



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held remotely by video conference 12th April 2021

PRESENT: Councillors Ayles, Forgham, Markham, Merritt, Sawbridge, Keane, Hinds, Ward Cllr Geary and the Clerk. Members of the public were viewing the meeting via Facebook and YouTube.

As the meeting succeeded the Annual Village Meeting there was no public session

- | | | ACTION |
|----------|--|---------------|
| 1 | APOLOGIES FOR ABSENCE | |
| 1.1 | None | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | Cllrs Ayles and Keane, pecuniary interest in item 7.1.. | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous minutes from the meeting of 4 th March were proposed by Cllr Sawbridge seconded by Cllr Merritt and agreed unanimously. | |
| | TO RECEIVE REPORTS | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1) – matters arising: | |
| 4.1.1. | There were no matters arising | |
| 4.2. | Update on re-opening of Village Hall | |
| 4.2.1. | This had been covered in the Annual Village Meeting | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Councillors) | |
| 5.1. | 21/00129/FUL - New dwelling including new access and amenity space, new access and drive to existing dwelling (re-submission of 20/02803/FUL) 1 Wolverton Road Castlethorpe The parish council had previously made two principle objections: <ul style="list-style-type: none">- The location of the proposed access onto the public highway was dangerous- According to MKC design policies the frontage of a property should face on to the access point onto the public highway | |
| | Following submission of new plans and conversations with the MKC Planning Case Officer Cllr Ayles proposed that the objections now be withdrawn as it can be seen that the applicants, having moved access away from the traffic calming build outs, had done as much as they could do with regards to access. Also that the Officer had said that the elevation facing the highway could be considered to be a 'frontage'. Agreed unanimously that the objection be withdrawn.. The Clerk will notify the Case Officer of the withdrawal of the objection but if necessary Cllr Ayles will be attending the DCP meeting at which this application is to be considered and will confirm the withdrawal in person. | |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments | |
| 6.1. | 20/02660/FUL - Proposed siting of 40 static holiday caravans in lieu of 70 touring caravans (re-submission of 20/01298/FUL) Cosgrove Park Main Street Cosgrove – registered. Haversham & Little Linford PC have requested a condition that the units be delivered through Cosgrove as part of the Delivery Management Strategy – no further updates | |
| 6.2. | 21/00073/FUL - Loft conversion and construction of a rear facing dormer. Internal changes and revised rear elevational changes. 42 South Street Castlethorpe – status Refused | |
| 6.3. | 21/00016/FUL - Proposed 3m single storey rear extension (resubmission of 20/02875/FUL). 12 Shepperton Close Castlethorpe. To be considered at forthcoming DCP meeting – Cllr Ayles to attend | |

6.4. **21/00364/FUL** - Proposed single storey rear extensions 22 South Street Castlethorpe. Status - **Awaiting decision. Secretary's note: the Case Officer has subsequently approved this application. Unfortunately, the comments from the Parish Council objecting to the application were sent too late to request that the application be referred to DCP.**

6.5. **21/00369/FUL** Loft conversion with front and rear dormers 23 Thrupp Close Castlethorpe. **Refused.**

7 **TO CONSIDER RESOLUTIONS**

7.1. Cllr Ayles and Cllr Keane withdrew from the meeting. Cllr Forgham proposed that Cllr Hinds take over the Chair seconded by Cllr Sawbridge and agreed unanimously. The lease between CVSA and the Parish Council had been circulated prior to the meeting. Cllr Hinds proposed that the lease be renewed. Agreed unanimously. Cllrs Ayles & Keane returned to the meeting and Cllr Ayles resumed the Chair.

7.2. Replacement of streetlights to heritage style at Station Road and Bullington End Road had already been agreed at a cost of £18,500. Cllr Ayles said that to replace the lights at Shepperton Close and the Chequers at the same per unit price would amount in a further cost of c. £23,500. Then Thrupp Close streetlights could be upgraded to something similar to Lodge Farm Court (LFC) by replacing the lanterns and painting the posts at a presumed lesser per unit cost. Cllr Hinds questioned the overall cost of the exercise and as such a quote for the Chequers to upgrade to the same as Thrupp Close should also be considered. Cllr Ayles asked for approval to get quotes from MKC for heritage lanterns for Shepperton Close, both heritage and LFC lanterns for the Chequers and just the LFC lanterns for Thrupp Close. The Parish Council could then agree the way forward following receipt of said quotes. Agreed unanimously.

Cllr Ayles

7.3. Cllr Ayles informed the council that the 'call in' of the decision to progress the Modified Neighbourhood Plan (MNP) had been unsuccessful. The scrutiny meeting that was held was totally unsatisfactory and the members had not been given the full legal advice solicited by MKC to inform their thoughts. He said that a Judicial Review would have every chance of success and the possible outcome in that event would be to take the Plan back to Examination at which the Parish Council would request a Hearing. It should also be noted that to keep a Neighbourhood Plan sufficient to provide protection it will need to be refreshed every 2 years and that the JR process would delay the current MNP until at best late this year. Having said that it was thought that the risk of MKC failing to prove a 5 year housing land supply in the meantime was very low. The JR would have to be sought by the residents as the Parish Council is restricted in its powers to commit more than the s.137 allowance that they are legally allowed to spend where there is no specific legal power to do so. Cllr Ayles therefore summarised that the decision to be made was to decide on an amount to grant between the £1,000 already agreed and the requested £4,800, being half the communicated cost of the pre-action legal advice. There was a general consensus that the Parish Council should financially support the residents and a majority view that the amount should be half of the cost, £4,800. This was formally proposed by Cllr Sawbridge, seconded by Cllr Merritt and agreed by all bar one abstention.

7.4. Cllr Sawbridge raised the matter of parking in South Street especially when the school and nursery are open. After some discussion it was agreed that Cllr Ayles will contact MKC Highways to determine what options there are to find a possible resolution.

Cllr Ayles

7.5. It had been agreed that the practice of video streaming meetings via Facebook and Zoom should be continued after the meetings return to an 'in person' format at the Village Hall. It was agreed that Cllr Forgham and Clerk would agree and purchase the best network services and the Cllr Ayles and Cllr Forgham would select the best hardware to meet the requirement.

Cllr Forgham/
Clerk

Cllr Ayles/
Cllr Forgham

7.6. Cllr Ayles proposed that the annual license for the videoconferencing service Zoom be extended for 1 more year. Agreed unanimously.

7.7. A decision on erecting a signpost to provide directions to 48-65 Thrupp Close should be deferred until costs are known. Clerk to get quote/estimate.

Clerk

7.8. The matter of passers by dumping bulk waste in the bin by the shop was considered. Cllr Ayles had talked to the shopkeeper and had suggested that the bin be moved nearer to the shop door. As the bin was not one that is regularly cleared by MKC it was agreed that no more could be done.

7.9. The Clerk had circulated estimates to improve the back garden at the Village Hall (see Appendix A2). Cllr Forgham proposed that they be approved, seconded by Cllr Ayles. Agreed unanimously.

7.10. Cllr Ayles reported that all arrangements that could be made had been, based on current advice, following the death of the Prince Phillip, Duke of Edinburgh. Arrangements for the demise of the Queen (Operation London Bridge) would still need to be considered. Clerk to carry forward.

Clerk

7.11. Cllr Ayles said that he had written to the Minister of State for Local Government to object against the non-renewal of permission for local councils to meet remotely. It was agreed that no further action is required.

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FINANCIAL MATTERS

8.1. The payment schedule was proposed by Cllr Forgham seconded Cllr Sawbridge and was agreed unanimously

| Payee | Description | Invoice | Amount |
|--------------------------------------|---|-------------------------------|------------------|
| S Bradbury | Salary March 2021 | per pay slip | £624.62 |
| Stacey Blease | VH Cleaning December | invoice awaited | £0.00 |
| RTM | Landscaping December | invoice 2582 | £391.67 |
| R Wontner | Empty village bins | attached invoice 2 | £80.00 |
| R Wontner | Apply floor surface football pavillion labour + materials | attached invoice 2 | £434.16 |
| R Wontner | Re-paint cricket pavillion labour + materials | attached invoice 3 | £144.52 |
| Tove Landscapes | Hedges plus cut SG | attached invoice 12566 | £172.50 |
| B P Shayler | Fix light Village Hall | attached invoice 144 | £22.50 |
| B P Shayler | Fix leak cricket pavillion | attached invoice 143 | £94.20 |
| B P Shayler | Replace 5 x Emergency Exit light fittings at Village Hall, repair faulty switch and replace 2 x fluorescent tubes | attached invoice 3 | £462.20 |
| Milton Keynes Commercial Ground Care | Service mower | Invoice 842019 | £494.00 |
| Hartwell Safety Services | Fire equipment test VH | Invoice 01552 | £90.00 |
| Marcus Young | Replace dog bin Station Rd | Invoice 3596 | £230.00 |
| | | | |
| TOTAL | | | £3,240.37 |
| Direct Debits | | | |
| Google Ireland | 26107096G05ASYDKH7 | | £32.10 |
| XLN | 4976199 16674975 | | £27.64 |
| EON | 089208742670A | | £112.00 |
| EDF | 671070653836.00 | | £76.00 |
| DD Total | | | £247.74 |

8.2. The Clerk had circulated a statement of current finances up to 24 March 2021 see Appendix A3). This was noted.

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CORRESPONDENCE RECEIVED (email circulated prior to meeting)

9.1. A resident has written to the Parish Council advising that the fence between Castle House and the Village Hall/Castle Field was to be replaced and had provided examples of the type of fencing to be used. Noted.

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

10.1. Cllr Keane reported that the MKC Conservation Officer had been trying to get access to the Carrington Arms. All previous comments have been passed to them.

10.2. The Clerk stated that some action will need to be taken with regard to an Elder tree in order to repair the fence to Castle Field opposite the shop. The tree has caused the current fence to be pushed back. It was agreed that the tree should be removed.

11

TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS

11.1. Next Parish Council meeting will be the Annual Meeting to be held at 7.30 on Wednesday May 5th by videoconference.

There being no further business the meeting finished at 10.27

Appendix A - Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 12/4/2021

1. There have been no further updates on the Maltings 2 housing development.
2. We have a provisional delivery date of 18th May for the two memorial benches for the sports ground and the bench to go next to bus stop in North Street. A tradesman has been lined up to remove old benches that they will replace from the sports ground and to lay a concrete base by the bus shelter to accommodate that bench.
3. All repair work at the football pavilion has been done. Cricket pavilion only outstanding work is now to repair the double entry doors.
4. Decorating at both pavilions now done by handyman. Invoices on payment schedule.
5. Floodlight on side of cricket pavilion now repaired and working but light now operating is ‘dawn to dusk’ and not triggered by motion sensor. Neighbour has reported that light is shining into one of his bedrooms. Electrician has been asked to look at options – replacement of sensor, replacement of light, shield on light etc.
6. Plumber called to fix burst pipe in cricket pavilion. Mains water had been turned off but water needed to be drained. No pipes in loft are lagged. SGC to consider remedial action for future.
7. New groundsman has performed a cut of the sports ground but did not cut wild life area paths as requested. SGC to agree model for sharing cost of cutting with CSA.
8. The ride on mower has now been serviced. We will need to consider the matter of whether to replace the cylinders at a later date.
9. We had asked MKC to request a revised quote from Serco to plant a mulberry tree at MKC cost and a chestnut (to replace fallen tree) at CPC cost and to share the payment. Have not heard from MKC since. Voice mail left for Laura Summerbell. When planted it will be our responsibility to keep the hydration bags topped up.
10. LED Streetlight conversion. MKC have still yet to respond on our request to provide a quote for replacement streetlights for Thrupp Close and The Chequers.
11. MKC have surveyed the situation following flooded garages at Bullington End Road and have determined that the dropped kerbing needs to be raised. This has now been added to the 2021/22 works programme along with previously agreed work to provide additional kerbing outside of number 26 Bullington End Road.
12. The Secretary of State for Local Government (and other stuff) has not extended legislation to permit councils to hold remote meetings and as such requires that physical meetings will have to resume from May.
13. Anglian Water have repaired the road following works at South Street with black tarmac. Cllr Ayles has written to MKC asking for the repair to be re-done using same material as the rest of the area that was laid as part of the village centre upgrade.
14. No news yet on date for war memorial cleaning. Many thanks to Ward Cllr Bowyer who has provided a grant to meet the full cost.
15. MKC Planning Enforcement having contacted the resident in Shepperton Close where a porch way has been built without the required planning approval have now closed the case
16. Tradesman has been engaged to repair fence and gate at west South Street entrance to Castle Field, but he requires instruction about what to do about the small Elder tree that has caused the damage to the current fence
17. Cllr Keane was to look further into the damage to Station Road done by heavy works traffic

No progress/unknown status on outstanding actions:

- Review of draft plans for possible development of club house at sports ground
- Reach agreement with Allotments Association on transfer of land at sports ground to the parish council
- Clerk to get further quotes for maintenance of playground and outdoor aerobic equipment. No time this month.
- MKC have said that they will consider replacing the fading public footpath signs. Clerk has not had time to make the request this month.
- There has been no update on looking at replacement of street nameplates since meeting with MKC 15th January 2020. Low priority for MKC and on hold due to Covid.
- 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
- 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
12/4/21

Appendix A2 Estimates for Village Hall Garden

| | |
|--|----------|
| Remove existing turf | £75.00 |
| Raised bed material | £244.00 |
| Raised bed labour | £120.00 |
| Supply and lay turf | £480.00 |
| Pressure wash patio | £150.00 |
| Liners, soil and compost (inc labour) | £200.00 |
| Outside tap * will only be able to achieve same pressure as in toilets at rear of Hall | £100.00 |
| Plants | ? |
| Total | £1369.00 |

Appendix A3 Financial Statement to 24 March 2021

| | |
|---|--------|
| Lloyds current account | 14860 |
| Bank of Ireland | 619 |
| CCLA Public Sector Deposit Fund | 90000 |
| Coventry Savings Account | 83 |
| Total amount not committed | 105562 |
| CCLA Local Authority Property Fund (as at | 46840 |

Projected Financial Statement to 31 March 2022

| | |
|--|--------|
| Budgeted income 21/22 | 49240 |
| Downward adjustment Pre-School payment holiday | -3000 |
| Budgeted expenditure 21/22 | -40460 |
| Projected total amount end 2021/22 not committed | 111342 |

2020 Financial Statement to 31 March 2020

| | |
|--------------------------|-------|
| Lloyds current account | 42911 |
| Bank of Ireland | 56891 |
| Coventry Savings Account | 83 |
| Total amount | 99885 |