



# Castlethorpe Parish Council

Parish Council General Meeting to be held on Monday 5<sup>h</sup> February 2018 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. The meeting will be preceded by an Open Forum (15 minutes if necessary)

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 MEETINGS**
  - 3.1. To agree the minutes of the General Meeting of the 8<sup>th</sup> January 2018 as a true record.
- 4 **TO RECEIVE REPORTS.**
  - 4.1. Clerks Report & Review of Actions. *(to be circulated prior to meeting)*
  - 4.2. File Note: Note on General Data Protection Regulation (GDPR) discussion at BMKALC executive board meeting 24<sup>th</sup> January (Cllr Ayles – see Appendix A2)
  - 4.3. File Note: Briefing Note Community Safety (Cllr Ayles)
- 5 **TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)**
  - 5.1. **18/00212/FUL:** Extension of agricultural building to provide an agricultural workshop - Lodge Farm Wolverton Road
  - 5.2. **18/00046/FUL:** Proposed loft conversion with rear dormer - 12 Shepperton Close
  - 5.3. **17/03385/REM:** Approval of reserved matters of appearance, landscaping, layout and scale for the erection of 150 dwellings, including associated works. All matters reserved except access, pursuant to outline permission 16/02106/OUT. Land Off Castlethorpe Road Hanslope
- 6 **TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS**
  - 6.1. **17/03201/FUL** Raise roof at the western end of dwelling to create habitable first floor space in place of existing roof voids, with additional windows and internal alterations to facilitate use as study, library and gymnasium 22 North Street - **application permitted**
  - 6.2. **17/02799/FUL** A redevelopment of surplus land to the rear of The Greyhound, Haversham to provide two semi-detached homes. 2 High Street Haversham – **status 'registered'**
  - 6.3. **17/02932/FUL** New 3 bedroom dwelling (resubmission of 17/00454/FUL) 23 Shepperton Close – **to be considered at DCC 8/2**
  - 6.4. **17/02834/FUL:** Proposed two storey side & rear and single rear extensions and internal alterations 17 Prospect Place – **status 'registered' no updates this month**
  - 6.5. **17/02105/OUT:** Hybrid application for Full and Outline permission. Outline application (all matters reserved except for access, drainage, open space and play areas, noise attenuation and highway infrastructure). A Full application for phase 1 of the development containing 81 dwellings, estate roads, surface water drainage attenuation, landscaping and phase 1 of the noise attenuation bund land To The West of M1 Off Little Linford Lane Little Linford – **status 'registered' no updates this month**
  - 6.6. **17/01937/OUTEIS:** Outline planning application up to 250 residential units with access and provision for drainage, open space and amenity areas and the creation of an area for car parking (25 spaces) on land off Little Linford Lane for use in association with the use of land for an extension to the River Valley Park. All matters reserved except for access Land At Linford Lakes Wolverton Road Great Linford - **status 'registered' the appeal started on Tuesday 5 December and was adjourned on 12 December to 26 January. The Inspector's report is expected by the end of March.**
  - 6.7. **17/01536/OUT:** Outline application for the erection of up to 32 dwellings with access from Fox Covert Lane Land To The East of Maltings Field Castlethorpe – **status 'application permitted'**
  - 6.8. **17/00624/OUT** Outline permission for 9 dwelling houses with all matters reserved on Land To The East of 7 To 17 Castlethorpe Road Hanslope. **Status: 'awaiting decision'. No further updates this month.**
- 7 **TO CONSIDER RESOLUTIONS**
  - 7.1. To consider regular cleaning of village entry signs and fences (Cllr Forgham)



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- 7.2. To consider action required to meet GDPR requirements that will become effective on 25<sup>th</sup> June 2018 (Cllr Ayles)
- 7.3. To consider resurfacing the school car park (Cllr Sweetland)
- 7.4. To consider a response to the MKC Mobility Consultation (Cllr Ayles)
- 7.5. To consider whether to be involved in the national 'Great British Spring Clean' initiative 2<sup>nd</sup> to 4<sup>th</sup> March (Cllr Sweetland)
- 8 TO CONSIDER FINANCIAL MATTERS**
- 8.1. To approve the RFO payments schedule. (*circulated prior to meeting*)
- 9 CORRESPONDENCE RECEIVED (Circulated prior to meeting)**
- 9.1. None
- 10 ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 11 TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS**
- 11.1 Next General Parish Council meeting 5<sup>th</sup> March 2018 at 7.30 p.m.

## Appendix A – Schedule of Reports & File Notes

### 1. Clerk's Report (item 4.1)

To be circulated prior to meeting

### 2. BRIEFING NOTE - GDPR

This was discussed at the BMKALC Executive Board on 24<sup>th</sup> January and followed an information sheet from a company called *GDPR-info*.

Carole Burslem, the County Officer, said that two firms had so far presented to BMKALC to provide services to parishes though she was fairly dismissive of the other company which had no prepared offer to make.

*GDPR-info* are Aylesbury based and are proposing to charge based on precept. For small parishes like Castlethorpe, Carole thought it would be of the order of £100-£200.

However, both Carole and the Bucks CC representative said the important thing was not to panic over this. It is true that the Regulations are due to come into effect in May and that there are heavy fines for non-compliance but:

- The legislation has not completed its passage through parliament and still has to be returned from the Lords to the Commons. It is possible that there will be some exceptions which might include small parishes.
- Although the fines are not insurable, Bucks CC advice is that heavy fines will be based primarily on the failure to report a breach rather than a breach itself presumably providing there has not been gross negligence.

It has been announced, I think by the Information Commissioner's Office, that, in the case of parish councils, the statutory Data Protection Officer cannot be the Clerk or a Councillor as there would be a conflict of interest.

I know that some Clerks were expecting to take on this duty, such as Shar at NPTC and Sally at W&GTC and have had training, so I asked if it would be possible for a parish council to appoint a Clerk from a different council. Carole was a bit dismissive of this but, in private conversations afterwards, other parishes seem to think this would be a possible way forward.

My recommendation is that we should attend the briefings/training sessions that are now being arranged for example by BMKALC, but that we should wait until BMKALC bring a proposal forward before making a decision. If the opportunity presents itself (at SLCC), perhaps we could enquire about the willingness of



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other clerks to act for us presumably on a chargeable basis and the council could then make a decision when it has the options.

In the meantime, it might be useful for the Clerk and Councillors to review what personal information they hold. Apart from my own holding of the Clerk's personnel file and possibly the VH Chairman's holding of cleaner's details, I don't think Councillors will be holding personal information though we might need to consider the status of correspondents. The Clerk may be holding some personal data on contractors / employees which will need to be reviewed.

Philip Ayles

### 3. BRIEFING NOTE - COMMUNITY SAFETY

I don't normally write Briefing Notes on the SaferMK Community Safety Partnership, which I attend to represent rural parishes, as the data can be sensitive and is properly represented in the Minutes of the meetings.

However, the new Police Commander for Milton Keynes, Superintendent Yvette Hitch, did give some statistics for the year just ended which the council might wish to consider in passing to residents without causing anxiety but to encourage precautionary behaviour.

In Milton Keynes, the following increases occurred:

- Burglaries +46% (focussed on Asian gold, high value vehicle theft and cross border organised crime)
- Violence against the person +10% (this was caveated that the term violence is in the mind of the complainant and can be as little as placing a hand on a shoulder)
- Domestic violence -2% (this has had a lot of resource to reduce it)
- Offensive weapons +32% (this includes knife crime which is not categorised separately)

Separately, the Head of the Youth Offending Team, said that youth crime was showing increases in violence against the person and sexual crime.

These are worrying trends and, even in our local Hanslope and Castlethorpe area, at the recent NAG, burglaries in the last quarter were reported to have increased by 300% albeit from a relatively low base of 3 to 12. Violence against the person increased from 4 to 11..

The council might consider whether an article in the next Castlethorpe News might encourage residents to continue to take care both of their property, where cross border crime continues to affect us, and also not to put ourselves in any personal jeopardy. Perhaps reiterating police advice on home protection and encouraging joining TVP Alerts.

Such an article does have to strike a careful balance and not cause excessive anxiety.

Philip Ayles