



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 6th March 2017 at 7.30 p.m. in the Village Hall

PRESENT: Councillors Ayles, Forgham, Hinds, Stacey and Sweetland and 2 members of the public

Public session: A resident said that he and several of his neighbours had not been notified by MKC of a planning application near his home. He was advised to contact MKC Planning Department to complain and ask for a notification letter.

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
|--------|---|-------------------------|
| 1.1 | Councillors Keane (holiday), Markham (illness) and Clerk (holiday). All accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | None | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | The minutes of the General Meeting of the 6 th February were proposed by Cllr Hinds, seconded by Cllr Stacey, and were agreed unanimously. | |
| 4 | TO RECEIVE REPORTS | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1). Matters arising: | |
| 4.1.1. | Item 4 – Clerk to investigate the possibility of a grant from WREN towards the proposed playground and fitness equipment. Applications start on 08/03/17. As evidence of public support for the project would be needed, Clerk also to write to the main groups that would use it for their feedback and also ask parents in Thrupp Close and Bullington End Road for their views. | Clerk |
| 4.1.2. | Item 18 – Cllr Sweetland has been looking at the problems with overflowing litter bins and weedkilling of verges etc. A meeting has been scheduled by MKC for 25/03/17 when more details of any cuts to these services will be revealed by them. Cllr Sweetland to continue to assess. | Cllr Sweetland |
| 4.2. | Cllr Ayles gave an update on MKC Highways reported faults. See Appendix A2. | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed online by Cllrs) | |
| 5.1. | 17/00454/FUL - <i>New 3 bedroom detached dwelling house on Land to the South East of 23 Shepperton Close.</i> The Parish Council has received several objections from nearby residents saying that a new house would add to the parking problems in Shepperton Close, particularly as it is on a bend, and the “shared parking” spaces are already fully occupied. There were also several covenants on all properties in the Close, including not to fence or hedge gardens, and there is concern about the state of the drainage and sewers. It had been suggested that the land was actually designated as open space and some believed it was actually owned by MKC. The Parish Council agreed unanimously (proposed Cllr Ayles, seconded Cllr Forgham) to object to the application on the grounds that the allocated parking in the application fails to meet the requirements of MKC Parking Standards SPD 2016. Cllr Ayles will write to Duncan Sharkey at MKC to question the positions of ownership and covenants. He will also draft a summary of the council’s agreed objections and forward to the Clerk for him to send to MKC Planning. | Cllr Ayles

Clerk |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS – no further comments on any of the items | |
| 6.1. | 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 – status ‘registered’ – amendments made following conversation between applicant and MKC Highways | |
| 6.2. | 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 – details approved | |

- 6.3. **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 – **still awaiting decision**

7 TO CONSIDER RESOLUTIONS

- 7.1. Cllr Ayles proposed that the Clerk identify any potential candidates for Ringway corporate projects and agree them with at least two cllrs. Agreed unanimously. Clerk

8 FINANCIAL MATTERS

- 8.1. The RFO Payment Schedule was proposed by Cllr Ayles, seconded by Cllr Forgham and agreed unanimously. A late invoice from AH Contracts for February dog bin clearance to the amount of £40 plus VAT was approved for addition to the schedule.

Payee	Description	Invoice	Amount
S Bradbury	Salary Feb 2017	per pay slip	£569.09
R.Wontner	Feb 2017 invoice VH	invoice awaited	£171.00
Gavin Becks	Two visits to Village Hall to fit air dryers	invoice awaited	£80.00
CSA	Refund payment for lock repairs on sports buildings doors	invoice awaited	£200.00
Milton Keynes Garden Machinery	Service mower	per attached invoice 35045	£585.95
Hartwell Safety Services	Service VH fire alarm & extinguishers	per attached invoice INV00563	£90.00
NBR Printing	March Castlethorpe News	Per attached invoice	£256.25
Grand Total			£1,752.29
Direct Debits			
EDF	electric VH	671070653836	£72.00
E.ON	gas VH - Nov DD	89208742670	£104.00
DD Total			£176.00

9 CORRESPONDENCE RECEIVED (Circulated prior to meeting)

- 9.1. An invitation has been received to attend, 'Reducing the Risk and Impact of Flooding', an interactive strategy discussion on 27th April 2017 in Central London. Noted.

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

- 10.1. Cllr Ayles reminded the councillors that the April meeting will also be the date of the Annual Parish Meeting, which should be publicised throughout the village and on the village website and social media.

11 TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS

- 11.1 The next General Parish Council meeting will immediately follow the Annual Parish Meeting on 3rd April 2017 in the Village Hall

There being no further business the meeting closed at 8.14pm

Cllr Forgham
/Clerk

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 6/3/2017

1. Cllrs Forgham and Keane to arrange cleaning of the village entrance gates on Wolverton Road. Not done last month due to inclement weather
2. Cllr Keane and Cllr Forgham have now been added to the list of Lloyds Bank account signatories.
3. Applications for Parish Partnership Investment Fund grants have been processed and recommended for delegated decision in mid-March.
4. Initial meeting held between Clerk & Playground cllrs - actions:
 - a. Clerk to get details of construction materials plus warrantee for all items
 - b. Clerk to obtain details of reference sites from each supplier
 - c. Clerk to ask Philip Snell MKC for references on bidding companies
 - d. Clerk to obtain maintenance costs
 - e. Clerk to investigate WREN grant – applications to be in by 5th May for next round
 - f. Cllr Keane to solicit opinions on proposed outdoor gym equipment
5. Cllr Hinds was to talk to Cllr Stacey about the 20 TVP Countryside Code yellow notices for Castle Field – carried forward.
6. Another attempt by the Clerk to get the Groundsman to meet with Cllr Sweetland failed – carried forward
7. Footpath 'way markers' have been delivered and paid for. Currently with Clerk.
8. Clerk & Cllr Forgham still 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 – no progress carried forward
9. Locks have been fixed on doors to the cricket pavilion so Clerk will arrange the servicing of the Propane configuration at the cricket pavilion.
10. Now awaiting the February results from the MKC green recycling competition. A top prize of £5,000 is on offer to spend on community projects with £1000 prizes for second and third places.
11. Clerk and Cllr Forgham have yet to review the report on Village Hall drains before discussing the matter with residents of Castle House – no progress carried forward.
12. Cllr Forgham has detected a problem with one of the village entry signs needing attention. He will await spring to ensure that none of the other signs are damaged before contacting the manufacturers – carried forward
13. The Clerk has written to the Chair of School Governors about the planning application for the extra classroom and has requested a response. Original email re-sent
14. The Clerk has contacted MKC about renewing/replacing the current Dog Control Orders that expire in April 2017. Jeanette Middleton at MKC has raised a request on the Environmental Health team (Ref FS12610533) who may respond in due course. Progress chase on 28th February explained that we would be illegally stopping people from entering the sports ground once the order expired. Person dealing said that she would get a member of the public health team to contact me urgently.
15. AH Contracts have responded to the Clerk's request for an estimate: there will be a cost of £2.20 per litter bin clearance if at same time as dog bins cleared. Cllrs notified.
16. Clerk still to pursue actions coming out of recent Finance course – see item 4.2.1. of previous minutes. ANPR Signage - we are waiting for responses from MKC and TVP. Danny Mullens was to contact Clerk but has not yet done so. On receipt of advice Clerk will elicit quotes for signage.
17. Best kept village – Cllr Sweetland was to arrange 'village walkabout' and to obtain a schedule and details of the scope of weedkilling performed at the moment. She and the Clerk would then get some quotes. The Clerk has contacted Hamslope and Haversham to see if they would be interested in a joint contract. Hamslope said that they may be but Haversham are not.

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 CPC 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 6/3/2017

2. File Note: Highways Update 6th March 2017 (Item 4.2)

Work seems to have stalled in the latter part of 2016 probably due to the turnover of MKC Highways Management. However, Duncan Sharkey has pointed me to David Hall who is interim Highways Manager. David has worked at MKC Highways before and we have had a productive relationship and he seems now to be moving things forward.

Devil's Dip Flood Prevention Scheme. David has now appointed Paul Bell as Project manager. A detailed report is available though, in summary, the hydrographic study was done last year but the analysis of whether they need to increase the capacity of the pipe under the road or see if further clearance work (in addition to that done last year) is necessary, has not been done. The problem is that the outline timescale looks like a further year which is not acceptable. I have asked for quarterly reports probably at the Local Area Forum but otherwise to the three Clerks.

Traffic Speed Reduction Scheme.

Station Rd. The centre lines painting has been ordered by David Hall for 2017/18. (This was recommended by Adrian Carden as a way of reducing drivers speeding for the priority workings before oncoming drivers.

Bullington End Rd speed reduction. From SID measurements, the problem seems to be outside the priority workings and especially by Glenmore Farm. Previous advice was that a 40mph area would not be effective and an 'Animals Crossing' sign suggested. Recommendations requested.

Hanslope Rd traffic calming. Recommendation from Adrian Carden was for two sets of humps either side of entrance to Lodge Farm Court. I have requested confirmation that this is acceptable to Highways and also for a quotation as I suspect the parish council will have to fund them.

Protective posts by village centre. These were reported to be are on order last May by Rob Ward. David cannot find any record of the order. I have suggested he speaks to Peter Hubbard.

Streetlights in Fox Covert. All but one of the streetlights had been replaced and the last lantern was on order last May. David is chasing this.

Markings outside school following police incident and subsequent meeting with Adrian Carden. David has taken an action to see what can be done here.

'ANPR operates in this village' signs. Awaiting guidance on size, colour, font and location from Danny Mullins (Ringway)

Philip Ayles, 6/3/17

3. File Note – Letter from Ringway inviting applications for 'corporate projects' (item 7.1)

PROJECTS IN OUR COMMUNITY

Ringway are the Service Provider for Milton Keynes Council based in the Highways Depot at Bleak Hall, managing reactive maintenance of the road network, footways, redways and street lights in Milton Keynes along with planned works such as resurfacing, drainage, bridges and other highway associated activities.

Corporate Responsibility (CR) is high on our agenda, our employees each have two paid 'volunteer days' each year and regular meetings take place to share ideas and report on progress between our different contracts nationwide. In 2016 we were able to support 12 projects and we would like to work with you to identify new opportunities for 2017 and welcome your ideas to ensure that our help can go to places and people that need it most.

Examples of projects undertaken include the refurbishment of charity premises, clean up of public spaces, environmental enhancements, pond clearance and litter picking.

Please see attached pro-forma to complete if you have any suggestions. This can either be emailed to Suzanne.seaman@ringway.co.uk or posted to the above address. Unfortunately we are unable to assist with every project. We look forward to hearing from you.

Yours sincerely,

Suzanne Seaman, Business Manager