



# Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on  
Monday 5<sup>th</sup> September 2016 at 7.30 p.m. in the Village Hall

**PRESENT: Councillors Markham, Keane, Sweetland, Ayles &Hinds, Ward Councillor Green, the Clerk and 30 members of the public**

Cllr Ayles commenced the public session with some background on the MK 2050 Futures initiative and the proposal submitted by Gallaghers in response to same. In response to a question he will check with MKC whether the proposal is accessible to the public and if it is he will put it up on the village web site.

The matter of traffic calming was raised. Cllr Ayles is to go back to MKC Highways to see if there has been progress on any of the identified measures that have been agreed.

A question was raised about the adding of equipment to the play area at Thrupp Close. Cllr Ayles replied that a company had been round and provided recommendations but MKC were not happy with the standard of the equipment proposed. The matter will be addressed though when time allows.

A request was made to remove the gate between South Street and the railway footbridge when the path is resurfaced. The Clerk will contact MKC to see if they are happy for this to be done.

		<b>ACTION</b>
<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>	
	1.1 Cllr Forgham reason holiday, Cllr Stacey reason work. Accepted..	
<b>2</b>	<b>DECLARATIONS OF INTEREST</b> by Councillors in any agenda items below	
	2.1 Cllr Hinds declared a personal interest in item 7.4. Cllr Markham declared a pecuniary interest in item 8.1.	
<b>3</b>	<b>APPROVE MINUTES OF THE LAST MEETING</b>	
	3.1 The minutes of the General Meeting of the 4 <sup>th</sup> July were proposed by Cllr Sweetland, seconded by Cllr Ayles and were agreed unanimously with one amendment: the payment to Cllr Forgham in item 8.1. should read 'refund purchase of public address system' and not 'microphone'.	
<b>4</b>	<b>TO RECEIVE REPORTS</b>	
	4.1. <b>Clerks Report &amp; Review of Actions</b>	
	4.1.1. The Clerk had been unable to produce a report on this occasion	
<b>5</b>	<b>TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)</b>	
	5.1. <b>16/02231/TCA</b> – To reduce trees at Castle House 5 North Street Castlethorpe. No objections.	
	5.2. <b>16/02185/FUL</b> – Castlethorpe First School North St Castlethorpe: erection of an eco-friendly modular classroom: Cllr Ayles had discussed this application with the chairman of the school's governors and with the Head Teacher. Whilst the application is in contradiction to the design guidance in the emerging Neighbourhood Plan he accepted the need for additional classroom space. He therefore proposed that the parish council should accept the application with the restrictions that: <ul style="list-style-type: none"><li>- The structure should be reviewed in 5 years to ensure that it has not become unsightly and to see if remedial work is required</li><li>- That the structure should have an absolute fixed life of no more than 10 years by which time it should be replaced by something in keeping with the design guidance.</li></ul>	
	Agreed unanimously. Clerk to write to MKC.	
	5.3. <b>16/01424/FUL</b> – 26 The Chequers Castlethorpe: single storey rear extension Cllr Hinds retired to the public gallery. No objections. Cllr Hinds returned to the meeting.	
	5.4. <b>16/02106/OUT</b> – land off Castlethorpe Road Hanslope: outline application for development of up to 150 dwellings. It was agreed unanimously that the parish council object to the application on the grounds that: <ul style="list-style-type: none"><li>- a significant development such as this would put at risk the placement of pupils of age 7+ at Hanslope primary school</li><li>- the addition of up to 150 new homes would significantly increase traffic through the village. Given the location of the development it is probable that the vast majority of traffic to Milton Keynes would route through Castlethorpe</li></ul>	

Clerk



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- the addition of a large number of new homes would put pressure on the Hanslope surgery and would adversely affect the availability of doctors at the practise

6	Clerk to write to MKC. <b>TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS – no further comments on Section 6</b>	Clerk
6.1.	<b>15/02656/CONS</b> - Development of club and community training centre At Manor Farm Cosgrove (invitation for comments from Northants CC). <b>Current status 'registered'</b> .	
6.2.	<b>16/01158/FUL</b> Erection of first floor rear extension to & <b>16/01159/FUL</b> Listed building consent for 11 School Lane Castlethorpe and alteration to fenestration to adjoining property 16 North Street. <b>Current status 'registered'</b> .	
7	<b>TO CONSIDER RESOLUTIONS</b>	
7.1.	Correspondence had been received from potential developers of the land at Maltings 2 as contained within the emerging Neighbourhood Plan. It was agreed unanimously that a reply should be sent asking them to await the completion of the approval process for the Neighbourhood Plan before applying for planning permission. Clerk to respond accordingly.	Clerk
7.2.	The Inspector had gone to a lot of trouble to make sure that the Neighbourhood Plan is robust for planning purposes. A summary of his proposed changes is attached at Appendix A1. Cllr Ayles had liaised with other members of the Neighbourhood Plan Steering Group and had produced a proposal for approval by the parish council (see Appendix A2). There was then some discussion, including one or two flippant remarks, at the end of which it was unanimously agreed to accept all of the proposed changes except for those that recommended against the inclusion of Gobbey's Field as a local 'green space'. Cllr Ayles further proposed that as per his proposal evidence be collected by way of a village survey on the continuous use of the field for general leisure purposes by villagers and if the evidence from the survey supports significant use then to employ another examiner to assess the situation. This was also agreed unanimously.	
7.3.	The initiative to oppose the 'satellite settlement' proposal put forward by Messrs Gallagher developments was being driven by the Ward Councillors who had prepared a letter to be delivered throughout the Ward. Cllr Ayles proposed that the parish council support the contents of the letter. Agreed unanimously.	
7.4.	The Village Hall Committee have requested to put the sign that was used to prototype the new village entrance signs outside the rear entrance of the village hall. Agreed unanimously.	
7.5.	Cllr Ayles proposed that only one application be made to the 2016/17 parish grants programme, to further improve the village centre. The overall cost including introducing heritage style street lamps and waste bins and improving and re-modelling the village green would come to c. £20,000 of which the parish council would need to fund 50%. This was agreed unanimously. Clerk to make application.	Clerk
7.6.	Cllr Markham raised concerns about the state of Bullington End Road. Cllr Ayles had raised reports asking for the filling of two holes and to get some grit removed. He suggested that Cllr Markham also write to MKC. Cllr Sweetland will raise the matter of grass cutting/removal with MKC Landscaping.	Cllr Sweetland
7.7.	Cllr Sweetland reported that with the exception of Bullington End Road the lines of responsibility for MKC's grass cutting do not extend to the village entrance signs. As such high grass will block their appearance. It was agreed that Cllr Sweetland ask MKC if they will extend their scope to include the signs. Should they refuse then volunteers to be sought. Cllr Ayles will ask MKC whether signs denoting house numbers can be erected in Thrupp Close.	Cllr Sweetland Cllr Ayles



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- 7.8. 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.

## 8 FINANCIAL MATTERS

- 8.1 Cllr Markham retired to the public gallery. The RFO Payments Schedule was proposed by Cllr Ayles, seconded by Cllr Keane and agreed unanimously. Cllr Markham returned to the meeting.

Payee	Description	Invoice	Amount
S Bradbury	Salary July 2016	per pay slip	£569.09
S Bradbury	Salary August 2016	per pay slip	£569.09
S Bradbury	Stamps & post annual return	per attached receipt	£29.54
S Bradbury	Re-pay BT bill payment	per attached	£133.26
S Bradbury	Re-pay Groundsman July - amount approved July	per attached	£448.00
S Bradbury	Re-pay VH caretaker July - amount approved July	per attached	£180.00
S Bradbury	Re-pay payment for mower repair	per attached	£227.50
R.Wontner	Aug 2016 invoice VH	per attached invoice 19	£108.00
R.Wontner	Handyman work VH	per attached invoice 18	£20.00
AH Contracts	Dog bin clearance July	per attached invoice 8787	£35.00
AH Contracts	Dog bin clearance August	per attached invoice 8844	£52.50
BP Shayler	Repair VH toilets	per attached invoice 75	£62.04
Pollards	VH Consumables	per attached invoice 82943	£27.67
Staples	2 x sets ink cartidges - approved July - re-write cheque	per attached invoice 9000450827	£77.98
Print Shop	Village newsletter	per attached invoice 0563	£252.00
Hartwell Safety Services	VH fire alarm service	per attached invoice 20277	£50.00
to be determined	Maximum amount for previously approved purchase of mower	details to be agreed within this amount	£400.00
Glenmore Farm	diesel for SG mower	per attached invoice 1006	£187.20
<b>Grand Total</b>			<b>£3,428.87</b>

Direct Debits			
Anglian Water	Water rates VH	197789257	£108.76
E.ON	gas VH - June DD	89208742670	£178.00

<b>DD Total</b>			<b>£286.76</b>
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- 8.2. Cllr Ayles introduced a proposal to purchase an Automatic Number Plate Recognition system to be run by Thames Valley Police (see Appendix A3). The proposal to spend £6,300 to purchase the camera was agreed unanimously.

## 9 CORRESPONDENCE RECEIVED (*Circulated prior to meeting*)

- 9.1. Cllr Ayles had been in discussion with Thames Valley Police about inconsiderate parking in South Street blocking junctions. PCSO's will attend and will leave notes on cars as appropriate. Apart from requesting double yellow lines no more can be done.

Cllr Ayles



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- 9.2. Dogs had been seen on the sports ground. It was reiterated that all that can be done is to take a photograph of any offender and report the matter to the Environmental Crime Unit at MKC who will issue penalty notices.
- 9.3. A company called 'Little Oven of Joy' had requested to set up a mobile stand in the village to sell pizzas one day per week. It was agreed that permission would be needed from Milton Keynes Council before setting up in the village. Clerk to respond accordingly. Clerk
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 at 7.30 p.m. on 3<sup>rd</sup> October 2016 in the Village Hall  
There being no further business part 1 of the meeting closed at 9.20
- PART 2**
12. **TO RECEIVE DECLARATIONS OF INTEREST** by Councillors in any of the agenda items below
- 12.1. None
13. **TO CONSIDER RESOLUTIONS**
- 13.1. It was agreed that an order be placed for annual servicing of the mower by MK Garden Machinery at a cost of no more than £600.
- 13.2. The parish council agreed that despite any intentions by the Sports Association (CSA) to turn off the propane heating in the cricket pavilion, the boiler should still be serviced. Clerk to arrange meeting with Sports Ground Committee, CSA and the person doing the service. Clerk
- 13.3. Cllr Hinds proposed that a 60 litre dog bin should be purchased and installed at Fox Covert Lane, the bin there to be located to the rear of the Village Hall. Agreed unanimously.
- There being no further business part 2 of the meeting closed at 9.40

## Appendix A – Schedule of Reports & File Notes

### APPENDIX A1 – Summary of suggested changes to the Neighbourhood Plan as recommended by the appointed Inspector.

#### Recommendation 1

1A – Move paragraph 5.10 up to follow 5.3 and reword as follows: “5.4 Implementation of some of the Plan policies will require some planning obligations to be entered into .....in order to make the scheme satisfactory in line with paragraphs 173 and 203-205 of the National Planning Policy Framework.”

1B Insert new section 6 incorporating the remaining parts of the current section 5 entitled ‘Community Projects’ and with the following introductory paragraph: “In approaching the issues which the community identified as important it was evident early on that achieving answers to some of them through the policies and proposals of the Neighbourhood Plan would not be possible. The Parish Council therefore has identified a number of community proposals which it will seek to achieve alongside the statutory neighbourhood plan.” 6.1 Assets of Community Value..... 6.2 Salvage of Materials and Street Furniture..... 6.3 Infrastructure Projects.....

#### Recommendation 2

Make the following modifications to the Policies Map:

- Split the Policies map as follows:
- Main map showing Plan Area and location of the village inset plus Balney Grounds and Lodge Farm plus Policies 8 and 9.



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- With Policy 9 show this as a pale coloured shading outside the Castlethorpe inset area.
- Ensure the key has both the policy number and what it is showing eg Policy 8 - Cosgrove Leisure Park Access
- (See also Recommendation 11B regarding the extent and notation for Balney Grounds and Lodge Farm).
- Prepare an enlarged Castlethorpe village inset on a separate sheet so that it can be read at full A4 size.
  - Ensure that where there is a spatial dimension to any policy it is mapped including the settlement boundary at Policy 1 and the separate character areas at Policy 3 as these are needed to operate the policies.
  - Apply a Policy 9 shading to the area outside the settlement boundary to the edge of the inset box in the same way as on the Main Policies Map
  - Add the Castlethorpe Conservation Area boundary to the Castlethorpe inset.
  - Change the colour coding so that notations show up well and there is no ambiguity as to which area is involved.
  - Ensure the key has both the policy number and what it is showing eg Policy 1 – Castlethorpe development boundary

## Recommendation 3

3A – Replace the bullet points at paragraph 1.4 with the following:

- having regard to national policies and advice contained in guidance issued by 2 the Secretary of State it is appropriate to make the neighbourhood plan.
- the making of the neighbourhood plan contributes to the achievement of sustainable development.
- the making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority.
- the making of the neighbourhood plan does not breach, and is otherwise compatible with, EU obligations.
- the making of the Neighbourhood Plan is not likely to have a significant effect on a European Site either alone or in combination with other plans or projects.

3B – Revise Paragraph 1.20 bullets to remove Policy S1 and S9 these are not saved. Revise paragraph 1.21 to read “ All of the strategic policies of the Local Plan other than S10 above have been superseded by the adopted 2013 Core Strategy.....”

3C - Amend paragraph 1.23 3rd sentence to read: “The Parish Council has looked to the evidence informing the emerging Plan:MK in preparing the Neighbourhood Plan”

3D – Amend paragraph 1.24 second sentence to read “Designation of a conservation area carries with it the responsibility to pay special attention to the desirability of preserving or enhancing the character or appearance of that area.

1.25.....”

Recommendation 4 - Reword the 11th bullet point at paragraph 2.3 to read “A large majority of residents was hostile to commercial development within the settlement boundary.”

Recommendation 5 – Reword line 5 of paragraph 5 in the vision to read : “...Local Green Spaces for the enjoyment of residents and visitors alike.”

Recommendation 6 - Replace the wording of the first sentence of Paragraph 4.6 to read: “ The purpose of these policies is to shape and direct future change within Castlethorpe. Policies must be clearly written.....”



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Recommendation 7 – Number the text up to Policy 1 as 4.0.1, 4.0.2 etc. Then Number The policy 1 section 4.1 and name it Settlement Boundary. Number the policy 2 section as 4.2 and name it Housing Development at Maltings Field etc

## Recommendation 8

8A – Insert at the start of paragraph 4.11 new text setting out the rationale for the proposed release of land and revise paragraph 4.12 to set out the sustainability of the option as follows: “4.11 A high proportion of the Castlethorpe community identified a need for housing in the village - particularly smaller, low cost housing and housing available to meet the needs of those wishing to downsize from larger family properties. The opportunities to provide this housing within the settlement boundary as originally defined in 2005 and revised in 2013 3 would be extremely limited and the CNP proposes a modest housing allocation at Maltings Field on the edge..... “4.12 The Maltings Field site has been assessed in terms of its sustainability and found to be the more sustainable option of two considered. Development would be largely contained by new housing in Paddock Close and Maltings Field, by the railway and the boundary hedge along Fox Covert Lane. It is well connected by footpaths and within walking distance of the services the village offers and is an appropriately-scaled housing site to meet the housing needs of the local community in the context of Castlethorpe and the settlement hierarchy set out in the MKCS. Given the shortage of smaller houses for starter and downsizer homes within the village it would be expected that two thirds.....”

8B – Delete clause v from the policy and replace with the following : “Where investment in physical and social infrastructure is shown to be necessary as a result of the development and relevant to it this will be secured through a S106 planning obligation which complies with policy CS21 of the Milton Keynes Core Strategy”.

8C – Adapt the last section of text at paragraph 4.13 to read : “Finally the policy also requires that development meets the costs of social and physical infrastructure improvements that are directly related to the development and that this will be secured through a S106 planning obligation.” Delete the rest of the text up to the start of paragraph 4.14. 8D – Amend clause iii of the policy to read : “The scheme layout is prepared in consultation with Network Rail and provides for.....”

Recommendation 9 – Add at the end of the first sentence to policy 4 the words: “.....and the character and appearance of the Conservation Area”

## Recommendation 10 –

10A – Revise the last part of the policy to read : “Proposal for development in a Local Green Space will be resisted unless there are very special circumstances to justify it.”

10B – change the last sentence of paragraph 4.22 to read: “Once designated the policy will resist all proposals for development other than in very special circumstances”

10C - Remove the village green and Gobbey’s Field from the list of Local Green Spaces that the CNP designates in policy 5.

10D Amend the analysis in respect of the Village Green and Gobbey’s Field in Annexe B to indicate that whilst these areas were considered they were not designated as it was not felt that their designation would meet the criteria for Local Green Space set out in the NPPF.

## Recommendation 11 –

11A Reword criterion i to read : 4 “they are confined to redevelopment of existing buildings or infilling between existing buildings or the development of new build development immediately adjoining existing buildings. Add new criterion iii to read : “In all cases the scale of new buildings should not exceed that of



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existing buildings on the site”. Reword existing criterion iii and renumber as iv to read: “Their design conforms with other policies of the development plan and in particular policy 9 of the Castlethorpe Neighbourhood Plan

11B Remove the redline boundaries for Balney Grounds and Lodge Farm Business Centre from the policies map and replace with an indicative circle or symbol for policy 7.

Recommendation 12 – Replace the wording in line 4 of the policy as follows: .... “....Castlethorpe as a new vehicular access for customers. The.....” [This relates to Cosgrove Park]

Recommendation 13 – Reword the second sentence of the policy as follows: “Proposals for wind turbines will only be supported where they would not have an adverse impact on the landscape of the Parish and would not adversely affect the significance of the parish’s heritage assets and their settings.”

Recommendation 14

- Annex A Line 1 Delete the word “report” and replace with the word “plan.” The weblink to the evidence base documents in Annex A at the time of writing this report is not working and should be reactivated. Castlethorpe Neighbourhood Development Plan Strategic Environmental Assessment Screening Opinion should be included in the table of evidence base documents.
- Annex B – All references to Green Spaces should be changed to Local Green Spaces as that is what the assessment is considering.

Consequential amendments need to be made to the text in respect of the Village Green and Gobbey’s Field in the light of Recommendation 10

Recommendation 15 I recommend to Milton Keynes Council that the Neighbourhood Plan, modified as specified above, should proceed to a Referendum based on the Castlethorpe Neighbourhood Area as designated by the Council on 28 May 2013.



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## **APPENDIX A2 – Conclusion from Inspector’s Report and Proposal to the Parish Council**

The recommendations above are taken directly from the Independent Examiner’s Report with the exception of the explanatory note in Recommendation 12.

I am happy to propose that the Parish Council gratefully accepts all the recommendations in the Report with the exception of that part of Recommendation 10C and 10D which removes the designation of Gobbey’s Field from the list of Local Green Spaces. For the avoidance of doubt, I propose that the recommendation that the village green is removed is accepted on the Examiner’s argument that it is in conflict with a proposal to place parking spaces on it.

The Examiner argues in 6.4.26 bullet 2 that no evidence is presented to support the assertions about the use of Gobbey’s Field and that he has therefore given them no weight.

In 6.4.27, the Examiner argues that, because the Local Plan does not require development in Castlethorpe and because Gobbey’s Field is outside the Settlement Boundary, there is no need to protect it by designating it as a Local Green Space.

I would respond that we had presented arguments to designate Gobbey’s Field as a Local green Space to the satisfaction of both our very experienced external consultant and also our equally experienced MKC Planning Advisor and therefore felt no pressure to do further work.

However, if evidence is required, then this could be provided through a village survey on use of Gobbey’s and a proposal will be presented at council to do this and turn anecdotal comment into substantiated evidence.

Additionally, the organiser of the biannual Duck Race has written a letter confirming wide use of Gobbey’s (beyond the public right of way) for the last 20 years.

It is worth noting that the lower part of Gobbey’s and part of the upper part is a Heritage site due to the finding of pre-Roman and Roman artefacts in the 1960s.

There are indications in the landowner’s submission that he may now seek to restrict use of the field of which he says he was unaware. There are further indications that he may be preparing a planning application.

Incidentally, the Examiner’s comments in 6.4.27 about the lack of necessity of designation are undermined by MKC’s lack of 5 year housing land supply which makes all unprotected green spaces vulnerable to planning applications. Although the primary objective of the Local Green Space designation is to confirm the use of the space for public enjoyment, there is no doubt that, in difficult times, the designation would provide a secondary purpose in giving a second line of defence to unwanted development.

Philip Ayles 5th September 2016





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## APPENDIX A3 – PROPOSAL FOR CASTLETHORPE PARISH COUNCIL TO PURCHASE ANPR CAMERA

### Background

There has been a significant increase in the number of burglaries in Castlethorpe with 8 in the last 12 months and 5 in the preceding 12 months. This compares with typically 1-2 per year previously. Hanslope has also suffered with exactly the same number of burglaries in the last 24 months.

Thames Valley Police (TVP) have not apprehended the perpetrators and lines of enquiry, certainly of the older burglaries, have now been exhausted. However, TVP believe that these are cross-border offenders driving in from Northamptonshire, committing the burglary and then returning and taking advantage of lower levels of co-ordination between police forces than exists within a single force.

### ANPR

ANPR (Automatic Number Plate Recognition) cameras have been in use by police forces for about the last 10 years though the technology is much older than that. They are highly regarded by TVP as an aid to detection and deterrence. The latest cameras deployed by TVP such as the EVO 8 (attached), are monitored over a 3G data link by a control room. They will flag up any vehicles of interest and, depending on the circumstances, may then dispatch officers to the scene. They also record both number plates and images, including of the driver and any passenger, so that, if an offence is committed, they can check on vehicle movements around that time. With burglaries usually committed at night – though not always – there are relatively few vehicle movements.

It is probably worth adding that ANPR camera data are exchanged with other police forces. However, excepting vehicles of interest, data is destroyed after 3 months.

### Castlethorpe and Hanslope

It is the advice of TVP that ANPR cameras are deployed in Castlethorpe and Hanslope. Unfortunately, the level of crime is not high enough to prioritise TVP expenditure but TVP would, subject to data privacy compliance, accept parish council funding for the initial purchase and installation which is £6300 excl VAT per camera. Maintenance, running and monitoring costs would be borne by TVP.

At a meeting today with Sgt Andy Paulden and Julia Manley (TVP ANPR team), they have recommended two cameras; one would be located on a lamp post on the Northampton side of Shepperton Close. The second would be located in Long Street, Hanslope though this would be the decision of Hanslope Parish Council who will consider it next Monday.

### Data Privacy

The Information Commissioner will not allow ANPR cameras to be installed unless good reason is demonstrated and one cannot build a 'ring of steel' around a village. Nevertheless, understanding the circumstances here and that the concept of ANPR has been socialised (in 'Castlethorpe News' and elsewhere) without adverse resident reaction, Julia believes the installation of these cameras would meet the Information Commissioner's requirements. Should the parish council approve the purchase, a Data Privacy Assessment will be completed by Sgt Paulden and this would go to an ANPR Steering Group for approval in early October.

I recommend that Castlethorpe Parish Council approves the funding of an ANPR camera at a cost of £6300.

Philip Ayles