



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 6th June 2022 in the Village Hall

PRESENT: Councillors Ayles, Markham, Merritt, Hinds, Sawbridge, Ward Cllrs Andrews & Wardle and one member of the public. Others were viewing through Facebook & YouTube.

It was reported that bridge supports at the Navigation and the Dips have been impacted. Both have been reported (to MKC and Northants CC).

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
|---------------------------|--|---------------|
| 1.1 | Cllrs Forgham & Keane and the Clerk – accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | Cllr Ayles 7.3. (pecuniary), Cllr Merritt 5.3 (personal) | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous Minutes from the annual meeting of 9 th May were proposed by Cllr Ayles seconded by Cllr Sawbridge and agreed unanimously. | |
| TO RECEIVE REPORTS | | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1) – matters arising: | |
| 4.1.1. | Item 1 – Should read that the cricket club have made a grant of £3500 to the parish council and not £350 as stated. | |
| 4.1.2. | Item 3 – The streetlight upgrade has commenced. Aluminium posts are being installed to be painted and numbered later. Positive feedback has been received from residents. | |
| 4.1.3. | Item 12 – Messrs Keynes Investments have given permission to plant trees at the top of Gobbey’s Field but have asked for detail of types, exact locations. Cllr Ayles has been in touch with Leo Hawkes at MKC who has kindly offered to give advice (even though it is private land). There will be a site visit which Cllrs Ayles, Markham and Hinds will attend. | |
| 4.1.4. | Item 14 – Ward Cllrs have been invited to the site visit to review plans for multiple waste bins with MKC. Only himself was currently involved from the Parish Council and he invited others to attend. Cllr Markham will do so. | |
| 4.1.5. | Owners of the property in Shepperton where the garage has been converted into an extra room has been informed by MKC that there are no permitted development rights in the street and that they will have to complete a (retrospective) planning application. | |
| 4.2. | Ward Cllrs Report | |
| | Cllr Wardle gave an update on the successful outcome of the bid for city status, informed that Cllr Amanda Marlow has been appointed as the new Mayor and gave an update on his and Cllr Andrews’ roles on council committees. | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Councillors) | |
| 5.1. | 22/01210/TPO - The removal of significant deadwood and hanging branches and reduction of the low lateral branches of T1 (Sycamore) protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/83. The reduction in height by approximately 4 metres of T2 (Pine) as the tree has outgrown its position. Carolwood 27 South Street Castlethorpe – no objections | |

- 5.2. **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 – **no objections**
- 5.3. Cllr Merritt withdrew from the meeting
22/01098/HOU - The demolition of the existing rear conservatory and erection of a new single storey rear sun room 9 Prospect Place Castlethorpe – **no objections**. Cllr Merritt returned to the meeting.
- 5.4. **22/01024/TPO** - The removal of decaying stem of 1x Sycamore by 4m, the removal of two decaying and leaning stems of 1x Laburnum by 3m, crown raise by 6m 2x Lime, 3x Horse Chestnut, 3x Sycamore and 2x Ash trees protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/79 Castlethorpe Lodge Hanslope Road Castlethorpe – **no objections**
- 5.5. **22/00900/TCA** - Notification of intention to remove to ground level 1x Ash tree, remove decay and stem of 1x Sycamore and, remove decaying and leaning stems of 1x Laburnum Castlethorpe Lodge Hanslope Road Castlethorpe – **no objections**
- 6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments**
- 6.1. **21/02217/DISCON** - Approval of details required by condition 2 (External Materials), 3 (Pumping station and boundary), 4 (Hard and soft landscaping), 5 (Boundary Treatment) & 6 (Ground levels, earthworks and excavations) of permission ref 19/02444/REM. Land to The East of Maltings Field Castlethorpe – **status ‘registered’ no further updates this month**
21/02213/DISCON Approval of details required by conditions 4 (Levels), 6 (Ground assessment), 7 (Foul and surface water drainage scheme) & 8 (Estate Road Details) of permission ref. 17/01536/OUT. – **status ‘awaiting decision’ no objection from MKC Landscape Architect but Network Rail have requested opportunity to comment. Anglian Water have no objection to proposed foul water discharge**
- 6.2. **21/02767/FUL** - Loft conversion with two front dormers and three rear roof lights - 21 Lodge Farm Court **status ‘awaiting decision’ – no updates this month.**
- 6.3. **21/02533/OUTEIS** (1) Full application for the change of use of 68.65ha of agricultural land to a linear park and a new access road to the Linford Lakes Study Centre (2) Outline application (matter of access to be considered, with matters of layout, scale, appearance and landscaping reserved) Linford Lakes Nature Reserve Wolverton Road Great Linford – **status registered**. MKC Highways have objected.
- 6.4. **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 – Clerk had written to MKC saying that delivery should not be through Castlethorpe as was agreed for the previous application. Cllr Merritt had raised the matter of caravans being transported over the railway bridge with a Gross Vehicle Weight of 5 tons with the appropriate team in Network Rail. He will keep the council advised.
- 6.5. **22/00270/FUL** - The erection of a single storey rear extensions to main dwelling and garage, and garage conversion (resubmission of 21/00016/FUL) 12 Shepperton Close **new plans submitted CPC have informed Case Officer that they are now happy**
- 6.6. **22/00437/FUL**: Single storey rear and side & two storey rear extensions, including air source heat pump and solar panels to original rear roof slope Wren House 4 Maltings Court status ‘registered’
- 6.7. **22/00855/ADV** Advertisement consent for the display adverts on hoarding for a residential development (retrospective) - Land At

Cllr Merritt

Maltings Field Castlethorpe **status 'registered' CPC objection on file**

6.8. **22/00542/TCA: Fell Ash Tree - Land Adjacent To 2 North Street MKC Object to Fell Ash Tree – TPO served**

6.9. **22/00592/DISCON: Approval of details required by Condition 7 (Cycle Parking) and Condition 8 (Landscape Management Plan) of permission ref. 19/02444/REM Land To The East of Maltings Field status 'registered' – Landscape Management Plan has been produced**

6.10 **21/03205/FUL New dwelling including new access and amenity space, new access and drive to existing dwelling 1 Wolverton Road status 'registered' – MKC arborologist has agreed with CPC's objection re. planting of trees**

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, seconded by Cllr Merritt and agreed unanimously.

7.2. Cllr Ayles proposed that an application be made for a grant to fund 50% of the purchase of two solar powered Speed Indication Devices (SID's) as part of the 2023/24 Community Infrastructure Fund round. Cost would be c. £3,000 each. The devices would need taller posts than the current one and MKC who had always provided the posts for free in the past would now want £1,000 per unit to provide them. He went on to request that the Ward Cllrs to raise this matter with MKC as it is clearly a ridiculous amount. It was agreed unanimously that an application be made as such.

Cllrs
Wardle/Andrews

7.3. Cllr Ayles withdrew from the meeting. Cllr Markham proposed that Cllr Hinds take over the Chair. Seconded Cllr Sawbridge and agreed unanimously. Cllr Hinds proposed that the sub-lease between the Castlethorpe Village Shop Association and Mr & Mrs Modhwadia that had been circulated earlier be approved by the parish council. Agreed unanimously.

Cllr Ayles returned to the meeting and resumed the Chair.

7.4. MKC had requested comments on their 'Together We Can' document. Cllr Ayles had circulated some draft notes as follows:
- the document is already out of date
- MKC had said that the Parishes Advisory Group would consist of 6 members, 3 local councillors nominated by the Cabinet member and 3 by NALC. This is not now reflected.
- MKC had become far more distant from local Cllrs, the CEO and senior officers even holding regular sessions with Clerks and not local Cllrs.
- Service Heads were frequently pushing contact down to a lower level
- there are no induction briefings for new senior MKC managers covering relationships with parish and town councils
He proposed that these comments are forwarded on behalf of the parish council. Agreed unanimously.

Cllr Ayles

7.5. A summary of the events for the Jubilee celebrations had been put together by Cllr Ayles and posted on Facebook. The efforts of the key organisers were noted and further appreciated by the parish council. In particular Ashleigh Barrie and Polly McGee had invested a lot of their time and effort and with help from others had made the events a complete success. Donations had been requested for the Thursday event and £400 was raised. Cllr Ayles proposed that money left over after initial expenses should be made available to the organisers to donate to good causes however they see fit. Agreed unanimously. As for Saturday the cost of the pig for the hog roast was £650,

beefburgers & accompaniments £120 and samosas & snacks from the village shop £250. £500 had been taken in cash from which the latter two expenses were settled and £260 taken in card payments. It was agreed to add the payment for the pig to the payment schedule. In all the parish council will underwrite the balance of £260.

- 7.6. A spec had been prepared for the renewal of the village landscaping contract, due for next year and had been circulated. Cllr Markham reported that although current spec requires verges to be cut at 20 metres from village entrance gates this is not happening. Cllr Ayles confirmed that the requirement is reflected in the spec. The maps provided by MKC included hedging in Thrupp Close that is the current responsibility of the tenants. Cllr Forgham will remove these from the maps on his return. Cllr Markham said that instead of strimming round the trees that weedkiller should be used. All agreed that the spec can be forwarded to the Hanslope Parish Clerk who is coordinating the exercise with these changes included.

Cllr Forgham

ra
8

FINANCIAL MATTERS

- 8.1. The payment schedule was proposed by Cllr Ayles seconded Cllr Merritt and was approved unanimously

S Bradbury	Salary May 2022	per pay slip	£673.40
S Bradbury	Postage stamps	attached invoice	£23.76
S Bradbury	Refund purchase Jubilee plaque	attached invoice	£145.99
RTM	Landscaping May	invoice 3436	£411.25
RTM	Cut wildlife area (x2)	invoice 3436	£115.50
M J Lever	Removal of dead trees	Per attached invoice	£100.00
Lawrence Chapman	Misc beacon costs		£98.15
David Spinelli	Pavillion key	Attached invoice	£9.99
T. Ladyman	Clear village litter bins May	attached invoice	£40.00
Stacey Blease	VH Cleaning	attached invoice	£490.00
Stacey Blease	VH Cleaning	attached invoice 22	£160.00
New Bradwell Reprographics	A5 colour leaflets Jubilee	attached invoice 01845	£105.00
New Bradwell Reprographics	Newsletters	attached invoice 01837	£118.00
Fine Print	Jubilee sign		£135.00
Jayn Oliff	Internal Audit	attached invoice	£60.00
Matt Malloy	Jubilee expenses	attached invoice	£6.09
Marlborough Electrics	VH light	attached invoice	£109.00
K. O'Brien	Cooked pig for hog roast		£650.00
TOTAL			£2,182.90

8.2.

The internal auditor's report was noted with following actions/comments:
 - it was agreed that the returns on the CCLA property fund and deposit account were sufficient to accept any risk in their depreciation. The Parish Council had investigated very carefully before the investment was made and the risks had been understood.
 - a financial strategy should be prepared. Clerk

Clerk

		to include on future agenda - the CCLA financial investments should be recorded as assets of the PC - consideration of improved financial information on the web site	Clerk Clerk
	8.3.	Cllr Ayles propose acceptance of the AGAR Annual Return for 2021-2022. Seconded Cllr Markham and agreed unanimously. In the absence of the Clerk Cllr Ayles will submit the return to the External Auditors.	
9		CORRESPONDENCE RECEIVED (<i>email circulated prior to meeting</i>)	
	9.1.	None	
10		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)	
	10.1.	Cllr Markham raised the matter of grants for Village Halls that he had seen advertised. Cllr Markham and Cllr Forgham to discuss.	Cllrs Markham /Forgham
	10.2.	Cllr Markham raised the matter of the developer at Station Yard using an historic tunnel as a storm drain. Cllr Ayles will find out who is the MKC Planning Case Officer for that development and will refer them to Cllr Markham.	Cllr Ayles
	10.3.	Cllr Merritt said that the kerb outside 22 North Street has been damaged. He will report it to MKC	Cllr Merritt
	10.4.	Cllr Ayles reported that as part of the MKC Land Allocation Strategy there has been a 'call for sites' that closed at the end of April inviting landowners to submit proposals for future long term strategy. The parish council will need to keep a close watch.	
11		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS	
	11.1.	Next parish council meeting will be held at the Village Hall at 7.30 on Monday 4 th July.	
	11.2.	Cllr Ayles commended that cllrs attend the BMKALC Code of Conduct for Councillors course on 4 th July.	
		There being no further business part 1 of the meeting finished at 20.32 .	
		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 were considered for the re-surfacing of the tennis courts. The CSA tennis lead had expressed a preference for the bid from Sportscourts. This was also the cheapest of the quotes. It was agreed that on that basis the bid from Sportscourts should be accepted.	Cllr Ayles

- 13.2. Cllr Ayles to contact CSA to make the necessary arrangements and notify unsuccessful bidders.
- 13.3. Cllr Ayles proposed that the rate of payment for Village Hall cleaning be raised from £10 per hour to £12 per hour. Seconded Cllr Merritt and agreed unanimously.
- 13.4. It was agreed to go forward and request a quote from Messrs. Wellers Headley to provide legal advice about the allowable proportion of social housing at Carrington Close
It was agreed to go forward and request quotes from Messrs. Wellers Headley to go forward with the transfer of the Sports Ground to the Parish Council as the Allotments Association can find no proof of title.
The Clerk's annual appraisal had been previously agreed with the Clerk and was circulated to Cllrs and was approved unanimously. There will be no increase in pay as the Clerk is at top of scale.

Part 2 of the meeting closed at 21.00

Appendix A - Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 30/5/2022

1. The artificial cricket pitch has been installed. CCC have made a grant of £350 to the PC's bank account. CPC Insurers have added cover for theft and damage to our policy.
2. MKC Planning Enforcement have notified messrs. Stonewater that the s.106 threshold of 30% 'affordable' houses must be observed. Matter to be discussed in Part 2 of this meeting.
3. Apparently the streetlight upgrade has started but MKC have not given any confirmation, details or schedule. They are installing aluminium posts and will paint them black later..
4. The two new dog bins at Castle Field and Fox Covert Lane/Paddock Close have now been installed
5. Cllr Ayles has written to MKC accepting the quote from MKC to provide additional parking spaces by reducing the width of the parking lines o/s Acorn Nursery.
6. Spec to provide outsourced landscaping services from 2023 to be agreed at this meeting and then forwarded to roland.simpkins@hanslopeparishcouncil.gov.uk & clerk@hanslopeparishcouncil.gov.uk. MKC have now provided us with just 2 maps that are a lot easier to work with although they do show green areas alongside pavements and roads that are not currently cut.
7. Three final estimates for resurfacing of tennis courts (GIF grant awarded) have been copied to the shared drive and are to be considered at this meeting under Part 2. Carl Sabon has been asked to provide a recommendation and a payback scheme.
8. Duke of Edinburgh Award work continues . . .
9. The two landscaped areas at the top of Paddock Close are being trimmed & cut. Hopefully hedges will be trimmed back where they are overgrowing the fence and hanging over the footways. Information on how social houses will be allocated at Carrington Close. Also no progress on my report that that the is not draining and that the fencing is not stable.
10. With regard to the Deed of Transfer for the sports ground, the Allotments Association (AA) have been asked to try and find some proof of ownership. Cllr Ayles has asked Martin Gallop of the AA to try and find some record to confirm title. No reply as yet.
11. Clerk has asked Michael Lever to remove the dead conifers on the village triangle.
12. Keynes Investments have given permission to plant trees in Gobbey's Field, but require further information about what type of trees, their location and where they will be planted. Cllr Ayles has asked MKC arborologist for advice.
13. Jonjo McBride of MKC has confirmed that heritage style lighting will be installed at the development at Station Yard.
14. There will be a walkabout on 23rd or 27th June with the MKC project manager to consider the change over to multiple waste bins. Councillors to indicate whether they would like to attend at meeting.
15. Best Kept Village judging was to commence on 1st June.
16. Cllr Hinds has erected the Queen's Green Canopy plaque by the holly tree at the Chequers
17. MKC have confirmed that the SID has now been transferred over to the Parish Council
18. Cllr Ayles has written to Simon Pert at MKC enquiring about the Water Tower and Grade 2 listing.

19. The Clerk has written to MKC Planning Enforcement about the garage attached to a semi-detached property in Shepperton Close having been converted into an extra room, with the appearance no longer being consistent with the rest of the road. Acknowledgement received and an officer has been allocated..

No progress/unknown status on outstanding actions:

1. . Sports Ground
 - Clerk still to produce table of required activity from fire inspection – no time again this month
 - Doors at football pavilion need fixing/replacing – to be included with quote for VH doors. Cllrs Forgham & Clerk to pursue
 - Roof tiles at football pavilion need repair – will arrange on site meeting with new handyman to add to work required as per recommendations from the fire inspection report
 - Quote received for repairs to mower significantly more than that given last year. Decision to be made when s.106 monies are available. Choice to be made: repairs vs. part exchange of mower for newer model.
2. CSA have been provided with respective landscaping costs at sports ground and will make payment – no sign of payments in latest statement
3. Clerk has not had opportunity to ask MKC if the outstanding s.106 money from Paddock Close can be used for mower repairs.
3. 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.
4. Clerk to ask Cllr Sawbridge for details of all stiles across the footpath network in the parish.
5. A parishioner has successfully removed both sets of graffiti either side of the footbridge over the river Tove – many thanks to Tony. The graffiti across the river from the area known as ‘Castlethorpe Beach’ is still there though.
6. No progress on the feasibility study of a cycleway link to Hanslope.
7. MKC have finally produced a draft of the MKC Local Cycling and Walking Improvement Plan having asked for parish council comments in January 2021. The cycleway between Castlethorpe and Haversham has been ranked 45th with the weighting used very obviously favouring urban candidates. It has now been out for public consultation which is quite ridiculous as the 61 page document is far too complex and unwieldy for people to see wood through trees. Public consultation link:
<https://www.milton-keynes.gov.uk/consultations/676>
8. Litter bins + bases to be ordered as agreed: one + spare base for outside shop & one for Shepperton Close. No progress following MKC’s advice not to place a litter bin at the site suggested in Shepperton.
9. Awaiting response from BP Pulse/Energy Savings Trust on the request to install Electric Vehicle charging points in South Street. Anticipated this Autumn
10. Cllr Markham still to confirm number of posts & rails required to fix fence between sports ground and Lodge Farm Court
11. Cllr Merritt to agree public sessions for defibrillator awareness with village First Responder for when date for end of lockdown confirmed.
12. Cllr Merritt to liaise with Network Rail department re. carrying of excess loads over weight restricted railway bridge
13. No pipes in loft are lagged in cricket pavilion. SGC to consider remedial action for future.
14. Review of draft plans for possible development of club house at sports ground
15. Cllr Ayles & Geary to consider MKC decision not to sell land at the side of 6 The Chestnuts
16. CCTV at Sports Ground – clerk to contact suppliers to understand the management overheads. No progress this month

Steve Bradbury
30/5/2022