



Castlethorpe Parish Council

Annual General Meeting to be held on Monday 9 May at 7.30 pm

AGENDA

Dear Parishioners

The Annual Meeting of Castlethorpe Parish Council will be held, on the above date & time by video conference when the business set out below will be transacted.

Residents may ask questions in an Open Forum to be held during the Council Meeting (Item 10):

- by giving them to the Clerk or any Councillor by noon on the day of the meeting
- by posting questions as comments on the Facebook broadcast of the proceedings Please note that only questions posted during the Open Forum can be considered.:

Proceedings may be viewed on the Castlethorpe Facebook page and on the YouTube Channel both as a live stream and as a recording which will be retained for at least a month.

Steve Bradbury

Clerk to the Parish Council

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

04 May 2022

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 FORMS
5		TO APPOINT COMMITTEES, AND AGREE TERMS OF REFERENCE
	5.1	Finance committee: 4 Councillors currently Ayles, Forgham, Merritt and Sawbridge.
	5.2	Sports committee: 4 councillors currently Forgham, Ayles, Markham and Sawbridge. .
	5.3.	Village Hall committee currently 3 councillors currently Forgham, Hinds & Keane
6		TO AGREE COUNCILLORS RESPONSIBILITIES
	6.1	Communications and website currently Cllrs. Ayles & Forgham
	6.2	Dog Fouling currently Cllr Hinds
	6.3	Public transport currently Cllrs. Ayles, Forgham & Keane.
	6.4	Highways & streetlights currently Cllrs Markham, Ayles and Merritt
	6.5	Footpaths & play areas currently Cllrs Markham, Hinds & Keane
	6.5	Flower festival currently Cllr Hinds
	6.7	Neighbourhood & Parish Plans currently Cllrs Ayles, Forgham, Hinds & Keane
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, Forgham & Keane
	7.4	MKALC: 2 councillors. Currently Cllrs. Ayles & VACANCY .
	7.5.	Milton Keynes Bus Users Group 1 Councillor. Currently Cllr Forgham.
8		TO ADOPT THE STANDING ORDERS – available to view on Castlethorpe website https://castlethorpe-pc.gov.uk/papers.html
	8.1	To re-adopt Standing Orders issue 2016-1

9		TO ADOPT THE COUNCIL POLICIES – available to view on Castlethorpe website https://castlethorpe-pc.gov.uk/papers.html
	9.1.	Parish Council Code of Conduct
	9.2	Complaints Procedure, Disciplinary, Environmental; Equal Opportunities; Freedom of Information, GDPR, Grievance, Health & Safety, Receipt of Gifts and Hospitality, Reporting of Meetings & Volunteer & Neighbourhood Plan policies
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 2022 as a true & accurate record. (Circulated prior to meeting)
13		TO CONSIDER PLANNING
	13.1	22/00900/TCA - Notification of intention to remove to ground level 1x Ash tree, remove decay and stem of 1x Sycamore and, remove decaying and leaning stems of 1x Laburnum Castlethorpe Lodge Hanslope Road Castlethorpe 22/01024/TPO The removal of decaying stem of 1x Sycamore by 4m, the removal of two decaying and leaning stems of 1x Laburnum by 3m, crown raise by 6m 2x Lime, 3x Horse Chestnut, 3x Sycamore and 2x Ash trees protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/79 Castlethorpe Lodge Hanslope Road Castlethorpe Milton Keynes MK19 7HD
	13.2.	21/03205/FUL New dwelling including new access and amenity space, new access and drive to existing dwelling 1 Wolverton Road – to review and respond to comments made in a communication by applicant's agent (to be circulated prior to meeting)
14		REPORT BACK ON PREVIOUS PLANNING
	14.1	21/02217/DISCON - Approval of details required by condition 2 (External Materials), 3 (Pumping station and boundary), 4 (Hard and soft landscaping), 5 (Boundary Treatment) & 6 (Ground levels, earthworks and excavations) of permission ref 19/02444/REM. Land To The East of Maltings Field Castlethorpe – status 'registered' no further updates this month 21/02213/DISCON Approval of details required by conditions 4 (Levels), 6 (Ground assessment), 7 (Foul and surface water drainage scheme) & 8 (Estate Road Details) of permission ref. 17/01536/OUT. – status 'registered' no further updates this month
	14.2	21/02767/FUL - Loft conversion with two front dormers and three rear roof lights - 21 Lodge Farm Court status 'awaiting decision' – no updates this month
	14.3	21/02533/OUTEIS (1) Full application for the change of use of 68.65ha of agricultural land to a linear park and a new access road to the Linford Lakes Study Centre (2) Outline application (matter of access to be considered, with matters of layout, scale, appearance and landscaping reserved) Linford Lakes Nature Reserve Wolverton Road Great Linford – status registered . MKC Highways have sustained objection following responses by the applicant to their earlier comments in objecting.
	14.4.	21/03346/FUL Proposed siting of 25 static holiday caravans (to remain on pitch all year round) in lieu of 40 touring caravans on the eastern section of Cosgrove Park Main Street Cosgrove - status 'registered' no updates this month
	14.5.	22/00270/FUL - The erection of a single storey rear extensions to main dwelling and garage, and garage conversion (resubmission of 21/00016/FUL) 12 Shepperton Close application permitted
	14.6.	22/00437/FUL: Single storey rear and side & two storey rear extensions, including air source heat pump and solar panels to original rear roof slope Wren House 4 Maltings Court application permitted
	14.7.	22/00542/TCA: Fell Ash Tree - Land Adjacent To 2 North Street consent refused
	14.8.	22/00592/DISCON: Approval of details required by Condition 7 (Cycle Parking) and Condition 8 (Landscape Management Plan) of permission ref. 19/02444/REM Land To The East of Maltings Field status 'registered' the Parish Council have required that condition (8) remains open until arrangements for ongoing landscape management are defined and agreed

15		TO RECEIVE REPORTS from Councillors or Clerk (<i>to be circulated prior to meeting</i>)
	15.1	Clerks Report & Review of Actions.
	15.2.	Report on Carrington Close
	15.3.	Queen's Jubilee Update
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 MKC quote for South Street Parking bay width reduction (Cllr Ayles)
	16.3.	To review communications with MKC about new waste bin rollout and the impact on the 'street scene' (Cllr Ayles)
	16.4	To consider removal of hedges at the sports ground car park to gain additional space for car parking (Cllr Ayles). If passed quote to be considered in Part 2.
	16.5	To consider the format of future Annual Parish Meetings (Cllr Ayles)
	16.6	To consider the future of the Carrington Arms or clubhouse (Cllr Ayles)
	16.7	To agree the transfer of SID to CPC (Cllr Ayles)
	16.8	To agree attendees 26th May Gigaclear walkabout(Cllr Ayles)
	16.9	To consider entry to the Bucks Best Kept Village Competition and any arrangements to be made before commencement of judging on June 1 st (Cllr Ayles)
	16.10	To consider applying for Grade 2 listing for the Water tower (Cllr Ayles)
17		TO CONSIDER FINANCIAL MATTERS
	17.1	To approve the RFO payments schedule. (<i>Circulated prior to meeting</i>)
	17.2	To note a draft of the Annual Report to be presented to Internal Auditor (<i>Circulated prior to meeting</i>)
18		CORRESPONDENCE RECEIVED (<i>circulated prior to meeting</i>)
	18.1	None
19		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)
20		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS
	20.1	Next Parish Council meeting will be held at 7.30 p.m. on Monday June 6 th in the Village Hall
		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 quote for the removal of hedges at the sports ground car park (Cllr Ayles)

Appendix A – Schedule of Reports & File Notes

A1 Clerks Report – to be circulated prior to meeting