



Castlethorpe Parish Council

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

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

Emails had been sent to Cllr Geary taking up his offer to fund the little free library from a Ward budget but no response had been received. Matter to be resolved at next meeting with either Cllr Geary to provide money or parish council to fund.

A member of the public asked if it would be possible to use the village notice boards to offer excess garden and allotment produce to villagers. Cllr Ayles said that as the parish council do not manage the content on the notice boards, to go ahead.

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
|---------------------------|--|-------------------------|
| 1.1 | Cllrs Merritt reason illness, Cllr Forgham reason holiday – accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | None | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | The minutes of 6 th June contained an error whereby Cllrs Sawbridge and Merritt were omitted as attendees. 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 1 – Village Hall hires should not be accepted without deposit if paid for by cheque. | |
| 4.1.2. | Item 2 – Cllrs Keane and Markham will report progress on mapping locations for bulb planting at next meeting. | Cllrs Keane/
Markham |
| 4.1.3. | Item 16 –Cllr Ayles will talk to the groundsman about the work that has been agreed for the wildlife area. Clerk will talk to Luke Stacey about performing a general top cut of the area in the Autumn. | Cllr Ayles/
Clerk |
| 4.2. | Report on progress on landscaping outsource
Clerk provided this report: | |
| | <ul style="list-style-type: none">- Documents: suitability questionnaire, a draft contract, and a tender response form had been agreed with Hanslope PC and had been circulated to Cllrs- Hanslope PC had agreed to manage the relationship with the successful company/companies. Relationship between councils to be established.- Hanslope had been informed that the scope of the work for Castlethorpe will be grass, hedges and trees. All else is out-of-scope- Intention agreed with Hanslope to go for initial 12 month contract with renewal options- Intention to get suitability questionnaires to suppliers by early July- Then to get Invitations To tender out late July | |
| | All agreed by council | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) | |
| 5.1. | 19/00609/FUL - Erect a single storey 3m by 3m extension to the rear of property 19 Lodge Farm Court Castlethorpe 19/00609/FUL - Erect a single storey 3m by 3m extension to the rear of property 19 Lodge Farm Court Castlethorpe – no objections
19/01206/FUL - Attic conversion to include dormer and roof light 9 South Street Castlethorpe no objections
19/01206/FUL - Attic conversion to include dormer and roof light 7 South Street Castlethorpe no objections | |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION | |

- 6.1. **19/00961/TCA** Notification of intention to remove two Beech and one Maple tree in the rear garden 7C North Street Castlethorpe . **No updates**
- 6.2. **19/01074/PNHSE** Prior notification for a proposed single storey rear extension measuring 6.0 metres from the rear wall of the existing dwelling with a maximum ridge height of 3.6 metres and maximum eaves height of 3.1 metres - 4 The Chequers Castlethorpe **No updates**

7 TO CONSIDER RESOLUTIONS

- 7.1. To consider & agree to 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 Schedule12A to the Act proposed by Cllr Ayles seconded by Cllr Keane and agreed unanimously
- 7.2. MKC paper 'Devolution of Assets and Services Approach 2019 - V1.7 was noted with no comments
- 7.3. Cllr Ayles said it would be nice to have street signs in rural style script. MKC had approached him and asked whether he would contact other parishes to see if there was any further appetite to agree on signs that MKC could source. It was agreed that he do so.
- 7.4. It was agreed purchase of new picnic tables for the sports ground be referred to the Sports Ground Committee who are to meet soon
- 7.5. There is still work outstanding on replacing the streetlights in the conservation area. To be reviewed when work complete.
- 7.6. MKC have agreed that quotes can be obtained from approved contractors to re-paint the village streetlamps. Defer for the moment in view of other workload.

Cllr Ayles

8 FINANCIAL MATTERS

- 8.1. Proposed by Cllr Ayles seconded Cllr Keane and approved unanimously

Payee	Description	Invoice	Amount
S Bradbury	Salary May 2019	per pay slip	£624.62
	Refund Training courses for Cllr Merritt	per attached statements	£82.00
Stacey Blease	May invoice VH	per attach invoice 4	£340.00
R. Wontner	Maintenance VH	invoice 72	£60.00
NBR Printing	Newsletter	attached invoice 1577	£153.75
S M Bates	Clean village entry signs	attached invoice 143	£260.00
S M Bates	Weed kill sports ground	attached invoice 145	£140.00
Grand Total			£1,660.37

Direct Debits			
E.ON	gas VH - Mar DD	89208742670A	£119.00
EDF Energy	elec VH - Mar DD	107789257	£69.00
Google Ireland Ltd	G-suite	26107096G10SRJ3131	£19.80
XLN Telecom	Clerk's phone Mar	4976199 13977882	£34.14

DD Total			£1,902.31
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9 CORRESPONDENCE RECEIVED (Circulated prior to meeting)

- 9.1. MK Pride has asked for a grant towards the LGBT parade on 10th August. It was agreed to maintain the parish council position that unless circumstances are exceptional the parish council does not give grants to non-local causes.
- 9.2. Harry's Rainbow Charitable Trust has emailed the Clerk to make the council aware of them and their support for local families in the event of a bereavement of children bereaved of parent or sibling and to ask whether an article can be placed in the newsletter. This was agreed unanimously.

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

- 10.1. None.

11 TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS

- 11.1 The next General Parish Council meeting will be on 1st July 2019 in the Village Hall.

- 12 **TO RECEIVE DECLARATIONS OF INTEREST** by Councillors in any of the agenda items below
- 13 **TO CONSIDER RESOLUTIONS (*papers to be circulated prior to meeting*)**
- 13.1. After proffering a ridiculous quote to re-surface the Station Road parking area MKC had re-considered their approach and responded with a revised quote for £4542.15. Cllr Ayles proposed that this quote be accepted and the money be obtained from the outstanding s.106 Planning gain for Maltings 1. Seconded Cllr Keane and agreed unanimously.
- 13.2. A quote from Simon Bates had been received to clean village street signs for £180. Cllr Keane proposed it be accepted seconded Cllr Sawbridge. Agreed unanimously.

There being no further business the meeting closed at 09.05

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 3/6/2019

1. Village Hall floor has been badly damaged by a private hirer. The hirer did not leave a deposit as they had no cheque book. Clerk has asked a flooring specialist to assess the damage and what is required to repair. He will then write to the hirer demanding payment for reparation.
2. Cllrs Keane & Markham were to plot locations for planting bulbs around the village.
3. Cllr Ayles had talked to the person who arranged the ‘pub evenings’ at the Village Hall about the offer from a company to provide the same service.
4. Cllr Ayles to liaise with map production company about acquiring village maps.
5. A ‘Letter Before Action’ has been sent to the MKC landscaping sub-contractors seeking payment for replacement of destroyed notice board following insufficient offer from their insurers.
6. Village Hall clock has been delivered to the Clerk awaiting fitting by electrician.
7. Hooks and baby change unit for Village Hall have been delivered. Awaiting Preschool to liaise with handyman about fitting them.
8. Clerk had been unable to find who has taken responsibility for maintaining the flower beds by the bus shelter opp. Bullington End Road. Clerk has asked handyman to re-plant them.
9. Payment for the sports ground water consumption following the leaks at sports ground buildings to be discussed at Sports Ground meeting. Hoping to now hold this w/c 10th June. The matter of the request to purchase portable goal posts will also be considered at that meeting.
10. Proludic have still not made the £1000 refund to us – Clerk to contact the Account Manager. Assets to be added to Insurance and Asset List – carried forward
11. S.106 contribution for village centre work to be claimed.
12. Work almost complete now on replacement of street lamps.
13. Application to be made for £5,000 to re-floor the Village Hall. Quote received to inform the application.
14. Refund of monies not spent to be sent to providers of 2018-19 Neighbourhood Plan grant. Grant programme for next year is now active.
15. Cllr Ayles has been in dialogue with MKC about making Dog Control Orders under the new (Antisocial Behaviour) Act. No updates this month
16. All planned landscaping work at the wild life area, the village green and spot weeding along the path to the railway footbridge postponed until autumn.
17. CCTV at Sports Ground – clerk to contact suppliers to understand the management overheads. No progress this month
18. A quote has been received from MKC/Ringway to re-surface the parking area alongside Station Road. To be considered 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 3/6/2019