



Castlethorpe Parish Council

Minutes of a Parish Council Ordinary Meeting held on
Monday 2nd September at 7.30 p.m. in the village hall

PRESENT: Councillors Ayles, Bradbury, Forgham, Merritt, Sawbridge, Ward Councillor Andrew, the Clerk and five members of the public. The meeting was also streamed via YouTube.

The meeting commenced at 7.30 pm and Cllr Ayles gave an overview of the meeting content.

In the Open Forum a resident asked if the Parish Council had considered its response to the MK City Plan in which 7 potential development sites had been specifically referenced from which 4 were considered as 'not suitable'. He asked whether a formal response would be submitted prior to the consultation deadline of 9th October pointing out that the infrastructure for further development is not in place and this would impact the Doctor's surgery, the school and the roads.

Having attended the recent presentation in Hanslope, Cllr Forgham advised that the earlier proposal for major development north of the Great Ouse is not considered feasible and that should any rural sites be included in the next version of the Plan, they would be limited to a maximum of 10 houses each. Cllr Ayles advised that we have been tracking these developments with Haversham and Hanslope and the Parish Council will make a formal response which would be drafted before the next meeting and agreed on the 7th October for submission before the deadline. Cllr Ayles said he didn't think any Councillor wanted further development in Castlethorpe.

Cllr Forgham also asked for residents to also respond to the consultation. The resident pointed out that until we receive written notice that the Castlethorpe sites will not be developed, we must not assume that MKCC won't change their mind. This was noted.

A resident asked if there was anything that could be done in the short term about the service currently being experienced at the doctor's surgery. There have been issues getting a face to face appointment with a doctor and also with the fulfilling of prescriptions with items being out of stock. Cllr Ayles advised that unfortunately this is out of the Parish Council sphere of influence but we will write to the practice manager expressing our concerns. There are plans to expand the surgery into the car park and an automated prescription dispensary will be introduced but this is obviously not a short term fix.

1		TO RECEIVE APOLOGIES FOR ABSENCE	
	1.1	Cllr Markham by way of illness, Cllr Hinds and Ward Cllrs Wardle and Andrews	
2		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below	
	2.1	Cllrs Ayles, Forgham and Bradbury are Directors of Castlethorpe Community Space CIC and Cllr Ayles is a Director of Castlethorpe Village Shop Association but as this is a not personal interest no declaration of interest was required in the agenda items that relate to the CCS CIC or CVSA	
3		TO APPROVE MINUTES OF THE LAST MEETING	
	3.1	Previous minutes from the Ordinary Meeting held on the 1st July 2024 were proposed as a true and accurate record by Cllr Forgham seconded by Cllr Sawbridge and agreed unanimously	
4		TO RECEIVE REPORTS	
	4.1	Clerks Report & Review of Actions – See Appendix A1. Matters arising from Clerks report.	Cllr Ayles
	4.1.1	Item 2 – the 50 mph speed restriction changes and 20 mph speed limit through Haversham are now in force. The Parish Council had responded to the consultation asking for a 40 mph limit on either side of the junction to Bullington End Road as this has been the site of serious accidents including a recent fatality and on Bullington End Road itself coming in to the village but our comments have seemingly been ignored. Cllr Ayles will consider submitting a freedom of information request to see evidence of why some of the restrictions were not considered. Ward Cllr Andrew will also raise the matter.	
	4.1.2	Highways items - The Clerk has spoken to Highways who advised that they have been working on finalising their new contract that has been re-awarded to Ringway from the 1 st Sept. Internal changes are being made and we will be advised of these changes shortly.	

4.2	Ward Councillors Report	
4.2.1	Cllr Andrew reported that he had met with Highways and had asked what the criteria for fixing potholes is but not given a clear answer as several factors are now taken into consideration rather than just depth of the pothole	
4.2.2	Cllr Andrew also reiterated that residents should respond to the New City Plan consultation as mentioned in the Open Forum.	
4.2.3	Ward Cllr Andrews will be spending some time with the local Police force shortly and if anyone has anything they wish to raise, please let her know.	
4.3	Clubhouse Progress Report – Report will be given under item 7.4. below. See Appendix A2.	
4.4	New City Plan – Cllr Forgham reiterated that the positive points were that due to difficulty bridging the River Ouse flood plain it would be very expensive to put infrastructure in to support large scale developments north of the river so this is no longer being considered in the Plan. The main strategic developments will be concentrated in urban areas using brownfield land and in the East and West expansion areas. Land north of the river has been designated as suitable for solar development and there are two sites suitable for wind turbines, one on the other side of Castlethorpe Mill and one near Grafton Regis. Hanslope have 8 or 9 sites designated suitable for strategic development and Castlethorpe have 3, one on the south side of Shepperton at the end of Station Road, one is the little field on the Hanslope Road on the left as you go by the triangle and the other on the north side of Lodge Farm Court. As mentioned before these would be for a maximum of 10 houses each. Gobbey's Field has been deemed unsuitable.	
5	TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)	
5.1	24/01439/HOU - 45 Thrupp Close, Castlethorpe - the erection of proposed rear and side extension – Already approved by MKCC	
5.2	24/01545/DISCON – cycle network route 6 cycle path - Approval of details required by condition 3 (Drainage), condition 6 (LEMP), condition 7 (Reasonable Avoidance Measures Strategy), conditions 8 (Tree protection plan) and condition 9 (Tree protection measures) of permission ref. 23/01334/FUL Conditions 6 & 7 Refused, Conditions 3, 8 & 9 Approved by MKCC.	
5.3	24/01275/CLUP – 26 Lodge Farm Court, Castlethorpe – certificate of lawfulness application for a single rear extension – Already refused by MKCC	
5.4	24/01226/LBC – Castlethorpe Lodge, Hanslope Road, Castlethorpe - Listed Building Consent for the proposed replacement of external French Doors – Already approved by MKCC	
5.5	24/01686/TCA - 39 North Street, Castlethorpe - the removal of a Laurel (A) and Cypress (B) 15-20 feet in height each and replacement with small native varieties – No objections	
6	TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION	
6.1	No further comments on the following: 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	
6.2	24/00110/DISCON – Cosgrove Park, Main Street, Cosgrove - approval of details required by condition 12 (EV charging) of permission ref. 21/03346/FUL – Refused	
6.3	24/01102/FUL – Lodge Farm Business Centre, Castlethorpe - the construction of a new steel portal frame building to match existing buildings on site erected over the existing open storage area and an area of hardstanding (resubmission of 22/01522/FUL) - Refused	
6.4	24/01276/HOU – 55 Thrupp Close, Castlethorpe – single storey front extension with gabled storm porch to provide provision of wet room for disabled user - Approved	

7		TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)	
8		TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)	
	8.1	The RFO payment schedule was proposed by Cllr Ayles, seconded by Cllr Forgham and agreed unanimously.	
9		CORRESPONDENCE RECEIVED (circulated prior to meeting)	
	9.1	A Lodge Farm Court resident had written in about the trees in the Sports Ground just down from the football pavilion that are forming a tunnel across the pathway. The Clerk will get advice from a tree surgeon as to what work is required.	Clerk
10		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)	
	10.1	The footpath on the bridge at the bottom on Malting Field is very overgrown with nettles. The Clerk will arrange for a quote to get this cleared.	Clerk
	10.2	A complaint had been received about some overgrown trees on the right hand side at the bottom of New Road. Cllr Bradbury agreed to speak with the resident to ask them to cut them back	Cllr Bradbury
	10.3	Cosgrove PC had written to ask if we were aware of an area of land that had been fenced off near the new dog walking field but no one had any information on this.	
	10.4	Cllr Forgham advised Friday 6 th September is the 60 th anniversary of Castlethorpe train station closing and he had put a post on the village facebook page with a link to battle the Parish Council and residents put up at the time to unsuccessfully save it.	
11		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS	
	11.1	Next meeting will be held at 7.30 on Monday 7 th October 2024 in the village hall	
PART 2			
12		RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below	
	12.1	None	
13		TO RECEIVE REPORTS	
	13.1	None	
14		TO CONSIDER RESOLUTIONS (all supporting documentation circulated prior to meeting)	
	14.1	A quote was considered and accepted for the weedkilling and grass seeding around the Clubhouse at the Sports Ground	Clerk

There being no further business the meeting closed at 9.20 pm

APPENDIX A1 – CLERK’S REPORT AND OPEN ACTIONS 02/09/2024

1	Our response was submitted to the Boundary review consultation which ends on the 9 th September.	For Info
2	Our response was submitted to the 50mph suggested speed reduction consultation. The decision has been made to approve the scheme and the speed restriction will come into force once the signs and road marking have been installed.	For Info
3	The donated oak tree has been planted in the Sports Ground	For Info
4	Funding has been granted and received for the Monkey Challenge play equipment and installation is scheduled for 19 th September	For info
5	S106 monies secured for replacement defibrillator batteries, a first aid kit for the Clubhouse and bleed kits	For info
6	We were advised that there was some S106 monies available from the Play Areas contribution but this was an error by MKCC	For info
7	Community Infrastructure Fund application for picnic tables and a bin at the Sports Ground has been submitted	For info
8	The overgrown vegetation along the cycle track has been reported to James Walsh and he will follow up with their landscaping contractor as this has been put on a maintenance schedule.	For info
9	Historic England have confirmed that Scheduled Monument Consent would be required to carry out drain repair in Castle Field and that an archaeologist watching brief would be required. Michael Lever to supply quote for investigation works and then a decision of action to be taken can be made	Cllr Markham/Clerk
10	Village shop extension – The transfer of land to the side of 6 The Chestnuts has been completed	For info
11	Cllr Bradbury will contact Lee Turnham at Community Speedwatch UK to register and arrange training for the 7 volunteers – contact being made with original volunteers and training will be arranged during October	Cllr Bradbury Outstanding
12	The Clerk has contacted Hanslope and Haversham Clerks for their view on approaching Hanslope Park for an exgratia grant. They are happy to proceed but have no historic data to refer back to. Cllr Merritt will forward speak to a colleague in the Estates Dept at Hanslope Park	Clerk/Cllr Merritt Outstanding
13	There is an issue with the floodlights at the tennis courts which have become unstable. Michael Lever has been to investigate but doesn’t feel it is something he can help with. Oliver Sawbridge has agreed to have a look and offer his thoughts on a solution	Cllr Markham Outstanding
14	Our new PCSO, Tilly Skippen, is trying to secure a bleed control kit for the village and when this arrives it will be stored in the defibrillator unit at the village hall. The kit is designed to tackle medium to severe level injuries, including knife attacks, road traffic collisions, agricultural accidents or just about anything which causes a significant loss of blood – Tilly is waiting for further responses before allocating kits	Clerk
Items to be carried forward		
15	Stonewater Neighbourhood team have cleared part of the swale at Carrington Grove but other areas remain outstanding. Cllr Bradbury will continue to monitor and chase as required.	Cllr Bradbury
16	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	Cllr Bradbury
17	Awaiting Land Registry to process request to turn lease for sports ground into full title – Weller Hedley have advised this is still with Land Registry who are currently experiencing a big backlog.	Clerk
18	Email sent to Chris Hooper asking for an update on action taken regarding condition of the Carrington Arms – it is on the Heritage at Risk register and continues to be monitored on a bi-monthly basis.	For info
19	Follow up flooding problem on Station Road in relation to the ditch and cattle grid with Luke Stacey – Luke has responded to say the problem is the blocked drain on Station Road which backs up to the drain in front of the cattle grid.	

	Items outstanding reported to MKCC Highways Department	
1	Animal crossing sign is still missing	FS614236402
2	Flickering streetlight lamp on North Street (NS9)	FS614193613
3	Bullington End Road pothole – near build out coming out of the village – agreed by Highways and will be scheduled	FS614196248
4	Potholes approaching Devils Dip – agreed by Highways and will be scheduled	FS614194707
5	Fence at 1 Wolverton Road has been erected on Highways land	
6	Missing and dislodged kerb edgings on Station Road causing aggregate to spill onto Station Road – Highways confirmed not at investigatory level	
7	Email and photo sent to Highways customer services asking if it is possible to reverse the priority coming through the build out in front of the terraced houses in Station Road to give priority to vehicles coming into the village. Highways will carry out a traffic survey. Chased on 13/8/24 Keith Wheeler will come and have a look	
8	A19 enquiry with the Adoptions Team to establish current progress with Carrington Grove has been opened	
9	Street name sign for Carrington Grove is outstanding – Carrington Grove is not yet adopted.	Update given 26/2/24
10	Potholes and poor surface of Bullington End Road have been reported to MKCC by numerous residents, Cllr Ayles has written separately to Highways asking for an emergency repair. An emergency repair has been done but residents who reported it have now had their cases closed even though all the other repairs, and finalising the temporary repair, have not been done.	
11	Damaged kerbstones on North St especially corner by No 22 and by No 14. These have been previously reported – will be repaired when funds allow	
12	Repair of build out on BE Rd and improved lighting on all build outs- costs recoverable from Bill's coaches for BE Rd damage – repair is being planned once permit has been approved. No lighting will be installed though. Works have been approved and will be scheduled in new contract with Ringway later this year	Update given 26/2/24
13	Resurface parking area by Castlethorpe First School – an inspector will visit to assess. This isn't at investigatory level but MKCC may repair when working in the area	Update given 26/2/24
14	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 Anglian Water and work out a way forward to relay the surface with their Streetworks team.	
15	Pothole at edge of recently resurfaced section by 'The Chestnuts' / village shop	Reported 22/1
16	Leaning 30mph sign at Station Rd village entrance	FS586527848
17	Protective marking at entrance to School Lane (parked vehicles block residents' Access – Child bollards being trialled 14 th June for 1 month	
18	40mph buffer zone from Glenmore Farm to 30mph zone on BE Rd – on hold until a decision is made on the whole village becoming a 20mph zone – Highways have issued a statutory consultation to make this whole stretch 50 mph which has been approved	Requested 22/1 FS579693690
19	No delimit signs for the new 40mph construction traffic signs at Hanslope Park	FS586534290
20	Conversion of conservation area streetlights to LED (awaiting funding)	
21	Missing cross bars from conservation area streetlights (reported)	

APPENDIX A2 – CLUBHOUSE REPORT

The Clubhouse is now built and decorated with flooring and a counter front and top built. This completes what we call Phase 1 of the project and thanks are due to our own project team and to Hickfords Construction for doing a good job and generously contributing to some extra work. To give you an idea of Hickfords generosity, the decoration, electric security shutters and rear ramp discount is worth about £12,000 so great thanks to Alan Hickford. The cost of Phase 1 was £280,000 funded by planning gain from Carrington Grove (S106), Parish Council reserves, including cashing in the bond at the sports ground from previous planning gain, and using part of a £50,000 loan from the government.

A resident, Gordon Fleming, has generously fitted a number of CCTV cameras to the clubhouse provided by his business. These also cover the surrounding areas such as the tennis courts, exercise equipment and car park. CCTV has been a long-standing ambition of the Parish Council and all the more important because of recent vandalism in the village including at the Sports Ground.

Phase 2 is to fit out the clubhouse with kitchen equipment and furniture. The cost of this is about £50,000. It will be done to a high standard so that it will be attractive to residents to use. We had applied for various grants and were pleased to get £5,000 from the MK Community Foundation. Unfortunately, we were unsuccessful with grants from MKCC, a government scheme and a major grant from the National Lottery though we will re-apply based on their feedback to us. Our application to BIFFA has also been rejected.

Separately, the Parish Council has applied for match funding grants at MKCC for some picnic tables in the clubhouse garden area for next spring and we have successfully got a grant from the National Lottery for a 'monkey challenge' climbing wall which will be located at the back of the garden area.

However, we have to consider the possibility that we will not be successful with further grants and decide how we proceed.

The Parish Council has previously decided that we require £20k as a minimum contingency reserve. You can see from the separate spreadsheet, prepared by Jacquie, Steve and me and using equipment costings from Lawrence Chapman, that we are very close to being able to fund the fitout. However, that is without any contingency on either clubhouse expenditure or other parish council expenses. Clubhouse equipment prices may increase or there may be other pieces that are necessary. We haven't taken account of the sports ground gates which are in a poor condition. On the parish council side, there may be other demands such as repairing streetlights in Prospect Place.

I would suggest we will need up to £10,000 more to complete the fitout. Castlethorpe Community Space (CCS) has advertised for donations and will be setting up a crowdfunding site if people prefer that.

We expect the grant decision in November. If we are successful, it will reduce the need for the Parish Council to draw down all of the PWLB loan which has to be funded by the precept. If we don't get a grant, we have to decide whether we are going to keep trying and re-apply or whether we go ahead and fund what we can ourselves.

Steve, Russell and I think we will struggle with grants. A café, especially one operated semi-commercially by a tenant, has turned out not to be an attractive proposition to funders and a bar would definitely not be funded. I suggest that, once we have an outcome on the grant in November, the Parish Council commits to go ahead with or without the grants as the impact of a grant would effectively just be to reduce the PWLB loan. The building is complete, we can fund most of what is needed, we are starting the process to get a tenant, we will be holding a Open Day on 14th September, we are appealing for donations and I think the village is looking forward to the clubhouse opening.

We have the all-clear from our VAT consultant to sublease to a tenant. CCS has started to advertise the opportunity with Expressions of Interest due by 30th September though we already have a significant number. We will select a tenant in October and sign a sublease or Tenancy Agreement. In November, we will purchase the remaining equipment once we have exhausted the grant application process. Some of the equipment will have lead times and the tenant will need to organise themselves (licences, supplier agreements, stock, staff) but basically once this is in place, the clubhouse can open, probably in early 2025.

I therefore ask the Parish Council for its decision to proceed in November with or without a grant so that CCS can give certainty to its prospective tenant, finish the fitout, sign a sublease and open the clubhouse.