

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 1 July 2013 at 7.30pm

PRESENT: Councillors Ayles, Stacey, Hinds, Present-Collins, Markham, & Sweetland. The Clerk Mr S Bradbury and one member of the public were in attendance. There were no matters for discussion in the Open Forum. The meeting commenced at 7.30pm

ACTION

- 1 **APOLOGIES FOR ABSENCE**
 - 1.1 Cllr Keane reason holiday. Ward Cllr Geary had communicated that he would attend later in the meeting. Apologies accepted.
- 2 **DECLARATIONS OF INTEREST** by Councillors in any agenda items below
 - 2.1 Cllr Present-Collins declared a pecuniary interest in item 6.1.
- 3 **APPROVE MINUTES OF THE LAST MEETING**
 - 3.1 The minutes of the general meeting of the 10 June 2013 were proposed by Cllr Hinds, seconded by Cllr Markham and accepted as a true & accurate record.
- 4 **TO RECEIVE REPORTS**
 - 4.1. Clerks report handed out at meeting (**see appendix A**). No matters arising:
 - 4.2. Neighbourhood Plan report handed out at meeting (**see appendix B**).

Matters arising:

 - 4.2.1. Cllr Ayles had discussed the inclusion of Mr.Keith Tipping on the Steering Group with him. All agreed that Mr Tipping join the Steering Group subject to his agreement.
 - 4.2.2. Cllr Sweetland proposed that Mr Russell Forgham also be seconded to the Steering Group. Agreed unanimously. Mr Forgham (present at the meeting) accepted the secondment.
 - 4.2.3. It was necessary to hold a Steering Group soon to re-start the plan. It was agreed that the best slot was 10th July 7.30 p.m. at the cricket pavilion. Clerk to arrange.
Cllr Ayles to invite Mr. Tipping.
Cllr Stacey and Mr. Forgham would be unable to attend and gave their apologies.
 - 4.3. Village Centre report: Cllr Present-Collins gave an update at the meeting:
 - 4.3.1. The Project Manager had met with BT and their view was that the likely cost of burying the cables would be more than had been anticipated. They thought it likely that it would be between £72,000 and £90,000. They also said that there would be significant risk of 'scarring' residents' gardens and that the cost of making good would not be met by BT. They would need a signed agreement from all residents where the work is to be performed before they would start. Cllr Ayles said that the deadline for the only remaining WREN grant this year is 24th July and that it now seems unlikely that this deadline could be met. Cllr Present-Collins proposed therefore that the regeneration of the village centre move forward, but without the burying of cables. Agreed unanimously. Cllr Ayles asked the newsletter publisher to include an article in the next edition giving the reasons for not burying the cables.
 - 4.3.2. Cllr Present-Collins is still to hold a discussion about respective plans with the Station Yard developer. Cllr Ayles offered to join him when arranged.
 - 4.4. Update from Martyn Smith MKC on rural superfast broadband status: Cllr Ayles will communicate the 21st August deadline for the next newsletter to Martyn Smith and ask that he provide an update and possibly attend the next meeting.
 - 4.5. Cllr Sweetland presented a report on the Milton Keynes Bus users Group. She proposed a donation of £25 to the group as it serves a worthwhile purpose and this type of service is at significant risk in the current climate. Agreed unanimously.
- 5 **PLANNING APPLICATIONS (previously viewed on line by Cllrs)**
 - 5.1 None
- 6 **TO REPORT BACK ON PREVIOUS APPLICATIONS**
 - 6.1. **13/00195/FUL | Installation of 3 bladed wind turbine, including access, substation and underground cabling | Lodge Farm House Wolverton**

Clerk

Cllr Ayles

Cllr Ayles

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Road Castlethorpe

The item was deferred until the arrival of Cllr Geary (but included in this part of the minutes): Cllr Present-Collins withdrew from the discussion Cllr Geary reported that the applicant had agreed with the Planning Officer to hear the application at the August DCC. It seems that the applicant had also appealed on the grounds of non-determination and his opinion was that the appeal would be scheduled for within 3 months. In the meantime MKC continue to work on drafting a new Wind Turbine Supplementary Planning Document (SPD) as a high work priority.

Cllr Ayles suggested that the Parish Council had no more to say at this stage and reminded other councillors that they could appeal as individuals. Agreed. It was further agreed that the Parish Council would be one of the nominated speakers at the DCC. Cllr Present-Collins re-joined..

RESOLUTIONS

- 7
- 7.1. Cllr Ayles proposed a public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972. Agreed unanimously.
- 7.2. Cllr Ayles proposed the adoption of the new Parish Protocol recently approved by MKC of which he one of the three councillors elected. Agreed unanimously.
- 7.3. Cllr Hinds had attended a meeting of MKC on the matter of dog restrictions. The Regulatory Committee have agreed that Castlethorpe may pilot a scheme and suggested that the Parish contact Gillian Clark to make arrangements. Cllr Ayles/Hinds will pursue.
Cllr Ayles proposed that a further resolution be passed: that dogs should be kept on a lead in the Fishponds play area. Agreed unanimously.
The previous resolution to pay for the services of a warden had not included the cost of advertising the dog controls. This amounted to two adverts at c. £230 each and 8 signs at c. £30 each. Cllr Ayles proposed therefore that a sum of up to £1,000 be approved to pay for the scheme's advertising and signage. Agreed unanimously.
- 7.4. Cllr Hinds proposed that a dead tree that had been recently taken away from The Chequers be replaced by three new trees, as used to be the case. He proposed that he get three quotes and accept the best value with the agreement of the Clerk and one other councillor up to a value of £300. Agreed unanimously.
- 7.5. The Clerk had received a letter from the Allotments Association asking that part of the Bullington End/Thrupp play area be released for the purposes of further allotments to satisfy demand from residents. After discussion, it was agreed that Cllrs would visit the play area to familiarise themselves with the space and nominated councillors would then meet with the Allotment Association.
- 7.6. The Clerk had already asked a local contractor to replace the front guttering and fitting of rear guttering to the bus shelter opposite 41 North Street (agreed by two councillors) under his emergency powers agreed in Standing Orders.
- 7.7. The Clerk requested that this item be considered in Part 2 as commercial quotations that had not yet been accepted were being considered. Agreed.
- 7.8. Cllr Sweetland had been given information on village signs and the costs were very high. Cllr Ayles would like to consider gates as potential additional traffic controls but would need approval of MKC Road safety Officer. Cllrs Ayles & Sweetland to discuss with MKC.
Clerk to put on September agenda.
- 7.9. It was unanimously agreed that in view of the outcome of the meeting between the village centre regeneration project manager and BT at 4.3.1. that BT are not engaged to perform a full survey on the burying of overhead cables.
Cllr Geary joined the meeting
- 7.10 Cllr Sweetland reported that the Village Hall Committee were unhappy that the Parish Council were seemingly not taking the advice of the Health &

Cllr Ayles/
Hinds

Clerk

Cllrs Ayles
/Sweetland
Clerk

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		Safety Officer and the VH Chair had asked for lines of action and authority to be clarified. Cllr Ayles said that the constitution states that the Parish Council is responsible for all aspects of Village Hall policy. Cllr Ayles will arrange a meeting with VH Committee and VH Cllrs to discuss.	Cllr Ayles
7.11.		Cllr Markham expressed concern at the state of the benches throughout the village. It was agreed that Cllr Markham obtain quotes for replacements to be considered at next meeting. Clerk to put on agenda. The bench on North Street opposite the shop is in a very bad condition. Cllr Markham offered to remove it. All agreed with thanks. Cllr Ayles asked Cllr Geary if he can part-fund the new benches. Cllr Geary will consider before the September meeting.	Cllr Markham Clerk Cllr Markham Cllr Geary
7.12.		Cllr Ayles said that MKC had requested that parish and town council comment on arrangements for Local Council Tax Compensation for next year. He proposed that the Parish Council should support the repetition of the strategy that they had adopted last year be repeated. Agreed unanimously – Clerk to write to MKC.	Clerk
8		FINANCIAL MATTERS	
8.1		The RFO Payments Schedule had been circulated before the meeting. The Clerk said that the cheque for Community Impact Bucks will be withheld until a revised plan is received as per our agreement. Proposed Cllr Ayles seconded Cllr Hinds.	
		S Bradbury – salary for June	£508.62
		S Bradbury – expenses for June	£26.60
		S Bradbury – refund of payment for IT services	£40.00
		S Bradbury – refund cost of Microsoft Office	£83.28
		F Price – cleaning Village Hall June	£160.00
		A H Contracts – dog bin emptying	£25.00
		P.Stone – land maintenance	£193.47
		P.Sweet – internal audit fees	£105.00
		Community Impact Bucks – Neighbourhood Plan work	£2,250.00
		PPL – music license for VH	£59.30
		New Bradwell Reprographics – newsletter printing	£116.25
		Ian Wesley – to fit hot tap in football pavilion	£70.00
		Millard – refund of key deposit for hard courts	£10.00
		Sport & Play – tennis courts maintenance	£150.00
		Colin King – re-paint and repair guttering bus shelters	£826
		Eon – monthly utilities (SG, VH) – DD	£441.71
		TOTAL PAYABLE	£5,065.23
9		CORRESPONDENCE RECEIVED	
9.1.		The football club had written to the Clerk to confirm that there will be two teams playing at the ground this season. First game will be on 14 July – noted.	
10		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)	
10.1		Cllr Sweetland reported that the grass verges had been cut but the standard of the work was very poor and should be re-done before the Open Gardens. Cllr Sweetland will write to Cllr Geary. Cllr Ayles will forward the email to John Pryor.	Cllr Sweetland Cllr Ayles
10.2.		Cllr Hinds said that the interior paintwork at the Village Hall needed some attention. Clerk to put on agenda for next meeting.	Clerk
10.3		Cllr Ayles reported that Milton Keynes Dons had requested that an advert be placed in the village newsletter at no cost. The Clerk raised concern that a commercial enterprise is receiving preferential treatment. All agreed that the advert could be placed.	
10.4		Cllr Ayles remarked that Milton Keynes Carnival is being held on 7 th July.	
10.5		Cllr Ayles thanked Russell Forgham for an excellent job on producing his first copy of Castlethorpe News. All agreed.	
11		DATES OF FUTURE MEETINGS	
11.1		It was agreed that unless there is urgent business to consider that there will	

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be no meeting in August. Next meeting to be held Monday 2nd September.

There being no further business to discuss this part of the meeting closed at 9.25 pm

APPENDIX A1 – CLERK'S REPORT 1/7/2013

- The Clerk's laptop suffered a disk crash. The remote backup that had been set up was not working as expected so the Clerk employed a software company to recover the data at a cost of £40. He then had to buy a new laptop. The Clerk's contract of employment states that reclaimable expenses can include office equipment but as he intends to use the laptop for personal as well as Parish Council purposes he has suggested to the Chair that he re-pays 50% of the cost of the laptop, 3 year warranty and security software as follows: laptop £129.15 (£258.31) warranty £12.91 (£25.83) security software £12.49 (£24.98)
- Decision on success of two applications for PPF grants (church wall and Youth Club) to be announced mid-August
- VH Chair has established a plot on how to fit the acoustic panels at the Village Hall but has yet to start work
- Clerk has written to Andrew Jackman requesting a meeting on MKC's decision to not accept the application to paint white lines at New Road/South Street. Andrew out of office until 1st July.
- Sports Ground Committee have been presented with an estimate from a local tradesman to do the work inside and outside the football pavilion and had rejected it as too costly
- Painting and staining of bus shelters has been completed. Front guttering to shelter at Haversham end of village to be replaced.
- The Clerk has asked the tradesman to fit guttering to rear of bus shelter under emergency powers and with approval of councillors as per amended Standing Orders
- The tennis court equipment has been serviced and both courts are now usable. The company has recommended a series of repairs that should be carried out before next season (to be circulated at meeting)
- End of year report to be sent to External Auditors by 7th July

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APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 1/7/2013

Project to be re-initiated – first step to arrange a Steering Group meeting as follows in email from Clerk to CIB:

Thanks Paul

It sounds like the next step is indeed to hold a Steering Group meeting. We have a Parish Council meeting tonight and I will get a date agreed. How is your schedule?

I would like to start working from plan and to discuss and agree the early activities to include 'evidence review', 'meeting with stakeholders' and 'meeting with MKC'. On that score MKC are currently arranging interviews for a replacement to Sarah but in the meantime the Head of Section, Bob Wilson, will fill in.

For these activities I think that we should agree all necessary pre-requisites to include agreement of stakeholders, advertising and associated materials.

On the matter of payment MKC have transferred the funds to us so the financial relationship is now straightforward. I will get the first payment approved by the Parish Council tonight (to include VAT) but we will need a new plan with revised dates along with an invoice before releasing money.

Regards

Steve Bradbury

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APPENDIX C MILTON KEYNES BUS USERS GROUP

The MK BUG recently approached Parish Councils regarding the possibility of financial support for their organisation which is part of a national network of bus users to give a voice to bus users generally. The groups have the ear of local authorities, most bus companies as well as government. MK BUG produce a very informative newsletter 4 times a year.

I recently attended a presentation for the group, delivered by a representative of Passenger Focus. PF is a National project funded by the department of transport. It was initially set up to look at train travel but its brief has recently been widened to include bus transport. The presentation was to be repeated the following week to MK Council and bus companies. There was concern expressed regarding the fact that a representative of MKBUS had not been invited to attend this meeting.

During the open forum which followed the presentation a number of issues were raised

- 1 The reduction of rural bus service has resulted in some rural residents without cars being unable to access work unless they can afford taxi fares.
- 2 Introduction of RTPI being inconsistent.
- 3 New timetables not at all bus stops.
- 4 Condition of bus shelters.
- 5 Variations in use of **all day** or **weekly** tickets by diversity of bus companies.
- 6 Number of different companies
- 7 Mk should be aiming for 300(service from Mk station , shopping centre, Coachway, Magna Park etc) type buses.
- 8 The trial Introduction of electric buses on one route has not yet started.
- 9 Reduction of funding for transport in the future.
- 10 Lack of information regarding the temporary positioning of bus stops during road closures. A particular problem for the elderly and disabled.

This was a well attended meeting which did not consist only of the usual moans, groans and criticism but some very informative and constructive information. The management team were well organised and informative. Considering the number of villagers who now regularly use the buses I would strongly recommend that the PC seriously consider financially supporting the group.

£25 was the figure suggested in their communication.

Geraldine Sweetland

25 06 2013