

CASTLETHORPE PARISH COUNCIL

Parish Council General Meeting to be held on Monday 13th April 2015 at 7.30 p.m.

AGENDA

Dear Parishioners

A General Meeting of Castlethorpe Parish Council will be held, on the above date & time, in the Village Hall, when the business set out below will be transacted.

Steve Bradbury

Clerk to the Parish Council

(01908 337928 or clerk.castlethorpe@gmail.com)

- 1 TO RECEIVE APOLOGIES FOR ABSENCE**
- 2 TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below**
- 3 TO APPROVE MINUTES OF THE LAST MEETING**
 - 3.1. To agree the minutes of the General Meeting of the 2nd March as a true record.
- 4 TO RECEIVE REPORTS.**
 - 4.1. Clerks Report & Review of Actions. *(to be circulated prior to meeting)*
 - 4.2. Neighbourhood Plan update *(to be circulated prior to meeting)*
 - 4.3. FILE NOTE: MKC Flood Alleviation project report (if received) *(see Appendix A3)*
 - 4.4. Police report on recent incidents in the village *(see Appendix A4)*
 - 4.5. Note on email exchanges on adoption of Fox Covert Lane *(see Appendix A5)*
- 5 TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)**
 - 5.1. 15/00325/CLUP - Certificate of lawfulness for single storey rear extension: 3 Prospect Place Castlethorpe
 - 5.2. 15/00381/FUL - Single storey front extension: The Hayloft 1 Maltings Court Castlethorpe – extension allowed beyond stated closing date of 27th March
 - 5.3. 15/00413/FUL – Single storey rear extension: 24 Bullington End Road Castlethorpe – extension allowed beyond stated closing date of 30th March
 - 5.4. 15/00507/FUL – Single storey rear extension: 7 Shepperton Close Castlethorpe
- 6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS**
 - 6.1. **14/01341/FUL** First floor rear extension and change of use of agricultural land to garden land (part retrospective) 20 Lodge Farm Court Castlethorpe – application permitted
 - 6.2. **15/00108/FUL** Ground mounted solar park with a rated output of approx. 750KW Land Adj To Lodge Farm House Wolverton Road Castlethorpe – pending consideration. No further significant updates on record.
- 7 TO CONSIDER RESOLUTIONS**
 - 7.1. To consider & agree to 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
 - 7.2. To purchase an additional grass cut prior to the village Open Gardens event if necessary (Cllr Sweetland)
 - 7.3. To consider several reported instances of littering throughout the village *(see Appendix A6)* (Cllr Ayles)
 - 7.4. To consider whether to make applications for the 2015 round of the following MKC grants (closing date 15th May):
Parish Partnership Fund, Play Area Improvement Scheme, Community Parking Fund
 - 7.5. To approve Pre School request to erect a play house in the garden of the village hall (Cllr Sweetland)
 - 7.6. To renew membership of Milton Keynes Association of Local Councils – cost £80 (Cllr Ayles)
 - 7.7. To discuss and decide on the organisation and requirements for the best kept village (Cllr Sweetland)
 - 7.8. To consider a request for a grant of £150 to cover the cost of food and incidentals for the forthcoming VE70 celebrations (Cllr Ayles)
 - 7.9. To approve a request by the Village Hall Committee to hang curtains in the Hall (Cllr Sweetland)
 - 7.10. To respond to the Milton Keynes Highway Gritting Survey *(Circulated prior to meeting)*
- 8 TO CONSIDER FINANCIAL MATTERS**
 - 8.1. To approve the RFO payments schedule. *(Circulated prior to meeting)*

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- 9 **CORRESPONDENCE RECEIVED**
- 9.1. An email has been received from the Labour Prospective Parliamentary Candidate encouraging parish councils to hold local hustings (***Circulated prior to meeting***)
- 9.2. An email has been received from the tennis coach that conducted coaching sessions last year indicating that he will be running courses again this year
- 10 **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 11 11.1 Next General Parish Council meeting 4th May 2015 at 7.30 p.m.

PART 2

- 12 12.1. **TO RECEIVE DECLARATIONS OF INTEREST** by Councillors in any of the agenda items below
- 13 **TO CONSIDER RESOLUTIONS**
- 13.1 To extend contract with Messrs. A.H. Contracts to clear dog bins for a further 3 years at existing rates
- 13.2. To consider proposal from Community Impact Bucks to amend the payment stages for their commissioned work on the Neighbourhood Plan (***Circulated prior to meeting***)

Appendix A – Schedule of Reports & File Notes

1. **Clerk's Report (item 4.1)**
To be circulated prior to meeting
2. **Neighbourhood Plan Report (item 4.2)**
To be circulated prior to meeting
3. **FILE NOTE: Flood Alleviation Scheme at The Dips (item 4.3)**

Project Highlight Report

Project Name & Code	Milton Keynes Flood Alleviation Project
Project Sponsor	Andy Dickinson (Milton Keynes Council)
Project Manager	Kate Davidson (Milton Keynes Council)
Project objective in a sentence	To reduce the risk of flooding in the rural areas of Milton Keynes and the consequential damage to homes, by installing flood attenuation systems that work in conjunction with the existing drainage network to appropriately distribute excess rain water.
Reporting Period	January 2015

Overall RAG Rating and supporting statement

Overall Current RAG rating	Amber / Red
Previous RAG rating	Amber / Red

RAG Definition	
Green	All key criteria (Time, Cost, Scope and Benefits) will be achieved. Risks are being managed
Amber / Green	One of the key criteria cannot be delivered within tolerance; project risks are being managed
Amber / Red	Two or Three of the key criteria cannot be delivered within tolerance. Risks need to be escalated
Red	All four key criteria cannot be delivered without further significant intervention (Consider whether the project should continue). Risks need to be escalated.

RAG Supporting Statement:

Littlewood Farm (Tathall End)

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The Littlewood Farm Flood Attenuation bund was installed by the Council's Highways contractor (Ringway) between 9th and 20th April 2015. The ditch line was cleared out during this time. Due to the initial wet conditions on Littlewood Farm, temporary road panels were installed along the access route to the bund area, in order to minimise disturbance to the farmland from heavy duty vehicles.

Flood Alleviation Scheme 3 (Tathall End)

A survey of the watercourse in Tathall End was completed during March 2015 in preparation for the testing and hydraulic modelling of the third scheme for the area. WSP, the Council's Flood Risk Consultant, will be carrying out the design work over the spring, and will be developing proposals to be reviewed by the Environment Agency by the summer. If the proposals are accepted, the Council will seek the necessary Planning Permissions to install the new flood asset.

Footbridge (Tathall End)

Following discussions with Ward and Parish Councillors the about decision to replace the footbridge, the Council is considering applying to 'stop up' the Right of Way that leads to the footbridge in Tathall End. This involves implementation of Section 116 of the Highways Act 1980. If this option is taken forward following a consultation process, the existing footbridge will be removed in the short term, and no diversion of the Right of Way will be required.

Devils Dip

The Council is at present in the process of developing an options appraisal for improvements to the drainage system at Devils Dip. Costing exercises are being undertaken and discussions with local landowners will shortly be initiated.

Milestones & Schedule:

Key Milestones	Baseline	Forecast	Actual
Construction of flood attenuation bund at Ram Alley, Stoke Goldington	Sep 14	Sep 14	Sep 14
Construction of a flood alleviation bund at Yew Tree Farm, Tathall End (scheme 1)	Sep 14	Oct 14	Nov 14
Construction of a flood alleviation bund at Littlewood Farm, Tathall End (scheme 2)	Sep 14	Apr 15	Mar 15
Construction of flood alleviation measure in the vicinity of the bridleway (scheme 3)	Sep 14	Oct 15	
Removal of the Right of Way footbridge over the watercourse near The Greyhound, Tathall End	Dec 14	Apr 15	
Improvements to the drainage at Devils Dip	Sep 15	Sep 15	

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Activities achieved during last period

- Littlewood Farm Flood Alleviation Bund constructed
- Watercourse survey carried out in preparation for scheme 3 for Tathall End
- Options appraisal for Devils Dip started
- Option for Tathall End footbridge revised

Activities planned for next period

- WSP to carry out further testing and modelling for scheme 3 in Tathall End
- Landowners close to Devils Dip to be contacted regarding options for drainage improvements
- Revised decision for Tathall End footbridge to be shared with stakeholders and application to 'Stop Up' the Highway to be taken forward in conjunction with Legal Services
- Footbridge in Tathall End to be removed

Risks and Issues

Description of risk & consequence	Action required
Proposals for Scheme 3 in Tathall End may not be available until autumn 2015, causing a delay to the proposed construction period	Project Manager to liaise with WSP regarding timeframe.
Restricted access to land in Tathall End may delay design work for scheme 3.	Project Manager to liaise with landowners regarding access requirements.
Application to STOP UP the Highway in Tathall End could be unsuccessful.	If necessary the Council will replace the footbridge.
Drainage improvements required at Devils Dip may be too costly to deliver within additional capital expenditure	Cost / Benefit analysis to be completed as part of options appraisal.

Description of Issue & impact	Action required
Footbridge condition determined by engineer as poor.	Highway to be 'Stopped Up' and footbridge to be removed.
The third flood alleviation scheme for Tathall End is to be re-modelled by flood consultant WSP. After more detailed surveying it was determined that a bund on the bridleway may not be effective at holding water off the main road.	WSP require more time to carry out a detailed baseline assessment, procure topographical survey information, analyse the existing hydraulic restrictions and profile flows through Tathall End and downstream.

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Flooding is a regular occurrence at Devils Dip	Council to develop a scheme to improve the drainage system in the area.
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Are Changes or Decisions required?

None at present

Benefits

Target Benefit	Current Status (e.g. not achievable/ change to the target required/ on track)
To reduce the risk of flooding and the consequential damage to the homes of citizens of the Borough of Milton Keynes.	Achievable
To reduce the risk of flooding to the highways within the Borough of Milton Keynes that provides access for the emergency services.	Achievable

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4. Police report on recent incidents in the village

Phil,

In terms of incidents within the village, TVP have logged 98 records on the Command & Control system between 01/04/2014 and 31/03/2015 relating to the Parish of Castlethorpe.

These are made up of 64 miscellaneous incidents that could range from suspicious circumstances, complaints against police, fear for welfares etc but which aren't crimes.

The other 34 are made up as follows;

- 12 calls re Domestic incidents
- 3 calls re dwelling burglaries
- 2 calls re dog bites
- 6 calls re drink drive incidents
- 2 calls re assaults
- 5 calls re road traffic collisions
- 4 calls re theft from motor vehicles.

Now, without going into the individual reports, I can't say how many of the domestic incidents relate to crimes, but some will and some will not, and more than one will relate to a specific address.

The drink drive calls generally relate to a specific person/address and I am aware that this person has been dealt with officially.

I am aware that one of the two assaults relates to an incident outside of the parish and believe that the other one was of a minor nature.

The three dwelling burglaries are concerning and took place between the end of December 2014 and March 2015.

Our local CID department investigates dwelling burglaries, but I have looked at these, and although cannot and will not disclose individual details or addresses, it appears that the one from December has been filed with no suspects identified and the other two are still actively being investigated.

In terms of advice, the normal advice will apply, that is to say;

- 1) Lock doors and windows when out,
- 2) Have good quality locks fitted,
- 3) Consider alarms and possibly CCTV if applicable,
- 4) Property mark items and record make/model/serial number of electrical and photograph valuables (jewellery etc).
- 5) Consider Neighbourhood Watch schemes (via TVP).
- 6) Sign up to TVP Alerts.
- 7) Call in suspicious people/vehicles in the area.

Having said all that, I would still suggest that Castlethorpe is a low crime area and still a pleasant and peaceful place to live.

I am unable to attend your annual meeting on 13th but please can my thanks be passed to the Parish Council and residents for the support received over the past few years as I will be gone very shortly!

Regards,

Andy

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5. NOTE ON EMAIL EXCHANGES ON ADOPTION OF FOX COVERT LANE

Following the recent incident of damage to a streetlight outside No 10, Fox Covert, I have been pursuing MKC about the adoption of the whole of Fox Covert as the existing adoption ends just before No 10 and The Paddocks, developed by Rivar, only starts beyond No 16 potentially leaving the highway between No10 and No16 permanently unadopted.

I have now received the following message from Jonjo McBride, the Highways Adoption Officer at MKC. "According to the section 38 agreements signed by Rivar LTD the area of road and footway in front of houses 10 – 16 will be adopted as well. There won't be a small part of un-adopted land"

An earlier email from Heather Baker stated that the adoption process had started but it takes about a year to complete presumably so that any problems are resolved by the developer and not passed onto MKC. So all of Fox Covert should be adopted in about a year.

I am trying to ascertain who is responsible for the maintenance of the highway, basically the streetlights (which were damaged in recent high winds) between No 10 and No 16 for the next year until adoption.

Philip Ayles

8th April 2015

6. Complaint about littering – item 7.3. refers

Dear Phil

I've been really fed up at seeing depressing amounts of rubbish, inconsiderately left abandoned on my way up from the Chequers every day, over the railway to the village shop. No doubt the same for others using this route as well. To help therefore, last Saturday, I spent a useful hour collecting a complete black sack, full of the stuff. Frustratingly, I repeated this exercise only last Christmas Time.

Getting it home and just now, emptying it on the garage floor, I can see few sweet wrappers but surprisingly, many food wrappings, bottles, soft drink or beer cans including 'Special Brew'. See picture below.

A lot of it I collected along the steel fence leading up up the Old Goods Yard and a mass of it from the other side of the footbridge in Gobbey's Field. The

locked gate at the base of the footbridge, giving access to the tracks, had a concentration of bottles and cans, with the food wrappings having blown alongside and beyond the Play Area fence adjoining. There is still an accumulation of litter I had to leave, beyond the fence, under the Elder in that corner of the Play Area. Quite a bit also still remains in the Goods Yard beyond the steel fence.

Over the years, I've invariably blamed errant children for this, but from my weekend collection and speaking around, it looks far more like thoughtless adults. Deadheads or even BR personnel accessing the tracks possibly? For the latter, they do park their vehicles roadside near the Old Goods Yard and have to access the tracks (over the bridge by the kissing gate to Gobbey's Field). This I would imagine, often at night and out of sight! Whoever does it, the litter seems to accumulate more in these areas, but the Dog Bin leading down to the footbridge seems to be well used and it remains very un-littered.

I would ask therefore, for the Parish Council to discuss this aspect of Village littering and perhaps resolve to afford before too long, provision of more litter bins at the locations I've highlighted. Prominent anti-litter notices at the spots mentioned perhaps would help. A copy of my letter to the Rail Authority to alert them, if it can be determined exactly who would be responsible for any public nuisances arising in our parish from railway personnel might help as well.

I hope you will be able to get talk started and/or even raised for the village to be informed/debate at the Annual Parish Meeting. Is that soon by the way?

I look forward to hearing from you.

All good wishes