



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 10th February 2020 in the Village Hall

PRESENT: Councillors Merritt, Ayles, Forgham, Sawbridge, Keane, the Clerk, Ward Cllr Geary and 5 members of the public.

The poor state of the road by the Navigation pub was again brought up. Cosgrove parish council are trying to get Northants County Council to attend to it but progress is slow.

Several attendees had attended to discuss the position of the Preschool. The Chair agreed to suspend the meeting immediately before an item that had been put on the agenda to consider the matter.

There were no further matters raised and the public session closed at 7.40.

- | | | ACTION |
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| 1 | APOLOGIES FOR ABSENCE | |
| 1.1 | Cllr Hinds reason sickness - accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | Cllr Forgham declared a pecuniary interest in item 8.1. | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous minutes incorrectly omitted the attendance of Cllr Keane and included Cllr Sawbridge as an attendee when she was not present. The minutes of general meeting on 6 th January were proposed by Cllr Merritt with these amendments seconded by Cllr Forgham and agreed unanimously. | |
| | TO RECEIVE REPORTS | |
| 4.1. | Clerks Report & Review of Actions
There was no Clerk's Report for this month | |
| 4.2. | Chairman's Report (See Appendix A1) – matters arising: | |
| 4.2.1. | Other parishes have been invited to the MK 2050 Futures meeting on 19 th March. This meeting and a series of others has been put up on Facebook. | |
| 4.2.2. | Clerk to talk to Wolverton TC Clerk about use of weed sweeper. | Clerk |
| 4.2.3. | Cllr Forgham will appeal for volunteers to assist with VE anniversary celebrations through Facebook | Cllr Forgham |
| 4.2.4. | A new s.106 schedule had been prepared by MKC. Clerk to ensure that allocations for the Paddock Close development are in order. | Clerk |
| 4.3. | Meeting with Richard Woodcock MKC Highways on street name plates (SNPs) 15th January (See Appendix A2) no matters arising | |
| 4.4. | Neighbourhood Plan Report (See Appendix A3) no matters arising | |
| 4.5. | Visit by Diane Evans, MKC Ecology 22nd January (See Appendix A4) no matters arising | |
| 4.6. | Police Report NAG 28th January (see Appendix A5) no matters arising | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) | |
| 5.1. | 20/00011/TCA - Sycamore - Sectional fell using rigging operations due to proximity of tree to grade 2 listed property effecting foundations/drains and preventing Thatch roof replacement T2- Sycamore - Sectional fell using rigging operations due to proximity to grade 2 listed building effecting foundations/drains and preventing replacement of thatch roof The Thatched Barn 1 Lodge Farm Court Castlethorpe – no objections | |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments | |
| 6.1. | 19/03177/FUL Removal and relocation of 2 No. garden structures, a timber summerhouse and a timber garden store and the construction of a new timber clad garden studio on the former site of the summerhouse and shed. 22 North Street. Permitted. | |
| 6.2. | 19/03240/FUL proposed two storey rear extension 19 Station Road. Permitted. | |
| 6.3. | 19/03050/OUT Hybrid planning application for the construction of 377 dwellings comprising an Outline planning application with all matters reserved, apart from access for 296 dwellings and associated development, with a vehicular access junction at Little Linford Lane; and, a Full planning application for 81 dwellings with estate roads, surface water drainage attenuation, landscaping, phase one of a noise attenuation bund, and other associated development. Land to The West of M1 Off Little Linford Lane Little Linford 21/1/2020 many objections including from Highways England and Castlethorpe PC. Petition opposing also available. | |

- 6.4. **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. – **21/1/2020 no further 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 Schedule 12A to the Act . It was agreed that there is nothing further to discuss at this meeting on either agenda item so a Part 2 not required..

- 7.2. The Chair suspended the meeting
Representatives of Pre-School were in attendance and they reported the currently grave position that Pre-School was in. Of the 14 children they have at the moment 10 will be moving on to first school. There are fewer children coming through and they are only aware of one further child attending next year. To open the new school year with only 5 children would not meet staff wages alone. Additionally there are fewer parents to act as officers. Cllr Ayles asked if non-parents could act as officers and was told that they could but would need to be a trustee and as such personally liable.

The Chair resumed the meeting:

Cllr Forgham proposed that Pre-School do not pay rent for the Village Hall as of from today until end of August or situation improves sufficiently. Seconded by Cllr Ayles and agreed unanimously. It was further agreed to review the matter in September. Clerk did not think that the parish council had any power to financially assist the Pre-School beyond the limit of s.137 – purposes not specifically authorised. Clerk to confirm. Clerk to also establish whether the parish council could underwrite personal liability for any non-parent adopting trustee responsibility. In the meantime Pre-School will examine their indemnity insurance. Matter to be kept under regular review.

Clerk

- 7.3. Cllr Forgham had received a quote for £665 to replace the roller blinds in the Village Hall and proposed that it be accepted. Seconded by Cllr Ayles and agreed unanimously.
- 7.4. Kevin Wilson at MKC is trying to find keys to be given to the people that had agreed to clear the North Street litter bins. Clerk to order from bin suppliers if nothing forthcoming. It was agreed that the area by the side of the Village Hall could be used to store the bagged litter and Cllr Ayles proposed that a spend of up to £200 be approved to build a post and rail fence to ring-fence the area. Seconded Cllr Forgham and agreed unanimously. Cllr Markham will supply the boarding.
- 7.5. Cllr Forgham proposed that a sum of up to £1,000 be spent on repair/replace to the football pavilion doors. Seconded Cllr Sawbridge and agreed unanimously.
- 7.6. It was unanimously agreed to allow a request to erect a sponsorship board at the cricket ground.
- 7.7. The Clerk had submitted a grant request to MKC for £2,500 (to be matched) for the work to improve attic space and access at the Village Hall.
- 7.8. It was agreed that the triangular area at the back of the sports ground between the sports pitches be used to plant trees as requested and to be donated by a village resident. It was agreed that rowan, field maple, hazel and wild cherry be considered. Clerk to liaise with resident and with contractor to do the work.
- 7.9. Cllr Forgham had discussed with the Bowls Club the position of dismantling and re-assembling the short mat bowls cupboard whilst VH floor is being re-laid and they had agreed for this to happen.

Clerk

8 FINANCIAL MATTERS

Cllr Forgham withdrew from the meeting

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

Clerk

Payee	Description	Invoice	Amount
S Bradbury	Salary December 2019	per pay slip	£624.62
Stacey Blease	VH Cleaning January - adjusted payment	per attached invoice-awaited	£70.00
R.Prinzi	Sports ground maintenance	per attached invoice	£240.00
Viking Payments	VH Consumables	attached invoice 5889286	£55.53
Viking Payments	VH Consumables	attached invoice 594314	£40.59
Viking Payments	VH Consumables	attached invoice 450602	£6.36
Cute maps	Changes to village map	attached invoice	£112.00
Janus Safety Solutions	PAT testing	attached invoice	£94.00
R.Forgham	Refund Afternoon tea costs	attached invoice	£59.00
B.P.Shayler	Service VH boiler + fix VH toilet fan	attached invoice 168	£131.00
NBR Printing	Print Neighbourhood Plan leaflets	attached invoice 01659	£45.00
TOTAL			£1,478.10

Direct Debits			
Anglian Water	Water to Jan 2020		£50.61
Everflow Ltd	gas VH - DD	89208742670A	£123.13
EDF Energy	elec VH - DD	671070653836	£84.00
Google Ireland Ltd	G-suite	26107096G10SRJ3131	£28.98
XLN Telecom	Clerk's phone	4976199 13977882	

DD Total			£286.72
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9 Cllr Forgham returned to the meeting

CORRESPONDENCE RECEIVED (Circulated prior to meeting)

9.1. None

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

10.1. Cllr Merritt had submitted an application for a grant to Milton Keynes Development Partnership to fund the purchase of 2 x defibrillators. He and the Clerk to meet them this month. .

10.2. Cllr Keane had attended a meeting with MKC and other cllrs where they discussed cycling. Sustrans will hand a list of items to maintain to MKC Highways. Cllr Merritt to ensure that cycle track in Castlethorpe parish included.

10.3. Cllr Ayles had asked MKC Highways for the road at Bullington End Road to be kerbed to include the last houses.

10.4. It has come to notice that MKC are doing a survey to re-evaluate the use of re-cycling bins, maybe to introduce more. Concern was expressed about the impact on terraced houses with no rear access should they decide to increase the number of bins.

11 TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS

11.1 The next General Parish Council meeting will be on 2nd March 2020 in the Village Hall.

11.2. The Annual Village meeting will be on 6th April to be followed by a General Parish Council meeting

11.3. There is a Neighbourhood Planning event at civic offices on 4th March. Chair and Clerk will attend.

11.4. **Neighbourhood Plan Open Day at 10am-4pm on 29th February** at the Village Hall

11.5. MK 2050 Futures Meeting 7.30pm 19th March Village Hall

Appendix A - Schedule of Reports & File Notes

APPENDIX A1 – Chairman’s Report - February 2020

Landscaping: Landscaping Agreement with MKC signed by Clerk and forwarded to them. MKC say that outsourcing parishes will be given access to additional layers on GIS. **Clerk to forward original signed copies.**

MK 2050 Futures Meeting 7.30pm 19th March Village Hall. Meeting arranged with Geoff Snelson and Fiona Robinson. Neighbouring parishes including Cosgrove and Old Stratford invited as it affects them ('Metropolitan' MK). Note Bucks CC and AVDC have reacted strongly against plan.

MKC Highways

- The 20mph zone in North St and South St was approved by Delegated Decision 14/1/20.
- Written to MKC (14th January) about heritage (or other) streetlights instead of standard in LED programme in 2021/22. Advised project officer would be appointed and respond to us. No response yet.
- Request made to remove 'Unsuitable for HGV' sign by Maltings Field
- Damaged granite sets and footway by the triangle reported and now repaired.
- NS18 light on permanently reported
- NS 15 reported faulty.
- Written concerning EV Charging Points. No response yet.

Other

- Cllr Merritt and I met with Mr Merritt who will create preliminary drawings and costs for a clubhouse SG so that an informed question can be put to residents in due course.
- Sally McLellan (Clerk, Wolverton) presented at Parishes Forum on Weed sweeper. Little use by parishes so far. **Can we make use?**
- **VE 75th anniversary** - street party? Parish Council sponsor if volunteers willing.
- Kevin Wilson visit about litter bins. Space by Village Hall agreed. Resolution to fence. Awaiting keys to litter bins.
- Modifications sent to Cute Maps. Returned but further mods now awaited. Plaque installed.
- No further response from MKC on PSPO for dog control.
- Precept Requirement finalised with MKC Finance and submitted.
- MKC now publishing S106 Reconciliation every 6 months. **Important that schedule agreed** as some of parish council allocation listed against Highways. (Note, talking to Hanslope, they have arranged a separate meeting with MKC as they believe their allocations are wrong so this first schedule may have some errors in it.)
- Meeting with Philip Sawbridge 3rd February. Viewed progress on Phase 1 of current development which is nearing completion and saw site of Phase 2. Philip also wanted to show me the site for application for a new Business Unit ('Orchard House') which was refused some years ago by MKC. He will pass plans to CPC when available. I was the only councillor able to attend today. Philip invites other **councillors to contact him** at weekends or in school holidays to arrange a separate visit.

APPENDIX A2 Meeting with Richard Woodcock MKC Highways on street name plates (SNPs) 15th January (Clerk and self) - Summary Email sent to MKC

- Request that MKC consider a traditional street name plate specification including the font and design (as the existing photos of North St and School Lane), material, deformable construction and mounting guidelines (height from ground etc). This would be available to certain parishes including the rural parishes.
- The parishes considered suitable for this design would be invited to indicate whether they would wish to have the traditional street name plates adopted for their parish.
- Parishes adopting the traditional design would be expected to fund the acquisition and installation according to the published MKC guidelines referenced above. However, within these guidelines they would be free to procure from suppliers for best value.
- Similarly, they would be able to use an MKC approved contractor to install the street name plates and not be restricted to Ringway as this would be a parish procurement. If the SNPs are being installed in the same place or on a wall, parishes can proceed. Parishes would be responsible for obtaining written permission from owners for any wall mounted SNPs. If they are being installed in a different place on the adopted highway (including verges), they will require permission from MKC to ensure the site meets Highways requirements (eg not too close to the highway) and will not foul services.

- Parish implementation might be staged. For example, Castlethorpe might wish to start with the conservation area and then move to other parts of the village to spread the cost.
- We would expect MKC to maintain the SNPs after installation but with an option for parishes to replace if it was felt more urgent than the MKC programme.
- Particular concerns (not limited to this issue) are that MKC access charges should not be made for these improvements as none will disturb the highway itself. Similarly, the 19% uplift for Ringway work would not be applicable especially if Ringway were not selected by the parish.

APPENDIX A3 Neighbourhood Plan

The Neighbourhood Plan Reg 14 Consultation (Pre-submission) started on 27th January and will complete on 11th March. All statutory consultees have been notified though some emails, mostly utility and mobile phone companies from MKC's list were rejected but David Blandamer feels I have discharged reasonable efforts to contact them.

The draft NP and the associated Modification documents have been publicised on the website and on the Notice Board together with a descriptive notice. The notice is being printed and will be distributed to all residents and spares will be left at appropriate occasions e.g. Communi-Tea.

There will be an Open Day at 10am-4pm on 29th February at the Village Hall. Parish Councillors and Ward Councillors are asked to be there if possible. A briefing will be held at 9am.

The main 'modifications' to the existing NP are:

1. Updating the NP to relate to Plan:MK (instead of the outdated Core Strategy) and the latest NPPF.
2. The creation of a Policy on non-designated heritage assets (Buildings of Local Interest) and we need to reassure the owners if they have concerns that this simply means that they will have to get planning permission for external changes and only frontage (especially rooflines) are likely to be problematic.
3. A new Policy on Climate Change.
4. Deletion of the Policy predisposing approval for car parking at the Carrington.
5. Designation of Gobbey as an LGS.

The process from now is hopefully:

- Pre-sub consultation (Reg14) ends 11th March. Assess comments with Neil Homer and decide on any amendments. Parish Council / Steering Committee agrees any amendments and then submits NP to MKC.
- David Blandamer has already checked for compliance with Plan:MK and NPPF. He has initiated the SEA - he anticipates no need for one. He will then start the Pre-examination publicity period (Reg 16). I am hoping this can be done this by end March so this would finish in mid-May.
- At the same time, MKC with the help of Neil Homer, will select an Examiner to be in place by the end of the Reg 16 period.
- It should be a simple examination lasting no more than 4 weeks though Gobbey may be an issue but should complete by end June.
- Hopefully, the Examiner will agree that the Plan makes major modifications and Neil's view is, because it does not make new allocations of land for housing, that there will not need to be a referendum.
- We could reasonably expect the Modified NP to be 'made' by MKC in July.

APPENDIX A4 Visit by Diane Evans, MKC Ecology 22nd January

Visit was follow-up from attendance at MKC Biodiversity Workshop 26th November

1. Station Road hedge around bridleway entrance: Hedge (mostly trees shrubs) by the footpath entrance should be cut back every 5 years. Behind car park and down to 30mph limit: Coppice Hawthorne close ground to thicken up.
2. The Chequers. Open area (by Dave's) which was selected for trees offered by resident. This area is too small and Highways are concerned it could affect sightlines. Also, soil quality is poor and two small existing trees don't seem to be thriving.
3. Open area by The Paddocks (opposite swale). This is currently owned by Stonewater which does not intend to build on it. If eventually is left as open area, Diane recommends a pocket park.
4. Sports Ground. Diane recommends **triangular area at the back between the cricket and football pitches as good spot for donated trees**. Of the suggested species, she recommends rowan is replaced with whitebeam plus the suggested field maple, crab apple, wild cherry and hazel. Generally suggests not mowing up to the hedges except at the end of season to encourage flora.
5. Wildlife Area. Consider log piles for insect. **Bug hotel** on stand at back by Castle Field hedge.

APPENDIX A5 Police Report NAG 28th January

1. Our rural PCs are now Dan Smith and Liam Farrow. Liam attended the NAG. SC Guillaume Ouellette continues but obviously part-time but has done speed enforcement in Castlethorpe. Due to staff shortages, our PCSO Travis Phillips, has been reassigned to Newport Pagnell and PCSO Pat Flynn will temporarily look after us while a new PSO completes training. Pat's email can be published for residents and is Patricia.Flynn@thamesvalley.pnn.police.uk
2. In the period 28th October to 28th January, in Castlethorpe, there was one theft of vehicle (a van) and three residential burglaries. It was believed that two of the last were apprehended, one caught hiding in bushes by police dog and the other by DNA.
3. There have been a number of fraud incidents in Hanslope. This is normally 'courier fraud' where a caller will impersonate a police officer to tell the victim that their card has been compromised and that he is sending a courier to collect it and the PIN number. Two residents have lost significant money this way. Targeted victims are all elderly.
4. Liam said that, in common with other areas, theft of tools from vehicles is increasing and advises care.
5. Operation Drover will occur w/c 3rd February to counter farm theft.
6. As well as 999 and 101, non-urgent crimes can be reported online on the TVP website <https://www.thamesvalley.police.uk/contact/af/contact-us/>
7. Police are requesting residents with CCTV or video doorbells to tell TVP as footage may assist investigations. I am just clarifying reporting process and will then ask Russell to publicise.
8. Our SID battery has become faulty and has been returned to MKC for replacement.
9. Resident reported a vehicle left for several weeks on Station Rd. Reported at NAG but taxed and insured so no police action taken.

Philip Ayles
10th February 2020