

CASTLETHORPE PARISH COUNCIL

Parish Council Annual Meeting to be held on Monday 9 May 2016 at 7.30pm

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)

04 May 2016

1		TO RECEIVE APOLOGIES FOR ABSENCE
2		TO ELECT A CHAIRMAN & to receive Chairman's Declaration of Acceptance of Office
3		TO ELECT A VICE-CHAIRMAN & to receive Vice-Chairman's Declaration of Acceptance of Office
4		TO NOTIFY CHANGES TO REGISTER OF MEMBERS INTERESTS
5		TO APPOINT COMMITTEES, AND AGREE TERMS OF REFERENCE
	5.1	Finance committee: 4 councillors currently Cllrs. Ayles, Stacey, Sweetland & Keane.
	5.2	Sports committee: 4 councillors currently Cllrs. Ayles, Forgham, Stacey & Markham. .
	5.3	Village Hall committee: 3 councillors currently Cllrs Sweetland, Hinds & Forgham
6		TO AGREE COUNCILLORS RESPONSIBILITIES
	6.1	Communications and web site currently Cllrs. Forgham, Ayles & Sweetland
	6.2	Dog Fouling currently Cllr Hinds
	6.3	Public transport currently Cllrs. Ayles, Sweetland & Keane.
	6.4	Highways & streetlights currently Cllrs Markham and Stacey
	6.5	Footpaths & play areas currently Cllrs Markham, Hinds & Keane
	6.6	Flower festival currently Cllr Hinds
7		TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES
	7.1	Parishes Forum: 2 Councillors. Currently Cllrs. Ayles & Keane
	7.2	Rural West NAG: 3 councillors. Currently Cllrs. Ayles, Hinds & Keane
	7.3	Newport Pagnell North and Hanslope Local Area Forum: 3 councillors. . Currently Cllrs. Ayles, Sweetland & Keane
	7.4	Sustainable Transport & Road Safety Forum (STARS) : 3 councillors. Currently Cllrs. Ayles, Sweetland & Keane
	7.5	MKALC: 2 councillors. Currently Cllrs. Ayles & Sweetland.
8		TO ADOPT THE STANDING ORDERS
	8.1	To re-adopt Standing Orders issue 2014 v.2 (Circulated prior to meeting – unchanged since last adoption)
9		TO ADOPT THE COUNCIL POLICIES
	9.1	Receipt of Gifts & Hospitality, Disciplinary, Environmental; Freedom of Information, Grievance, Equal Opportunities, Health & Safety, Reporting of Meetings & Volunteer policies (Circulated prior to meeting)
10		TO SUSPEND MEETING TO ALLOW FOR AN OPEN FORUM (15 minutes, if required)
11		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
12		TO APPROVE THE MINUTES OF THE LAST MEETING
	12.1	To agree the minutes of the general meeting of 4 th April 2016 as a true & accurate record. (Circulated prior to meeting)
13		TO CONSIDER PLANNING
	13.1	16/00929/FUL Demolition of existing two storey rear extension and existing single storey extension and erection of part two storey and part single storey rear extension 3 Bullington End Road Castlethorpe

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	13.2	16/00931/FUL Prior notification for a proposed single storey rear extension measuring 5.1 metres from the rear wall of the original dwelling with a maximum ridge height of 3.7 metres and maximum eaves height of 2.7 metres 5 Hanslope Road Castlethorpe
14		REPORT BACK ON PREVIOUS PLANNING
	14.1	15/02656/CONS - Development of club and community training centre At Manor Farm Cosgrove (invitation for comments from Northants CC) pending consideration
	14.2	16/00247/FUL - Erection of a single storey detached Garden Room with washroom to rear of property (retrospective) 26 The Chequers Castlethorpe granted with conditions
15		TO RECEIVE REPORTS from Councillors or Clerk
	15.1	Clerks Report & Review of Actions. <i>(to be circulated prior to meeting)</i>
	15.2	FILE NOTE - Visit to Cosgrove Park, 7th April 2016 (see Appendix A2)
	15.3	FILE NOTE - NAG 12th April 2016 (see Appendix A3)
	15.4	FILE NOTE – Castlethorpe Highways Issues Update meeting 4th May 2016 (see Appendix A4)
	15.5	FILE NOTE – Flood Prevention Scheme at the Dips meeting 4th May 2016 (see Appendix A5)
16		TO CONSIDER RESOLUTIONS
	16.1	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
	16.2.	To consider the registration of assets as being of 'Community Value' as under the Localism Act of 2010 (Cllr Keane)
	16.3	To agree an action plan for Best Kept Village. (Cllr Sweetland)
	16.4	To consider replacement of fence between Castle Field and 1 North Street (Cllr Stacey)
	16.5	To place 2 x hanging baskets outside the village hall (Cllr Sweetland)
	16.6	To approve application for Parish Partnership Fund Grant (when notified) and 50% funding for village centre improvement project (brought forward from last meeting)
17		TO CONSIDER FINANCIAL MATTERS
	17.1	To approve the RFO payments schedule. <i>(Circulated prior to meeting)</i>
18		CORRESPONDENCE RECEIVED <i>(circulated prior to meeting)</i>
	18.1	An invitation has been received to participate in the South Northamptonshire Local Plan Part 2A Options Consultation Document consultation by the consultation manager, South Northants Council (Rosalind Brettle). Closing date for comments 10 th June 2016.
	18.2	MKC have sent an email asking parish and town councils whether they wish to participate in the Armed Forces Day celebrations On 20 th June and have asked for any ideas about how councils can contribute to the event.
	18.3	A number of complaints have been received about noise from the newly installed rumble strips on Wolverton Road
19		ANY OTHER BUSINESS <i>(for noting, or for inclusion on a future agenda)</i>
20		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS
	20.1	Next Parish Council meeting 6 June 2015 at 7.30 p.m.
		Part 2
21		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
22		TO CONSIDER RESOLUTIONS
	22.1.	To consider (verbal) application for the position of groundsman <i>(circulated prior to meeting)</i>
	22.2	To agree Clerk's annual review <i>(circulated prior to meeting)</i>

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Appendix A – Schedule of Reports & File Notes

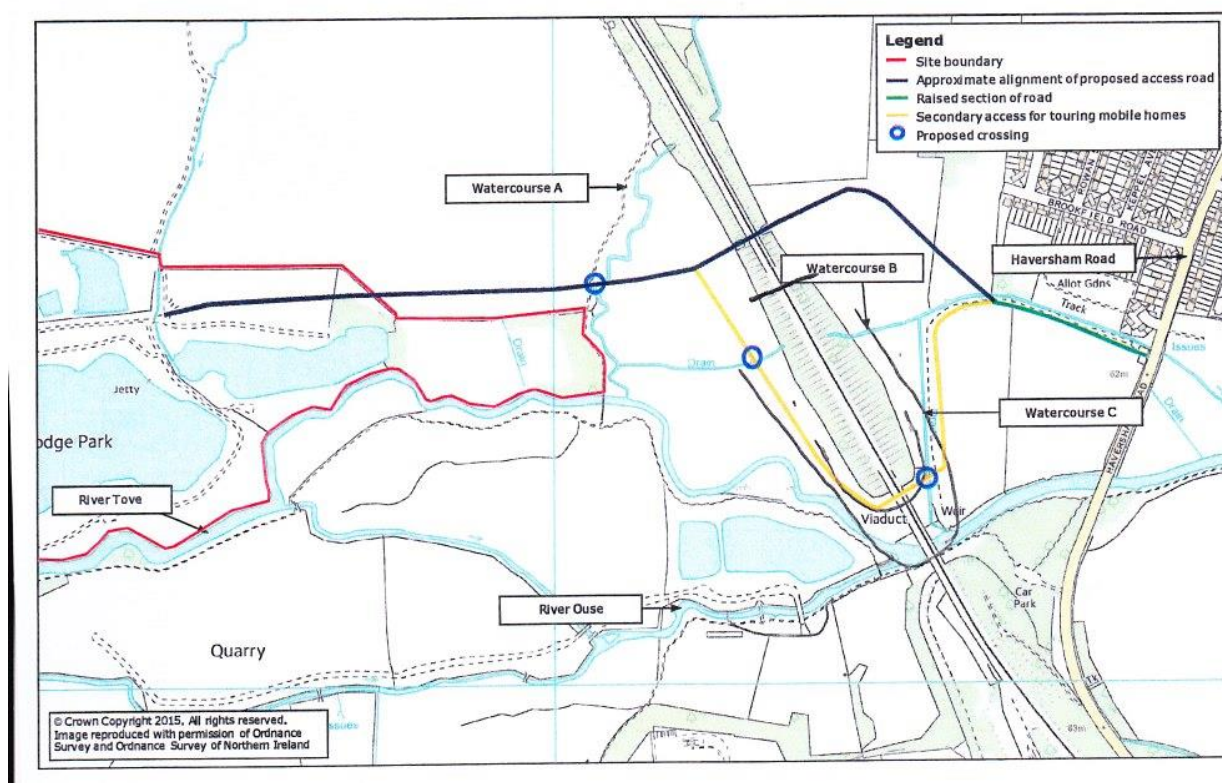
1. **Clerk's Report (item 15.1)** To be circulated prior to meeting
2. **FILE NOTE - Visit to Cosgrove Park, 7th April 2016**

Present: Ward Cllr Jeanette Green
 Cllr Philip Ayles
 Mr Stephen Bradbury, Clerk
 Cosgrove Parish Cllrs
 Representatives of MKC and South Northants Planning
 Mr Richard Steele, Owner

- The visit was a follow-up to the meeting at South Northants council offices in December 2015. It was to address concerns by Cosgrove Parish Council that the use of the park was exceeding its planning permissions. Cosgrove Parish Council is also concerned that the planning permissions are being given on the Milton Keynes side of the boundary without consulting Cosgrove Parish Council. In fact, no such permissions have been given and the conversation changed to address the creation of a new access entrance.
- There is no intention to expand the use of the Fox Covert Lane access other than to move in and remove mobile homes from the site at the beginning and end of their economic lives as this avoids taking the large vehicles through Cosgrove village.
- However the parts owners are considering the creation of a new entrance from Wolverton Road in Haversham. A map showing the proposed route is attached below.

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A security Gate house would be installed just off the Wolverton Road in Haversham. The road would then pass either through the small arch directly which would be used for customer traffic. The existing track under the large arch would be used for the movement of mobile homes but this is not suitable for customer traffic because it is subject to flooding.

- In order to find the road, the park owners are proposing to set aside approximately 2 acres of land at the Cosgrove end including the current office location at for housing. The office would then be relocated to the new entrance. Richard warned that the process would be lengthy, perhaps up to 5 years.
- The owners are also seeking to expand the use of the Park from 7 months to 10.5 months to compete with other parks.
- There appears to be no real concern to Castlethorpe Parish Council from these plans. Concerns might be expressed by Cosgrove Parish Council concerning the increase in number of houses in Cosgrove and by Haversham Parish Council concerning the entrance just outside the village. Councillor Jeannette Green will discuss with Haversham Parish Council.

Philip Ayles

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3. FILE NOTE - NAG 12th April 2016

- Some new officers are being appointed in the Rural Sector:
 - Inspector Lee Brace will replace Inspector Roy Stringer
 - PC David Spencer starts in May
 - PC Adrian Cafe starts in July
- PC Andy Hipkin will check meaning of expiry dates on Smartwater issued in the villages and whether items need to be re-marked.
- Next Meeting 23rd August.

Regards

Phil

4. MEETING NOTE – Castlethorpe Highways Issues Update 4th May 2016

Present: Kim Hills (Interim Senior Highways Manager)

Rob Ward (MKC)

Ward Cllr Andrew Geary

Ward Cllr Jeanette Green

Parish Cllr Philip Ayles

- Devil's Dip Flood Prevention Scheme. See separate note but main bund protection now not likely to be completed before mid-2017.
- Emergency Closure of Wolverton Rd 28 th April.
This was an unauthorised closure by Ringway bringing forward some pre-patching work. MKC are already taking action with Ringway. MKC re-emphasised their commitment to work with both Public Transport and parishes on forthcoming road closures.
- Street sign for Hanslope Road by the triangle. This is now on order.
- Castlethorpe Traffic Speed Reduction Scheme.
 - Rumble strips installed on Wolverton Rd. Now monitoring speeds using SID to see if there has been any reduction. First week indicated increase in vehicles within the speed limit.

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- Station Rd. Edge of carriageway lines have been painted but not the centre lines as recommended by Adrian Carden for safety reasons. MKC will action centre line painting.
- Bullington End Rd and Hanslope Rd traffic calming. Kim Hills to arrange for recommendations..
- Protective posts by village centre. These are on order. Rob Ward will chase.
- Streetlights in Fox Covert. All but one of the streetlights have been replaced and the last lantern is on order. The streetlights still do not show on the (new) MKC Report It site although the mapping system has been re-hosted so that it is the latest version and able to accept the missing streetlights which also occur elsewhere in MK. (Note, my complaint will be closed when the streetlights show on the MKC Maps).
- Markings outside school following police incident and subsequent meeting with Adrian Carden. Kim Hills will check on progress with Adrian.
- The collapsed drain on the footway outside the shop awaits repair which is scheduled for June though failure was in January. This is a lengthy time for a high traffic and restricted space failure.

Several works have been completed namely the replacement of most Fox Covert lanterns, the installation of new speed signs at village entrances prior to the parish council project to install 'gates' and new signs, the installation of rumble strips on Wolverton Rd and the replacement of the bollard in the centre.

Philip Ayles.

5. FILE NOTE – Flood Prevention Scheme at the Dips meeting 4th May 2016

Present: Kim Hills (Interim Senior Highways Manager)
Rob Ward (MKC)
Ward Cllr Andrew Geary
Ward Cllr Jeanette Green
Parish Cllr Philip Ayles

Rob Ward summarised the situation and outlined the forward programme.

- i. The building of a third bund above Tathall End has been agreed.
- ii. MKC are waiting for a report from their consultants (WPS?) which was originally expected in March but now expected in May. This will include a recommendation on the number, size and precise location of the bunds.
- iii. Mark Bennett will then produce a Design. Rob very conservatively estimated this to be 6-9 months mainly because of other workloads rather than because the design itself was time consuming.
- iv. An Ecological Assessment will have to be re-done prior to Planning permission.
- v. As a major scheme, this will have to go to DCC with 13 weeks' notice so probably not until the end of Q1 2017.

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- vi. To minimise cost, the build has to be done in the dry season so probably around June 2017.

Rob said that funding would be taken from the Prudential Borrowing provision. All Cllrs expressed surprise as this project had been ring-fenced separately in all Capital Budgets until now.

Rob also confirmed that work on the second source of flooding from Leamington Farm was continuing and that Mark Bennett was investigating water flows above Leamington Farm rather than at the Dips themselves.

All Cllrs expressed their concern and disappointment that the scheme was not going to be completed until 2017. Phil reminded the meeting that Kate Davidson had made a commitment that the project would be completed in 2015. At the beginning of this meeting, Cllrs had understood the revised date to be November 2016. So, despite this project and the recommendations of consultants dating back to 2007/8, the project has not only missed completion to the winter of 2015/16 (which included the flood in March) but will now also miss winter 2016/17.

It was agreed that, once the consultants' report was in and timescales confirmed, Kim and Rob would ask the Head of Service, Tony Toynton, to write to Cllrs to confirm a completion date of summer 2017.

Philip Ayles