



Castlethorpe Parish Council

Parish Council Annual Meeting to be held on

Monday 13th May at 7.30 p.m.

AGENDA

Dear Parishioners

The Annual 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.

Please 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

Technology permitting, proceedings may be viewed on the 'Castlethorpe Parish Council' YouTube Channel, both as a live stream and as a recording which will be retained for at least a month. **There will be no stream to Facebook.**

Jacquie Ladyman
Clerk to the Parish Council
Phone: 07707 836973 or email: clerk@castlethorpe-pc.gov.uk

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 Cllrs. Ayles, Bradbury, Forgham Merritt and Sawbridge
	5.2	Sports committee: 4 Councillors: currently Cllrs. Ayles, Bradbury, Forgham, Markham and Sawbridge
	5.3	Village Hall committee: 3 Councillors: currently Cllrs. Bradbury, Forgham and Hinds
6		TO AGREE COUNCILLORS RESPONSIBILITIES
	6.1	Communications and web site: currently Cllrs. Ayles, Bradbury and Forgham
	6.2	Dog fouling: currently Cllr. Hinds
	6.3	Public transport: currently Cllrs. Ayles and Forgham
	6.4	Highways and streetlights: currently Cllrs. Ayles, Markham and Merritt
	6.5	Footpaths and play areas: currently Cllrs. Bradbury, Hinds and Markham
	6.6	Flower festival: currently Cllr. Hinds
	6.7	Neighbourhood and Parish plans: currently Cllrs. Ayles, Bradbury, Forgham and Hinds
7		TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES
	7.1	Parishes Forum: 2 Councillors: currently Cllrs. Ayles and Bradbury
	7.2	Rural West NAG: 3 Councillors: currently Cllrs. Ayles, Bradbury and Hinds
	7.3	Newport Pagnell North and Hanslope Local Area Forum: 3 Councillors: currently Cllrs. Ayles, Bradbury, Forgham
	7.4	MKALC: 2 Councillors: currently Cllrs. Ayles and one other by availability
	7.5	Milton Keynes Bus Users Group: 1 Councillor: currently Cllr. Forgham
	7.6	Sustainable Transport & Road Safety Forum (STARS): 2 Councillors: currently Cllrs. Ayles and Bradbury
8		TO ADOPT THE STANDING ORDERS – available to view on the Castlethorpe Website: https://castlethorpe-pc.gov.uk/papers.html
9		TO ADOPT THE COUNCIL POLICIES – available to view on the 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 and 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 MINUTES OF THE LAST MEETING
	12.1	To agree the minutes of the previous general meeting of the 15 th April 2024 as a true and accurate record.
13		TO RECEIVE REPORTS
	13.1	Clerks Report & Review of Actions (to be circulated prior to meeting)



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	13.2	Ward Councillors Report (to be given at meeting)
	13.3	Clubhouse report (circulated prior to meeting)
	13.4	Results of Shepperton Close advisory survey on dog waste bin location (Cllr Hinds)
14		TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)
	14.1	24/00899/HOU – 13 Shepperton Close, Castlethorpe - erection of single storey rear extension and partial garage conversion
	14.2	24/00823/LBC - Yew Tree Cottage, 45 North Street, Castlethorpe - Listed Building Consent for the replacement of windows
15		TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION
	15.1	WNS/2022/1741/EIA Application for full planning permission for the erection of 9 x employment units comprising circa 69,744sqm GIA. of floorspace within Class B2 or B8 Uses, with ancillary class E(g)(i) offices and E(g)(ii) research and development, together with country park, ground re-profiling in the country park, new vehicular access from the A508 and associated site infrastructure, including lorry parking – status pending
	15.2	22/03045/FUL – Appeal against refusal for change of use from agriculture to mixed use agriculture, dog training / walking / exercise area with planting of trees with associated external works (Part Retrospective) at Leamington Farm, Bullington End, Hanslope, Milton Keynes, MK19 7ET – Appeal Dismissed
	15.3	24/00110/DISCON – Cosgrove Park, Main Street, Cosgrove - approval of details required by condition 3 (Surface water drainage), condition 10 (Floor levels), condition 11 (Cycle parking) and condition 12 (EV charging) of permission ref. 21/03346/FUL – Conditions 3, 10 and 11 Approved , Condition 12 Refused
	15.4	24/00519/DISCON – Cosgrove Park, Main Street, Cosgrove - approval of details required by condition 4 (Construction Phase Surface Water Management) of permission ref. 21/03346/FUL - Refused
	15.5	24/00650/FUL – Lodge Farm House, Wolverton Road, Castlethorpe - erection of a new agricultural building
	15.6	24/00781/TCA – 4 South Street, Castlethorpe - the removal of approximately 1.5m from the branches on the top of the main trunk on the south side of Silver birch tree
16		TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)
	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 discuss D-Day celebrations on the 6 th June
	16.3	To agree to make a grant of £350 to CCS CIC to cover initial Gigaclear monthly charges which are necessary for the new security cameras plus registration costs for CCTV Policy at ICO (Chair)
	16.4	To agree to apply for CIF match funding for picnic tables at the Clubhouse and Fishponds play area (Cllr Ayles)
	16.5	To request MKCC Head of Planning to make, or indicate its intention to make, an Order under Section 215 of the Town and Country Planning Act 1990 for the area behind the Carrington Arms to be made tidy and the broken wall repaired or reinstated. (See Brief and Reference documents) (Cllr Ayles)
	16.6	To confirm, for the avoidance of doubt, the Clerk is authorised to expend £273k on the principal Hickfords construction contract and £11.3k on Change Orders and kitchen equipment to date taken from the Council's accounts as necessary (Cllr Ayles)
17		TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)
	17.1	To agree the RFO payment schedule
18		CORRESPONDENCE RECEIVED (circulated prior to meeting)
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	The next Parish Council ordinary meeting will be held at 7.30 on Monday 3 rd June 2024 in the Village Hall
	20.2	The next Public Art meeting will be held at 7.30 on Monday 20 th May in the Village Hall
		PART 2
21		RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
22		TO CONSIDER RESOLUTIONS
	22.1	To consider renewal of electricity supplier at the village hall