



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 6th February 2023 in the Village Hall

PRESENT: Councillors Forgham, Merritt, Ayles, Sawbridge, Keane, Hinds, Markham, Ward Cllrs Bowyer, Wardle, Andrews, the Clerk and members of the public. Others were viewing through YouTube.

Open session commenced:

A resident made some comments about the types of roof tiles that had been used on extensions built onto two properties at Shepperton Close following a complaint made by a neighbour (to be considered at item 7.2): every effort had been made to match existing tiles but given the pitch of the roof on the extensions the tiles used were the closest colour match that could be found. Consideration had been given to painting the roof tiles but as the tiles are made of clay this is not feasible. These comments had also been made to MKCC Planning. The comments were noted.

There was an enquiry about what is happening with the damaged stone wall in South Street. Cllr Ayles had contacted the owners and will do so again.

The open session concluded at 7.39

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| 1 | APOLOGIES FOR ABSENCE | ACTION |
| 1.1 | None | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | None | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous Minutes from the General meeting of 9 th January were proposed by Cllr Forgham seconded by Cllr Keane and agreed unanimously. | |
| | TO RECEIVE REPORTS | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1) – matters arising: | |
| 4.1.1. | Item 4: a number of residents had indicated that they would prefer something other than a monkey puzzle tree to be planted on the village triangle. Cllr Ayles will contact MKCC and ask that they source a different species. | |
| 4.2. | Ward Cllrs Report | Ward Cllrs |
| | The budget will be referred to MKCC Cabinet this week and will then be debated at the next full Council meeting. Cllr Ayles asked Ward Cllrs to ensure that no cuts are proposed to the 33/33A bus service.
The King and Queen Consort will visit Milton Keynes in the week following the meeting. | |
| 4.3. | FILE NOTE – WHEELIE BIN INFORMATION SESSION 2nd Feb 2023 (See Appendix A2) | |
| | No further comments | |
| 4.4. | FILE REPORT – STREETLIGHT UPGRADE PROGRAMME | |
| | No further comments | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed online by Councillors) | |
| 5.1 | None | |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments | |
| 6.1. | 21/03346/FUL Proposed siting of 25 static holiday caravans (to remain on pitch all year round) in lieu of 40 touring caravans on the eastern section of Cosgrove Park Main Street Cosgrove - - status ‘registered’ a new version of a ‘transport statement/delivery plan’ has been submitted by the applicant confirming that delivery will be through Cosgrove village | |
| 6.2. | 22/01156/FUL - Erection of Cafe building (Class E(b)) with ancillary shower facilities and cycle stands, in an area of existing an unused hardstanding. Lodge Farm Business Centre Wolverton Road Castlethorpe – – status ‘registered’ still no updates since July 2022 | |

- 6.3. **WNS/2022/1741/EIA** Application for full planning permission for the erection of 9 x employment units comprising circa 69,744sqm GIA. of floorspace within Class B2 or B8 Uses, with ancillary class E(g)(i) offices and E(g)(ii) research and development, together with country park, ground re-profiling in the country park, new vehicular access from the A508 and associated site infrastructure, including lorry parking – **STATUS 'PENDING' no further updates this month**
- 6.4. **22/02702/HOU** Two storey rear extension to existing garage to provide gym and home office above for ancillary use to the main properties. Existing garage conversion at 21 to be converted back to garage. 20 & 21 Lodge Farm Court **application permitted**
- 6.5. **22/02895/DISCON** Approval of details required by conditions 6 (Sustainable Construction) and 7 (Sustainable Drainage Strategy) of permission ref. 21/03205/FUL 1 Wolverton Road **registered**
- 6.6. **22/02959/TCA** The reduction to approx. top of the 1st floor window of Eucalyptus tree, the re-reduction to the height of the lowest tree and trimming of the front to shape the row of Beech trees, the re-pollarding of the upper canopy to previous points and reduction of lower limbs to shape the Willow tree, the removal to ground level of dead Lombardy Poplar, and removal of limb from Hazel tree growing towards a Magnolia Castle House 5 North Street - **no objections to TCA**
- 6.7. **22/03189/FUL** The erection of a single storey two bedroom residential dwelling, the creation of new access and associated parking, and works to stone wall. 11 South Street - **Status 'registered'**
22/03190/LBC Listed Building Consent for the erection of a single storey two bedroom residential dwelling, the creation of new access and associated parking, and works to stone wall. 11 South Street
Status 'registered'

7 TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)

- 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, seconded by Cllr Keane and agreed unanimously.
- 7.2. A member of the public had not been able to get to the meeting in time for the open session and asked whether he could make comment on this item. The Chair agreed and suspended the meeting. The member of the public made the point that the planning approvals had been given on the condition that the roof tiles matched the rest of the character area and he had provided details to MKCC of commercially available tiles that were available. The original speaker re-stated that matching tiles are not available. Cllr Ayles resumed the meeting. He said that whilst it is important to maintain the look and feel of the character areas in the village in accordance with the Neighbourhood Plan, he did not think that the Parish Council are sufficiently qualified to ascertain which of the conflicting views is correct. As such he proposed that the matter be left to MKCC to arbitrate and not to support the complaint. Agreed unanimously.
- 7.3. Cllr Ayles introduced the next set of resolutions by giving an update on the potential provision of a social club at the sports ground:
- There had been 3 meetings in January at which concerns of near neighbours had been discussed
 - He felt that any noise and/or unruly behaviour could be managed and would be a licensing issue
 - The project team and parish council would do their utmost to prevent any social nuisance
 - The Allotments Association has now confirmed that it has no objection to the development as required by the Lease to the Parish Council
- A question was raised from the floor as to whether the Carrington Arms could be re-opened, potentially with funding from the s.106 Planning Gain from Carrington Grove. Although this matter was not relevant to this part of the agenda, Cllr Ayles responded that a questionnaire had been put to the village that had returned, albeit with a low number of responses, that it would be preferable to develop a social club rather than to try and buy and renovate the pub. In addition, it would be most unlikely that the s.106 monies could be used for that purpose and even if they could the additional cost of purchase and renovation would be well beyond the means of the village.
- The resolutions were then introduced:
- 7.3.1. Cllr Ayles reported that the building design had not yet been finalised and proposed that the project's Design Group consisting of Lawrence Chapman, Dan

- McGee, Cllr Merritt (representing Chris Merritt, the architect) and Cllr Ayles be delegated the power to approve the design when completed. Agreed unanimously.
- 7.3.2. Cllr Ayles proposed that on completion the design be handed over to an architect to be drawn up ready to submit to MKCC with a planning application. There would be no cost for the architect's involvement. Agreed unanimously.
- 7.3.3. It was agreed that the Clerk contact MKCC to arrange a meeting to ensure that the project qualified in principle for s.106 funds **Clerk**
- 7.3.4. Cllr Ayles proposed the adoption in principle of the governance arrangements outlined in papers for meeting of 19th January (**see Appendix A4**) and appointment of a Project Board consisting of Lawrence Chapman, Dan McGee, David Spinelli, Carl Sablon and Cllrs Merritt, Forgham and Ayles. Agreed unanimously. (see 1.02hrs on YouTube)
- 7.3.5. Cllr Ayles said that a commitment had been made to have a village questionnaire to confirm whether the community do want a clubhouse to be developed at the sports ground (there being no other potential candidate site). He had talked to MKCC Democratic Services and they had agreed that a parish poll would be the best option with MKCC arranging the delivery of polling forms and providing Freepost return capability. They would then receive and process the returns and announce the result. They were unsure of the cost but it would likely be in excess of £1,000. Cllr Bowyer suggested that the Parish Council may be able to deliver the forms thus saving some cost. Cllr Ayles proposed that a parish poll be commissioned up to a cost of £1,500 and he will ask MKCC to confirm costs and whether the forms can be delivered by ourselves. Agreed unanimously. **Cllr Ayles**
- 7.3.6. It was agreed that a decision to remove the LPG tank should be deferred until heating arrangements are confirmed.
- 7.4. The Parish Council had agreed to help an initiative to re-establish a community led Pre-School in whatever way possible. This would include negotiating with MKCC for 'early education' s.106 funding. The Clerk will arrange a meeting with MKCC, parish and ward Cllrs and MKCC when the costs are more clearly defined. The rate for hire of the Village Hall would be £8 per hour but Cllr Forgham proposed a rent (free) holiday for 2023 to help get the facility up and running. Agreed unanimously. The Parish Council will attempt to recoup the rent amount from the s.106 allocation as a genuine expense. **Clerk**
- 7.5. A resident has agreed to arrange tea and cakes in the Village Hall to celebrate the coronation. There was some discussion about other events including a Village Hall pub night but no conclusions were reached. Clerk to put on next agenda. Cllr Wardle said that there is a £50,000 MKCC fund for the coronation. Clerk to try and find details. **Clerk**
- 7.6. The Clerk said that the MKCC Local Cycling and Walking Infrastructure Plan had been in progress for 3 years now and a version has now been published that delivers virtually nothing and all that it does is in urban areas. He suggested that it is not worth devoting any time to considering it and suggested that he replies to that effect. Agreed unanimously.
- 7.7. It was agreed that Cllrs Ayles, Forgham and the Clerk along with any Cllrs that can make it will host the 'Do You Want to be a Parish Councillor session at the Village Hall on 26th February. Cllr Forgham will put together an advert and some posters. **Cllr Forgham**
- 7.8. It was agreed that the Clerk will arrange to get a quote from M. Lever to repair the fence between Castle Field and the Church in conjunction with Cllr Markham. **Clerk/Cllr Markham**
- 7.9. Cllr Markham reported that since the 'build out' at the Bullington End Road entrance to the village had been knocked down, two bows had been taken off of trees by high sided lorries. Cllr Ayles said that temporary signs were originally put in place but these have now gone. The signage was originally taken out in December and it was reported to MKCC immediately. Mark McDonald arranged for someone to come out and put up temporary signage soon after but the signs went in January. The situation is worsened by the streetlight not working. Cllr Ayles will provide details to Ward Cllrs to take forward. **Cllr Ayles/Ward Cllrs**

FINANCIAL MATTERS

- 8.1. The RFO Payment Schedule was proposed by Cllr Markham, seconded by Cllr Hinds and agreed unanimously.

Payee	Description	Invoice	Amount
S Bradbury	Salary Jan 2023	per pay slip	£725.40
RTM	Landscaping Jan + wildlife area	invoice 3846	£469.00
T. Ladyman	Clear village litter bins Jan	attached invoice	£40.00
Sue Illidge	Clean bus shelters Nov	attached invoice	£0.00
Marcus Young	Supply & install two new bins	attached invoice 4028	£440.00
Marcus Young	Empty bins to 1/4/2023	attached invoice 4028	£1,625.60
TOTAL			£3,300.00

Direct Debits			
Talktalk	01560036/882		30.54
Everflow	B220925A		56.97
Google Cloud	26107096G05ASYDKH7		£36.80
XLN	4976199 16674975		£37.99
EON	089208742670A		£112.00
EDF	671070653836.00		£114.00

DD Total			£388.30
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- 9 **CORRESPONDENCE RECEIVED (*email circulated prior to meeting*)**
- 9.1. A member of the public had asked whether the 'free little library' can be renovated and maybe moved into a bus shelter. Someone had already volunteered to do the renovation so this is in hand. It was generally thought that putting it in the bus shelter would increase the chance of vandalism.
- 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. Next meeting will be held at 7.30 on Monday March 6 in the Village Hall.
- Part 1 of the meeting closed at 9.19
- 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. It was unanimously agreed not to commission a Barrister to assess MKCC's conduct in the development of Carrington Grove.
- 13.2. MKCC have still not responded to our Freedom of Information request to provide all correspondence relating to the Carrington Grove development so our formal complaint has yet to be finalised. .
- There being no further business the meeting closed at 9.30

APPENDIX A1 – CLERK’S REPORT 6/2/2023

1. Allotments Association have given permission to build the clubhouse at the sports ground (as required by the Lease). Our solicitors say that Land Registry do not tend to provide timelines so cannot tell us when our request to ‘enlarge’ the current lease to full title will be considered.
2. Sports Ground
Quotes accepted for electric work and replacement of doors at the football pavilion. Tradesmen to communicate when they can do the work.
New quote to be sought for repairs to mower – it was decided not to spend remaining Paddock Close S106 monies on repair of mower but to buy extra play equipment for Thrupp play area.
3. The Clerk has told MKCC to reopen the fault raised on Planning Enforcement (ref: CU467274888) about their failure to enforce what they accepted was an unauthorised development at 41 Shepperton Close - garage converted to extra room, where the applicants have replaced a garage door with a casement window making it non-conformant with the surrounding area. The twenty working day deadline for them to respond runs out on 8th February. The Clerk did email them to see if there is any outcome yet but got no response.
4. MKCC have said that they are having problems with their contractors in trying to source a mature & healthy Monkey Puzzle tree to plant at the village triangle. Cllr Ayles has suggested that a local species be planted instead. Ongoing.
5. Discussions are still going on between parents with regards to the possible re-opening of a community led Pre-School at the Village Hall. The Clerk had contacted MKCC about use of s106 early education funding and they had asked for ‘ballpark’ costs after which we should have a meeting involving Ward Cllrs to consider. Members of the Shenly Church End Pre-school are helping out.
6. Hanslope PC have re-commenced work on tendering for next landscape maintenance commission as follows:
Jan 2023 Specifications Out Jan/Feb 2023
Site Visits March 31st 2023
Tender Deadline April 2023
Tenders Assessed April/May 2023
Recommended Contractor(s) agreed by Parish Council May 2023
Checks and References June 2023
Awarding of Contract(s) Sept 2023 Contract Work Commences
7. MKCC wrote to Cllr Merritt and Clerk saying that Sustrans are once again looking at improving the cycle track from Castlethorpe to the Ouse Valley Park. Clerk to contact Sustrans.
8. Clerk will contact Lee Turnham at Community Speedwatch UK to register and arrange training for the 7 volunteers
9. All parish councillors agreed to give consideration and ideas for involvement in the MKCC Milton Keynes Rights of Way improvement plan.
10. The Clerk had forwarded the new plan provided by MKCC for planting trees at Gobbey’s Field so as not to incur onto/into the Scheduled Ancient Monument land. The agent has asked us to provide an absolute commitment from the appropriate MKCC department that this is acceptable from a ‘heritage’ point of view.

No progress/unknown status on outstanding actions

1. Meeting will be arranged with one of the Duke of Edinburgh Award participants, the other has repeatedly failed to respond to emails as has her mother. Meeting to conclude will be arranged
2. Still no reply from Network Rail re. carrying static holiday homes over the 5 tonnes weight restricted railway bridge. The Clerk has brought the matter up with a local resident who works for Network Rail ‘track emergency call out’ who said he would take the matter forward. The latest application to introduce 25 new static homes has associated with it a Delivery Plan to take them through Cosgrove village.
3. MKCC have asked their contractor to see if they can source the ‘golden resin’ required to replace black tarmac following street repairs. If positive, they will inform both Anglian Water & Gigaclear and work out a way forward to relay the surface with their Streetworks team.
4. Listing’ of water tower: The Clerk had written to Newport Pagnell TC asking for advice as they have recently made application for their Police Station to be listed by English Heritage. The Newport Pagnell TC Clerk informed that they had employed a consultant to make the application. The resultant copy has been circulated.
5. No progress on resolving with Stonewater the issue that that the Paddock Close swale is not draining and that the fencing is not stable

6. Actions from Internal Auditor's report to be resolved:
 - parish council to produce a Finance Strategy
 - CCLA investment to be included on Asset Register
 - improved financial information to be produced for web site
7. Cllr Markham to purchase a chain and combination lock then provide combination to the landscapers and to nearby neighbours. It was agreed that a combination lock should also be put on the other entrance gate to the Fishponds using the same combination.
8. Report to be commissioned to assess health of trees in Castle Field.
9. No progress on the feasibility study of a cycleway link to Hanslope.
10. Litter bins + bases to be ordered as agreed: one + spare base for outside shop & one for Shepperton Close. No progress following MKCC's advice not to place a litter bin at the site suggested in Shepperton.
11. Awaiting response from BP Pulse/Energy Savings Trust on the request to install Electric Vehicle charging points in South Street.
12. Cllr Merritt to agree public sessions for defibrillator awareness with village First Responder for when date for end of lockdown confirmed.
13. No pipes in loft are lagged in cricket pavilion. SGC to consider remedial action for future.
14. Cllr Ayles & Geary to consider MKCC decision not to sell land at the side of 6 The Chestnuts
15. CCTV at Sports Ground – clerk to contact suppliers to understand the management overheads. No progress this month

Steve Bradbury
6/2/2023

APPENDIX A2 FILE NOTE – WHEELIE BIN INFORMATION SESSION 2nd Feb 2023

I attended (via Teams) this morning's information session on the new bins. Here are a few headlines:

- Houses which do not have space to store bins or where a bin would have to be taken through the house for collection will be eligible for an exemption. These houses will be given coloured bags not boxes as previously trialled.
- A postcode checker will be provided shortly so that households can see whether they will be getting bins, boxes or communal bins. This will be followed around May by letters to individual households.
- It will be possible to challenge the allocation of your household by filling in an 'enquiry form'. However, Penny Fletcher, the Project Manager, basically said that only a very small percentage of appeals would be allowed. (Not sure how she knows this until she has seen the appeals though they have done walkrounds and surveys)
- Assistance will be provided to disabled householders and they promise this will be given quicker than the current many week delay in the system. However, there will be strict criteria on disability including whether there are other residents.
- Side waste (left by the side of bins) will not be collected. The bins will be big enough. I am surprised because, with just three of us in our household, we generate two recycling bags most weeks and the recycling will only be collected every two weeks. Still, MKCC knows best. Larger bins will be available but only to households with 8(!) or more occupants or where medical needs generate a lot of waste.
- The impact on street scene, particularly in Conservation Areas, was raised by North Crawley and supported by Cllr David Hopkins. Basically, Penny Fletcher said they couldn't care less about streetscene and Cllr Robin Braburn (Deputy Leader from the Lib Dems) said that he had looked at pictures of picturesque villages in Devon which had wheelie bins and he thought they looked just fine. There was a discussion about residents concealing the bins with structures though I noticed on FB that Jayn Oliff said this would need planning permission. Not sure about that.
- New Bradwell, which is a pilot area, said that a lot of their residents just left the bins permanently on the footway outside their house and asked about enforcement. There was a very weasley response which seemed to be that MKCC had powers to enforce but would be reluctant to do so. The parish councillor who spoke was also at the MKALC meeting last night and invited us to drive through New Bradwell and see the appalling impact of the bins.

Bluntly, the bins are coming so suck it up. They are still doing 'Bins on Tour' presentations. I have asked Penny if they would consider coming to Castlethorpe given they have already done a walkabout. If she says 'yes', I will ask Russell to put a post on FB to see if there is interest among residents.

Personally, I think that most of our properties will be fine with bins. The ones I worry about are the terraced houses particularly in South St, New Rd, School Lane and at the bottom of Station Rd with a couple of further exceptions in Thrupp Close. I am just cross that they are being so inflexible with properties such as these which would still be a small minority.

There was some potential good news:

- All litter bins will be emptied weekly including rural areas. (We ought to get that new one into Shepperton)
- There will be more frequent weed spraying of hard surfaces (not verges)
- They will do street name plate cleansing and they said that Highways would do street signs. I will believe this when it happens.
- They will also do play area inspections (as they do now)

There is a 'Bins on Tour' public meeting in Hanslope on 20th February.

Philip Ayles

APPENDIX A3 REPORT – STREETLIGHT UPGRADE PROGRAMME

Shepperton Close	All done.
Thrupp Close	All done except for col 7TC. (Not sure why omitted. Hedge is cut back).
Bullington End Rd	All installed and service transferred except for a single new column outside No 22 (no column number) which awaits a heritage lantern.
The Chequers	<ul style="list-style-type: none"> • Col 3TC - hedge needed cutting back which Dave Hinds has kindly done. • Col 4TC - Concrete column to be removed. Service has been transferred to new column. • Col 10TC - access issue. This is on the footpath between Shepperton and The Chequers.
Footpath South St to The Chequers	All three lights await new lanterns.
Station Road	All the new columns have been installed and just waiting for the bespoke brackets on 5SR and 6SR. Awaiting service transfer to new columns. Any further thoughts on relocating 7SR out of the parking area where it is vulnerable onto the verge by the build out? 16SR (by the railway bridge) is still there but assume it will be removed when the DNO service transfer happens - not quite sure why the replacement column is on the other side of the road.
New Road	Waiting for the bespoke bracket for 2NR.
Prospect Place	Checking whether the three lights in Prospect Place are being converted (2 pole and one heritage).

There are quite a few halogen lanterns in the conservation area which are still awaiting conversion to LED. When complete, all new columns will be painted and numbered.

Philip Ayles

6th February 2023

APPENDIX A4 - GOVERNANCE ARRANGEMENTS FOR CLUBHOUSE

The governance arrangements will be as follows:

The Parish Council, as the long term (999 years) leaseholder, retains ultimate control over the ground and clubhouse.

There will be a 'Castlethorpe Social Club Association', subleased by the Parish Council, which will be responsible for day-to-day control of the clubhouse such as maintenance, ensuring the licensee was operating in an acceptable manner and for neighbour relations.

There will be a licensee appointed by the Association who would be responsible for a liquor licence, will operate the bar and coffee service and be responsible for operation of the clubhouse. This will include financial responsibility and ensuring that users behaved in such as way as not to cause nuisance.

There are several options for a licensee including a tenancy (similar to Udi and Dina at the shop) or inviting an existing bar service to run the clubhouse bar as an offshoot, such as The Navigation or the Barley Mow or a mobile service such as the people who provided service at the Jubilee or 'pub nights'.

There should be a 'break clause' in the licensee agreement with the Association to ensure proper standards of tenancy.

It will be a Members Club. All residents will be members and can sign in guests. Members who behave badly would have their membership withdrawn.