment before deadlines are reached.
5. The hedge between Thrupp Close and the sports ground has now been cut. Parish Council/Sports Ground Committee to consider arranging regular cuts by a third party of that hedge, the one between the sports ground and Thrupp Close and that alongside the public footpath at the top of the football pitch. Cost has been factored into the draft budget.
6. Cllr Stacey had discussed the pressure washing and moss killing at the tennis courts with a local tradesman. As there is a potential health & safety issue the Clerk had authorised payment up to the authorised level.
7. Highways update:
Mostly through the persistence of Cllr Ayles there has been good progress on Highways matters. The Station Rd barrier is fixed, white lining requests have been issued by Highways for Station Rd and rumble strips on Wolverton Rd, we have got PPF grants to part fund the re-laying of the South St to railway bridge footpath, the odd bollard in the village centre is temporary pending delivery of the right one.
Still outstanding: a formal request has been made for a street sign for Hanslope Rd.
8. Clerk has written to thank John Lewis plc plus the member of the public who facilitated the donation of the new cooker & microwave by them.
9. The tenderers for the work to re-surface the path to the railway footbridge and to re-fit the chain link fence by the bus station have been informed of the Parish Council’s decisions. Both successful contractors have accepted the work orders and are to communicate when the work can be done. The posts and chains have been removed from around the bus stop and new parts are on order. The Youth Club have been informed of the success of the application for the grant to part fund the outward bound event.
10. The Clerk has a key to the new chain and padlock at the entrance gate of the sports ground. Councillors requiring a copy to let him know..

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11. Village entrance gates have been ordered and delivery is not yet known but anticipated at the beginning of February. Hickford Construction have accepted the Work Order to fit them.
 12. The seat at the bus shelter next to The Chestnuts has now been replaced. The Clerk, Cllr Stacey and the chosen contractor met and agreed locations for planting 30 saplings at the sports ground. The contractor has the saplings and will now plant them.
 13. Clerk still to order tracker for sports ground ride-on mower up to a cost of £500
 14. The removal of the diseased small Horse Chestnut tree is to be considered at tonight's meeting
 15. The Clerk has drafted a policy for complaints handling to be considered at a later meeting. Cllrs Ayles, Forgham and Clerk to identify other gaps in documentation of parish council policies e.g. Emergency Plan.
 16. Clerk & Cllr Sweetland will attend Lloyds Bank this month to open two further bank accounts to have the s.106 Planning Gain paid into
- 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 pavilions at the sports ground as part of the project he is undertaking to erect a solar panel farm.
 - 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 Clerk had made no progress in determining a plaque for the rugby posts nor on ordering the litter bins.
 - 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 No progress on the fitting of the basketball hoops.
 - o The replacement of locks on gents & disabled toilet doors still remain from the approved list of Village Hall jobs – were to be completed in September. Status unknown at time of writing this report.

Steve Bradbury
4/1/2016

APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 4/1/2016

The revised version of the Plan (v. 2.12) has been put out for further public consultation over a period of 8 calendar weeks to run up to 1st February. The consultation has been notified via a flyer to every property in the parish, advertised on the village web site and Facebook and email notifications have been sent to all statutory consultees.

Steve Bradbury 4/1/16

APPENDIX A3 MKC Flood Alleviation project report

Not received

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APPENDIX A4 File Note: Meeting between Cllr Ayles, MKC and Ringway re. Fox Covert Lane street lighting

I attended a site meeting this morning with Chris Hales (MKC Streetlighting) and representatives from Ringway and the manufacturer.

As you know, the lanterns on 4 out of the 5 heritage streetlights originally installed on Fox Covert in 2005 have failed and been temporarily replaced with a modern lantern. 6 replacement lanterns are on order and will be installed in the New Year so they will have a couple of spares.

The new streetlights (FC5 upwards) installed as part of Paddock Close are fine as are all the other heritage style lights elsewhere in the village.

I showed the manufacturer the photo I took back in January of FC4 and he has taken the serial numbers from the lamp unit.

However, a tentative view was suggested that this might be a metal failure after 10 years corrosion - shouldn't happen of course. It wasn't just that they are unsecured and had blown off.

The manufacturer is collecting one of the failed units from Ringway (Aylesbury Main) and will investigate and report back . Chris Hales will let us know the outcome.

On a separate note, I mentioned again to Chris Hales the fact that nearly a year's delay was caused because the streetlights are not on MKC's asset register and that I have a formal complaint in progress. He said that this is due to a software fault and is being rectified.

Philip Ayles

17/12/15

APPENDIX A5

CASTLETHORPE PARISH COUNCIL 2016-2017 INITIAL DRAFT v1.2a FOLLOWING MEET P.AYLES S.BRADBURY

All figures Net of VAT	Forecast figures 2015/16	DRAFT 2015/16 BUDGET	DRAFT 2016/17 BUDGET	Variance between Budgets
INCOME				
Precept (full year inc LCTRS grant)	£25,079	£25,079	£25,362	£283
LCTRS Grant	£403	£403	£323	-£80
Interest	£875	£1,100	£850	-£250
Grants	£0	£0	£0	£0
VH Hire & rentals	£9,719	£9,000	£9,000	£0
Sports Clubs season fees	1400	£1,400	£0	-£1,400
Hard Court membership	426	£500	£0	-£500
Misc SG hire	120	£0	£0	£0
Advertising	£250	£250	£250	£0
Total Receipts	£38,272	£37,732	£35,785	-£1,947

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EXPENDITURE				
Administration costs	£6,764	£7,250	£7,300	£50
Clerk wages	£6,264		£6,800	£0
Office expenses	£500		£500	£0
Audit Fee	£350	£500	£350	-£150
Buildings Costs	£6,121	£3,000	£4,500	£1,500
VH	£4,291	£1,500	£2,500	£1,000
SG	£1,830	£1,500	£1,500	£0
OTHER	£0	£0	£500	£500
Chair's Expenses	£0	£100	£100	£0
Consumables	£395	£400	£400	£0
VH	£395		£400	£400
Other	£0		£0	£0
Dog bin clearance	£790	£550	£750	£200
Election costs	£25	£0	£0	£0
Equipment Costs	£1,770	£5,000	£3,000	-£2,000
VH	£600	£1,500	£1,000	-£500
SG	£1,170	£1,500	£1,500	£0
Other Equipment Costs	£0	£2,000	£500	-£1,500
Grants	£0	£0	£1,150	£1,150
To CSA	£0		£1,150	
Other	£0		£0	
Insurance	£1,532	£1,550	£1,550	£0
Landscape Maintenance	£1,300	£2,000	£1,000	-£1,000
SG (parish council area)	£600	£1,300	£900	-£400
Other Landscaping	£700	£700	£100	-£600
Licences/Statutory certificates	£391	£800	£500	-£300
Publications	£1,054	£1,000	£1,200	£200
Rates	£0	£1,326	£0	-£1,326
S137	£2,605	£750	£750	£0
Subscriptions	£247	£400	£300	-£100
Training	£288	£500	£500	£0
Utilities	£5,171	£5,900	£4,000	-£2,000
VH	£2,857	£3,500	£3,500	£0
Gas	£0		£2,200	
Elec	£0		£900	
Water	£0		£400	
SG	£1,864	£2,000	£0	-£2,000
Other (CLERK)	£450	£400	£500	£100
Maint contract cost	£4,032	£5,200	£5,050	-£150

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VH cleaning	£2,572	£3,000	£2,800	-£200
Village maintenance	£1,460	£1,700	£1,500	-£200
SG groundskeeper	£0	£500	£750	£250
Total (Operations)	£32,835	£36,226	£32,400	-£3,926
To / (from Capital) Account	£5,437	£1,506	£3,385	£1,979

CAPITAL ITEMS FOR NOTING

Parish Plan excess costs	£200
Heritage Street Lights	£5,000
Village signs	£10,000
Thrupp Close Play area refurb	£20,000
Footway Paddock Close to village centre	£5,000
Village green benches, bin. Info plate	£2,000
	£42,200

APPENDIX A6 - Public meeting poster & flyer – Plan:MK Strategic Options

Public meeting about the Satellite Town plan Castlethorpe Village Hall

Thursday 21 January, from 6.30pm

Please come along to a presentation by Milton Keynes Council's Planning Department about the forthcoming Public Consultation on 'Strategic Development Options'.

The consultation is very important to people in Castlethorpe because one of the options to expand Milton Keynes is to build 'satellite settlements' or new towns of between 5,000 and 10,000 houses in the rural areas. Although, through the actions of the Parish Council and our Ward Councillors, the names of potential sites have been removed, Castlethorpe and Hanslope were two of the six possible locations in the draft paper. A satellite town would need to have its own shopping centre, schools, surgeries and other facilities and would overwhelm Castlethorpe and Hanslope, leaving us as merely estates within the new town. We would lose our identity and our rural environment. The arrangements for the evening are:

- **6.30pm** Milton Keynes Planning Officers will be available together with large maps on display boards to meet residents and discuss the options informally.
- **7.30pm** Presentation of the Strategic Development Options document together with its background as part of the new Local Plan for Milton Keynes, Plan:MK.
- This will be followed by a Question and Answer session

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- The Ward and Parish Councillors will then explain why they oppose the satellite settlements option and how residents can comment in the consultation.

It is VERY IMPORTANT that residents respond to this consultation. If you object, you

must say so. If we don't make our views clear, there is a real danger that this could happen. **OUR ENEMY IS COMPLACENCY.** Notes for residents to consider in their response will be available at the meeting.

.....

Public meeting, Thursday 21 January

There will be a very important public meeting at the Village Hall on **Thursday 21 January**, starting at 6.30pm to hear a presentation by Milton Keynes Council's Planning Department about the forthcoming Public Consultation on 'Strategic Development Options'. The presentation will start at 7.30pm.

This document can be seen on Milton Keynes Council's Planning Policy webpage at: www.milton-keynes.gov.uk/PlanMK. Copies of the documents will also be available for viewing at Milton Keynes Council Civic Offices and in all libraries across the Borough.

The consultation will run for 12 weeks from Wednesday 13 January to Wednesday 6

April and all comments must be submitted by 5pm on 6 April.

This consultation is of crucial concern to Castlethorpe residents because one of the options to expand Milton Keynes is to build 'satellite settlements' or new towns of between 5,000 and 10,000 houses in the rural areas. Although, through the actions of the Parish Council and our Ward Councillors, the names of potential sites have been removed, Castlethorpe and Hanslope were two of the six possible locations in the draft paper.

To put this in context, at the higher end of the range, 10,000 new houses plus the existing housing in Hanslope and Castlethorpe is the size of a garden city such as Ebbsfleet in Kent. Or again, the new eastern and western expansion areas in Milton Keynes combined are less than 10,000 houses.

A new development would need to have its own shopping centre, schools, surgeries and other facilities and would overwhelm Castlethorpe and Hanslope, leaving us as merely estates within the new town. Indeed, the reason for the size is to make the new towns self-sufficient to minimise the need to travel into Milton Keynes and thus eliminate the need to build any expensive new roads.

But we would lose our identity and our rural environment. It would be like living in the urban area of Milton Keynes except the new town would be twice as big as the largest existing parish in Milton Keynes, West Bletchley.

Please turn over for more information

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It is VERY IMPORTANT that residents respond to this consultation. If you object, you

must say so. If we don't make our views clear, there is a real danger that this could happen. **OUR ENEMY IS COMPLACENCY.** Notes for residents to consider in their response

will be available at the meeting.

There are various ways in which you can give your comments. MKC prefers responses to be made online through its consultation portal at <http://miltonkeynes-consult.objective.co.uk>. Comments can also be emailed to planmk@miltonkeynes.gov.uk or by post to: Development Plans Team, Milton Keynes Council, Civic Offices, 1 Saxon Gate East, Central Milton Keynes MK9 3EJ.

Published by Castlethorpe Parish Council

Village roads to be closed to traffic

Milton Keynes Council has issued a road closure notice for the roads between Castlethorpe and Wolverton on January 7, and also given advance warning of a daytime road closure at Devil's Dip from 1 to 12 February which could affect villagers while repair and maintenance work is carried out.

On 7 January the road from Hanslope to Wolverton will be closed from the junction with Bullington End Road, near Hatton Court, to past Devil's Dip and traffic will be diverted down Bullington end Road, through Castlethorpe and down Station Road, past the Navigation, along the A508 to Old Stratford, London Road, Queen Eleanor Street, Stratford Road, Old Wolverton Road, Haversham Road and Wolverton Road (and vice versa). Buses will also be diverted. An alternative route is via Tathall End, Gayhurst and back through Little Linford and Haversham. From 1 to 12 February the Wolverton road will be closed at the Devil's Dip from 9.30am to 4.30pm each day so that work can be carried out there on essential drainage improvement work and reduce the risk of localised flooding. This include extensive clearance of vegetation, ditches and gullies, tree felling, and topographical and CCTV surveys. The road closure is needed to safeguard the public and the workforce during the works period. Full details of the closure will be published on the village website www.castlethorpevillage.org.uk and the Castlethorpe Facebook page when they become available.

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