



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 3rd April 2019 in the Village Hall following the Annual Village Meeting

PRESENT: Councillors Keane, Sawbridge, Markham, Ayles, and Forgham, the Clerk, Ward Cllr Geary and 1 member of the public.

There was no public session:

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
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| 1.1 | Cllrs Hinds reason illness, Cllr Stacey reason alternate commitment - accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | None | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | The minutes of 4 th March contained an error whereby Cllr Sawbridge was incorrectly not registered as an attendee. They were proposed by Cllr Keane seconded Cllr Forgham and agreed unanimously with this one change. | |
| TO RECEIVE REPORTS | | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1). Matters arising: | |
| 4.1.1. | Item 3 – Cllr Ayles had talked to Cllr Geary about alternative ways to apply for a ‘public arts’ grant to fund the installation of a clock in the Village Hall but there were no options available. It was agreed to go forward and pay for the clock with s.106 planning gain. | |
| 4.1.2. | Item 7 – Cllr Markham agreed to check the landscape maps that had been provided by MKC for correctness before we issue an Invitation to Tender for the landscaping outsource | Cllr Markham |
| 4.1.3. | Item 12 – Clerk to arrange a meeting with groundsman and Sharron Clegg to arrange first phase of village green landscaping improvement and to clarify grass cutting arrangements at wildlife area as sit on mower blades cannot be raised.. | Clerk |
| 4.2. | Report from David Frost MKC Road Safety Officer following a visit to Castlethorpe (see Appendix A2) | |
| 4.2.1. | Report was noted | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) | |
| 5.1. | None | |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION | |
| No further updates on 6.1. & 6.5. | | |
| 6.1. | 19/00393/FUL - Attic conversion to include dormer and roof light 7 South Street Castlethorpe – revised plans submitted. No objections | |
| 6.2. | 19/00392/FUL - Attic conversion to include dormer and roof light 9 South Street Castlethorpe – revised plans submitted. No objections | |
| 6.3. | 18/02921/REM Reserved matters application for the substitution of House types to Plots 12, 13, 20, 45, 46, 47, 50, 53, 55, 79, 85, 87, 95, 97, 98, 111 in accordance to application 16/02937/OUT. Status: Registered .no updates this month | |
| 6.4. | 17/00838/OUT Outline application for the development of 200 dwelling houses, with all matters reserved Land To The East of Eastfield Drive Hanslope – was rejected by DCC | |
| 7 | TO CONSIDER RESOLUTIONS | |
| 7.1. | It was agreed that more information is required before a decision is taken on what action to take in response of a resident’s request to set up a free library in the village. Cllr Ayles will arrange a visit to an existing example. Clerk to put item on next agenda. | Cllr Ayles
Clerk |
| 7.2. | Cllr Forgham had looked at different options for services to take card payments for Village Hall bookings by phone/card which he had circulated to cllrs. He proposed that the offering from Square were most cost effective for our purposes. It was agreed unanimously that this option should be taken forward. Clerk to make the necessary procurements and he and Cllr Forgham arrange a session with the Booking Clerk to try out the purchase and refund processes. | Clerk/Cllr
Forgham |
| 7.3. | Cllr Ayles proposed that the SaferMK Information Sharing Protocol be adopted. Agreed unanimously. | |
| 8 | FINANCIAL MATTERS | |

8.1. Proposed by Cllr Ayles seconded Cllr Forgham and approved unanimously

Payee	Description	Invoice	Amount
S Bradbury	Salary Feb 2019	per pay slip	£624.62
S Bradbury	Refund purchase postage stamps	per attached receipt	£30.00
S Bradbury	Refund purchase rock salt	per attached invoice	£82.50
Stacey Blease	Feb invoice VH	per attach invoice 2	£330.00
Viking	VH consumables	inv 370661	£43.91
Viking	less credit	inv 6134285	-£13.30
NBR Printing	Newsletter	inv 1545	£153.75
Janus Safety Solutions	PAT testing	attached invoice 5932	£65.00
R. Forgham	Refund V sweeper for VH	attached invoice 2966	£69.18
BP Shayler	Annual boiler service	attached invoice 215	£80.00
BP Shayler	Repair light fittings VH	attached invoice 215	£210.82
Grand Total			£1,676.48

Direct Debits			
E.ON	gas VH - Dec DD	89208742670A	£119.00
EDF Energy	elec VH - Dec DD	107789257	£69.00
Google Ireland Ltd	G-suite	26107096G10SRJ3131	£19.80
XLN Telecom	Clerk's phone Apr	4976199 13977882	£31.10

DD Total			£238.90
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- 9 **CORRESPONDENCE RECEIVED (Circulated prior to meeting)**
- 9.1. Keep Britain Tidy had asked all Parish & Town Councils whether they would like to take part in the Great British Spring Clean up to 23rd April. Cllr Ayles reported that there had been no support whatsoever from the public for this type of initiative. Matter noted.
- 9.2. An email has been received from a resident about landscaping and footway issues. The three main concerns raised were that one of the trees on the grass verge had died and needs replacing, that the dead tree had left fallen branches which the grass cutters had just mown over and left considerable debris and that all around the village grass had overgrown onto footways thus reducing the width of walkway. The Clerk has contacted the mowing contractors who had apologised but confirmed that this is not normal practise. Cllr Markham will arrange for the dead tree to be replaced. There is certainly no money in the MKC budget to scrape back the grass around all village footways but the matter can be brought up before the handover of landscaping responsibility.
- 10 **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 10.1. Village entry gates and signs need cleaning. Clerk to get a quote for consideration next meeting.
- 10.2. Cllr Ayles asked if we should consider planting bulbs throughout the village. Clerk to put on next agenda. Cllr Keane will sketch a recommendation for Station Road.
- 11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS**
- 11.1 The next General Parish Council meeting will be the Annual General Meeting on 15th May 2019 in the Village Hall.

Cllr Markham

Clerk

Clerk/Cllr Keane

There being no further business the meeting closed at 9.28 pm

APPENDIX A1 – CLERK’S REPORT 1/4/2019

1. Plan:MK was adopted by MKC at the Council meeting on 20th March
2. MK full Council also accepted MKALC amendments to retain 3 minute speaking, two questions and 28 day response time for planning applications
3. Brian Shayler has yet to contact Cllr Forgham about cost of installing clock at Village Hall. Following confirmation from MKC that there is no ‘public arts’ allocation for the planning gain from the Paddock Close development Cllr Ayles to discuss possible funding alternatives with Cllr Geary.
4. The Clerk now has a report from the plumber who fixed the burst pipes at the Sports Ground leading to an excessive Water Rates demand. He will now contact the facility providers who will need to refer the matter to Anglian Water.
5. Proludic still to make the £1000 refund to us – met with the Account Manager and she assured us that it will be done. Assets to be added to Insurance and Asset List – carried forward
6. All grants now received/applied for except s.106 contribution for village centre work
7. Initial meeting held with Roland – parish councillor at Hanslope, about working together on the 2020 landscaping outsource. It was agreed that the first step should be to sense check the maps sent out by MKC. Hanslope had recently run an exercise to place a landscaping contract for their sports ground and had received several bids, albeit most from small scale suppliers. Next meeting to be held early May where it is expected that an Operational Requirement will be drafted. A message has been left at Stoke Goldington PC asking whether they will consider joining in.
8. It is still not known when the work to replace the old street lights in the conservation area with heritage style versions will complete. MKC have had issues with the height of the columns and have now ordered cross bars so that the new lights match the existing ones.
9. MKC have committed to run a ‘non-Highways’ grant scheme along the lines of the former Parish Partnership Fund. They have a budget available and the launch now depends on further internal approvals.
10. Neighbourhood Plan grant money to be returned and a refreshed 2019/20 grant applied for..
11. Cllr Ayles has been in dialogue with MKC about making Dog Control Orders under the new (Antisocial Behaviour) Act. No updates this month
12. Clerk met with Sharron Clegg at village green to review the design she had produced. Unfortunately the groundsman couldn’t attend due to sickness in the family. It was agreed subject to no concerns from the parish council that for the moment focus will be given to the area behind and alongside the benches where railway sleepers will be fitted into the ground and the area dug and planted. Railway sleepers will cost £70, labour £240 cost of plants not known yet. Resolution not required as Clerk will use delegated spending powers.
13. CCTV at Sports Ground – clerk to contact suppliers to understand the management overheads. No progress this month
14. MKC have now communicated that they refuse to re-surface the parking area in front of the school
15. A request has been made upgrade the surface of the gravelled car parking area along Station Road.
16. Cllr Forgham has provided an update on procuring card readers for Village Hall payments to be considered at 7.2. tonight

No progress on outstanding actions:

- Clerk will arrange a meeting with CCLA about potential investment before the one year fixed term bond matures.(carried forward)
- Clerk to approach Historic England for consent to repair fences at Castle Field. Cllr Stacey to provide map.
- Cllr Ayles & Geary to consider MKC decision not to sell land at the side of 6 The Chestnuts.
- Clerk to register The Fishponds Play Area with Land Registry
- Clerk to make ‘rights of way’ application for the strip of land between Station Road and Fishponds

Steve Bradbury 1/4/2019

Appendix A2 - Report from David Frost MKC Road Safety Officer (item 4.1) Visit to Castlethorpe 5th February 2019

Summary of Recommendations

Site **Wolverton Road** entrance to village - No action required

Site **Bullington End Road** entrance to village - Relocate SID post from existing location to o/s first property on left hand side prior to telegraph pole

At this time I’m not in a position to give you a timescale for implementation of these works, but I trust you find the above proposals acceptable.

David Frost Road Safety Officer