



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 6th June 2016 at 7.30 p.m. in the Village Hall

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

Public session: a further comment was made about the blind spot at the 'T' junction where the road coming out of Castlethorpe meets Yardley Road Cosgrove. It was generally appreciated that Northants CC are not going to do anything to improve the situation.

There were no further matters and the meeting proper commenced at 7.35

In the absence of both the Chair and Vice-Chair one of the remaining councillors needed to take on the role. Cllr Markham proposed this be Cllr Stacey, seconded by Cllr Hinds and agreed unanimously. Cllr Stacey took over the meeting as Chair.

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	Cllrs Ayles & Keane reason holiday. 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 9 th May were proposed by Cllr Forgham, seconded by Cllr Hinds and agreed unanimously.	
4	TO RECEIVE REPORTS	
4.1.	Clerks Report & Review of Actions. (see Appendix A1). Matters arising:	
4.1.1.	Item 2 – Cllr Forgham reported that the village gates are being erected at the moment. Oliver Sawbridge will attach the signs when they are ready.	
4.1.2.	Item 7 – The Clerk had now received the report on dog bin usage which showed that the only bin that has been less than 40% full (over 2 cycles) is the one at the end of Maltings Field. The Clerk had previously seen this bin to be fuller. It was agreed therefore that the Clerk go ahead and procure a new bin for installation at the end of the Village Hall path (already approved).	Clerk
4.1.3.	Item 13 – Cllr Forgham informed the meeting that some Iron Age artefacts had been found during the exploratory dig at Maltings Field.	
4.2.	File Note: Record of conversation(s) between Cllr Ayles and Thames Valley Police about recent burglaries and potential implementation of an Automatic Number Plate Reader (ANPR) camera	
4.2.1.	It was agreed that this report be considered at a future meeting to allow Cllr Ayles to participate in any debate on matters arising	
5	TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)	
5.1.	16/01158/FUL Erection of first floor rear extension to & 16/01159/FUL Listed building consent for 11 School Lane Castlethorpe and alteration to fenestration to adjoining property 16 North Street. Cllr Forgham remarked that this application has now been re-submitted several times. It was agreed that as no objections had been raised before there should be none this time.	
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). Current status 'registered' .	
6.2.	16/00929/FUL Demolition of existing two storey rear extension and existing single storey extension and erection of part two storey and part single storey rear extension 3 Bullington End Road Castlethorpe Application withdrawn	
6.3.	16/00931/FUL Prior notification for a proposed single storey rear extension measuring 5.1 metres from the rear wall of the original dwelling with a maximum ridge height of 3.7 metres and maximum eaves height of 2.7 metres 5 Hanslope Road Castlethorpe Prior Approval Not Required	



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- 6.4. 16/01013/FUL Erection of timber outbuilding for use in association with existing dwelling, and ancillary works (Resubmission of 15/03108/FUL) Mulberry House 5 Lodge Farm Court Castlethorpe. **Current status 'registered'.**
- 7 TO CONSIDER RESOLUTIONS**
- 7.1. After some discussion Cllr Stacey proposed that the parish council recommend that the new development at Station Yard be named Old Station Yard. Agreed unanimously..
- 7.2. Following a request from the Ministry of Defence to fly an 'Armed Forces Day' flag for 1 week commencing 20th June it was agreed unanimously that flag(s) be procured and flown from the Village Hall flagpoles. Clerk to order flags, Cllr Hinds will attach them to the poles
- 7.3. It was agreed that Cllr Hinds respond to the MKC SaferMK Safer Neighbourhoods survey on behalf of the parish council
- 7.4. Cllr Hinds reported that there are 6 entrances to Castle Field and proposed that TVP Countryside Code yellow notices be put up at each entrance. It was agreed unanimously that Cllr Hinds order 20 notices.
- 7.5. It was agreed unanimously that the parish council will not comment on the South Northamptonshire Local Plan Part 2A Options Consultation Document
- 7.6. Following some discussion Cllr Stacey proposed to accept a recommendation from the new groundsman to purchase a hand mower for the wild life area and the banks by the tennis courts. It was agreed unanimously that a petrol mower be purchased with a Briggs & Stratton engine up to the sum of £400. The Clerk will liaise with Cllr Markham before making the purchase.
- 7.7. 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 Stacey, seconded by Cllr Forgham and agreed unanimously.
- 8 FINANCIAL MATTERS**
- 8.1 The RFO Payments Schedule was proposed by Cllr Forgham, seconded by Cllr Sweetland and agreed unanimously.

Clerk
Cllr Hinds
Cllr Hinds

Cllr Hinds

Clerk

Payee	Description	Invoice	Amount
S Bradbury	Salary May 2016	per pay slip	£569.09
S Bradbury	Renewal Internet Security	per attached receipt	£33.99
R.Wontner	May 2016 invoice VH	per attached invoice 14	£162.00
R.Wontner	Attend SID training course	per attached invoice 15	£20.00
J.Foakes	SID RE-SITE	per attached invoice 1023	£10.00
J.Foakes	Sports ground hedging & strimming	per attached invoice 1023	£120.00
J.Foakes	Sports ground mowing	per attached invoice 1023	£10.00
J.Foakes	Shelving for Village Hall	per attached invoice 1025/receipts	£205.08
AH Contracts	Dog bin clearance May	per attached invoice 8674	£17.50
BALC	Annual subscription	per attached invoice	£140.25
Print Shop	June newsletter	per attached invoice 0422	£280.00
D.Bugaj	Mowing May	per attached invoice	£63.00
Grand Total			£1,630.91

Direct Debits			
E.ON	gas VH - May DD	89208742670	£178.00
	TOTALS		£178.00



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| 9 | CORRESPONDENCE RECEIVED (<i>Circulated prior to meeting</i>) | |
| 9.1. | The Clerk had received a request for funding from the Community First Responder that was too late to go on the agenda. It was agreed that Cllr Hinds will investigate a joint response with other local parishes and prepare a resolution for the next meeting | Cllr Hinds |
| 10 | ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda) | |
| 10.1. | Cllr Markham said that the new groundsman should receive proper training on the sit down mower beyond what the outgoing groundsman gives him. Cllr Stacey will make the arrangements. | Cllr Stacey |
| 10.2. | Castlethorpe Sports Association had informed the cricket club that following a large unexpected bill they will be turning off the propane supply. Cllr Stacey will discuss the matter with them | Cllr Stacey |
| 11 | TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS | |
| 11.1 | The next General Parish Council meeting will be at 7.30 p.m. on 4 th July 2016 in the Village Hall | |
| 11.2. | It was agreed that the Conference on Emergency Planning and Response to be held on Friday 17 th June at Oldbrook was more appropriate to larger urban councils.
There being no further business part 1 of the meeting closed at 8.25 | |
| | 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 Sweetland proposed that the contract to perform handyman type work around the village be transferred from the current contractor, John Foakes, to Richard Wontner at the same hourly rate. Agreed unanimously.
There being no further business part 2 of the meeting closed at 8.30 | |

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 6/6/2016

1. A new Head of Planning Management is about to start at MKC soon and Cllr Geary will raise the matter about the new 21 day turn around target for receipt of comments on planning applications with him. Cllr Ayles said that, additionally, he had raised at the Parishes Advisory Group with the Cabinet Member with responsibility for parishes, Cllr Liz Gifford and she had also undertaken to have this resolved.
2. Village entrances: gates to be installed this week. Cllr Forgham and Clerk have met contractors on site to re-confirm spec. Entrance signs are now complete and will be affixed to gates this week. Re-laying of path to railway bridge still to be scheduled.
3. 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. Carried forward.
4. There has still been no response from MKC for the requested quote to replace streetlights with heritage style versions even though the matter has been escalated to the new Head of Highways. The parish council has estimated the cost and approved an amount to commit from capital reserves ready to apply for Parish Partnership funding to fund the previously agreed improvements to the village centre.
5. Jonathan Robinson at MKC has approved that £5,800 of the allotted £15,824 can be used for outside adult gym equipment at the sports ground. Subject to approval by parish council alternate quotes for a double rower, an arm & pedal bicycle, a double pull down challenger and a stepper will be obtained hopefully for the next meeting.



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6. The position of groundsman has been offered to and accepted by Danny Bugaj who will also be fulfilling the role for the Sports Association.
7. Clerk has not received the requested report on dog bin usage from AH Contract so the parish council can decide whether they want a new bin or to move an existing one to the path alongside the village hall. Similarly the requested walk round to look at the dog bins and if/how they can be renovated has still to be arranged.
8. Clerk has been in touch with Historic England about the collapsed fence between Castle Field and 1 North Street. The guidance received was that if the same holes can be used for fence posts then they would be happy for the work to go ahead. Clerk has requested a quote for the work from Alan Hickford
9. The Clerk has commissioned a local tradesman to repair the fencing to Castle Field opposite the shop.
10. The Clerk has spoken to Tom Jones at MKC about transferring ownership of the hedge in Thrupp Close. He is keen to get the matter resolved. At Tom's request the Clerk has asked Graham Brandom at PDD to email him so the matter can be pursued urgently.
11. The Clerk has provided the information for CAMRA (CAmpaign for Real Ale) to register the Carrington Arms as a community asset. This is a service that CAMRA provide as part of their campaign to keep local pubs open.
12. The Chair has included an invitation for people who have complaints about rumble strips on Wolverton Road to contact parish councillors in his article for Castlethorpe News.
13. Archaeological trenching has now been completed in Maltings Field.

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
6/6/2016