



Castlethorpe Parish Council

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

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

There was no public forum

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	Cllr Markham reason work, Cllr Hinds, reason illness, Ward Cllr Geary reason alternate appointment. All accepted.	
2	DECLARATIONS OF INTEREST by Councillors in any agenda items below	
2.1	None	
3	APPROVE MINUTES OF THE LAST MEETING	
3.1	The minutes of the General Meeting of the 7 th March were proposed by Cllr Forgham, seconded by Cllr Keane and agreed unanimously.	
4	TO RECEIVE REPORTS	
4.1.	Clerks Report & Review of Actions. (see Appendix A1). Matters arising:	
4.1.1.	Item 5 – Cllr Forgham said that the village signs will now be completed by the 15 th April.	
4.2.	FILE NOTE - Parishes Forum 24th March 2016 (see Appendix A2)	
4.2.1.	Matters arising – Cllr Ayles said that of particular note was that consideration is being given to closing Newport Pagnell police station.	
4.3.	Verbal report on a visit to the village by MKC Corporate Director of Place	
4.3.1.	Cllr Ayles gave a brief report on a visit by Duncan Sharkey on 30 th March hosted by Ward Cllr Geary and himself.	
5	TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)	
5.1.	None	
6	TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS – no further comments on Section 6	
6.1.	15/02656/CONS - Development of club and community training centre At Manor Farm Cosgrove (invitation for comments from Northants CC) pending consideration	
6.2.	15/03193/TCA Notification of intention to reduce crown by 3 metres 1 x Eucalyptus (T1) and to fell 3 x Fraxinus (T2, T3, T4) Castle House 5 North Street Castlethorpe – no objection to work	
6.3.	16/00247/FUL - Erection of a single storey detached Garden Room with washroom to rear of property (retrospective) 26 The Chequers Castlethorpe pending consideration	
7	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 Keane and agreed unanimously.	
7.2.	Cllr Ayles said that proposals for enhancements to sports ground and play areas provided by a product supplier had been sent to MKC who had found them deficient in several areas. There is now a need to contact other suppliers for further proposals/estimates although it was recognised that this is quite a lot of work so may not happen quickly.	Clerk
7.3.	Cllr Ayles proposed that the parish council approve that an application be made for Parish Partnership Fund Grant (when notified) and 50% funding for village centre improvement project. The Clerk had contacted a contractor to provide a quote for the agreed work specification but had been unable to have an on-site meeting with him as yet. Additionally despite several reminders MKC have still to give costs for heritage style streetlights. Clerk to take forward item to next agenda when hopefully a cost profile will be available. Cllr Ayles suggested that an additional 2 x heritage lamps to be	Clerk



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installed in New Road be added to the specification. This was agreed unanimously.

- 7.4. It was unanimously agreed that Queen's 90th Birthday commemorative medals at a cost of £1.99 per medal + p&p should not be purchased.

8 FINANCIAL MATTERS

- 8.1 The RFO Payments Schedule was proposed by Cllr Keane seconded by Cllr Sweetland and agreed unanimously

Payee	Description	Invoice	Amount
S Bradbury	Salary Mar 2016	per pay slip	£522.08
S Bradbury	Note books	per attached invoice	£14.15
S Bradbury	Printer paper	per attached receipt	£35.16
R.Wontner	Mar 2016 invoice cleaning	per attached invoice 10	£171.00
J.Foakes	Erect copies of new Charter in bus shelters	per attached invoice 1020	£30.00
AH Contracts	Dog bin clearance Mar	per attached invoice 8504	£52.50
Pollards	VH Consumables	per attached invoice 82405	£26.08
BT	Clerk's phone	per attached bill Q0181V	£83.33
PRS	Annual tariff	per attached invoice 4809279	£217.17
EDF Energy	VH Electric	per attached invoice	£203.60
Community Impact Bucks	Neighbourhood Plan final payment	per attached invoice 4109	£4,583.33
LWS Grounds Maintenance	Re-run fresh water drainage VH	per attached invoice	£910.00
Hartwell Safety Services	6 monthly service fire alarm 12 monthly test lights & service extinguishers	per attached invoice 20245	£90.00
Zurich Municipal	Annual Insurance	per attached invoice 21427088	£1,606.43
The Printshop	Print Newsletters	per attached invoice 0252	£330.00
A. O'Hanlon	re-claim cost notice board	per attached invoice	£43.00
Grand Total			£8,917.83

Direct Debits			
E.ON	gas VH - Mar DD	89208742670	£178.00
Data Protection Reg			£35.00
Donation Cllr Geary			-£250.00

	TOTALS		-£37.00
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- 9 **CORRESPONDENCE RECEIVED (Circulated prior to meeting)**
- 9.1. Communications have been received about the state of the road by the Navigation. It was unanimously agreed that the Clerk write to Northants CC.
- 9.2. Anglian Water have advised the launch of a campaign called 'Pollution Watch' – noted.
- 9.3. Representatives of the landowner have written to the parish council advising of pre-application actions on development of Land at Maltings Field - noted
- 10 **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**

Clerk



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- 10.1. None
- 11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS**
- 11.1 The next General Parish Council meeting will be the Annual General Meeting on 9th May 2016 in the Village Hall.
- There being no further business part 1 of the meeting closed at 9.19
- PART 2**
- 12 **TO RECEIVE DECLARATIONS OF INTEREST** by Councillors in any of the agenda items below
- 12.1. None
- 13 **TO CONSIDER RESOLUTIONS**
- 13.1 Cllr Ayles proposed that Jayn Oliff be approached to perform annual internal audits. Seconded by Cllr Keane and agreed unanimously.
- 13.2. The Clerk had been in conversation with Community Impact Bucks (CIB) about their not having fulfilled the work commissioned from them as per the agreement between the two parties. He had accepted that the agreement had been made before Neighbourhood Planning was fully understood and that CIB had over-committed on what was agreed. CIB had offered to reduce their final invoice and the Clerk recommended that this gesture be accepted as closure of the matter. Cllr Ayles proposed that the Clerk's recommendation be accepted and this was agreed unanimously.
- Part 2 of the meeting closed at 9.22.

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 4/4/2016

1. Cllr Geary to continue discussions with the Head of MKC Planning about the new 21 day turn around target for receipt of comments on planning applications (from the time that a planning application is entered onto the system).
2. Highways update (covered in item 4.4). Additional information:
Rumble strips have been put in on Wolverton Road. The combined village name/speed limit sign has been replaced with a 30 mph only sign on Wolverton Road (in preparation for the new village signs) but not yet at the other village entrances.
3. The remaining concrete bases for the old posts at the bus stop opp. Bullington End Road have been removed and the grass has been cut successfully.
4. Cllr Forgham and the Clerk to meet with the successful tenderer for the work to install the gates at village entrances and to re-surface the path to the railway footbridge later this week. MKC have provided some forms to be completed and the contractor is happy to handle this.
5. Village entrance signs: awaiting completion of work by O. Sawbridge and scheduling by contractor as at item 4. MKC have erected the stand alone 30 mph signs and the old combined village/speed limit signs can be removed.
6. Clerk has now received the paperwork from groundsman for the tracker for sports ground ride-on mower. Insurance company to be contacted to see if there is any positive impact on cost of schedule
7. Clerk has ascertained that he and Cllr Sweetland just need to turn up at a branch of Lloyds Bank to prepare for the opening of two further bank accounts (to have the s.106 Planning Gain paid into) and to rationalise the current signatories. Hopefully this month.
8. Re-routing of the (rainwater) guttering at the village hall was completed over the Easter holiday period.



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9. Clerk will arrange to get a quote for the agreed spec for work to improve the village centre when he arranges to meet with the contractor as at item 4. The Clerk had still not received a response from MKC to get a quote to replace streetlights with heritage style versions despite writing to the new Head of Highways.
10. The Playground Officer at MKC had some problems with the proposal provided by Justin Mottaz of Sovereign Playgrounds to provide enhancements to play areas. His comments are to be reviewed and considered against equipment provided by other suppliers. The Clerk had written to Jonathan Entwhistle at MKC to establish whether Planning Gain for playgrounds could be spent on adult gym equipment but the response needs clarifying.
11. Cllr Sweetland has arranged a handover of the Village Hall booking clerk role to a new incumbent.
12. The position of groundsman will need to be filled as the current groundsman has now sold his house and estimates he will be leaving the village in July/August.
13. Clerk still to check with dog waste company on usage of bins and whether to move existing or order new bin for the path alongside the village hall.

No progress on outstanding actions:

- Sports Ground Committee to consider arranging regular cuts by a third party of the Lodge Farm Court 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.
- 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.
- 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.
- 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
- Clerk had made no progress in determining a plaque for the rugby posts nor on ordering the litter bins.
- Review MKC fault list inc. state of Sustrans cycle track
- No progress on the fitting of the basketball hoops.

Steve Bradbury
4/4/2016



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APPENDIX A2- FILE NOTE - Parishes Forum 24th March 2016 (item 4.2)

These are just a few salient points prior to the Minutes and presentations being published.

Superintendent Gez Chiariello, the commander of the MK Local Police Area (LPA) gave a presentation. Organisationally, he has three groups; Emergency Response, Investigation and Neighbourhood Policing. The last is a commitment to retain PCs and PCSOs dedicated to local neighbourhoods but he did qualify this by saying that resources would be allocated on a needs basis which probably means the low crime rural areas will get less resource.

Again, he reiterated his support for NAGs but said that that did not necessarily mean a police presence at the meetings.

Finally, in response to a question, he said that there were plans to review the future of the Newport Pagnell police station and that the current plan was that it would close and be replaced by a drop in centre at the Fire Station. However, he said that these plans had changed several times in the last 12 months and were not final.

Gez also showed a video 'Run, Hide, Tell' which is a Home Office produced video advising the public on how to respond to a terrorist incident. The title says it all.

Philip Snell, MKC, gave a presentation on a review of play areas across the Borough mainly to concentrate resources on a few better equipped areas and close the underutilised ones. He is producing plans for all 40 parishes.

I recommend that we engage with Philip before finalising our own plans for improving our play areas.

MK2050 Futures Commission. Geoff Snelson and Fiona Robinson gave a presentation on the Commission. I did take them to task over their engagement with parish councils and with the public given that they are due to report in July and especially over its consideration of the future size and shape of MK. I have asked that they attend our Local Area Forum on 19th May which is being held at Castlethorpe.

Philip Ayles