



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting
held remotely by video conference 6th July 2020

PRESENT: Councillors Merritt, Ayles, Forgham, Sawbridge, Hinds, Keane, Ward Cllrs Geary & Bowyer and the Clerk. Members of the public viewed the meeting via Facebook.

Public session: Cllr Ayles had received a phone call informing that the road at Thrupp Wharf near the Navigation pub had been marked for repair by Northants CC.

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
|---------------------------|---|------------------|
| 1.1 | Cllr Markham had not received the joining instructions to enable telephone access. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | Cllr Ayles pecuniary interest 8.1. | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous minutes from the meeting of 1 st June were proposed by Cllr Keane seconded by Cllr Forgham and agreed unanimously. | |
| TO RECEIVE REPORTS | | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1) – matters arising: | |
| 4.1.1. | Item 2 – Cllr Ayles said that the matter of trees overhanging the war memorial needs to be brought to a conclusion. The Clerk suggested that parish cllrs talk direct to Luke Stacey. Clerk/Cllr Ayles will contact him and arrange to meet by the war memorial to agree way forward. | Clerk/Cllr Ayles |
| 4.1.2. | Item 12 – The £50,000 allocation that was to be invested with CCLA is currently sitting in a non-interest gathering current account. Clerk will invite CCLA to give follow up presentation to explain their position with regard to the current economic situation. | Clerk |
| 4.1.3. | Item 11 Cllr Ayles has written to MKC Highways asking about engaging a contractor to re-paint heritage lamp posts. | |
| 4.2. | Neighbourhood Plan update | |
| 4.2.1. | Cllr Ayles reported that Mr Andrew Ashcroft has accepted the appointment as Examiner for the Neighbourhood Plan. A representation from a planning agent to view a report associated with the Plan had been referred to MKC as the Plan is now under their control. | |
| 4.3. | Report on new planning regs for affordable housing | |
| 4.3.1. | Cllr Geary gave an update on new planning regulations: MKC are not meeting their target with regard to the allocation of affordable housing but he did not think that this position would have an effect on Castlethorpe or Hanslope where the Neighbourhood Plans would still carry sufficient weight to defend any planning applications/appeals. | |
| 4.4. | Report on re-opening village hall, outdoor gym and play areas | |
| 4.4.1. | Cllr Forgham reported that the Village Hall Committee had met and had agreed a process to re-open the Hall in accord with Govt. guidelines. None of the local users and interest groups were going to restart until September with the possible exception of Pilates. It had been agreed that the Hall will not re-open for public hire for the time being. It had been further agreed that the cleaner will do a thorough clean before every use and that the hirer would be responsible to do so after use. There was a discussion about whether fabric chairs were usable but it was agreed that there was no regulation against doing so but they should be cleaned and used as infrequently as possible and not hired out. | |
| 4.4.2. | The outdoor gym area will reopen. A risk assessment had been completed by the parish council and instructions for use had been agreed and will be posted by the equipment (secretary's note: now done). Cllr Ayles said that the advice and support received from MKC had been very poor/non-existent. He will produce a report to feed into a review on MKC's handling of the virus that is being prepared. | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) | |
| 5.1. | South Northants Council S/2020/0836/FUL Proposed change of use of land to create a 4 Pitch Gypsy/Traveller site comprising siting of 1 Mobile Home, 1 Touring Caravan, and the erection of 1 dayroom per pitch Land East Of | |

Northampton Road Yardley Gobion: Objections had been made by Yardley Gobion parish council, UK Waterways & Northants Police. Cllrs had read the objections and it was agreed that all were appropriate. It was agreed unanimously that the parish council should object on the basis of and supporting all of those objections.

- 6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments made**
- 6.1.** 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. Awaiting allocation of a Planning Inspector – no update this month**
- 6.2.** 20/01075/FULMMA Variation of condition 1 (Approved Drawings) attached to planning permission 18/01294/FUL to amend the western elevations, and provide details of the parking layout and cycle store Lodge Farm Business Centre Wolverton Road Castlethorpe **status 'registered'**
- 6.3.** 20/01168/TPO Horse Chestnut tree in our garden requires 20% reduction to retain integrity Castlethorpe Lodge Hanslope Road Castlethorpe **status 'registered'**
- 6.4.** 20/01182/FUL Single storey orangery to the rear of the property Castle House 5 North Street Castlethorpe **status 'registered'**
- 6.5.** 20/01183/LBC Listed Building Consent for single storey orangery to the rear of the property Castle House 5 North Street Castlethorpe **status 'registered'**
- 7 TO CONSIDER RESOLUTIONS**
- 7.1.** 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 and agreed unanimously.
- 7.2.** The report 'MK Strategy for 2050 - impacts of Covid-19 review' had been seen by cllrs. It was agreed that the parish council should comment as follows:
Will MKC look at the potential for using buildings left empty by any move to increase home working and reduce demand for office space as domestic housing
MKC needs to look at a programme of running fibre to homes to provide better bandwidth and internet capability for home working
To move away from public transport the Sustrans cycle track needs to be upgraded and there needs to be support given to electric bikes
More thought should be given to the closing of waste sites as during their closure there was a significant increase in fly tipping **Clerk**
- 7.3.** It was unanimously agreed to repair the basketball back board at the sports ground at a cost of no more than £200 **Clerk**
- 7.4.** It was unanimously agreed that it is worth looking further into the community solar scheme for Milton Keynes Parish, Town and Community Councils for the sports ground buildings but not the Village Hall. Clerk to pursue. **Clerk**
- 7.5.** It was unanimously agreed to purchase a floor steamer for the Village Hall for sanitising purposes at a cost of no more than £200 **Cllr Forgham**
- 7.6.** It had been agreed by the VHC to leave social distancing at the Village Hall at 2 metres. Cllr Forgham had provided a list of materials to be purchased to mark out the Hall. It was agreed to purchase the materials as per list. **Clerk**
- 7.7.** It was agreed to support a request from SLCC (supported by NALC) to write to Sec of State for Housing, Communities & Local Government about securing viability of parish and town councils. It should further be added that precepting authorities should not be excluded from any future grants as was the case with grants against loss of income due to Covid-19. **Clerk**
- 7.8.** It was deeply regretted that the village Pre-School had to close and it was agreed that Cllr Forgham and Clerk arrange meeting with Pre-School committee to:
Offer to store any inside and garden equipment and to discuss the matter of equipment in general **Clerk/Cllr Forgham**
Request that the outstanding bank balance be held in trust to be available should the Pre-School restart in the village. To offer individual cllrs to act as trustees (secretary's note: the Clerk would need to check whether they could do so as councillors or that it could be done by the entire council as he doubts that the appropriate powers are in place)
- 7.9.** The maintenance and upkeep of the VH back garden was discussed. As Pre-School will no longer be looking after it, it was suggested that the village school might like to take it on. It was agreed that Cllr Ayles would approach the school in this respect. Failing this the matter should be determined at the next VH Committee meeting. **Cllr Ayles**

- 7.10.** The commemorative rugby posts in the sports ground are starting to lean significantly and need attention. It was agreed that the preferred option was to remove them. Cllr Geary will determine whether the posts belong to the parish council. If so Clerk to first offer them to adjoining parish councils.
- 7.11.** It was unanimously agreed to replace manual lock for toilets at back of sports ground garage with a digital replacement at the request of Castlethorpe Sports Association (CSA)
- 7.12** It was unanimously agreed to replace the dog bin at the Chequers with a new bin as quoted by Marcus Young
- 7.13** It was unanimously agreed that there was no further action required on the re-opening of the Village Hall and play areas beyond what had already been agreed.
- 7.14** It was unanimously agreed to fund fitting of kitchen donated to CSA for football pavilion up to a maximum of £500

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FINANCIAL MATTERS

- 8.1.** Cllr Ayles withdrew from the meeting
The payment schedule was proposed by Cllr Forgham seconded Cllr Sawbridge and was approved unanimously. Cllr Ayles returned to the meeting.

Payee	Description	Invoice	Amount
S Bradbury	Salary April 2020	per pay slip	£624.62
Stacey Blease	VH Cleaning March	per attached invoice	
RTM	Landscaping July	invoice 2325	£391.67
Greg Flach	Erect fence between Castle Field & Castle House	invoice awaited	£640.00
Simon Bates		attached invoice 175	£400.00
Richard Wontner	Village maintenance	attached invoice 91	£100.00
Richard Wontner	Empty bins	attached invoice 91	£40.00
Acorn Nurseries	Trees for Sports Ground	attached invoice	£32.00
BP Shayler	Install 2 x sockets VH	attached invoice 205	£278.43
BP Shayler	replace broken radiator valve VH	attached invoice 204	£134.00
BP Shayler	resolve heating problems VH - replace faulty components	attached invoice 201	£248.60
BP Shayler	fix mixer tap/hot water + faulty electrics cricket pavillion	attached invoice 208	£182.20
Viking	VH consumables	attached invoice 845740	£45.34
Viking	VH consumables	attached invoice 101876	£19.87
Viking	VH consumables	attached invoice 269476	£46.47
Simon Bates	weedspray village	attached invoice 175	£400.00
Marcus Young	dog bin clearance	attached invoice 3276	£1,164.80
R Prinzi	land maintenance SG May	attached invoice	£330.00
R Prinzi	land maintenance SG June	attached invoice	£345.00
Came & Co	Annual Insurance	attached invoice 44399607	£1,575.40
Philip Ayles	Re-claim purchase Zoom	attached invoice 25252786	£77.74
IDNET	Annual Payment	attached invoice 703351	£125.00
MKALC	Annual subscription	attached invoice 21	£80.00
Preschool	VH fees overpayment	attached statement	£1,057.10
TOTAL			£8,338.24
Direct Debits			
Google Ireland	26107096G05ASYDKH7		
XLN	4976199 16674975		£27.64
EON	089208742670A		£102.00
EDF	671070653836.00		£84.00
Everflow	B220925A		£57.78
DD Total			£271.42

- 8.2. Cllr Ayles proposed that MKALC membership should be renewed. Seconded Cllr Hinds & agreed unanimously.
- 8.3. The Clerk had been told that the s.106 drawdown request to repay monies spent on village improvements was being circulated and that unless there were objections the money would be paid before the next meeting. Cllr Ayles had written to MKC to see if the cost of installing new litter bins could be claimed back from the 'waste management' allocation but had yet to receive a reply.
- 8.4. There had been a number of problems in contacting the Bank of Ireland and Cllr Ayles proposed at the Clerk's request that the current account held there be transferred to another bank, preferably one that has a local branch. Seconded Cllr Hinds and agreed unanimously. Finance Committee to select an appropriate bank. **Cllrs Ayles, Forgham, Merritt, Sawbridge**
- 9 **CORRESPONDENCE RECEIVED (email circulated prior to meeting)**
- 9.1. A resident has written to report flooding problems to properties on Bullington End Road and that MKC are not responding to his requests to resolve. Cllr Geary will take forward with MKC. **Cllr Geary**
- 10 **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 10.1. The village handyman has reported that he is often clearing up black bags that are being left around the village. The matter was raised but the meeting continued with no outcome.
- 10.2. Cllr Keane raised the matter of potholes in Station Road that are very likely worsened by the large vehicles being used in the Hanslope property developments. In addition the road in the centre of the village by the Chestnuts seems to be sinking. Cllr Sawbridge added that the golden tarmac in the village centre is sagging. Cllr Ayles to take up with MKC Highways. **Cllr Ayles**
- 10.3. Cllr Forgham asked for the old village web site to be taken down given that the new gov.uk site had been up and running for some while. The Clerk advised that this would require a decision through a resolution. Clerk to add to next agenda. **Clerk**
- 10.4. The Clerk will request an extension so that the parish council can consider a planning application made by Cosgrove Park at the next meeting. **Clerk**
- 11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS**
- 11.1. It was decided that there will be an August meeting this year so the next General Parish Council meeting will be on Monday 3rd August 2020 and will be conducted by video-conference.

There being no more business part 1 of the meeting closed at 21.40

PART 2

- 12 **TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below**
- 12.1. None
- 13 **TO CONSIDER RESOLUTIONS**
- 13.1. Three quotes had been received to do the loft conversion work at the Village Hall to provide additional storage. Cllr Forgham had reviewed the quotes with the Clerk and proposed that the one from MK Loft Boarding represented the best functional fit at a price broadly equivalent to the cheapest of the other two. He proposed therefore to award the work to Messrs. MK Loft Boarding. Seconded Cllr Hinds and agreed unanimously.

Appendix A - Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 6/7/2020

1. Weed kill of village done
2. Talked with Luke Stacey about cutting back trees around war memorial. He thinks that to cut them back further will affect the trees and look unsightly. He will have another look, talk to Fr Gary and then if necessary, talk on site with parish cllrs.
3. Clerk & Cllrs Ayles & Forgham joined video meeting of CSA. Netball has been introduced. Several actions captured and included on tonight’s agenda. Paul Van Geet has confirmed that the portable goalposts to be purchased can be paid for from s.106 monies.
4. Cllr Bowyer took action to talk to MKC about whether any grants are available to P&TC’s to offset financial shortfall during lockdown.
5. Trees for sports ground have been delivered to the Clerk. Spoke to contractor and he advised that if he plants them now then they will have to be regularly watered. Better to plant in September. Clerk will keep trees in meantime. Other work at sports ground to secure doors at football pavilion, replace pavestone at cricket pavilion will be done when trees planted.
6. Pointing beneath the bell tower at the Village Hall and movement of clock will be done this month
7. Milton Keynes Partnership Foundation have requested our bank details and will transfer the grant money. Cllr Merritt and Clerk then to commission purchase of agreed units plus arrange installation and training with First Responder.
8. There seem to have been some problems with Paul Van Geet receiving emails with s.106 drawdown request for re-payment of money spent on village centre improvements. I have ensured that he now has the correct paperwork. Next step will be that he will circulate to Ward members for comments and if no objections will arrange payment before next meeting.
9. Paul Van Geet at MKC has confirmed that purchase goalposts for football club can be offset against s.106 monies. Will be purchased next period after agreeing delivery arrangements with CSA.
10. The handyman has re-erected the fallen down public footpath sign and has made good the sign that was not stable. The new sign has been purchased and will need the two parts fixing together. Will progress with handyman.
11. Of the 72 lamp posts in the village only 29 were considered not to be in need of re-painting. Cllr Ayles to contact MKC to see if parish council can engage their own contractor.
12. CCLA are once again taking new applications for the Public Sector Deposit Fund. Suggest the need to review situation in light of financial position brought about by lockdown before proceeding with application. No recession needed on original decision to invest as this was made over 6 months ago.
13. Carole at BALC has not yet had a response to her request for further information with regard to our question about ‘contracting out’ financial services. She will chase up and get back to me as soon as she can.
14. Proludic still need to refund £1,000 as agreed. Clerk had missed email from the asking for bank details. Now sent.
15. Cllr Keane to raise matter of SUSTRANS track at Transport Forum
16. Clerk has added insurance cover for new playground equipment
17. Cllr Ayles has written to MKC Highways about:
 - NS18 bracket still waits removal (non-urgent)
 - Removal of ‘No HGV’ sign by Maltings Field
 - MKC are not actioning any street name plates replacements / repairs during Covid 19. I have also asked again, but not received a response, on the new rural style.

No progress/unknown status on outstanding actions:

- No update received yet from Chris Hayles at MKC looking at opportunity to provide additional heritage lighting when MKC replace street lamps with LED lights.
- Still no response from Richard Woodcock at MKC about replacing street signs with traditional name plates.
- Proceedings for our claim of damage to the village hall floor have been postponed until a live court hearing can be scheduled which will probably not be before the Autumn.
- 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
- 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
- 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 6/7/2020