



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held remotely by video conference 2nd November 2020

PRESENT: Councillors Ayles, Forgham, Hinds, Merritt, Sawbridge, Keane, Ward Cllrs Geary, Bowyer and the Clerk. There were members of the public viewing the meeting via Facebook and Youtube.

Public session:

Cllr Ayles said that the Government had allowed Remembrance Day memorial events to take place as long as they are outside and social distancing is observed. The Mayor and Cllr Ayles will both lay wreaths and a bugler will play at the entrance to Castle Field. There will need to be a register of attendees and people will be asked to pre-register or swipe a QR code that will be put on a lamp post opposite the war memorial. There will be no church service in person but Fr. Garry will stream a service by social media.

- | | | ACTION |
|-------------|---|---------------|
| 1 | APOLOGIES FOR ABSENCE | |
| 1.1 | Cllrs Markham reason work. Accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | None | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous minutes from the meeting of 5 th October were proposed by Cllr Forgham seconded by Cllr Ayles and agreed unanimously. | |
| | TO RECEIVE REPORTS | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1) – matters arising: | |
| 4.1.1. | Item 8 – Cllr Forgham had set up a process to invoice regular Village Hall users using Wave software that should reduce the overhead and he was discussing this with the Clerk. He said that if the new booking clerk is agreeable, then he and she can handle private bookings. | |
| 4.2. | Report by Cllr Ayles on the outcome of the call-in of the MKC Delegated Decision to withdraw bus subsidies and replace non-profitable services with ‘Demand Responsive Transport (DRT)’ (see Appendix A2) | |
| 4.2.1. | Cllr Geary added that there would be a further discussion with Northants CC about the 33 bus service next year and suspects that DRT services will come up for consideration for rural services in the future. Cllr Ayles saw this as an opportunity to get the service running effectively in the meantime. He added that two further parish councillors had been added to the DRT working group. | |
| 4.3. | Report on Maltings 2 Hearing | |
| 4.3.1. | The hearing on the non-determination of the Remaining Matters application made by Messrs. Stonewater had been held the previous week. The Inspector had ruled that the matters of housing mix and s.106 planning gain were outside of the scope of the hearing and that only the matters of house and site design/layout were up for consideration. MKC and the parish council opposed both the original designs submitted plus those that had only been put up on the MKC public planning portal at the time of the appeal as both sets were not compatible with either the Castlethorpe Neighbourhood Plan or Plan:MK. The Inspector will visit the site this week and advise his decision some time later. | |
| 4.4. | Report on hiring of Village Hall to new Pre-School organisation | |
| | Cllr Forgham reported that he had had very positive discussions with the organisation that have expressed interest in starting a new Pre-School group in Castlethorpe. They had applied for OFSTED approval and on receipt of this would like to start the Pre-School at the start of January. They would also like to run an Open Day in the meantime. | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Councillors) | |
| 5.1. | 20/02628/FUL Change of use from agriculture to B8 (re-submission of 20/00272/FUL) Bartholomew Farm Wolverton Road Castlethorpe
The parish council had previously objected to a similar application on the basis of poor visibility onto the highway for the vehicle access point, additional heavy vehicle movement through the village and potential light pollution. A representative of the applicant had sent an email to Cllr Ayles saying that:
- she was in discussions with MKC Highways to redefine the entrance to give greater visibility onto the highway by moving the entrance nearer to the village but by improving the sightlines by reducing the height of the hedge | |

- that the application is now to only convert one of the buildings not all
- that they believe that the majority of travel will not come through the village but from the east

Cllr Ayles suspended the meeting so that a representative of the applicant could speak:

It was assured that light and noise pollution would not be a problem especially as the site is close to the farm house where members of the family still live and that they will be selective about what clients they choose. They had been fully involved with MKC to provide a safe point of access. Although it was thought that majority of traffic would not route through village she was not aware of what planning conditions could be put in place to restrict such traffic movements. The site will be operational between 8 and 6.

Cllr Ayles resumed the meeting

Cllr Ayles proposed that we ask for hours of operation to 8 to 6, to leave the matter of safety of access to MKC Highways and for the Clerk and himself to discuss traffic movements with the Case Officer – agreed unanimously

Clerk/Cllr Ayles

6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments

- 6.1. **20/02099/LBC** Listed Building Consent for a single storey rear extension to provide a wc and lobby to new back door 11 School Lane Castlethorpe - **permitted**
- 6.2. **20/02098/FUL** Single storey rear extension to provide a wc and lobby to new back door 11 School Lane Castlethorpe **permitted**
- 6.3. **20/02156/LBC** - Listed building consent for the replacement of windows and doors subsequent to application 18/02688/LBC to replace the windows in the roof. The Samling 2 Lodge Farm Court Castlethorpe **permitted**
- 6.4. **20/02217/TPO** Tree preservation order consent for T1 + T2 - 2 Horse Chestnuts: Repollard back to previous points due to excessive shading and falling debris Chestnuts South Street Castlethorpe - **registered**
- 6.5. **20/02318/CLUP** Certificate of lawfulness for the construction of a wooden garden office in the garden to the rear of the property. 10 South Street Castlethorpe - **registered**
- 6.6. **20/02423/PNHSE** Prior notification for a single storey extension to the rear of a semi detached dwelling measuring 5 metres from the rear wall of the dwelling, 2.83 metres in height to the eaves and a maximum height of 2.83 metres 3 The Chequers Castlethorpe – **awaiting decision**
- 6.7. **19/02444/REM** - Reserved matters application for the erection of 31 dwellings, to include matters of appearance, landscaping, layout and scale for which approval is being sought. Land To The East of Maltings Field. **Appealed on grounds of non-determination. Hearing held on 27th October via Microsoft Teams. Meeting held – report given at 4.3..**
- 6.8. **20/01298/FUL** Proposed siting of 40 static holiday caravans in lieu of 70 touring caravans Cosgrove Park Main Street Cosgrove **application withdrawn to be replaced with further application to be considered at next meeting**

7 TO CONSIDER RESOLUTIONS

- 7.1. It was unanimously agreed to renew the annual maintenance contract with RTM with the following amendments:
There was some discussion with regard to the number of grass cuts to be requested for next year following which Cllr Ayles proposed introducing a further cut in March, to request 2 weekly cuts in April and May and to reintroduce the cut in August thus increasing number of cuts from 10 to 12. Additionally scope of contract to be changed to remove cutting hedge at Station Road from railway bridge to cattle grid and to introduce pruning of bushes at the corner of Thrupp Close and Bullington End Road, the area on the corner of first right turn in Thrupp Close and the two bushes at the eastern end of North Street on entry to the village. Clerk to liaise with RTM and Hanslope PC.
- 7.2. Cllr Ayles proposed amendment of Standing Orders to allow the Clerk and Chairman to “Call In” an MKC Decision after consultation with at least a majority of the Council. Agreed unanimously.
- 7.3. Cllr Ayles proposed the engagement of a tradesman to replace/repair fence and gate posts at west South Street entrance to Castle Field. Agreed unanimously.
- 7.4. 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 Forgham and agreed unanimously.

Clerk

Cllr Ayles

Clerk

FINANCIAL MATTERS

- 8.1. The payment schedule was proposed by Cllr Forgham seconded Cllr Sawbridge and was approved unanimously

Payee	Description	Invoice	Amount
S Bradbury	Salary October 2020	per pay slip	£624.62
S Bradbury	reclaim payment laptop repairs	per attached receipt	£260.00
Stacey Blease	VH Cleaning October	invoice awaited	£50.00
RTM	Landscaping October	invoice 2526	£391.67
RTM	Cut wildlife area and remove clippings	invoice 2469	£340.00
Richard Wontner	Paint windows & fence VH	attached invoice 96	£228.00
Richard Wontner	Re-set drain cover SG	attached invoice 96	£25.00
Richard Wontner	Trim shrubs at Swale area	attached invoice 97	£25.00
Richard Wontner	Underpayment July	attached invoice 98	£40.00
TOTAL			£1,984.29

Direct Debits			
Google Ireland	26107096G05ASYDKH7		£28.98
XLN	4976199 16674975		£33.17
EON	089208742670A		£112.00
EDF	671070653836.00		£76.00
Everflow	B220925A		£57.77
DD Total			£307.92

- 8.2. Cllr Forgham proposed that private bookings for the Village Hall now be made on line and paid for in advance either by card or bank transfer. Agreed unanimously.
- 8.3. It was agreed that with regard to the forthcoming budget for next year that the Clerk and Cllr Forgham liaise about Village Hall income/expenditure, that the Clerk arrange a meeting with CSA to establish sports ground position and that the Clerk produce a draft budget to be considered by available cllrs in advance of December meeting.

9 **CORRESPONDENCE RECEIVED (email circulated prior to meeting)**

- 9.1. None

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

- 10.1. The School have booked the Village Hall and there has been a booking for a mother & baby group
- 10.2. Printed copies of the Castlethorpe News had been put in the shop but this edition contained no advertising
- 10.3. It was agreed that putting up the papers for meetings on a shared drive was working for everyone. Cllrs Bowyer & Geary had had problems accessing the drive from their email addresses. Cllr Ayles to set up the necessary permissions.

Cllr Ayles

11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS**

- 11.1. Next Parish Council meeting will be a General Meeting on Monday 6th December 2020 and will be conducted by video conference.
- 11.2. The BALC AGM will be held on 20th November by video conference. Cllr Ayles will take part but there is a spare place for another Cllr. Anyone interested to contact Cllr Ayles.

There being no more business the meeting closed at 20.54

PART 2

- 12 **TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below**
 - 12.1 None
 - 13 **TO RECEIVE CONFIDENTIAL REPORTS**
 - 13.1 The small claims court case addressing damages made to the village hall by an errant hirer had been heard and damages awarded to repay the costs of cleaning the village hall floor. Damages to the radiator valve and garden were refused as they could not be proved. In all the defendant has been ordered to pay £573.00.
 - 14 **TO CONSIDER RESOLUTIONS**
 - 14.1 Councillor Ayles gave further details on the hearing on the non-determination of the Maltings 2 Remaining Matters application made by Messrs. Stonewater
The remainder of the minutes are recorded in the confidential copy of the minutes only
- There being no further business the meeting finished at 21.27

DRAFT

Appendix A - Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 2/11/2020

1. The electrician that will fit the defibrillators has told me that as things stand he will not be working during lockdown so this will now probably happen in December or following lifting of the restrictions.
2. Clerk has got the motion sensitive LED security lights for the football pavilion and has asked the electrician to fit them when he is installing the defibrillators.
3. CSA have not come back with a date when they will have their accounts ready so still have not arranged a Sports Ground Committee meeting. We must have this before next meeting in order to consider budgetary implications especially the annual grant.
4. Trees for sports ground have been planted by cllrs Hinds and Merritt along with members of the public and their efforts are much appreciated. Other work at sports ground to secure doors at football pavilion, replace pavestone at cricket pavilion still to be done. CSA have also reported that the doors are letting in water'. Will put together a full 'snags list' when we have the meeting with the CSA. Still awaiting update from CSA on repairs to basketball back board and changing of lock on cricket pavilion toilet which they are arranging.
5. The s.106 monies have not been paid yet. MKC Infrastructure Sub Board had authorised the payment. Action on Paul Van Geet to make the payment. Sarah Evans has said that she will remind him again.
6. Repainting of heritage lamp posts has completed and a good job was done. Invoice not yet received. Still awaiting Chris Hales at MKC getting a quote to upgrade further lights in village whilst work is being done to convert lights to LED. Cllr Ayles is chasing this up.
7. Have still not received completed applications from two of the councillors for the CCLA accounts.
8. Outsourcing of Financial Services – Stony Stratford TC staff have said that they are not willing to take on the additional work of handling our invoicing. Booking policy to be discussed at item 8.2. tonight.
9. Western Power have agreed to fill in the hole where they removed the telegraph pole in North Street.
10. The Clerk has got the seeds to be scattered at the wildlife area. RTM have confirmed that they have cleared the grass clippings. Sharron Clegg will collect the seeds and sow them at the wildlife area and at the village green.
11. RTM have been asked to cut the hedge at Station Road from cattle grid to end of village as per the contract specification. They have been additionally asked to cut the shrubs at the corner of Bullington End Road and the bush obscuring the 20 mph sign on North Street at the eastern entrance to village.
12. A new dog bin has been installed at the Chequers. An invoice will be sent at the same time that the annual payment is requested. It has been confirmed that the service will not be affected by the lockdown.
13. A tree surgeon has been asked to inspect the large tree adjacent to Lodge Farm court following concerns expressed by residents.
14. Cllr Ayles has been in touch with MKC about recommendations for the replacement of the fallen tree in the Fishponds area. No reply as yet.
15. Gate by foot path to rail footbridge in South Street collapsed and has had to be taken down. Contractor was to have re-erected it but weather conditions did not allow. He hopes to now do it this week.
16. Quotes for both turfing and laying of artificial grass for the Village Hall garden to be commissioned.

No progress/unknown status on outstanding actions:

- Clerk will put resolution to have war memorial cleaned on an agenda for early Spring 2021
- Clerk to get further quotes for maintenance of playground and outdoor aerobic equipment. No time this month.
- MKC have said that they will consider replacing the fading public footpath signs. Clerk has not had time to make the request this month.
- MKC have reported that they are not currently working on the exercise to identify new designs for rural street name plates.
- Cllr Keane to raise matter of Sustrans track at Transport Forum
- Clerk to purchase Balmoral style bench for south end of North Street.
- Cllr Ayles & Geary to consider MKC decision not to sell land at the side of 6 The Chestnuts
- CCTV at Sports Ground – clerk to contact suppliers to understand the management overheads. No progress this month
- Cllr Ayles has had no response on PSPO Dogs but was not expecting one yet as MKC have not made Order. Previous decision was just to consult

Steve Bradbury 2/11/2020

Appendix A2 - Report by Cllr Ayles on the outcome of the call-in of the MKC Delegated Decision to withdraw bus subsidies and replace non-profitable services with 'Demand Responsive Transport'

As you know, a decision was made at our last meeting to Call In the Delegated Decision on DRT on the grounds that the written commitment to consult with parishes had not be fulfilled and, of course, that there was a threat that our No 33 bus would be replaced by a dial-up minibus with echoes of the failed 'Hanslope Harrier'.

The decision was also called in by Hanslope Parish Council on the same grounds as us and supporting us. The issue was escalated by George to the Conservative Group who also called it in though on rather different grounds focussing on the process of decision making and, if I understand it correctly, deciding on what is effectively a budget issue outside of the budget making process which has oversight from the Budget Scrutiny Committee.

After a Call In, the parties are invited to a Mediation Meeting. If this is unsuccessful, then a hearing is held before the Executive Scrutiny Sub Committee. A Mediation meeting was held last Wednesday with Cllr Rob Middleton who holds the Finance Portfolio and with the authority of Cllr Lauren Townsend who had to offer her apologies. Russell and I represented CPC. Prior to the meeting (and I mean in the two hours before!), there was a flurry of papers issued which were hard to read in the time but in which it became clear that the No 33 which is a cross border service and half funded by Northants, would not be affected. I think it was the only subsidised service not to be affected. So the 33 is safe at least for the time being (ie the subsidy will be renewed from April 2021).

However, Cllr Middleton agreed that the parishes should have been consulted and offered to write to MKALC and apologise and re-commit that future issues affecting parishes would be consulted. He and I worked on a form of words which was sent last week to the MKALC Chair and Vice Chair. To mitigate the lack of consultation, it was agreed that additional parish councillors would join the DRT Working Group in addition to Rebecca Kurth and Alan Francis.

Coincidentally, there was a presentation on DRT later that day and Russell and I again attended. DRT is a lot more sophisticated than dialling a minibus and has the potential to offer a service better than a scheduled bus and it was well received by other parishes attending. I think MKC needs to do a bit of due diligence with existing councils which use DRT but, in any case, it doesn't affect the 33.

On this basis, Hanslope PC and I felt there was no need to pursue the Call In as we had resolved the issues that concerned us. I am not entirely clear of the Conservative Group Call In but the second Mediation session, which would have taken place this afternoon, was cancelled, after receipt of emails from Hanslope Chairman, Martin Palmer, and me.

Thank you for your support on Calling In this Decision and I think we got the result we wanted.

Regards,

Phil

Chairman, Castlethorpe Parish Council

