

# CASTLETHORPE PARISH COUNCIL

## Minutes of a Parish Council General Meeting held Monday 7<sup>th</sup> December 2015 in the Village Hall

PRESENT: Councillors Ayles, Keane, Stacey, Hinds, Sweetland & Forgham. The Clerk Mr S Bradbury, Ward Cllrs Green & Geary and 11 members of the public were also in attendance.

The public forum commenced at 7.30:

It was brought up that South Northants CC have not been consulted on the MK Options 2050 paper. Cllr Ayles responded that neither had Central Beds CC and some of their land was actually included in the scope of the paper. He went on to say that 13 rural, 1 urban council and several members of the public had written to MKC to 'call in' the decision to put the paper to public consultation. There had subsequently been a review meeting at MKC where Liberal and Labour councillors all voted not to agree the call in and the request was overruled by 6 votes to 4. Cllr Ayles went on to say that the public consultation period will now commence in January to inform a report to be presented in July 2017 and stressed the importance of residents of local communities continuing to oppose the concept of joining together current villages to make satellite towns. There were several options open to oppose this principle and the Parish Council will issue guidance on how to object should individuals so wish to do. In the meantime there is a resolution later in the meeting to commit funds to part pay for a Barrister's letter to MKC warning them that they have not followed due process on the paper and preserving a position for possible later legal involvement.

A resident raised the matter of the field currently known as Maltings 2 being included in the latest draft Neighbourhood Plan. Cllr Ayles responded that the initial Plan had gone out and a response had been received for its inclusion from architects representing the owner of the land. He said that it would be very difficult to defend against the request on a 'no development' basis particularly as the survey that had been held previously indicated a marked preference for small scale development. Also given that the MKC Strategic Housing Land Allocation Plan is not yet in place to support the stated intention that there is no requirement for rural development, the Parish Council had voted to include the requested land in the current version of the Plan. Given the resultant change to the village boundary the Plan has gone out to a further period of public consultation.

The result would be c. 30 additional houses and the Parish Council would push for an improved footway into Maltings Close that was suitable for pushchairs and also an improvement of village facilities through planning gain. They would also want to resolve the position of the two plots of land at the end of Paddock Close that are becoming overgrown. The upshot would be the inclusion of this plot of land in the Plan thus 'squaring off' the village settlement boundary. It could not be anticipated when development would commence if at all.

Another resident expressed concern over the stone wall at the back of the plot on the corner of the Fox Covert Lane/North Street junction. He was however encouraged by the response to MKC on the discharge of a planning condition on the appearance of the development.

There being no further matter raised the meeting proper started at 7.52. .

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| <p>1</p> <p>1.1</p> <p>2</p> <p>2.1</p> <p>3</p> <p>3.1</p> <p>4</p> <p>4.1.</p> <p>4.1.1.</p> <p>4.1.2.</p> <p>4.2.</p> <p>4.2.1.</p> <p>4.3.</p> <p>4.3.1.</p> | <p><b>APOLOGIES FOR ABSENCE</b></p> <p>Cllr Markham reason illness - accepted.</p> <p><b>DECLARATIONS OF INTEREST</b> by Councillors in any agenda items below</p> <p>Cllr Sweetland declared a pecuniary interest in item 5.2. Cllr Stacey declared a potential pecuniary interest in 7.3.</p> <p><b>APPROVE MINUTES OF THE LAST MEETING</b></p> <p>The minutes of the general meeting on the 2<sup>ND</sup> November 2015 were proposed by Cllr Keane, seconded Cllr Sweetland and agreed unanimously..</p> <p><b>TO RECEIVE REPORTS</b></p> <p><b>4.1. Clerks Report &amp; Review of Actions. (see Appendix A1).</b> Matters arising:</p> <p>Cllr Sweetland said that the new cleaner was prepared to do odd jobs at the Village Hall</p> <p>Cllr Sweetland &amp; Clerk to agree a date to visit Lloyds Bank and open new accounts for the Planning Gain for Paddock Close.</p> <p><b>4.2. Neighbourhood Plan report (see appendix A2).</b></p> <p>No matters arising that are not covered in item 7.2.</p> <p><b>4.3. FILE NOTE: MKC Flood Alleviation Scheme project report (see Appendix A3)</b></p> <p>Cllr Ayles said that he now hoped that all work would be completed before the end of the next Financial Year</p> |
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### ACTION

Clerk/Cllr  
Sweetland

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- 4.4. **FILE NOTE: Landscaping (see Appendix A4)**
- 4.4.1. Cllr Sweetland had been through the maps with MKC and had agreed the scope of the landscaping requirements. She will meet them again in Spring.
- 4.5. **FILE NOTE: Meeting with MKC, Ward Cllr Green, South Northants CC, Cosgrove PC 4<sup>th</sup> December about Cosgrove Caravan Park (see Appendix A5).** Matters arising:
- 4.5.1. Cosgrove PC were unhappy that MKC had not been notifying them of planning applications at the Park. It transpired that MKC had been sending out notifications but these had been wrongly addressed.
- 4.6. **File Note: Cllr Ayles email to other Councils about MKC strategic development options & decision to 'call in'.** No further matters arising:
- 5 **TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)**
- The Clerk reported that items 5.1, 5.3 & 5.4 had been given insufficient deadlines for the applications to be considered by the parish before the applications were approved
- 5.1. **15/02717/DISCON** - Details submitted pursuant to discharge of conditions 4 (ecological enhancement and management plan) and 5 (landscaping scheme) attached to planning permission 15/00108/FUL Land Adj To Lodge Farm House Wolverton Road Castlethorpe – **details already approved by MKC**
- 5.2. Cllr Sweetland retired to the public gallery.
- 15/02775/DISCON** - Details submitted pursuant to discharge of conditions 13 (Foul water), 14 (Structural) and 15 (Materials) attached to planning permission 12/01769/FUL - Land At Fox Covert Lane Castlethorpe
- The Chair suspended the meeting to allow comment from the Floor: A comment was made that with regard to conditions 14 & 15 the Civil Engineer's recommendations resolved some concerns that had been outstanding. On the matter of the drains though two problems were foreseen: that the foul drainage discharged into a 'private' part of the sewage infrastructure and that it then discharged into the main pipe on the corner of Bullington End Road/North Street where there have been significant problems with sewage overflowing.
- The Chair then resumed the meeting.
- It was unanimously agreed that the Clerk write to MKC requesting that the applicant get permission from the current owners of the 'private' sewer and to request that Anglian Water do a full review. **Secretary's note:** The Clerk contacted MKC and Anglian Water. The sewage pipes that were thought to be private have now been taken over by Anglian Water as a consequence of recent changes to legislation. Anglian Water confirmed that discharge would be straight into the gravity sewer i.e. not through the pump that is still privately owned until October 2016. With regard to a potential sewage review Anglian Water said that they do not do this for one property and that the blockages had been on the other side of the overflowing drain in Bullington End Road.
- Cllr Sweetland re-joined the meeting.
- 5.3. **15/02790/NMA**- Non material amendment to 15/00108/FUL to change generation of electricity to 1000kW | Land Adj To Lodge Farm House Wolverton Road Castlethorpe **details already approved by MKC**
- 5.4. **15/02790/NMA** - Non material amendment to 15/00108/FUL to change generation of electricity to 1000kW **(from 750)** Land Adj To Lodge Farm House Wolverton Road Castlethorpe **details already approved by MKC**
- 6 **TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS – no further comments on Section 6**
- 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**

Clerk

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- 6.2. **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**
- 6.3. **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 - **application permitted**
- 6.4. **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 - **TPO consent**
- 6.5. **15/02656/CONS** - Development of club and community training centre Land At Manor Farm Cosgrove (invitation for comments from Northants CC) **pending consideration**

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- TO CONSIDER RESOLUTIONS**
- 7.1. 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 was proposed by Cllr Ayles seconded by Cllr Keane and agreed unanimously
- 7.2. The Parish Council had elected to include Plan the field known as 'Maltings 2' within the proposed new village settlement boundary as defined in the Neighbourhood Plan. As such it was advised that the Plan should go out for a further period of public consultation. It was agreed unanimously that the consultation should run from Tuesday 8<sup>th</sup> December until Monday 1<sup>st</sup> February, a period of 8 weeks. The revised document (v. 2.12) was proposed by Cllr Ayles and was agreed unanimously with the removal of the three projects that were referenced that will have completed by the time the Plan is completed: the path from South Street to the railway footbridge, new signage at the village entrances and replacement of posts & chains at the bus stop at the east end of North Street.
- 7.3. Cllr Stacey retired to the public gallery.  
Cllr Ayles reported that there had been a good response from other parish councils regarding the MKC Strategic Development Options paper. Following the numerous requests to 'call in' the decision to go to public consultation a further MKC meeting decided to maintain their position despite admitting several mistakes in the process. One concession granted was that the names of the rural parishes that could form part of the new 'satellite towns' were deleted from the Paper. Legal advice was then sought and solicitors recommended that rather than call for a Judicial Review at this time it would be better to list all objections to the process and include them in a Barrister's letter to be sent to MKC, thus preserving a position for possible further legal challenge later. This would cost c. £5,000. Cllr Ayles said that due to the timing of other parish council meetings he had agreed with Olney Town Council that the up front cost be split between the two councils, Olney paying 60% and Castlethorpe 40%. The councils would then ask other parishes to make a contribution and thus reducing the amounts actually paid. Cllr Ayles proposed that the sum of £2,000 be approved accordingly, seconded by Cllr Keane and this was agreed unanimously.  
Cllr Stacey returned to the meeting.

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- 7.4. The Duck Race had previously used tables provided by a charity organisation but that was not possible this year. They had asked whether they can borrow the tables from the Village Hall. Cllr Sweetland proposed to let them use the tables as long as they collect and return them and ensure they are kept clean. Agreed unanimously.
- 7.5. A Castlethorpe Sports Association (CSA) committee member had requested the application of weed killer to the tennis courts to kill off a significant build up of moss. The Clerk had obtained two quotes in the region of £600. Cllr Stacey said that such requests should come through the CSA Committee as a whole in a more formal way. He offered to lend his power washing equipment to the CSA in the meantime. All agreed. Clerk to contact CSA accordingly.

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#### **FINANCIAL MATTERS**

- 8.1 The RFO Payments Schedule was proposed by Cllr Stacey, seconded by Cllr Sweetland and agreed unanimously.  
The Clerk pointed out that payments were still being made for propane and water rates despite responsibility for these costs transferring to the CSA in September. He will contact the payees and check the position.

Clerk

S Bradbury	Salary November 2015	per pay slip	£522.08
S Bradbury	stamps	per attached receipt	£20.52
R.Wontner	Nov 2015 invoice cleaning	per attached invoice 6	£216.00
J.Foakes	Removal of fallen branch - village maint	per attached invoice 1014	£10.00
AH Contracts	Dog bin clearance Nov	per attached invoice 8333	£35.00
Pollards	VH Consumables	per attached invoice 81840	£77.98
SLCC	Annual subs	per attached renewal notice	£118.00
Mr D Hinds	refund Xmas light bulbs	per attached invoices	£262.50
Mr D Hinds	refund Xmas trees	receipt awaited	£24.00
Flogas	standing charge	per attached invoice 1914061	£20.02
<b>Grand Total</b>			<b>£1,306.10</b>
E.ON	gas VH - Sep DD	89208742670	£173.00
E.ON	elec VH - Sep DD	415172577000	£90.76
Anglian Water	Water rates SG	104822424	£121.84
Anglian Water	Water rates VH	107789257	£89.77

- 8.2. It was agreed that the Clerk will liaise with Cllrs Stacey, Ayles and the CSA and would send out a spreadsheet for completion by the Village Hall Committee in order to complete the draft budget for 2016/17

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- CORRESPONDENCE RECEIVED (Circulated prior to meeting)**
- 9.1. A Castlethorpe Sports Association committee member had reported that there were hoofmarks across the football pitch. The situation was resolved. Noted.
- 9.2. The Chairman of Bucks & Milton Keynes Association of Local Councils had written to inform of an increase in subscription rates of 1p per elector. Noted
- 9.3. A company called ATTIGO have been in touch to offer a free 'Tech & Tea' event to educate non-PC literate people in the use of technology. It was

Clerk

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- agreed that this was a worthwhile exercise and that a session should be arranged on a Wednesday afternoon after advertising in the next newsletter.
- 9.4. The Secretary of Castlethorpe Charities for the Poor has asked that the Charity be advertised. Cllr Forgham responded that there is already an article on the web site's home page. **Secretary's note:** the Clerk had subsequently checked the site and some of the data was no longer correct. He had asked Cllr Forgham to update the article.
- 9.5. The secretary/Chair of the Village Show committee has expressed her appreciation for the donation for the Senior Citizens' Xmas lunch. 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 4<sup>th</sup> January 2016 at 7.30 p.m.

Cllr Forgham

Part 1 of the meeting closed at 9.15

- 12 **PART 2**  
**TO RECEIVE DECLARATIONS OF INTEREST** by Councillors in any of the agenda items below

12.1. None

- 13 **TO CONSIDER RESOLUTIONS**

- 13.1 The Parish Council had been asked to approve the nominations of Mr Lawrence Chapman and Mrs Davina Brown as Trustees to Castlethorpe Charities for the Poor until 2019. Agreed unanimously.
- 13.2. Cllr Forgham reported that he had secured a 5% discount on the gates for the village entrances that had been approved at the previous meeting. He proposed therefore that the sum of £4,501.10 be approved to purchase the gates. This was seconded by Cllr Sweetland and agreed unanimously. Cllr Forgham will approach the Open Gardens Committee to see if they will offer a contribution.
- 13.3. Two quotes had been received to erect and install the gates. Cllr Forgham recommended that the least expensive quote of £2,570 from Hickford Construction Ltd be approved. Seconded by Cllr Sweetland and agreed unanimously subject to approval of the company by MKC and evidencing sufficient public liability insurance.
- 13.4. Three quotes had been received for re-surfacing path from South Street to railway footbridge. Cllr Forgham recommended that the least expensive quote of £3,000 from Hickford Construction Ltd be approved. Seconded by Cllr Keane and agreed unanimously subject to approval by MKC and evidencing sufficient public liability insurance.
- 13.5. Three quotes had been received for replacement of posts and chains by bus shelter at east end of North Street. Cllr Ayles recommended that the least expensive quote of £2,340 from Haven Handyman Ltd be approved. Seconded by Cllr Hinds and agreed unanimously subject to approval of the company by MKC and evidencing sufficient public liability insurance.

Cllr Forgham

There being no further business the meeting closed at 9.38

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#### **Appendix A – Schedule of Reports & File Notes**

##### **APPENDIX A1 – CLERK’S REPORT 7/12/2015**

1. Clerk to write and thank John Lewis plc plus the member of the public who facilitated the donation of the new cooker & microwave by them.
2. The matter of maintenance of the two plots of land at the entrance to Paddock Close to be negotiated with land owners alongside the forthcoming Neighbourhood Plan.
3. 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 will be considered at tonight’s meeting subject to them being received in time. Youth Club to prepare a spec for the outward bound event.
4. A meeting took place between MKC, South Northants, Cosgrove PC, Castlethorpe PC and the site owners to discuss the the position at Cosgrove Park – see file note at item 4.5. of tonight’s agenda
5. New chain and padlock has been applied to the entrance gate of the sports ground. The groundsman is arranging for additional keys to be cut for Sports Ground Committee members.
6. Costs for the purchase of village road signs and the fitting thereof to be discussed at tonight’s 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 (items 12.3 & 12.4)
7. 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.
8. Solar panels on sports ground buildings – Cllr Ayles still awaiting response from person installing a solar panel farm (possibility to implement on the back of that installation)
9. The Thrupp Close/sports ground hedge has been cut back. Work to replace seat at bus shelter to be scheduled by selected tradesman. Still need to liaise with tradesman, Cllr Stacey and Allotments Association about locations for planting 30 saplings at the sports ground (baby oak currently with Cllr Markham also to be planted).
10. Clerk to order tracker for sports ground ride-on mower as approved by Cllr Forgham up to a cost of £500
11. MKC have said that they are unable to fit more substantial bollards at the village centre as the housings will only take plastic ones
12. Clerk had responded to MKC on the application for the MK Dons training centre saying that existing(circular) footpaths should not be affected and should remain open throughout the work. He had contacted Cosgrove & Wolverton councils & to the Ramblers Association to offer to support any reasonable positions from them but had heard nothing back in time to comment.
13. Cllr Sweetland had arranged with MKC to review the landscaping map (see File Note at A4)
14. MKC have agreed to accommodate the following work in this year’s work schedules and all other matters raised with them are being further investigated and prioritised for consideration and funding from their 2016/17 budget:
  - a. Refresh the Give Way markings for the priority workings Bullington End Road
  - b. Install rumble strips between the speed restriction signs and priority workings Wolverton Road
  - c. Refresh the give way markings for the priority workings Wolverton Road
  - d. Centre line re-painting Station Road

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- e. New edge of carriageway Lines to be painted on approaches to and around existing out builds/narrow sections of the priority workings Station Road
- 15. Still awaiting MKC to replace the barrier at the end of a footpath in Station Road – they have received the payment for the work some 6 weeks ago
- 16. A small Horse Chestnut tree has become diseased and has shed a branch. The handyman has effected some immediate repair but the tree is dead and needs removing. As the tree is in Castle Field, planning permission will be required. Clerk to arrange.
- 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 Clerk had made no progress in determining a plaque for the rugby posts nor on ordering the litter bins.
  - o Review MKC fault list inc. state of Sustrans cycle track
  - o Still no progress on getting further quotes to re-route the Village Hall side drainpipe.
  - o Clerk still to give Cllr Sweetland details to open two further Lloyds bank accounts to have the s.106 Planning Gain transferred into
  - o No progress on the fitting of the basketball hoops. Email sent to CSA to ask if they can take forward .
  - o 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.

Steve Bradbury  
7/12/2015

#### **APPENDIX A2 – NEIGHBOURHOOD PLAN REPORT 7/12/2015**

Responses to the initial public consultation were considered and agreed by the Parish Council at the last meeting for inclusion into a new version. We have been advised that the changes are sufficiently substantial to warrant a further public consultation and given the forthcoming Christmas period that the review period should be 8 calendar weeks. The amended Plan is to be agreed at tonight’s Parish Council meeting and made available for comment (if approved) from 8<sup>th</sup> December to 1<sup>st</sup> February. The consultation will be notified via a flyer to every property in the parish, advertised on the village web site and Facebook and email notifications will be sent to all statutory consultees.

Steve Bradbury 7/12/15

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MILTON KEYNES  
COUNCIL

### **APPENDIX A3 - Project Highlight Report**

<b>Project Name &amp; Code</b>	Milton Keynes Flood Alleviation Project
<b>Project Sponsor</b>	Andy Dickinson (Milton Keynes Council)
<b>Project Manager</b>	Kate Davidson (Milton Keynes Council)
<b>Project objective in a sentence</b>	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.
<b>Reporting Period</b>	November 2015

### **Overall RAG Rating and supporting statement**

<b>Overall Current RAG rating</b>	Amber / Green
<b>Previous RAG rating</b>	Amber / Green

<b>RAG Definition</b>	
<b>Green</b>	All key criteria (Time, Cost, Scope and Benefits) will be achieved. Risks are being managed
<b>Amber / Green</b>	One of the key criteria cannot be delivered within tolerance; project risks are being managed
<b>Amber / Red</b>	Two or Three of the key criteria cannot be delivered within tolerance. Risks need to be escalated
<b>Red</b>	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:**

The focus of work this month has remained on Woad Farm in Tathall End and Devils Dip in Haversham/Hanslope. Progress has been made on both schemes in preparation for construction works in 2016.

#### **Woad Farm (Tathall End)**

A Phase One Habitat Survey and Badger Survey was carried out by Middlemarch Environmental on Woad Farm, Tathall End, during November 2015. The presence of badgers was identified during both surveys and recommendations have been made to the Council to protect them should any construction works be undertaken within the next year. It has also been recommended that additional surveys are undertaken to consider the impact upon Door-Mice and Great Crested Newts, both of which are, like badgers, protected species.

The above will be built into the project plan along with the completed hydraulic modelling by WSP, which is due for completion by the end of December.

#### **Devils Dip**

Due to the Devils Dip area being a designated biological notification site, an extended Phase One Habitat Survey is currently being procured, with a target completion date 31<sup>st</sup> January 2016. Plans are being made to undertake the extensive vegetation clearance and ditch clearance as soon as possible following the completion of the Habitat Survey and successful closure of the road. There is a small window of opportunity during February for the works to be undertaken before the start of the bird nesting season, which typically runs from March until September.

### **Milestones & Schedule:**

<b>Key Milestones</b>	<b>Baseline</b>	<b>Forecast</b>	<b>Actual</b>
Construction of flood attenuation bund at Ram Alley, Stoke Goldington	Sep 14	Sep 14	Sep 14



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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

- An Extended Phase One Habitat Survey and full Badger Survey was carried out on Woad Farm, and subsequent reports with recommendations for protected species have been received by Milton Keynes Council.
- Further Hydraulic Modelling of Woad Farm has been undertaken by flood contractor WSP in preparation for December completion and submission to the Local Authority for review.
- Further planning of works to be carried out at Devils Dip have been undertaken, including engagement with the Councils service partners Ringway and Serco.

### Activities planned for next period

- Continuation of Hydraulic Modelling of Woad Farm in preparation for submission to the Council.
- Appointment of contractor to carry out the Extended Phase One Habitat Survey of Devils Dip.
- Further planning of vegetation and ditch clearance work of Devils Dip.

### 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?

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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

### **APPENDIX A4 File Note Landscaping (item 4.4)**

Councillors Forgham, Keane and Sweetland met with Euan Darling from MK Council to review landscaping.

4.1. The grass verge in Foxcovert Lane is not on map beyond number 8. **Action : Euan to add to work schedule map.**

4.2. Right hand verge between Foxcovert Lane and the cycle track on Wolverton Road. Trees blocking view of road signs. Now the leaves have fallen this is not a problem.  
**Action: Review in the spring when the trees are in leaf.**

4.3. Tree at corner of Foxcovert lane does not exist.  
**Action: will be moved from map.**

4.4. Thrupp Close: Leylandia hedge has been removed by a resident.  
**Action: will be removed from work schedule map.**

4.5. Thrupp Close : Overgrown vegetation around substation. The land belongs to the two adjacent houses.  
**Action: speak to resident or contact Western Power.**

4.6. South Street : Pathway from South Street to footbridge is the responsibility of MK and is rarely cut and weed killer not applied.  
**Action : Check in the Spring and report back to Euan.**

4.7. North Street : The tree outside the school is blocking the street light. As the tree is no longer in leaf it is at present not a problem.  
**Action :Revisit when the tree is in leaf.**

4.8 . Trees overhanging the highway : A tree is obstructing the highway if the distance between the branches and the highway is less than 8.2 metres. **Action : speak to the owners or MK who will issue an order. Trees with TPOs or in a conservation area may need planning permission at no cost.**

G. Sweetland Monday 23<sup>rd</sup> November 2015

# **CASTLETHORPE PARISH COUNCIL**

## **Minutes of a Parish Council General Meeting held Monday 7<sup>th</sup> December 2015**

### **in the Village Hall**

#### **APPENDIX A4 FILE NOTE: Meeting with MKC, South Northants CC, Ward Cllr Jeannette Green, Cosgrove PC, Castlethorpe PC and the site owners 4<sup>th</sup> December about Cosgrove Caravan Park – Council Offices Towcester 3<sup>rd</sup> December 2015**

Attending for Castlethorpe PC: Philip Ayles, Steve Bradbury. For MKC: Jeremy Lee

1. Caravans, both touring and static, can be sited on land that has a 'Certificate of Lawfulness'. There is no limit to the number of caravans that can be sited in this way but they are all bound by the terms of the Certificate. People who own caravan parks just apply to use land in this way, they do not need to say how many units of what type they want to deploy
2. Certificates of Lawfulness exist at both Northamptonshire and Milton Keynes. The latter was granted in 1994
3. The site owners want to maintain a higher proportion of static homes and thus reduce the touring caravan traffic through Cosgrove
4. There are currently 30 static caravans on the Milton Keynes side of the river and c. 430 in Northants
5. Residency is only allowed for 7 months of the year. Outside of this time electricity and water are turned off and the shop is closed.
6. South Northants CC had looked at the domestic rate position and concluded that a 7 month residency did not make the unit owners liable for Council Tax. The site itself would be responsible through Business Rates. MKC concurred.
7. The site owners had looked at alternative access and found two potential options; one on the MK side and one from Northants. Each would cost >£2.5m. Note: the MK option would go through the Haversham viaduct car park and along the Ouse Valley walk so would probably be a non-starter anyway. The site owners said that if they were to provide access in this way they would need to raise significant additional revenue, probably by extending the opening period of the site.
8. The site owners said that they had no intention to make the route through Castlethorpe a public thoroughway. They had no option to deliver some homes that way as they simply could not physically do so through Cosgrove. There is no planning regulation that prevents then using either route to deliver static homes.
9. The site owners were aware of the 5 ton weight limit on the railway bridge but were of the strong opinion that it could take much more. In fact farmers regularly drive much heavier equipment over it. A lorry would typically weigh 10 tons with a holiday home weighing in at 5-6 tons. Steve Bradbury will contact Network Rail as they set the limit.
10. It was agreed that all parties meet at Cosgrove Park for a site visit after Christmas and hear the plans of the site owners. They will attempt to draw out the proposals in the form of a plan if time allows.

Steve Bradbury  
7/12/2015

## **CASTLETHORPE PARISH COUNCIL**

**Minutes of a Parish Council General Meeting held Monday 7<sup>th</sup> December 2015**

**in the Village Hall**

### **APPENDIX A5 - FILE NOTE: CLLR AYLES EMAIL TO OTHER COUNCILS ABOUT MKC STRATEGIC DEVELOPMENT OPTIONS & DECISION 'CALL IN' (item 4.6)**

First of all, can I say that I have sent this to clerks of the affected rural parishes copying our Ward Councillors. I have also blind copied all councillors who left their email addresses at the meeting of 29th October at The Olney Centre. If any addressee would like their name removed from my distribution list or becomes aware of any errors or omissions, please let me know.

As you may know, a total of 13 rural parishes councils plus 7 groups of residents called in the Cabinet decision to start a public consultation on Strategic Development Options. MKC TC also called it in on the basis of insufficient analysis having been made of the necessary transport links. The rural parishes elected Jeremy Rawlings, Steve Waters and me to lead this campaign at the second meeting at Olney on 11th November.

We will be speaking on behalf of rural parishes at Executive Scrutiny. Having taken professional Planning and Legal advice, we will be asking Executive Scrutiny to return the decision to Cabinet so that it can be considered again. Scrutiny does not have the authority to reverse a decision but only to send it back to Cabinet or to full Council for further consideration.

We believe that MKC Planning has not followed the correct process in preparing this document and, if the consultation continues without re-work, the entire Local Plan is vulnerable to failure at its Public Examination and MKC would be sent back to re-do it which would be a waste of hundreds of thousands of pounds of taxpayers' funds and two years work and would be a great pity because there is much in the Topic Papers which was well-founded. The delay could even cause the government to step in and take over the Plan which they have threatened to do.

Our legal advice is that a Judicial Review is not appropriate at this time so we will not be appealing for funds at this time though we may need legal representation at the Public Examination but that will not be until 2017/18.

It is our intention to send a barrister's letter to MKC so there can be no doubt about the faulty process in the future. We are asking the councils 'spotted' on the rural settlements map to fund this letter and will approach them separately.

If you are able to attend the meeting tomorrow, your support would be very welcome. Questions may also be asked from the public gallery though this may be time limited.

I look forward to seeing as many of you as possible tomorrow.

Regards

Philip Ayles  
1/12/15