

CASTLETHORPE PARISH COUNCIL

Minutes of a Parish Council General Meeting held Monday 2nd November 2015 in the Village Hall

PRESENT: Councillors Ayles, Keane, Sweetland & Forgham. The Clerk Mr S Bradbury, Ward Cllr Green and 2 members of the public were also in attendance.

There were no members of the public present hence no public forum.

		ACTION
1	APOLOGIES FOR ABSENCE	
1.1	Cllrs Stacey & Hinds reason work commitments, Cllr Markham reason illness, Ward Cllr Geary reason alternate commitment. All accepted.	
2	DECLARATIONS OF INTEREST by Councillors in any agenda items below	
2.1	None	
3	APPROVE MINUTES OF THE LAST MEETING	
3.1	The minutes of the general meeting on the 5 th October 2015 were proposed by Cllr Forgham, seconded Cllr Ayles and agreed unanimously..	
4	TO RECEIVE REPORTS	
4.1.	Clerks Report & Review of Actions. (see Appendix A1). Matters arising:	
4.1.1.	Item 1 – There was general approval on the colours chosen for the re-painting of the Village Hall. Cllr Sweetland will contact users groups to get notice boards put back up.	Cllr Sweetland
4.1.2.	Item 3 – New cooker & microwave have been installed at the Village Hall. Clerk will now write to John Lewis plc thanking them for their kind donations and to Lawrence Chapman in appreciation of arranging the transaction.	Clerk
4.1.3.	Item 4 – Cllr Ayles gave an update on the current fault status with MKC Highways (see Appendix A1.1). He will write to MKC asking that they fit more substantial bollards at the village centre.	Cllr Ayles
4.1.4.	The baby oak tree that had been donated (currently with Cllr Markham) can be planted at the same time as the saplings are planted at the sports ground.	Clerk
4.1.5.	Item 20 - Cllr Forgham had reviewed the market for vehicle trackers and had found none better than the one passed to him by the Clerk. Clerk to go ahead and purchase up to previously agreed overall cost (£500)	Clerk
4.2.	Neighbourhood Plan report (see appendix A2).	
4.2.1.	No matters arising that are not covered in item 7.4.	
4.3.	FILE NOTE: MKC Flood Alleviation Scheme project report (see Appendix A3)	
4.3.1.	Cllr Ayles reported some progress on work on the Dips: a road closure order is being sought before work can be done but that will take 3 months to go through. Additionally an Ecological Study has been scheduled.	
4.4.	FILE NOTE: File Note Village Hall Committee Meeting October 2015 (see Appendix A4)	
4.4.1.	Cllr Sweetland had purchased a new 1 st aid kit and accident book	
5	TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)	
5.1.	15/02656/CONS - Development of club and community training centre Land At Manor Farm Cosgrove (invitation for comments from Northants CC). Cllr Ayles said that as all of the land is in the parish of Cosgrove then the only effect on Castlethorpe would be on circular footpaths. He suggested that comments should be made that current footpath/right of way routes should remain unaltered and should remain open throughout development. It was further agreed that Cosgrove parish and Wolverton Town councils should be contacted to find out their views and to support them if required. Also to bring the application to the attention of the Ramblers association. Clerk to attend.	Clerk
6	TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS	
6.1.	15/01630/DISCON - Details submitted pursuant to discharge of conditions 3-7, 10-13, 15, 16, 18, 20, 21, 25 and 28 attached to planning permission 11/01593/FUL Former Station Yard Goods Yard Castlethorpe – still pending consideration - noted	
6.2.	15/01680/DISCON - Details submitted pursuant to discharge of conditions 4 (ecological enhancement & management plan) and 5 (landscaping scheme) attached	

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to application 15/00108/FUL Land Adj Lodge Farm House Wolverton Road Castlethorpe – **still pending consideration - noted**

- 6.4. **15/02056/TPO** - Tree preservation order consent to reduce the canopy of one Sycamore tree (T1) by 3 metre on each branch. Land South of 24 Lodge Farm Court Castlethorpe – **Tree Preservation Order Consent** given - **noted**
- 6.5. **15/02099/DISCON** Details submitted pursuant to discharge of conditions 14 (surface water), 26 (secured by design) and 27 (lamp posts) attached to planning permission 11/01593/FUL Former Station Yard Goods Yard Castlethorpe – still **pending consideration – noted**
- 6.6. **15/02130/FUL** - Replacement of side door with window, rear window with door, rear kitchen wooden window with UPVC window and rear wooden patio doors/windows with UPVC window and doors. replacement of flat roofs on bay windows with pitched roofs - 4 Shepperton Close Castlethorpe – still **pending consideration**
- 6.7. **15/02240/TPO** - Tree preservation order consent to reduce to 4 meters in height 1x Horse Chestnut tree (T3612), remove deadwood to 1x Robinia (T3601), remove deadwood to 1x Ash tree (T3609), reduce south facing side by 3 meters to 3 x Sycamore trees (T3621, T3622 and T3623) - 22 North Street Castlethorpe – **pending consideration**

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TO CONSIDER RESOLUTIONS

- 7.1. Cllr Ayles reported that as an outcome of a recent court case, the court had ruled that MK Council is not meeting their planning obligations. The development of Plan:MK is in progress and 12 topic papers had been released for comment. Castlethorpe Parish Council had commented on the 'Rural Issues' paper supporting the expressed view that the amount of rural development required can be satisfied from currently identified sites and in particular Newport Pagnell. MKC had subsequently held workshops that were badly advertised and therefore poorly attended by many parishes that had produced a 'vision paper' to go to public consultation. Cllr Ayles asked for the parish council's support to oppose and if considered necessary to 'Call-in' any decision to release the paper for public consultation on the grounds that:
- There has been no check of the feasibility of the options considered by the workshop
 - The advertisement of the workshop's purpose was unclear resulting in many parishes not attending
 - Feedback from the session revealed that over half of participants felt that the workshops were poorly run, that they were unable to comment and that the views of developers were over-represented
 - Plan:MK applies evidence based housing demand over 10-15 years. Demand in this 'vision paper' looks up to 2050 and is highly speculative
 - There is no place in a Local Plan for the inclusion of this premise

It was unanimously agreed that Cllr Ayles has the full support of Castlethorpe PC to oppose the 'vision paper' and if agreed with Ward Cllrs to call-in any decision to progress the 'vision paper'

A report on a meeting of parish and town councils held at Olney and attended by Cllrs Ayles & Keane can be found at **Appendix A5**.

- 7.2. Cllr Sweetland reported that she had worked long and hard with Frosts & MKC looking at the landscaping schedule. The standard of grass cutting had improved. The map that has been provided to the landscapers has several errors in the location of trees and shrubs. Euan Darling at MKC had agreed to come to the village and walk round with the map highlighting the errors. It was agreed unanimously that Cllr Sweetland would fix a date with Euan and then notify other Cllrs to determine who can also attend.
- 7.3. Specifications and prices for fences at the entrances to the village had been circulated to Cllrs prior to the meeting. It was agreed unanimously that the white plastic four bar gates should be ordered. Cllr Forgham to find someone to assist him in measuring up each village entrance and to bring a costed spec. to the next meeting including fitting. .

Cllr Sweetland

Cllr Forgham

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- 7.4. A disappointingly small number of comments had been received from the consultation on the pre-submission version of the Neighbourhood Plan (**see Appendix A6**). Cllr Ayles has summarised these and had recommended further action – see text in red font. All recommendations were agreed unanimously except for that from Carington Estates that warranted further discussion:

It was pointed out that in view of a recent court case defeat for MKC that there is a significant risk of unwanted development until they have completed their Strategic Housing Land Availability Assessment (**SHLAA**). The returns from the earlier questionnaire had indicated 83% in favour of small scale development of additional homes especially affordable housing. Carington's response had specifically referenced this. As there is no space within the settlement boundary Cllr Ayles thought that it was likely that a 'no development anywhere' position would be challenged, and that the site that Caringtons proposed was the 'least worst' of the available options adjoin the boundary. He asked whether the parish council supports the inclusion into the Plan. This was agreed unanimously.

Cllr Ayles and another Cllr (to be determined) will work with Caringtons on the matters of:

Planning gain – in particular to expand the school

Housing mix – to achieve a geographic mix of all housing types

To tidy plots of land at end of Paddock Close

Cllrs Ayles, Forgham & Clerk to produce a revised version of the Neighbourhood Plan

FINANCIAL MATTERS

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- 8.1 The RFO Payments Schedule was proposed by Cllr Ayles, seconded by Cllr Keane and agreed unanimously.

Cllr Ayles

Cllrs Ayles/
Forgham/Clerk

Payee	Description	Invoice	Amount
S Bradbury	Salary October 2015	per pay slip	£522.08
S Bradbury	Refund -shredder	per attached receipt	£66.66
F.Price	Oct 2015 invoice cleaning	per attached invoice 038	£90.00
R.Wontner	Oct 2015 invoice cleaning	per attached invoice 5	£162.00
J.Foakes	SG strimming/hedging 2015	per attached invoice 1012	£35.00
J.Foakes	SID re-charge & re-fit	per attached invoice 1012	£20.00
AH Contracts	Dog bin clearance Sept	per attached invoice 8219	£52.50
AH Contracts	Dog bin clearance Oct	per attached invoice 8274	£35.00
AC Electrical	Fit sub-meters sports ground	per attached invoice 191	£411.34
BOS painting	Paint Village Hall	per attached invoice BOS I 068	£4,500.00
Janus Safety Solutions	PAT testing VH	per attached invoice 2763	£68.00
Hartwell Safety Services	6 monthly fire equip service	per attached invoice INV0356	£50.00
Fineprint	Village sign prototype	per attached invoice Job 87901	£130.00
Community Impact Bucks	Neighbourhood Plan consultancy	per attached invoice 24750	£5,625.00
M. Brook	Underpayment from prev mth	per attached invoice 3867	£15.00
BP Shayler	Electrical work VH	per attached invoice	£245.00
BP Shayler	repairs to radiators VH	per attached invoice	£180.00
P. Homer	Repairs to doors sports ground	per attached invoice	£312.64
A. Tarbet	Repairs to doors sports ground	per attached invoice	£284.73
D. James	Provision of keys for SG	per attached invoice	£23.95

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Castlethorpe Sports Association	Operating fee to 31/8/2016	as per lease	£1,150.00
Castlethorpe Sports Association	Liability provision to 31/8/2016	as per lease	£1,326.00
Grand Total			£15,304.90

- 8.2. An Income/Expenditure report for the first half year had been circulated to Cllrs prior to meeting (**see Appendix A7**). Noted.
- 8.3. It was agreed that the Clerk will contact Cllr Stacey for the Sports Ground & Hinds/Sweetland/Forgham for the Village Hall and any other Cllr to prepare a draft budget for the next meeting.
- 9 **CORRESPONDENCE RECEIVED (Circulated prior to meeting)**
- 9.1. A resident has emailed Cllr Ayles about holes in the pavement in the centre of the village. A fault was raised and the holes have now been fixed but another bollard has been knocked over.
- 9.2. A Castlethorpe Sports Association committee member has emailed Cllr Ayles saying that he intends to apply for a defibrillator for the sports ground. Noted.
- 10 **ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)**
- 10.1. None
- 11 **TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS**
- 11.1 The next General Parish Council meeting will be on 7th December 2015 at 7.30 p.m.

Clerk

Appendix A – Schedule of Reports & File Notes

APPENDIX A1 – CLERK'S REPORT 2/11/2015

1. Work on re-painting the Village Hall has been completed.
2. Mrs Angelina Zvenyika had to reluctantly resign as the Village Hall cleaner as she had difficulty operating the cleaning equipment. Following contact with members of the VH Committee who confirmed that the next candidate was highly suitable for the job, the contract was offered to and accepted by Mr Richard Wontner.
3. John Lewis were due to replace the cooker and microwave in the VH kitchen to be delivered/fitted on 23rd October. Clerk to write and thank them plus the member of the public who facilitated the matter.
4. Ongoing problems with MKC Highways: please see separate appendix 1.1. to this report
5. The lease to sub-let the sports ground to Castlethorpe Sports Association (CSA) has now been signed and the sports playing areas and corresponding facilities are under their control as from 1st September. CSA have successfully applied for small business rate relief and the parish council has received a refund of the business rates that were paid forward to the end of the financial year.
6. Paddock Close: now that we have found that no pressure can be put on the builders through delaying MKC adoption for maintenance we are back to square one.
7. No progress on the fitting of the basketball hoops. Email sent to CSA to ask if they can interject .
8. All work advised in the recent Village Hall electrical inspection has been completed. PAT testing has been performed on all electrical appliances

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9. All applications for PPF projects have been approved. Formal quotes to re-surface the path to the railway footbridge and to re-fit the chain link fence by the bus station to be obtained. Youth Club to prepare a spec for the outward bound event.
 10. The replacement of locks on gents & disabled toilet doors still remain from the approved list of Village Hall jobs – were to be completed in September. Status unknown at time of writing this report.
 11. Cllr Geary had said that he would contact Hanslope Park about construction traffic coming down Bullington End Road at antisocial times – carried forward.
 12. Cllr Sweetland has arranged for compost to be removed from rear of Village Hall and Pre School have erected the play house .
 13. Despite further emails to MKC there is still no progress on arranging a meeting with South Northants CC & Cosgrove PC to discuss the Cosgrove Park plan to increase the number of static caravans. There has been a recent planning application that was missed due to a fault in the MKC planning search facility that has allowed another 23 homes to be sited. Matter escalated to Anna Rose Director of Planning.
 14. New chain and padlock has been applied to the entrance gate of the sports ground. Clerk to organise key distribution.
 15. The purchase of village road signs was agreed at last meeting. Cllr Forgham to contact MKC for approval and to take down existing signs and then place an order. Entrance gates to be discussed at tonight's meeting
 16. Clerk to thank Cllr Stacey for cutting down long grass at 'wildlife area' at the sports ground. The groundsman has confirmed that the area can now be mowed.
 17. Solar panels on sports ground buildings – Cllr Ayles awaiting response from person installing a solar panel farm (possibility to implement on the back of that installation)
 18. Clerk to liaise with selected tradesman to cut back Thrupp Close/sports ground hedge, to replace seat at bus shelter and to liaise with tradesman, Cllr Stacey and Allotments Association about planting 30 saplings at the sports ground.
 19. Clerk has responded as agreed to the MKC Consultation on Land Character Assessment
 20. Cllr Forgham to select most appropriate tracker for sports ground ride on mowere following approval to spend up to £500
- No progress on outstanding actions:
- o Carrington Arms & extra parking spaces – Clerk had sent a further reminder to the Station Yard developer asking him to contact Rod Aitken at MKC , also asking for a . copy of the surveyor's report on the Carrington Arms as offered and for an update on the remedial work that was identified. Have received no replies to any of the emails.
 - o Cllr Ayles has been in touch with the Lodge Farm business park owner about looking into including panels on the public buildings as part of the project he is undertaking to erect a solar panel farm – carried forward.
 - o Hedge between Village Hall and Church – it has been established that the hedge does not belong to MKC. To be further discussed with land owner. No further update
 - o Cllr Markham has picked up the baby oak tree and will arrange for it to be planted in Castle Field to replace a dead tree – no updates this month
 - o Clerk had made no progress in determining a plaque for the rugby posts nor on ordering the litter bins.
 - o No progress on creating a new account for MKC fault logging
 - o Village walkabout to be written up and rationalised against previous fault list.

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- Review MKC fault list inc. state of SUSTRANS cycle track
- Still no progress on getting further quotes to re-route the Village Hall side drainpipe.
- Clerk still to give Cllr Sweetland details to open two further Lloyds bank accounts to have the s.106 Planning Gain transferred into

Steve Bradbury
5/10/2015

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APPENDIX A1.1 – OUTSTANDING HIGHWAYS ISSUES – APPENDIX TO CLERK'S REPORT 2/11/2015

1. **Street sign for Hanslope Road.** Will be actioned. – A sign will be ordered and installed with the next batch of street name plates – we do not have a date for this yet.
2. **Dragons Teeth on Bullington End Road.** Although a new recommendation to move the speed limit further out of the village and install speed humps, there is no budget this year and David expressed his doubt on speed calming as a solution. However, he will look into having Dragons' Teeth painted. Note that the 'Give Way' markings also need repainting (see 'Road Safety Actions' below.) – Bullington End Road and Wolverton Road in to Castlethorpe are both on the 2016/17 programme for surface treatments. RW is going to supply highways with details for the proposed dragon's teeth as it may be possible to be included as a part of these works. The resurfacing/surface treatments programme will be published in 2016 year once it has been finalised.
3. **Tarmac path South St to railway footbridge.** Parish Partnership Funding had been requested for this project and Rob said that it was approved in a delegated decision last night. Action now with Castlethorpe Parish Council.
4. **Protective posts by village centre.** These will be reinstated. – Not been able to have the discussion regarding this yet.
5. **Bollard Village Centre.** Reinstatement of bollard. Case No: 617185. This will be actioned. – Not been able to have the discussion regarding this yet
6. **Footway from The Paddocks to South Street.** Viability will be investigated. Possible PPF shared funding. – This is a public right of way and has been checked by the RoW team who will not be undertaking any works, the PPF option could be considered for 16/17.
7. **Streetlights in Fox Covert.** Replacement of lanterns on FC2 and FC4 and straightening of leaning FC3. A work order has been issued following adoption of all of Fox Covert on 1st September. There is a process issue to do with streetlights not shown on MKC maps. – The order was placed at the time of the meeting in September but for some reason not delivered. The contractor has been chased and we are waiting for a timescale for delivery.
8. **Barrier in Station Rd.** This is now in hand. However, there are process issues to be addressed as it was unnecessarily bureaucratic. – Cheque received from CPC the works order is being raised and the barrier should be installed in the next few weeks.
9. **Adoption of Tyrell Close.** Unclear as to viability but will be investigated. – MKC will not be adopting the road as it does not meet the minimum specification for Highway adoptions.
10. **Devils Dip Flood Prevention Scheme.**
 - a. Woad Farm Bund. Consultants to be chased for results of hydraulic modelling.
 - b. Leamington Farm Bund or new pipe. In budget and planned for action in April 2016.
 - c. Kerbing adjustment to allow standing water to flow away to be discussed further by MKC.

- The latest Highlight report will be sent to the Ward Councillors and Parishes W/c

02/11/2015

OTHER: As requested at Rural West NAG, posts for SIDs to be installed on Forest Rd and Hartwell Rd, Hanslope. – No update on these at present

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APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 2/11/2015

The deadline for comments on version 2.5. of the Pre-submission Neighbourhood Plan has now passed and comments have been received: 3 from statutory consultees, 2 from residents and 1 from/on behalf of a local landowner. These have been summarised, circulated to Cllrs and will be considered at item 7.4. of tonight's meeting.

Steve Bradbury 2/11/15

APPENDIX A3 – MKC Flood Alleviation project report



Project Highlight Report

Project Name & Code	Milton Keynes Flood Alleviation Project
Project Sponsor	Andy Dickinson (Milton Keynes Council)
Project Manager	Kate Davidson (Milton Keynes Council)
Project objective in a sentence	To reduce the risk of flooding in the rural areas of Milton Keynes and the consequential damage to homes, by installing flood attenuation systems that work in conjunction with the existing drainage network to appropriately distribute excess rain water.
Reporting Period	October 2015

Overall RAG Rating and supporting statement

Overall Current RAG rating	Amber / Green
Previous RAG rating	Amber / Green

RAG Definition	
Green	All key criteria (Time, Cost, Scope and Benefits) will be achieved. Risks are being managed
Amber / Green	One of the key criteria cannot be delivered within tolerance; project risks are being managed
Amber / Red	Two or Three of the key criteria cannot be delivered within tolerance. Risks need to be escalated
Red	All four key criteria cannot be delivered without further significant intervention (Consider whether the project should continue). Risks need to be escalated.

RAG Supporting Statement:

Progress is being made on both the Woad Farm Flood Alleviation Project and the Devils Dip Flood Alleviation Project. This autumn surveys of Woad Farm are set to continue as part of the assessment for the need for a third flood attenuation scheme to be built in the Tathall End area. Scoping exercises of Devils Dip are being developed into plans in preparation for some initial works to improve localised drainage at the intersection.

Woad Farm (Tathall End)

Ecological surveys have been scheduled for early November (subject to access) for completion by the end of the year. Hydraulic modelling is still underway and results should be with the Council before Christmas.

Devils Dip

The Devils Dip Flood Alleviation Project will be split into two main phases. The first phase will comprise of extensive vegetation and landscaping clearance work to alleviate the current pressures on the drainage of rain water that currently builds up on road surfaces. The second phase will comprise of the construction of a flood attenuation asset, such as a bund or pond and potentially some road surface improvement work, subject to further monitoring and land access being agreed once the area has been cleared.

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It is highly likely that a road closure will be required for the landscaping work to take place. Furthermore, environmental surveys need to be carried out to consider if any protected species are in the area, trees need to be surveyed and a method statement needs to be drawn up for ditch clearing.

It is anticipated that an 8-10 day period will be scheduled for the landscaping clearance works to take place. The road will then need to remain closed for a further 2 days for a CCTV survey and topographical survey to take place. Maps to show the extent of the clearance work are currently being drawn up.

There is a three month notice period for all road closures following an application procedure, so it is now anticipated that the works will be scheduled for February 2016 to ensure that the bird nesting season is avoided (March to August).

A communications plan for the project will be put in place to ensure that key stakeholders, including the public, are aware of the developments and are given the opportunity provide inputs.

Footbridge (Tathall End)

Vegetation within the watercourse has been removed to aid the flow of water out of the hamlet. The application to Stop Up the Highway to the former footbridge is still with the Councils Rights of Way Officer awaiting submission to the Legal Department.

Milestones & Schedule:

Key Milestones	Baseline	Forecast	Actual
Construction of flood attenuation bund at Ram Alley, Stoke Goldington	Sep 14	Sep 14	Sep 14
Construction of a flood alleviation bund at Yew Tree Farm, Tathall End (scheme 1)	Sep 14	Oct 14	Nov 14
Construction of a flood alleviation bund at Littlewood Farm, Tathall End (scheme 2)	Sep 14	Apr 15	Mar 15
Construction of flood alleviation measure in the vicinity of the bridleway (scheme 3/Woad Farm)	Sep 14	Apr 16	
Removal of the Right of Way footbridge over the watercourse near The Greyhound, Tathall End	Dec 14	Apr 15	Jun 2015
Improvements to the drainage at Devils Dip	Sep 15	May/Jun 16	

Activities achieved during last period

- A start date for a phase one habitat survey of Woad Farm has been suggested by the appointed contractor Middlemarch Environmental.
- Quotes have been sought for a CCTV and Topographical survey of Devils Dip
- The Project Manager has had site meetings at Devils Dip with both the Highways and Landscape departments to assess the requirements to improve localised drainage.
- Vegetation has been cleared from the Tathall End Watercourse near the former footbridge

Activities planned for next period

- WSP will continue with hydraulic modelling and testing for Woad Farm
- Middlemarch Environmental will begin ecological surveys on Woad Farm
- A traffic management plan and road closure application will be submitted for Devils Dip
- An ecological contractor will be procured for Devils Dip and trees will be surveyed.
- Impacted landowners will be advised of the forthcoming project

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Risks and Issues

Description of risk & consequence	Action required
Heavy rain on saturated ground could result in flooding.	Highways Department on call in the event of out of hours flooding issue.
Construction work may be delayed by access restrictions.	Project Manager to liaise with land owners and land agents to ensure access is permitted.
Flood alleviation projects may cost more than the funds available.	Additional funds to be applied for if required. Works to be phased to ensure that adequate funding can be allocated.
Stakeholders may feel that the projects are not progressing at the rate they need to.	Project Manager to engage with community to help build an understanding of the time required to deliver a flood alleviation scheme.
Construction may be impacted by ecological constraints such as the presence of Great Crested Newts or a badger set.	Appropriate ecological surveys to be carried out in preparation for construction.
Modelling work by consultants may prove to be ineffective at reducing the risk of flooding.	The Council will only take forward schemes that are likely to be effective at reducing the risk of flooding.
Construction schedules could be impacted by available invoices from the Councils Highways contractor Ringway.	Alternative contractor to be procured if low resource is anticipated.

Description of Issue & impact	Action required
Funds for Devils Dip scheme will not be available until the 2016/2017 financial year.	Project Manager to undertake all of the preparation works in 2015/16 for early April 2016 construction start date.

Are Changes or Decisions required?

None at present

Benefits

Target Benefit	Current Status (e.g. not achievable/ change to the target required/ on track)
To reduce the risk of flooding and the consequential damage to the homes of citizens of the Borough of Milton Keynes.	Achievable
To reduce the risk of flooding to the highways within the Borough of Milton Keynes that provides access for the emergency services.	Achievable

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Appendix A4: File Note Village Hall Committee Meeting October 2015

Cleaning

Richard Wontner has agreed to take on the role of cleaner/caretaker and is happy to carry out minor repairs.

It was agreed that the present cleaning schedule should continue on Wednesday and Friday afternoon. An addition clean will be carried out if there are events at the weekend. The hall and garden have recently been left in a mess after some parties. Information regarding the use of the hall is on the booking form but in future all casual users will be given an information sheet when they collect the key.

Health and Safety

All notices will be reviewed/renewed after the decorating is completed. A new accident book and first aid box is required. All user groups have been reminded that they require their own first aid box and accident book.

Maintenance

Three thermostats have been damaged. These will be replaced during half term. The decorating of the hall should be complete by the time the Parish Council meet. All user groups have been extremely co-operative, removing their notice boards etc. A special thanks to Richard and Pre School for organising this and John Foakes who organised the arduous task of taking down the panels. .

Future of Entertainments Group and Funds from Lord Carington

The entertainments group was set up to provide village entertainment, particularly pub evenings. The group has funded the provision of acoustic panels and other improvements in the village hall. At present there are funds left in the entertainments account and £1000 in another account which is a donation from Lord Carington towards the bell tower refurbishment. It was agreed that all these funds will be transferred to the Castlethorpe Street Party account.

Garden

The compost has been removed from the garden and the new playhouse erected. Already there has been an attempt to force the lock.

Geraldine Sweetland

27 October 2015

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Appendix A5 - Plan:MK Strategic Development Options

This is a report on a meeting for P&TCs in the Olney Ward and our Ward to be briefed on the content of Cabinet Papers which recommend that a consultation is undertaken to run from 9th November until mid-February on Strategic Development Options for Milton Keynes, one of which is to build a satellite settlement of 5,000-10,000 houses in Castlethorpe and Hanslope. The Cabinet Papers can be found as item 12 at <http://milton-keynes.cmis.uk.com/milton-keynes/Calendar/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/5040/Committee/1009/Default.aspx>

Vice Chair John Keane and I attended on behalf of our parish.

1. As is well known, MKC are developing a new Local Plan called Plan:MK which will replace the existing 2005 Local Plan and the 2013 Core Strategy. In parallel, the Strategic Housing Land Allocation Plan (SHLA) which identifies areas for housing development is being developed. These are important documents because no or inadequate Plans make planning refusals vulnerable to being over-turned by legal challenge as happened recently on the basis that the SHLA had the wrong calculations in it so that MKC had an inadequate land supply for likely demand.
2. Plan:MK and the SHLA look at a 15 year time frame and are renewed about every 5 years. SHLA is in consultation at present and Plan:MK had a consultation via 12 Topic Papers on which Castlethorpe Parish Council commented. There were no great surprises and rural parishes were relieved to find that pressures on rural housing demand had been relieved by the decision of Newport Pagnell Town Council in their Neighbourhood Plan to expand considerably so that, with extra houses in Olney and some in Sherington, there was no significant pressure on the rest of the rural area.
3. However, MKC Planning has decided to include an optional 'vision' to 2050 to consider how the Borough would accommodate a doubling of population to 500,000. The vision was developed in 4 workshops, 3 just before Easter (and many Ward Councillors could not attend because of electioneering) with a 4th in June. Castlethorpe Parish Council did not participate because we were content with our input to the Topic Papers and we did not understand what the scope of the discussion in the workshops would be. From comments from other parishes, nor did they.
4. The workshops were attended by only 150 people in total. These included not only councillors but voluntary organisations, businesses and land owners/agents. The style was brainstorming. Pie charts from the workshops show that only 50% found the workshops useful, 56% said they were not able to contribute, 62% said the table facilitator did not do a good job and only 47% said the overall event facilitator did a good job. In other words, the vision was produced by about half the people (say, 75 individuals) throwing out random ideas.
5. These ideas were consolidated into 4 options by MKC Planning. The options are:
 - i. Developing in the south and west, basically a semi-circular arc around the southern part of the City protecting existing villages with a green buffer.
 - ii. Developing to the east of the M1 around Moulsoe. This would probably require a new (and expensive) bridge across the M1 and would require co-operation from Central Beds. Existing villages would be protected with a green buffer.
 - iii. Building one or more satellite settlements of between 5,000 and 10,000 houses in the rural areas. Candidate areas were Castlethorpe, Hanslope, Moulsoe, North Crawley and Olney. Castlethorpe was particularly favoured because of its proximity to the West Coast mainline with an option of re-opening or building a new station. No green buffer protection is mentioned for existing settlements. A settlement of 5,000 is the minimum necessary for a sustainable settlement and would have to have new schools, surgeries etc.

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- iv. Intensification and redevelopment in the existing urban area i.e. more dense housing and potential conversion of industrial sites to housing.
6. MKC Planning have done no further evaluation on feasibility such as estimating the costs of the infrastructure needed to support these options. They have simply presented the ideas as thrown up at the workshops without expressing any views or preferences.
7. There were questions about the relative status of Neighbourhood Plans. It was said (but I don't believe it) that the options would have to fit with NPs. However, apparently, the External Inspector is endorsing all plans with the caveat that housing demand figures have not yet been confirmed in the Local Plan / SHLA so this provides a get-out clause. In any case, NPs have to be compliant with Local Plans and I am not sure of the validity of an NP when the Local Plan changes. Nonetheless, we should proceed with all energy to complete our NP.
8. After the meeting, we discussed how to oppose this with Cllr Peter Geary. He has agreed to call a meeting of all P&TCs in the two wards on 10th or 11th November (after the Cabinet decision on 9th). It may be that we have to consider raising a 'fighting fund' to obtain professional advice.
9. In the meantime, I have indicated that I would be prepared to speak at Cabinet on 9th November to oppose this going to public consultation on the grounds
 - i. that the 'vision' (or nightmare as I called it) was unnecessary and that Planning Officers should focus on getting a judicially robust Local Plan (without the Vision) and SHLA with the statutory 15 year time frame rather than using their scarce resources on this
 - ii. that no-one can meaningfully see that far into the future with an obvious major perturbation being a possible Brexit which would affect about 50% of the projected population growth
 - iii. that the process was deeply flawed with most P&TCs not realising what was being done in the workshops which were in any case only attended by a small number of people, including developers/landowners who have a vested interest, and half of the attendees felt excluded from the discussion
 - iv. that, if it should be decided to proceed, it should be delayed until Planning have done some preliminary evaluation of feasibility before starting a consultation which will cause great distress and planning blight in the rural areas.
10. If Cabinet decide to proceed, subject to advice from our Ward Councillors, I recommend that Castlethorpe Parish Council calls in the decision.

Philip Ayles
Chairman, Castlethorpe Parish Council

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Appendix A6 - Responses and Recommendations to Consultation on Neighbourhood Plan

Historic England

In particular, we would like to commend the guidance for new development provided in Policy 1: Design Guidance, including the clear link to understanding of different character areas within the village and recognition of area specific details such as distinctive materials and building/roof form. Nevertheless, as the plan does not include a built-up area boundary it is not altogether clear where the limits of Character Area 2 are and, as such the Policy may not be sufficiently clear for implementation. We would recommend amending Plan H to clearly identify Character Area 1 (The Conservation Area) and Character Area 2. Given the specific consideration for design provided by paragraph 4.13 relating to the area identified on Plan H, we recommend including this text in the Policy text highlighted in bold.

With regard to Local Green Space and Assets of Community Value we recommend identifying whether their status as heritage assets, either in their own right or as part of the conservation area demonstrates their historic interest or value to the community, where this justifies their designation in the plan.

Recommendation: Accept and modify Plan as suggested.

Anglian Water (re Surface Water management)

We would recommend the inclusion of a policy in the Neighbourhood Plan to include the following key messages:

- Evidence that the developments had followed the surface water management hierarchy will help to ensure infiltration is considered ahead of maintaining connection to sewers.
- Understand exceedance of existing and proposed surface water management measures and safeguard/design flow routes reinstating natural pathways, where possible. Should the rainfall extent exceed the capabilities of the surface water systems, this will help to ensure properties are protected and urban design of public open space considers the potential flows of surface water.
- Development should seek to reduce flood risk to the site and third parties. Early engagement with relevant bodies including Anglian Water is key to ensuring adequate surface water management measures are included.
- The policy should also ensure that adequate drainage infrastructure is in place to serve development without risk to existing development.

Recommendation: Accept in principle and ask CIB for advice on incorporating it.

Resident (re Carrington Arms)

This is failing to comply with Section 3 - Conservation Area - this needs addressing now and not keep being delayed by the developer. We feel that he is just giving the run around to the Parish Council and us residents and we believe that he wants to redevelop the site and NOT as a pub.

Recommendation: We have done as much as possible to protect the pub by designating it a Community Asset. Other actions may continue to encourage the owner both directly and through MKC but would not be a legitimate part of the NP.

Resident

Policy 1: what consideration to emergency exit in case of fire has been considered when recommending small windows in relation to elevation of building. **Recommendation: No action. Planning / Building regs will determine safety on any new building or modification.**

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Ground on corner of Fox Covert and North St ('Bert's Plot') should be considered a community asset / green space. **Recommendation: No action. Planning permission has already been granted for this land.**

Any future developments should consider sewage as current facilities are inadequate.

Recommendation: No action in NP. This is a standing issue raised on all new planning applications.

Village should be protected from large heavy vehicles. **Recommendation: No action. Directional signage (MKC) deters lorries and village has narrows, bends and humps which make it less attractive as a lorry route. We have previously explored banning 'through' lorries and this is not practical or enforceable.**

Carringtons

Wish to designate 'Maltings 2' for future development of up to 30 houses. See separate letter.

No recommendation: There are two positions the council can take.

1. We can hold the line as in the draft NP that no residential development should take place outside the settlement boundary.
2. We can amend the NP as requested perhaps with some conditions and phasing.

If we hold the line, Carringtons will certainly respond in the same way to the following MKC consultation and, even if MKC do not accept their response either, they could make an application which, if refused, they could appeal. Unfortunately, MKC have messed up their SHLA and the land supply does not meet the 5 year housing demand leaving MKC vulnerable to appeals as happened with Frosts (see their Appendix 2). There is considerable pessimism at MKC that planning applications can be successfully appealed until the new SHLA is in place which cannot happen before the second half of 2016.

Carringtons also challenge the interpretation of the NP Committee that, despite 83% of village survey respondents asking for more housing, especially affordable housing, we decided that respondents had discounted the Maltings and Station Yard and, given the high level of affordable housing already existing, opted for no residential building outside the settlement boundary. However, it should be noted though that 61% wanted either no housing or less than 22 houses and the Carrington's proposal would exceed this. Furthermore, with planning permission in Station Yard, virtually all sites within the settlement boundary are now taken with only the possibility of a bit of garden grabbing.

They point out that virtually all sites outside the settlement boundary are proposed to be protected as green spaces (I'm not sure this is true) and that this site is in a dog's leg of the settlement boundary with housing already on two sides, the railway on the third and the track to the farm bridge on the 4th. This is probably the least worst of any new site despite that it will not be popular with residents in The Maltings or, possibly, the new residents in Paddock Close.

They are offering co-operation on design, including affordable housing (which only happens on developments of more than 14 dwellings), and I would expect us to be able to negotiate S106 payments and perhaps access through South Street.

If we refuse their amendment, their letter shows a level of maturity that might indicate that they are preparing an application anyway but this is, of course, speculative.

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MKC Planning

Policy 2: Community Facilities (and later at para 5.4) identifies a number of properties which the Plan says should be regarded as Community Assets. There is a specific process by which a property can be listed as an Asset of Community Value (ACV) and details of this are available through Milton Keynes Council. The benefit of designating a property as an ACV is that the community would then have the right to Bid in the event that the property were to be put up for sale. If the Parish Council intends to apply to MKC to have these properties listed as ACVs then it would be worthwhile making this clear in the Neighbourhood Plan.

Para 5.5 states that the Parish Council will 'encourage and support applications for designation' - the Parish Council itself is a relevant body for making such applications, so it can do more than 'encourage and support', it can actually apply.

Recommendation: Accept and modify Plan as suggested.

Philip Ayles

Appendix A7 - EXPENDITURE REPORT Q2 2015-16

ALL FIGURES NET OF VAT	APR-JUN ACTUAL	JUL-SEP ACTUAL	FORECAST Q3	FORECAST Q4	PROJECTED TOTAL	2015/16 BUDGET
INCOME						
Precept inc LCTS Grant	13172	13172	0	0	26344	£25,482
Interest	16	894	16	16	942	£1,100
Other Grants	0	0	0	0	0	£0
VH Hire & rentals	2124	2610	2485	2500	9719	£9,000
Sports Clubs season fees	700	0	700	0	1400	£1,400
Hard Court membership	0	426	0	0	426	£500
Misc Sports Ground Hire	80	40	0	0	120	£0
Advertising	0	0	220	0	220	£250
Total Receipts	16092	17142	3421	2516	39171	37732
EXPENDITURE						
Administration costs	1115	1294	2188	2188	6785	£7,250
Clerk's wages	1044	1044	2088	2088		
Other	71	250	100	100		
Audit Fee	0	85	250	0	335	£500
Buildings/Assets Costs	2248	1153	2770	0	6171	3000
VH	988	1133	2170	0	4291	£1,500
SG	1210	20	600	0	1830	£1,500
Other	50	0				£0
Chair's Expenses	0	0	0	0	0	£100
Consumables	26	224	45	100	395	£400
Dog bin clearance	157	105	300	228	790	£550
Election costs	25	0	0	0	25	£0
Equipment Costs	0	0	770	1000	1770	5000
VH	0	0	600	0	600	1500

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SG	0	0	170	1000	1170	1500
OTHER	0	0	0	0	0	2000
Grants	50	0	2476	0	2526	0
Insurance	1532	0	0	0	1532	1450
Landscape Maintenance	0	438	0	0	438	1300
SG	0	438	0	0		600
Village		0	0	0		700
Licences/Statutory certificates	35	271	120	0	426	800
VH	0	271	120	0	391	0
SG	0	0	0	0	0	0
other	35	0	0	0	35	0
Publications	418	0	318	318	1054	1000
Rates	1320	0	-768	0	552	1326
VH	0	0	0	0	0	0
SG	1320	0	-768	0	552	1326
S137	165	40	340	60	605	750
Speed checks	65	40	40	60		
Other	100	0	300	0		
Subscriptions	227	20	0	0	247	400
Training	0	288	0	0	288	500
Utilities	1424	911	790	1700	4825	5900
VH	666	791	700	700	2857	3500
SG	758	16	90	1000	1864	2000
OTHER	0	104	0	0	104	400
Maint contract costs	991	1137	1102	802	4032	5200
VH	536	632	702	702	2572	3000
SG maintenance	455	505	400	100	1460	1700
Other	0	0	0	0	0	500
Total Expenditure	£9,733	£5,966	£10,701	£6,396	32796	£35,426

Projects

VH bell tower	1980
Tennis lights	4920