

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

PRESENT: Councillors Keane, Hinds, Markham, & Sweetland. The Clerk Mrs S Bradbury, Ward Cllr Geary and three members of the public were in attendance. The meeting commenced at 7.30pm with an Open Forum

ACTION

It was reported that Network Rail workers had been talking with raised voices whilst undertaking overnight work in the Station Yard. Also they had left litter. The Clerk will be provided with a synopsis of the complaint that has already been made to Network Rail and he will refer to his contact in the organisation. There being no further matters the meeting proper started at 7.38.

1 APOLOGIES FOR ABSENCE

- 1.1 Cllr Ayles & Presant-Collins reason holiday and Cllr Stacey reason work had apologised. Apologies accepted.
In the absence of Cllr Ayles, Cllr Keane took over the Chair.

2 DECLARATIONS OF INTEREST by Councillors in any agenda items below

- 2.1 Cllr Sweetland declared a personal interest in item 5.2.

3 APPROVE MINUTES OF THE LAST MEETING

- 3.1 The minutes of the general meeting of the 1 July 2013 were proposed by Cllr Hinds, seconded by Cllr Sweetland, with one amendment; that Mr Russel Forgham had not offered to speak at the Development Control Committee (item 6.1). The minutes were unanimously accepted and agreed as a true & accurate record with this one alteration..

4 TO RECEIVE REPORTS

- 4.1. Clerks report handed out at meeting (**see appendix A1**). Matters arising:
4.1.1. It was noted and appreciated that Mrs. K. Hill did not charge the Parish Council for the work that she did on the Village Centre project. Cllr Markham suggested that she be sent some chocolate and flowers. Agreed unanimously – Clerk to arrange (to be ratified at next meeting) Clerk
4.1.2. The Clerk had two examples of basketball hoops and backboards one being full sized at £100 and another at a lesser size at £80 (both within spend previously authorised by the Sports Ground Committee). All agreed that the Clerk should order the full size version. Clerk
4.1.3. Cllr Sweetland will contact Philip Sawbridge re: damage to the chain link fence by the bush shelter at the south end of North Street Cllr Sweetland
4.2. Neighbourhood Plan report handed out at meeting (**see appendix A2**).
Matters arising:
4.2.1. Due to other work pressures there had been very little progress. The Clerk had arranged to meet with a parishioner later in the week who could hopefully give the matter some time to reinvigorate the exercise. Clerk
4.3. Village Centre report: No further progress to report
4.4. The file note on the HPCAF meeting was noted (**see appendix A3**) – no matters arising.
4.5. The file note on the Bucks and MK Association of Local Councils Executive Committee meeting was noted (**see appendix A4**) – no matters arising.
4.6. The file note on the Superfast Broadband update was noted (**see appendix A5**) and will form the lead story in the next edition of Castlethorpe News
4.7. The file note on the Meeting with MKC Highways on 11th July 2013 was noted (**see appendix A6**) – content to be agreed at item 7.8.
4.8. The file note on the Update on wind turbine SPD was noted (**see appendix A7**) – content to be agreed at item 7.13.

5 PLANNING APPLICATIONS (previously viewed on line by Cllrs)

- 5.1 13/01798/DISCON Details submitted pursuant to discharge of condition 4 (turbine colour) attached to planning permission 10/00175/FUL – no further comment
5.2. **13/01660/TPO** Tree preservation order consent to re-pollard 2 Horse Chestnut trees Chestnuts South Street Castlethorpe. Cllr Sweetland removed from the discussion. The Clerk had circulated details of this application earlier in August and had asked for comments as deadline was

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at

7.30pm in the Village Hall

prior to the meeting. He had received no comments and no requests to extend deadline. There were no further comments.

Cllr Sweetland re-joined the session.

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 Road Castlethorpe:** the application will be heard at the Development Control Committee on 5th September (Parish Council comments to be considered under resolution 7.12)

7

RESOLUTIONS

- 7.1. The proposed public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972 will not be required as quotes are still to be obtained.
- 7.2. The Clerk has an outstanding action to get a second opinion on recommendations made at the last fire inspection at the Village Hall and sports pavilions. Clerk
- 7.3. The resolution to agree an allowable maximum of 120 people to attend events at the Village Hall on the proviso that organisers be advised to consider any special circumstances that might result in a lower limit was proposed by Cllr Sweetland and agreed unanimously. Cllr Sweetland to amend booking form. Clerk to include nomination of H&S Officer for sports pavilions on next SGC meeting agenda. Cllr Sweetland
Clerk
- 7.4. A donation of £250 for entertainment at the senior citizens' Christmas party was agreed unanimously.
- 7.5. Cllr Sweetland said that Milton Keynes Bus Users Group was doing a good job especially for rural areas and strongly recommended that a grant of £25 be approved. Agreed unanimously.
- 7.6. Cllr Sweetland raised the difficulty that Pre School faced in attracting children for the Autumn term and in particular this year and requested a 25% reduction in hire charge for the Village Hall for the Autumn term. Cllr Markham was concerned that this might set a precedent. Cllr Sweetland said that Pre School were by far the biggest contributor to the Village Hall and it would be difficult to run the Hall without this income. It was unanimously agreed that as a one-off the fees be reduced by 25% for Pre School just for the Autumn 2013 term.
- 7.7. It was agreed that the Clerk along with two councillors should look at options for the devolution of landscaping and provide a report for the next meeting. Clerk
- 7.8. The proposed road layout for marking the white lines at the junction of South Street and New Road were circulated. They were approved and agreed unanimously (available from the Clerk on request)
- 7.9. It was unanimously agreed that the additional cost of a warden (beyond the £92.50 per month previously agreed) of a further £5 per month be approved.
- 7.10. Cllr Hinds had not got full costings for and examples of dog control signs so this item to be deferred to next meeting. MKC had agreed that the notice for dog control orders can be published in the local newsletter and they will be contained in the next version of Castlethorpe News. Cllr Hinds
Clerk
- 7.11. In the absence of Cllr Ayles, it was not clear at which point the additional dog bin is required. Deferred to next meeting. Clerk
- 7.12. Cllr Ayles will be unable to make the DCC meeting on 5th September and had prepared a draft speech to be approved by the parish council and if approved, read out at the meeting (**see Appendix A8**). The draft had been circulated to all councillors. All agreed the exact wording as proposed and that the speech should be read on behalf of the Parish Council at the meeting. The Clerk had contacted MKC and had been informed that the Parish Council could nominate a parishioner to read the speech on their behalf. It was agreed unanimously that Mr. D. Barker be elected to do so.
- 7.13. Draft comments on the revised MKC Supplementary Planning Document (SPD) on wind turbines had been circulated with the agenda (**see Appendix** Clerk

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

7.14. A7). These comments were agreed in their entirety, Clerk to forward to MKC. It was unanimously agreed that arrangements for the Remembrance Day parade should be unchanged from last year.

7.15. MKC are sourcing one of three potential Speed Indication Devices (SID's) and Cllr Hinds proposed that the Handyman be approached (and payment for his time be approved) to take part in the evaluation and training. He would also like to attend the course. Agreed 3 to 0 with one abstention.

7.16. Cllr Hinds will discuss need for an internal re-paint for the Village Hall with the VH Committee Chair especially in context of the fitting of acoustic panels.

7.17. It was suggested that the cost of the Clerk's replacement laptop and requisite software should be paid by the Parish Council in its entirety. This was agreed unanimously. Clerk to amend payment schedule.

Cllr Hinds

Clerk

8

FINANCIAL MATTERS

8.1 The RFO Payments Schedule had been circulated before the meeting. The Clerk had highlighted that electricity charges for the Sports Ground had increased significantly. Cllr Markham thought that the Water Rates for the Sports Ground were very high. Clerk to provide details from bill, Cllr Markham will then check the meter. Proposed Cllr Hinds seconded Cllr Markham and agreed unanimously with the change as introduced at 7.17.

Clerk
Cllr Markham

Payee	Description	Invoice	Amount	VAT	Sub-Total
S Bradbury	Salary Jul 2013	per pay slip	£508.62	£0.00	£508.62
S Bradbury	Salary Aug 2013	per pay slip	£508.62	£0.00	£508.62
S Bradbury	Reimbursement for MS Office s/w longstanding resolution	per attached	£79.14	£15.83	£94.97
S Bradbury	Reimbursement see resolution 7.17	per attached	£317.41	£63.48	£380.89
	less 50% to be paid for personal use - removed see minute 7.17				£0.00
F.Price	Jul 2013 invoice	per attached	£176.00	£0.00	£176.00
F.Price	Aug 2013 invoice	per attached	£128.00	£0.00	£128.00
A H Contracts	Empty dog bins Jul	per attached	£25.00	£5.00	£30.00
Paul Stone	Sports ground maintenance to 2/7	per attached invoice 129	£80.00	£0.00	£80.00
Paul Stone	Sports ground maintenance to 11/7	per attached invoice 130	£63.00	£0.00	£63.00
Paul Stone	Sports ground maintenance to 18/7	per attached invoice 131	£72.00	£0.00	£72.00
Paul Stone	Sports ground maintenance to 1/8	per attached invoice 132	£139.50	£0.00	£139.50
Paul Stone	Sports ground maintenance to 8/8	per attached invoice 133	£72.00	£0.00	£72.00
Paul Stone	Sports ground maintenance to 14/8	per attached invoice 134	£22.50	£0.00	£22.50
Paul Stone	Sports ground maintenance to 30/8	per attached invoice 135	£121.50	£0.00	£121.50
P.Sweet	Internal audit	per attached invoice 2642	£330.00	£0.00	£330.00
J.Oliff	Accouny service for annual return	per attached invoice	£100.00	£0.00	£100.00
SLCC	Working with Council course	per attached invoice 112379	£175.00	£35.00	£210.00
B.Hyatt	Hard court refund	n/a	£10.00	£0.00	£10.00
Pollards	VH Consumables	per attached invoice 75187	£44.18	£8.83	£53.01
Pollards	VH Consumables	per attached invoice 75327	£38.10	£7.62	£45.72
Pollards	VH Consumables	per attached invoice 75437	£24.34	£4.87	£29.21
Flogas	Standing Charge	per attached invoice 8871465	£18.60	£0.93	£19.53
B.P.Shayler	Repair VH boiler	per attached invoice	£445.63	£89.12	£534.75
Vac Doctors	Repair VH floor buffer	per attached invoice 2595	£70.00	£14.00	£84.00
P.Robinson	Set of keys for 2nd team	per attached receipt	£13.97	£0.00	£13.97
Grand Total			£3,583.11	£244.68	£3,827.79

E.ON	electricity SG -July DD	4166 2268 6480	£16.00	£0.00	
------	-------------------------	----------------	--------	-------	--

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

E.ON	gas VH - July DD	89208742670	£190.00	£0.00	
E.ON	electricity SG -Aug DD	4166 2268 6480	£63.00	£0.00	
E.ON	gas VH - Aug DD	89208742670	£190.00	£0.00	
Anglian Water	water rates sports pavillions	104822424	£112.36	£0.00	
Anglian Water	water rates VH	107789257	£117.84	£0.00	

	TOTALS		£689.20	£0.00	£689.20
--	---------------	--	----------------	--------------	----------------

- 9** **CORRESPONDENCE RECEIVED**
- 9.1.** The captain of the cricket club has written to say that a tea urn had gone missing from the pavilion. The Clerk had been unable to establish what had happened. Noted.
- 9.2.** A resident had written to complain about the lack of consultation before allowing the cricket club to hold a car boot sale at the sports ground. The councillors noted the matter.
- 10** **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 10.1** Cllr Markham had been told that the Bowls Club had been unable to get to their equipment in the cupboard. All agreed that the matter should be referred to the VH Committee to resolve.
- 10.2.** Cllr Markham reported that the drains outside 47 North Street and 1-13 Bullington End Road were discharging sewage. Cllr Markham to give Clerk a form of words that could be referred to Anglian Water.
- 10.3** Cllr Markham was still concerned about the development at The Maltings not following what had been permitted. Cllr Geary suggested that the Clerk email Nichola Wheatcroft at MKC to request a meeting with a Planning Officer.
- 10.4** Cllr Hinds had received a complaint that dog mess was being put in the rubbish bin at The Chequers. Clerk to include on next agenda
- 10.5** Cllr Geary said that when the repair of the village benches comes up for discussion he will be able to contribute toward the cost.
- 11** **DATES OF FUTURE MEETINGS**
- 11.1** Next meeting to be held Monday 7th October..

Cllr Markham/
Clerk

Clerk

Clerk

There being no further business to discuss the meeting closed at 9.05 pm

APPENDIX A1 – CLERK’S REPORT 1/7/2013

- End of year financial report sent off to external auditors within extended time negotiated with them. Due to an unclear start position I had to buy in £430’s worth of external consultancy (an accountant and the Internal Auditor) to achieve reconciliation between 2012 and 2013. I would like to move over from an Income/Expenditure to a Payments/Receipts format of reporting as recommended by the accountant and Internal Auditor – resolution for next Finance Committee
- There has been a significant increase in standing charge for electricity at the Sports Ground as I advised in my email of 5th August, due to end of previous agreement and an up until now unaccounted increase in consumption this year
- Karen Hill has kindly said that she will not charge us for the work she has done on the village centre
- This year we have had to inform MKC what we are doing for Remembrance Day. Cllr Hinds has completed the form and I have returned this to MKC. Hopefully we can now get on and do what we normally do

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

- The tennis coaching sessions have been quite successful and the coach is happy for coaching to continue. We urgently need to find out about the floodlights though. There have been several new applications for hard court membership as a result (details next meeting)
- Basketball hoops – I will order this week if councillors are happy with details to be handed out at meeting
- I will be attending an SLCC 'Working With Your Council' course on 12TH Sept and 24th Oct at Didcot
- As per my recent email some heavy agricultural vehicles have knocked down the chain link fencing at the bus stop opp. Bullington End Road

Steve Bradbury

APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 2/9/2013

Very little progress these last two months due to other work pressures not least the end of year report to the External Auditors.

I have arranged to meet Keith Tipping later this week hopefully for him to keep the plan moving forward from now on.

Steve Bradbury

APPENDIX A3 - FILE NOTE HPCAF 18th JULY (item 4.4)

Cllrs Ayles and Sweetland attending.

- **Matters Arising** from previous Minutes:
 - Repeated request for safety report on Station Rd traffic calming to be sent to Clerk so that it may be forwarded to resident who attended HPCAF to speak.
 - Speed recording tubes. We understand one entrance road was measured. Could the results be sent to Clerk please?
 - Funding for SID will be decided in August.
- **Terms of Reference** for Forum. Formally confirmed for further year with minor change. Next year, will have to be revisited in line with Ward Boundary and Councillor review.
- **Warden and Neighbourhood Management Discussion.** With Auzra Flynn's departure, Rob Ward is interim leader. His pack (distributed to us through Clerk) expands on role of Warden which may give other opportunities.
Neighbourhood Management team now in temporary roles and assisting outsourcing of Highways and Landscaping.
- **Dog Control Orders.** I gave an update to the other parishes.
- **Highways Updates.**
 - Pothole repairs ongoing. All encouraged to report holes that need fixing.
 - New supplier for Highways maintenance from April. Expect significant disruption then while roads are brought up to standard.
 - **Haversham Bridge repairs.** Scheduled completion mid-September but Mike Morris expects earlier finish.
 - **Tathall End / Dips flood prevention.** Some work has been done but objections have caused some further studies to be done. Requested consideration given to Joe Geary's suggestion to lower kerbing at the Dips to allow surface water to drain more quickly. Also for work to be done in time to prevent flooding next winter.
 - Request for grass to be cut back at the Dips. Strimming in currently in hand.
- **Compliments / Complaints.** We thanked MKC for grass cutting prior to Open Gardens and also for cleaning graffiti at Fishponds play area promptly.
- **Other Business** Mike Morris drew meetings attention to public meeting on 31st July at MKC Council Chamber for Planning Inspector to hear views on Orchard Way Wind Farm application. All welcome!

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

Next Meeting. 7.30pm 24th October Hanslope Recreation Ground Pavilion.

APPENDIX A4 - Bucks and MK Association of Local Councils Executive Committee 17th July 2013 (item 4.5)

- **Best Kept Village.** The judging has just completed. Weston Underwood and Stony Stratford were two of the winners.
- **Training and Events.** Disappointingly, two courses (Accounts & VAT) had to be cancelled due to lack of interest (I know personally that this is an excellent course).
Forthcoming courses:
 - Standards Update (24th July at Aylesbury)
 - Employment Law Update (18th September, Aylesbury)
 - Risk Management (26th September, Wycombe)
- **Newsletter** 'Matters Arising'. New edition just released. Some very interesting content.
- **Finance.** The projection is for a very small surplus this year (£1,500 on total income of £121,000). This is excellent news and means the association remains financially viable.
- **HR Subcommittee** (part of Finance and General Purposes). A member of staff has asked for voluntary early retirement and, separately, whether her pension could be augmented. Authority was delegated to F&GPS to decide this.
Separately, the County Officer has also indicated that he will be leaving by February 2014. This gives the Association the opportunity to consider its future strategically including merging or sharing resources with other County Associations.
- **NALC.** NALC also is trying to redefine itself in a rapidly changing environment and to represent parish councils to government in a more balanced way than the present one in which large councils, through their association, the LGA have principal influence and government grants and leads to parishes being neglected e.g. Local Council Tax Support.

Philip Ayles representing MK Rural Parishes

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

APPENDIX A5 - SUPERFAST BROADBAND UPDATE (item 4.6)

Conversation with Martyn Smith, MKC 22nd August 2013

As we know, the rural areas of MK are regarded by BT as not being commercially viable for superfast (greater than 25Mbps) broadband and so MKC and the UK government have made funds available to make sure rural areas don't lose out.

Martyn confirmed that MKC is on track to sign with BT on 29th August to do this and this will include Hanslope exchange.

The rollout will start in 2014 and should be complete by the middle of 2016. Overall 96.8% of MK will be covered by superfast broadband, which is the 5th highest percentage in the country, and 100% of properties will have a basic 2Mbps service.

BT will be producing their plans and doing surveys over the coming months and Martyn will let us know when he has an update. I have made a diary note to speak to him again in January.

I will write a summary in the next Castlethorpe News.

Regards

Philip Ayles

APPENDIX A6 - Meeting with MKC Highways 11th July 2013 (item 4.7)

I met with Andrew Jackman to discuss two issues:

- **White lines at junction of South St and New Rd.** Andrew said that white lines were not a recognised form of marking except across drives where an offence of obstruction makes them enforceable. However, he recommended bringing the give way road markings forward into South St with hatched areas on either side. This would improve visibility from the junction and discourage parking immediately next to the junction.
He will have this drawn up for us to consider at our September meeting.
Andrew also observed that it is an offence to park on the public highway within 10m of a junction without displaying lights at night. This would be enforceable by the police.
- **Village entrance signs.** Andrew will email through some pictures of typical signage and walls / fences designed to deter speeding. Such walls / fences must be at least 4 ft from the highway or be of such a structure that they will give way in a vehicle impact - he showed me a picture of one at Roade where the innermost planks had been snapped off on impact.
Again we can discuss in September.

Philip Ayles

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

APPENDIX A7 - Update on wind turbine SPD

For clarity, this is the part of the quashed 2012 SPD that the judge who presided over the Judicial Review ruled would have been lawful. The unlawful part was the distance from dwellings because it was in conflict with the existing policy D5 and an SPD does not have the same weight as Policy. Indeed, the judge was asked to consider amending the 2012 SPD to remove the dwellings element and allowing the remaining SPD to stand but he felt this was too radical. Consequently, MKC have brought forward a fresh SPD without the dwelling component. This will not affect the application in Castlethorpe but will be a material consideration for other applications some of which have footpaths running through the middle of them.

MKC are developing a DPD, which is policy and therefore can lawfully replace D5 but, because of the higher level of rigour required, this will take the remainder of the year to put in place. This SPD is therefore an interim document.

As one of the original authors of the 2012 SPD, I was given an opportunity to revise this consultation document which, frankly, was a very bad edit of the previous SPD. I think it is now OK.

I would urge Cllrs to pass a resolution of support.

Philip Ayles

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2 September 2013 at 7.30pm in the Village Hall

APPENDIX A8 – Proposed speech to be read at DCC 5th September

Development Control Committee

Application 13/00195/FUL

I am xxxx, representing Castlethorpe Parish Council. Phil Ayles, our Chairman sends his apologies but he is away this week.

The parish council supports the officer's recommendation for refusal on the two grounds that (a) it will blight three dwellings, one of which is within the 350m minimum of policy D5, and two which are just outside this minimum which was set when turbines were half the size of the one proposed and (b) that the applicant should have provided more ecological information.

However, additionally there are a further three properties within about 800m of the site which will be significantly affected being Bartholomew Farm, Leamington Farm and Pike's Farm in Castlethorpe, Hanslope and Haversham which is why those parish councils also supported refusal. The parish council would like to add further reasons for refusal being:

1. Public Safety on the adjacent footpaths. We would remind members that this was a feature of the quashed SPD and of those parts declared lawful at judicial review which are now being consulted in a new SPD. The original draft of the now quashed SPD had a fall-over distance of height plus 10%. In a Members' Workshop, you decided this should be increased to plus 25%. This application has one footpath only 0.6 of the turbine height away and a second at height plus 10%. This is not safe for members of the public should there be any malfunction and is a compelling reason for refusal.
2. Noise. While the overall noise level may be within limits, it is the quality of the noise, blade swish or thump, which will significantly affect at least the three nearby dwellings and this has been known to cause health issues even over greater distances.
3. Shadow Flicker. The applicant's own study says this will be a problem for the two Lodge Cottages which will be mitigated by switching off. This will not be satisfactory and inevitably lead to disputes during which the properties will suffer flicker and, as in other case studies, have to sit behind drawn curtains.
4. July's Guidance from CLG placed emphasis on Local Plans and Neighbourhood Plans to identify appropriate sites for renewable energy. Castlethorpe is currently producing a Neighbourhood Plan. A Parish Poll, conducted by MKC Democratic Services, gave 94% against and gives a clear indication of what the Neighbourhood Plan will say about this site

The parish council has attended many discussions at DCC and Cabinet when applications and policy have been considered. This is not a marginal decision. It contravenes existing MK Planning Policy never mind the revised SPD out for consultation or the DPD in preparation. We ask Members to support the officer's recommendation and refuse.

Thank you.