



Castlethorpe Parish Council

Parish Council General Meeting to be held
on Monday 6th June 2022 at 7.30 pm.

AGENDA & SUMMONS

Dear Parishioners

A General Meeting of Castlethorpe Parish Council will be held on the above date and 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).

People attending are asked to observe the following precautions to avoid any spread of Covid-19

- Seating will be laid out to observe social distancing
- Use the hand sanitiser provided on entry.
- The hall will be ventilated as best as possible.
- **Do not attend if you are ill or have any Covid symptoms!**

Residents may ask questions in the Open Forum or by giving them to the Clerk or any Councillor by noon on the day of the meeting

Proceedings may be viewed on the Castlethorpe Facebook page and on the YouTube Channel 'Castlethorpe Parish Council' 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

Phone: 01908 337928 or email: clerk@castlethorpe-pc.gov.uk

- 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 previous general meeting of the 9th May as a true record.
- 4 TO RECEIVE REPORTS**
 - 4.1. Clerks Report & Review of Actions (*to be circulated prior to meeting*)
 - 4.2. Ward Councillors Report (to be given at meeting)
 - 4.3. Jubilee update (to be given at meeting)
 - 4.4. BRIEFING NOTE: Renewal of Sublease between Castlethorpe Village Shop Association CIC (CVSA) and Mr & Mrs Modhwadia – **see APPENDIX A2** (in advance of item 7.3)
- 5 TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)**
 - 5.1 **22/01210/TPO** - The removal of significant deadwood and hanging branches and reduction of the low lateral branches of T1 (Sycamore) protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/83. The reduction in height by approximately 4 metres of T2 (Pine) as the tree has outgrown its position. Carolwood 27 South Street Castlethorpe
 - 5.2. **22/01156/FUL** - Erection of Cafe building (Class E(b)) with ancillary shower facilities and cycle stands, in an area of existing an unused hardstanding. Lodge Farm Business Centre Wolverton Road Castlethorpe
 - 5.3. **22/01098/HOU** - The demolition of the existing rear conservatory and erection of a new single storey rear sun room 9 Prospect Place Castlethorpe
 - 5.4. **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
 - 5.5. **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
- 6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION**
 - 6.1. **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 – **conditions discharged**

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.
– **Conditions discharged**

- 6.2. **21/02767/FUL** - Loft conversion with two front dormers and three rear roof lights - 21 Lodge Farm application permitted
- 6.3. **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**. No updates this month
- 6.4. **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**
- 6.6. **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**
- 6.7. **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 status **application permitted**
- 6.8. **22/00855/ADV** Advertisement consent for the display adverts on hoarding for a residential development (retrospective) - Land At Maltings Field Castlethorpe **status 'registered' CPC objection on file**
- 6.9. **22/00542/TCA**: Fell Ash Tree - Land Adjacent To 2 North Street **MKC Object to Fell Ash Tree – TPO served**
- 6.10. **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' – Landscape Management Plan has been produced – see shared drive**
- 6.11. **21/03205/FUL** New dwelling including new access and amenity space, new access and drive to existing dwelling 1 Wolverton Road **status 'registered' – MKC arborologist has agreed with CPC's objection re. planting of trees**
- 7 **TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)**
 - 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 select candidates for grant application(s) as part of the 2023/24 Community Infrastructure Fund round – deadline 26 August (Cllr Ayles)
 - 7.3. To approve renewal of sublease between CVSA and Mr & Mrs Modhwadia (Cllr Ayles)
 - 7.4. To consider comments on the MKC 'Together We Can' document (Cllr Ayles)
 - 7.5. To thank organisers and helpers for Queen's Jubilee celebrations in village (Cllr Ayles)
 - 7.6. To approve final spec. to be sent to Hanslope PC for 2023 Landscaping tender (Cllr Ayles)
- 8 **TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)**
 - 8.1. To agree the RFO payments schedule.
 - 8.2. To consider Internal Auditor's Report
 - 8.3. To approve the Annual Return
- 9 **CORRESPONDENCE RECEIVED (email 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 meeting will be held at 7.30 on Monday July 4th in the Village Hall
 - 11.2. BucksALC is running a Code of Conduct training course on July 4 10.00 to 4.00. Details are on the shared drive.

PART TWO

- 12 **TO RECEIVE DECLARATIONS OF INTEREST** by Councillors in any of the agenda items below
- 13 **TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)**
 - 13.1. To consider quotes for re-surfacing tennis courts (Cllr Ayles)
 - 13.2. To review rate of pay for Village Hall cleaner/caretaker (Cllr Ayles)
 - 13.3. To review situation with regard to the agreed request to seek legal advice about the allowable proportion of social housing at Carrington Close (Cllr Ayles)
 - 13.4. To review situation with regard to the progress on the transfer of the Sports Ground to the Parish Council (Cllr Ayles)
 - 13.5. To approve Clerk's Annual Appraisal (paper to be circulated confidentially at meeting)

Appendix A – Schedule of Reports & File Notes

1. Clerk's Report (item 4.1)

To be circulated prior to meeting

2. BRIEFING NOTE Renewal of Sublease between Castlethorpe Village Shop Association CIC (CVSA) and Mr & Mrs Modhwadia

- Under the terms of the Lease between the Parish Council and CVSA, the Parish Council has a right to approve the Sublease between CVSA and the tenants. The head Lease between the Parish Council and CVSA was renewed by the Parish Council in 2021 for 7 years so runs until 2028.
- The Sublease, which runs for 5 years, will expire on 21st July 2022 and needs to be renewed.
- Apart from date changes, the attached draft Sublease is the same as that approved by the Council in 2017 with some minor changes to the Appendix on approved products to include sale of curries and dry cleaning.
- Cllrs Ayles and Keane are Directors of CVSA CIC and therefore have declared an interest.
- The Parish Council is requested to give its approval and delegate authority to the Clerk for any minor changes.

Philip Ayles
6th June 2022