



# Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held remotely by video conference 5<sup>th</sup> October 2020

**PRESENT: Councillors Ayles, Forgham, Hinds, Merritt, Sawbridge, Ward Cllr Bowyer, the Clerk and one member of the public. There were technical problems that prevented the meeting being streamed via Facebook and YouTube.**

There was no Public session.

- | 1                         | <b>APOLOGIES FOR ABSENCE</b>   | <b>ACTION</b>   |
|---------------------------|--|---|
| 1.1                       | Cllrs Markham reason illness, Cllr Keane and Ward Cllr Geary alternative commitments. Accepted.  |   |
| 2                         | <b>DECLARATIONS OF INTEREST</b>  |   |
| 2.1.                      | Cllr Sawbridge pecuniary interest 5.1.   |   |
| 3                         | <b>APPROVE MINUTES OF THE LAST MEETING</b>   |   |
| 3.1                       | Previous minutes from the meeting of 7 <sup>th</sup> September were proposed by Cllr Hinds seconded by Cllr Forgham and agreed unanimously.  |   |
| <b>TO RECEIVE REPORTS</b> |  |   |
| 4.1.                      | <b>Clerks Report &amp; Review of Actions (See Appendix A1) – matters arising:</b>  |   |
| 4.1.1.                    | Item 5 – Cllrs Hinds, Sawbridge & Merritt volunteered to plant the three trees currently in the Clerk’s garden at the Sports Ground. Cllrs who may be available.   | Cllrs Merritt/<br>Sawbridge/<br>Hinds<br>Clerk<br>Clerk |
| 4.1.2.                    | Item 7: Clerk to write to Sarah Evans at MKC about repayment of s.106 monies.  |   |
| 4.1.3.                    | Item 8 – Painting of lamp posts has started. Clerk to get to as many residents as possible to ask them to cut back foliage where overgrowing the lamp columns.   |   |
| 4.1.4.                    | Item 9 Three cllrs have yet to return application forms for CCLA funds   |   |
| 4.2                       | <b>Community Safety Partnership Strategic Assessment 2020 (Cllr Ayles)</b>   |   |
| 4.2.1.                    | Cllr Ayles had circulated slides from the Community Safety Partnership on which he sits as a member representing rural communities. He drew particular attention to the crime figures. Noted. Slides are available from the Clerk on request.  |   |
| 4.3                       | <b>Neighbourhood Plan update (Cllr Ayles)</b>  |   |
| 4.3.1.                    | The parish council had asked MKC to retain the inclusion of Gobbey’s Field as a Local Green Space against Inspector’s recommendation and to take the Plan to referendum when allowed. MKC are still considering the request.   |   |
| 4.4.                      | <b>Potential withdrawal of bus subsidies (Cllr Ayles)</b>  |   |
|                           | MKC had decided via a delegated decision to remove bus subsidies for non-profitable routes and to replace the buses with ‘Demand Response Transport (DRT)’. Cllr Ayles said that the decision was taken with no consultation with the parishes and that it should not have been made by delegated decision but by Cabinet, if not Full Council. He had drafted a request to call-in the decision (see Appendix A2) and asked for the support of the Cllrs. Agreed unanimously. The Conservative Group will also be calling-in the decisions. It was further agreed that Cllrs Ayles and Forgham contribute to any matters arising on behalf of the parish council. |   |
| 5                         | <b>TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) – no objections to any of the applications in section 5</b>  |   |
|                           | Cllr Sawbridge withdrew from meeting   |   |
| 5.1.                      | <b>20/02099/LBC Listed Building Consent for a single storey rear extension to provide a wc and lobby to new back door 11 School Lane Castlethorpe</b>  |   |
| 5.2.                      | <b>20/02098/FUL Single storey rear extension to provide a wc and lobby to new back door 11 School Lane Castlethorpe</b>  |   |
|                           | Cllr Sawbridge returned to meeting   |   |
| 5.3.                      | <b>20/02156/LBC - Listed building consent for the replacement of windows and doors subsequent to application 18/02688/LBC to replace the windows in the roof. The Samling 2 Lodge Farm Court Castlethorpe</b>  |   |
| 5.4.                      | <b>20/02217/TPO Tree preservation order consent for T1 + T2 - 2 Horse Chestnuts: Re-pollard back to previous points due to excessive shading and falling debris Chestnuts South Street Castlethorpe</b>  |   |
| 5.5.                      | <b>20/02318/CLUP Certificate of lawfulness for the construction of a wooden garden office in the garden to the rear of the property. 10 South Street Castlethorpe</b>  |   |

- 5.6. **20/02423/PNHSE Prior notification for a single storey extension to the rear of a semi-detached dwelling measuring 5 metres from the rear wall of the dwelling, 2.83 metres in height to the eaves and a maximum height of 2.83 metres\_3 The Chequers Castlethorpe**
- 6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments**
- 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. A hearing date has been agreed and the Inspector appointed had asked for comments by 10<sup>th</sup> September. Hearing to be held on 27<sup>th</sup> October via Microsoft Teams. Clerk to contact Jeremy Lee to arrange a pre-hearing videoconference with Ward Cllrs and MKC and to let all cllrs have details of the hearing joining instructions.****
- 6.2. **20/01298/FUL Proposed siting of 40 static holiday caravans in lieu of 70 touring caravans Cosgrove Park Main Street Cosgrove status Registered – no further updates**
- 7 TO CONSIDER RESOLUTIONS**
- 7.1. MKC Conservation Officer had proposed changes to the conservation area. The Clerk had previously advised him to reflect the situation as laid out in the current version of the Neighbourhood Plan. Additionally, Cllr Ayles had talked to the officer and had suggested changes as laid out at Appendix A3 that he put to the parish council for agreement. Agreed unanimously.
- 7.2. MKC had told Cllr Hinds that they will not be issuing road closed notices for the forthcoming Remembrance Day events. It was agreed that Cllr Hinds tell MKC that Castlethorpe would go ahead with the normal parade regardless. Cllr Geary had agreed to come and lay a wreath as Mayor of MK. Cllr Ayles proposed to donate £30 to each of Royal British Legion for a wreath and to Bradwell Silver Band for a bugler. Agreed unanimously.
- 7.3. MKALC had written a letter to Minister and MPs concerning Planning White Paper. Cllr Ayles laid out the key points and proposed that the parish council endorse the letter in support. Agreed unanimously. Clerk had not received the letter but when he does he will endorse it accordingly and forward endorsement to the Minister. Clerk
- 7.4. MKC have now completely cleared the dead tree from the Fishponds. It was agreed that it would not be practical to move the tree lounge as it is too bulky/heavy. It was agreed that Cllr Ayles will contact the Parks Trust to see if a replacement tree can be planted. Cllr Ayles
- 7.5. Cllr Ayles had drafted and circulated a proposed response to the MKC 'Together We Can' document and the Parish Advisory Group Terms of Reference. The text was agreed unanimously. Cllr Ayles will send response to MKC accordingly. Cllr Ayles
- 7.6. Clerk will put review of grass cutting schedule on next agenda and will talk to RTM about failure to cut hedge at Station Road (cattle grid to village entrance only) Clerk
- 7.7. The village handyman had inspected the fence between the village hall and Castle Field and had said that it is structurally sound. No further action required.
- 7.8. It was agreed not to pursue any of the offerings from the MKC 'Litter Hotspots' programme.
- 8 FINANCIAL MATTERS**
- 8.1. The payment schedule was proposed by Cllr Forgham seconded Cllr Sawbridge and was approved unanimously with the addition of payments to Bradwell Silver Band and Royal British Legion as per 7.2..

| Payee                       | Description               | Invoice               | Amount           |
|-----------------------------|---------------------------|-----------------------|------------------|
| S Bradbury                  | Salary September 2020     | per pay slip          | £624.62          |
| S Bradbury                  | Purchase security lights  | per attached receipt  | 23.32            |
| S Bradbury                  | Purchase seeds            | per attached receipts | £48.78           |
| Stacey Blease               | VH Cleaning March         | per attached invoice  | £0.00            |
| RTM                         | Landscaping July          | invoice 2325          | £391.67          |
| Viking                      | Village Hall consumables  | invoice 910988        | £48.95           |
| Jayn Oliff                  | Internal audit            | attached invoice      | £50.00           |
| Richard Wontner             | Build portable goal posts | attached invoice 95   | £35.00           |
| Richard Wontner             | Empty bins                | attached invoice 95   | £40.00           |
| <b>Bradwell Silver Band</b> | See item 7.2.             | n/a                   | £30.00           |
| <b>Royal British Legion</b> | See item 7.2.             | n/a                   | £30.00           |
| <b>TOTAL</b>                |                           |                       | <b>£1,322.34</b> |

|                      |                    |  |         |
|----------------------|--------------------|--|---------|
| <b>Direct Debits</b> |                    |  |         |
| Google Ireland       | 26107096G05ASYDKH7 |  | £28.98  |
| XLN                  | 4976199 16674975   |  | £33.17  |
| EON                  | 089208742670A      |  | £112.00 |
| EDF                  | 671070653836.00    |  | £76.00  |
| Everflow             | B220925A           |  | £57.77  |

|                 |  |  |                |
|-----------------|--|--|----------------|
| <b>DD Total</b> |  |  | <b>£307.92</b> |
|-----------------|--|--|----------------|

8.2. The Clerk is still in discussions with Stony Stratford TC with regard to potential outsource of financial services.

9 **CORRESPONDENCE RECEIVED (email circulated prior to meeting)**

9.1. None

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

10.1. Cllr Ayles had set up a shared drive to store all documents for consideration in meetings.

10.2. A back-to-back 20/30 mph sign in South Street had been turned round to reflect wrong speed limits. Now corrected.

10.3. Castlethorpe News is out and has been posted on social media. Hardcopies are available in the shop.

11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS**

11.1. Next Parish Council meeting will be a General Meeting on Monday 2<sup>nd</sup> November 2020 and will be conducted by video conference

There being no more business the meeting closed at 21.08

# Appendix A - Schedule of Reports & File Notes

## APPENDIX A1 – CLERK’S REPORT 8/10/2020

1. Phil has talked to Luke Stacey about cutting back trees around war memorial. They agreed that it would not be practical to cut the trees back any more but Luke will arrange with somebody to cut back the bushes that are overgrowing the bench. Clerk will put resolution to have war memorial cleaned on an agenda for early Spring 2021
2. Portable goalposts have been delivered to the sports ground and are now in use. Awaiting update from CSA on repairs to basketball back board and changing of lock on cricket pavilion toilet which they are arranging.
3. Clerk has ordered motion sensitive LED security lights for the football pavilion and will ask the electrician to fit them when he is installing the defibrillators.
4. I(Annual) meeting CSA/SGC was not held as due to problems with their bank, CSA were unable to produce their accounts for review. As this would be needed to consider grant for next year the meeting has been postponed and will be held as soon as the CSA treasurer can get the accounts produced.
5. Trees for sports ground have not yet been planted, As they have been in (large) pots in the Clerk’s garden they have not prospered and look ‘unwell’. There is an item on the agenda to replant a tree at the Fishponds so will look to get all trees planted at same time, if necessary, purchasing replacement trees for the sports ground. Other work at sports ground to secure doors at football pavilion, replace pavestone at cricket pavilion to be done. CSA have reported that the doors are letting in water so will try and make this a priority.
6. Awaiting date for electrician to fit the defibrillators at the village hall and cricket pavilion. Clerk/Cllr Merritt to then plan training and communication/opening event.
7. MKC Infrastructure Sub Board has agreed payment of s.106 monies. Yet to receive payment.
8. Repainting of heritage lamp posts was due to commence today if weather has allowed. Due to bad weather Clerk has been unable to contact people to ask them to cut back their hedges where necessary so there may be additional cost for Ringway to do this. Still awaiting Chris Hales at MKC getting a quote to upgrade further lights in village whilst work is being done to convert lights to LED.
9. Forms sent out to councillors (plus reminder) to give details for application for the CCLA Deposit and Property Fund accounts. Only 3 received back!
10. Outsourcing of Financial Services – Stony Stratford TC have approved in principle to take on the work ‘subject to viability’. Clerk will attempt to provide them with more information.
11. Court date has been set for 15 October at 10.00 a.m. at the Milton Keynes County Court for our claim of damage to the village hall floor. Cllr Forgham, (former) VH booking clerk, handyman and clerk to attend.
12. The Clerk had further discussions with MK Community Energy about the community solar scheme. It would seem that there is no opportunity to release unused resource into the Grid so the solar panels would only serve to provide for the building on which they had been mounted. As such it was agreed the the two sports pavilions are not good candidates
13. Pre School have paid back the VH hiring concessions made by the Parish Council. Interest has been shown by another potential large-scale organisation and there will be a meeting of the Village Hall Committee on 8<sup>th</sup> October to discuss.
14. A grant application for £10,000 has been paid into our Lloyds Bank account. Still no terms or conditions have been received.
15. Karen Russo has volunteered to be the new Village Hall booking clerk.
16. Clerk has responded to the Government White Paper on Planning Policy and separate paper ‘Changes to the Current Planning System’ as instructed.
17. Telegraph pole formerly NS18 HAS BEEN REMOVED BY Western Power

No progress/unknown status on outstanding actions:

- 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.
- Cllr Geary was to escalate at MKC the matter of flooding at Bullington End Road
- MKC have reported that they are not currently working on the exercise to identify new designs for rural street name plates.
- Cllr Keane to raise matter of Sustrans track at Transport Forum
- 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
- 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 8/10/2020

## **Appendix A2 Proposed Call-In of Delegated Decision**

### **“Concessionary and Contract Payments to Bus Operators”**

**Decision 3 only “That a Demand Responsive Transport (DRT) service be introduced from 1 April 2021 to replace most of the supported services.”**

**For the avoidance of doubt, this Call-In refers only to Decision 3 and does not affect Decisions 1-2 or Decisions 4-7.**

**We are calling in this decision on two grounds:**

**1. This is a major change of service provision in replacing subsidised scheduled bus services with, as**

**we understand it, an on-call mini-bus which may take up to 30 minutes to arrive in rural areas. The change will have a major impact on residents both those using the service to travel to and from work and also to healthcare appointments as well as for shopping and leisure activities. The definition of the service is to be developed in a Working Group and we welcome MKBUG membership. However, it may make it very difficult to arrive promptly for work or for health appointments and may leave elderly residents waiting for 30 minutes outside in order to attend surgery appointments in Hanslope. Apart from service uncertainty, this isn't acceptable in poor weather.**

**Castlethorpe has no knowledge of how our subsidised bus will be affected especially given that it is half funded by Northampton Council.**

**The potential impact is of such magnitude that this should have been a Cabinet Decision not Delegated Authority to allow fuller discussion.**

**2. MKC is a signatory to the Parishes Protocol which stipulates consultation should have taken place in accordance with the 2012 Government Guidelines. In fact, the ‘Together We Can’ document which may replace the Parishes Protocol explicitly states a period of 6 weeks. No consultation took place before the Decision was made.**

**Furthermore, at the Parishes’ Forum on 17 th September, I specifically asked the Cabinet Member with Responsibility for parishes to confirm that discussions would be held with affected parishes before services were terminated in case some local funding could be found and she confirmed that they would.**

**Parish Councillor Philip Ayles  
Chairman, Castlethorpe Parish Council**

## **Appendix A3 - Comments on draft Amendment to Castlethorpe Conservation Area**

The changes are mostly in line with discussions with Martin Ellison, Senior Conservation Officer, on 29<sup>th</sup> March 2018.

There are just three areas where some changes are requested:

1. Bullington End Road. Extend CA to include Nos 1 to 11 Bullington End Road. This was to be considered after the walk round. The entire row of Edwardian houses has subsequently been defined as ‘Buildings of Local Interest’ in the Modified Neighbourhood Plan (in conjunction with Simon Peart, Conservation & Archaeology). No 11 is identified as of particular importance.
2. Lodge Farm Court. Keep CA boundary as previously. It is correct that the buildings are new builds but the whole south side (Nos 7-12) is stone built in a consistent style. No 6 is not only a fine building but is the only one in the courtyard which would not then be in the CA. The original boundary adds integrity to the CA boundary. Note: we did agree to exclude Nos 7-12 but include No 6 on the walk round but on reflection, it would be better to keep them in and maintain the integrity of the boundary.)
3. South Street. Keep the original CA boundary in Ben’s Close to include Nos 6b and 8 South Street as discussed on the walk round. No 6b is a fine new build and, incidentally, the owners would like it to remain in the CA. No 8 is an out of character bungalow but then so are Nos 11 and 13 across the street which are included in the CA. Keeping the original boundary adds integrity to the CA boundary and ensures that the street view on South Street is within the CA which may potentially affect future design codes should those houses ever be redeveloped. For example, I believe it is the case that the

government is proposing to allow additional storeys to be added to buildings under permitted rights but this would not apply within CAs.

Philip Ayles  
Chairman, Castlethorpe Parish Council