



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on
Monday 5th December 2016 at 7.30 p.m. in the Village Hall

PRESENT: Councillors Forgham, Sweetland, Ayles, Hinds & Keane, Ward Councillor Geary, the Clerk and 5 members of the public

It was reported that the gate to the bridleway off Station Road gets blocked by people parking. Cllr Ayles will ask the landowner for permission to erect a sign.

Two members of the church stewardship committee advised the meeting about plans to improve facilities at the church. This would involve bringing in new electric and water supplies and the changes would make the main area usable as a hall that could be used as an alternative venue for functions to the Village Hall. It is still early days and a final specification and cost has yet to be established. The matter will come under further discussion when these are finalised.

Concern was raised about the two outline planning applications at Hanslope. Both Hanslope and Castlethorpe parish councils had commented on the first and would do so on the second application (item 5.1. tonight). A question was raised as to where the ANPR camera that is to be installed in the village will be sited. The parish council had been told by the police that recent incidents would have been 'cross border' crimes. As a result it had been jointly decided that the best sitings would be on Station Road and Long Street Hanslope. The cameras are not owned by the parish councils; grants had been made to Thames Valley Police to purchase them and it is they who will be responsible for ongoing management/maintenance. There being no further questions the meeting proper started at 8.02.

1 **APOLOGIES FOR ABSENCE**

1.1 Cllr Markham reason sickness, Cllr Stacey reason work. 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 7th November were proposed by Cllr Keane, seconded by Cllr Sweetland and were agreed unanimously.

4 **TO RECEIVE REPORTS**

4.1. **Clerks Report & Review of Actions (See Appendix A1).** Matters arising:

4.1.1. Item 12 – Cllr Forgham had discussed the digging in Castle Field with Nick Crank at MKC and not English Heritage

4.2. **Oral report on Public Realm Services in 2017/18**

Cllr Ayles will update further when the budget is discussed at item 8.2.

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

5.1. **16/02937/OUT** - Outline planning application for the erection of up to 141 dwellings (Use Class C3) with associated access, earthworks and other ancillary and enabling works. All other matters (appearance, landscaping, layout and scale) reserved. Hanslope Site Long Street Road Hanslope – Cllr Ayles said that consideration had to be given to the cumulative impact of two large developments that together would increase the size of Hanslope by c. 30%. It was unanimously agreed the Clerk would object to the application on the following grounds:

1. The cumulative effect of the applications would be to increase the size of Hanslope by c. 30% putting education and health services under considerable strain
2. The parish council had already raised objections to application 16/02106 that:
 - a. development on this scale would put at risk the placement of pupils of age 7+ at Hanslope primary school
 - b. The addition of a large number of new homes would put pressure on the Hanslope surgery and would adversely affect the availability of doctors at the practice

ACTION

Clerk



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3. The parish council is concerned at the ability of the roads into Milton Keynes to handle the considerable increase in traffic.

5.2. **16/03265/DISCON** - Details submitted pursuant to discharge of condition 5 (landscaping) attached to planning permission 15/01265/MMAM Land Adj To Lodge Farm House Wolverton Road Castlethorpe - noted

5.3. **16/03291/EIASCR** - Environmental screening opinion request for application 16/02106/OUT, Castlethorpe Road, Hanslope (outline application to erect up to 150 dwellings) - noted

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. **16/02106/OUT** - Outline application (all matters reserved except access) for residential development of up to 150 dwellings, estate road, open space and associated works. | Land Off Castlethorpe Road Hanslope **Registered**

7 **TO CONSIDER RESOLUTIONS**

7.1. Cllr Ayles had been approached by a former member of the Allotments Association (AA) Committee who told him that the parish council had paid no rent for the sports ground for the past two years. Approximately two thirds of the sports ground had been transferred over to the parish council by the allotments Association for a lease of 999 years on payment of a 'peppercorn' rent. The individual recalled though that he had agreed with the parish council many years ago that an amount of rent should be paid for the buildings. The clerk had never received an invoice and had never made a payment in his 4 years in the job. He had checked the records left by his predecessor who had not made any payments for (at least) the 12 months previous to his tenure. He had no idea how much was supposed to be paid and when, so had contacted someone who he thought to be a current AA committee member who said that he would forward a copy of the agreement and invoices for back rent. These had not been received. It was unanimously agreed that until the AA send invoices and a copy of said agreement then nothing more should be done.

7.2. An item had been put on the agenda in case any decisions were required on the forthcoming church improvements as discussed in the public forum. It was agreed that in view of the early state of the project nothing is required at this time.

7.3. It was agreed that it is important to be able to see footpath way markers from a distance and that the previously identified markers may be ineffective. Cllr Ayles to do further research

7.4. A late submission from the land owner's agents had been received by MKC maintaining their opposition to having Gobbey's field declared as a local 'green space' in the Neighbourhood Plan. It also questioned the information provided by the parish council about public use of the field. MKC are seeking advice from their legal section on this response and also on whether a different examiner should be requested to assess the various evidence. It was agreed unanimously that Cllr Ayles write to MKC maintaining the parish councils position on the reported usage and that a different examiner should be employed.

Cllr Ayles

Cllr Ayles



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8 FINANCIAL MATTERS

8.1 The RFO Payments Schedule was tabled. Cllr Ayles asked what the £100 returned by Castlethorpe Sports Association was about. Clerk will find out. Cllr Forgham reminded the Clerk that there was an invoice from New Bradwell Reprographics for £205 for printing the newsletter *added to schedule. The revised schedule was proposed by Cllr Ayles, seconded by Cllr Forgham and agreed unanimously.

Clerk

Payee	Description	Invoice	Amount
S Bradbury	Salary July 2016	per pay slip	£569.09
S Bradbury	Stamps	per attached receipt	£20.88
R.Wontner	Nov 2016 invoice VH	per attached invoice 23	£162.00
R.Wontner	Refund purchase of bin VH	per attached invoice 23	£39.99
D. Bugaj	SG maintenance Nov	invoice awaited	£196.00
AH Contracts	Dog bin clearance Nov	per attached invoice 8787	£35.00
Pollards	VH Consumables	per attached invoice 83387	£32.95
Pollards	VH Consumables credit note	per attached credit note	£6.20
Milton Keynes Garden Machinery	Repair mower SG	per attached invoice 35116	£144.90
Mr D Hinds	Refund purchase replacement Xmas lights	per attached invoice email	£218.75
Mr D Hinds	Refund purchase Xmas trees & light fittings	per attached invoice email	£52.00
SLCC	Annual membership	per attached invoice email	£108.00
Janus Safety Solutions	PAT testing	per attached invoice 3655	£65.00
Glenmore Farm	SG diesel	per attached invoice 1035	£93.60
CSA	liability provision refund	per bank statement	-£100.00
New Bradwell Reprographics *	Print village newsletters	Per invoice	£205.00
Grand Total			£1849.36

Direct Debits			
Anglian Water	Water rates VH	197789257	£108.76
EDF	electric VH	6.71071E+11	£72.00
E.ON	gas VH - Nov DD	89208742670	£160.00
DD Total			£340.76

8.2. Cllr Ayles reported that MKC have now published their draft budget and had decided what services to discontinue or reduce. Grit bins will not be restocked and litter bins will not be emptied outside the normal cycle as we have had cause to request on several occasions. It is difficult to project whether the number of grass cuts will reduce but strimming will certainly be less. There is a need to examine the cutting and strimming schedules but these will not be produced until after budgets are set. There may also be a need for a separate schedule for litter bin clearance. There is a need to apply weed killer in several places in the village as this was not done this year. Cllr Sweetland will get a quote from Frosts who should have the previous schedule. It is difficult to know at this stage what the additional work beyond that to be provided by MKC will cost.

Cllr Sweetland



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Additionally there may be a need to draw on reserves for legal challenge to the 'satellite settlement' development option put forward by MKC. It was agreed unanimously that the precept would have to be raised to meet certain additional costs but to do so without introducing a significant uplift. Increases of 3% and 5% were proposed. It was decided by a majority that a 5% raise was in order. Any costs above this amount would be met from parish council reserves.

Clerk's note: a 3% increase amounts to £1.84 p.a. per average sized household and 5% is £3.07

- 9 **CORRESPONDENCE RECEIVED (*Circulated prior to meeting*)**
- 9.1. MKC have written to parish & town councils asking for their support in recruiting people to foster children. Cllr Forgham will put an article on social media. Cllr Forgham
- 9.2. A company called Festive Road have written to parish councils asking for a grant of minimum £100 to help fund their 3rd Annual Festival of Fire, in Campbell Park on 17th December 2016. It was agreed that the council's policy is not to give grants to initiatives that do not directly benefit the village.
- 10 **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 10.1. The white village entrance gates on Wolverton Road need cleaning. Cllrs Forgham and Keane will attend. Cllr Forgham/Keane
- 10.2. Someone from the Willen Hospice shop had offered photos of Castlethorpe taken before the great fire. Cllr Forgham will take them get them framed and put them up on the Village Hall wall. Cllr Forgham
- 11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS**
- 11.1 The next General Parish Council meeting will be at 7.30 p.m. on 9th December 2017 in the Village Hall
- 11.2. Two briefing sessions on Plan:MK have been arranged on 15th December 2016 in Room 2 at the Civic Offices. The sessions start at 2.30 and 7.00. Cllrs Ayles & Sweetland will attend the first and Cllrs Keane and Forgham the second.
- 11.3. BALC have arranged Accounts & Finance training at Quinton on 19 January and Great Missendon on 16 February at a cost of £53 per seat. It was agreed that Cllr Ayles and the Clerk will attend.
- There being no further business the meeting closed at 9.10

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 5/12/2016

1. Work will commence on re-surfacing the path from South Street to the railway footbridge this week.
2. Mandate to add Cllrs Forgham and Keane to Lloyds Bank signatories to be signed by cllrs tonight.
3. No response has yet been received on the submitted application for a Parish Partnership Investment Fund grant to perform village centre enhancements to the amount of £4980.
4. 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. Quotes to be obtained for a double rower, an arm & pedal bicycle, a double pull down challenger and a stepper. Quotes to be obtained this month.
5. New 60 litre dog bin for Fox Covert Lane and removal of the existing bin to the rear of the Village Hall will take place this Friday. Bins that have been identified for renovation will then be taken away (replaced by temporary bins) worked on and returned soon after.
6. Hedge in Thrupp Close is still to be cut having been transferred over to MKC.
7. To register the Carrington Arms as a community asset would require changes to the Land Registry mapping as the ground floor extends into the area detailed as the property next door. Agreed with Charles Millest at MKC that the matter is too complicated to take any further.
8. Cllr Hinds was to talk to Cllr Stacey about the 20 TVP Countryside Code yellow notices for Castle Field.



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9. Groundsman and Clerk to meet with Cllr Sweetland this week to see if her now redundant petrol mower is suitable for use at the sports ground.
10. Dorien James of the Castlethorpe Sports Association has confirmed that the propane feed has not been turned off at the cricket pavilion. He is carefully monitoring usage.
11. An update from MKC on the latest public consultation on the Neighbourhood Plan is hoped for before the meeting.
12. Cllr Forgham had agreed with Heritage England that the removal of turf from Castle Field was not a matter for concern
13. Euan Darling at MKC has agreed that the area around all village entrance signs can be included within the scope for MKC grass cutting.
14. Cllr Ayles will add a reminder to MKC to get house number signs erected in Thrupp Close
15. The position of the footpath 'way markers' is to be further discussed tonight
16. There have been no further reports of problems with the drains at South Street.
17. Cllr Markham to liaise with Ward Cllr Green about 'collapsed sewer' at North Street.
18. Clerk to contact MKC Public Health team to use the Village Hall to promote a 'give up smoking' campaign in January. All weekend days are currently available.
19. Clerk & Cllr Forgham to agree how best to cascade information about healthy lifestyles on a monthly basis by way of social media, hardcopy posts and/or items for the village newsletter as requested by MKC Public Health team – carried forward
20. Cllr Forgham has re-engaged New Bradwell Reprographics to produce village newsletters and informed former printers of closure of arrangement. Latest newsletter has been produced under this arrangement
21. Clerk to arrange service of the Propane configuration at the cricket pavilion – carried forward.
22. It was not possible to complete the survey as actioned at the last meeting as the closing date was 28th October
23. Clerk had forwarded support all aspects of the Proposed Submission Draft for the MKC Site Allocations Plan and responded to the MKC survey on the proposed amendments to the Scheme of delegation and constitution as agreed at last meeting
24. Clerk has still to formally join the MKC scheme to increase the usage of green recycling bins.
25. Clerk and Cllr Forgham have yet to review the report on Village Hall drains before discussing the matter with residents of Castle House.
26. Cutting of hedges between the sports ground and Thrupp Close & Castle Field to be discussed as a matter arising from budget discussions tonight.

No progress on outstanding actions:

- 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.
- Review MKC fault list inc. state of Sustrans cycle track
- No progress on the fitting of the basketball hoops.

Steve Bradbury
5/12/2016