



Castlethorpe Parish Council

Parish Council Annual Meeting to be held on Monday 14 May 2018 at 7.30pm

AGENDA

Dear Parishioners

The Annual General Meeting of Castlethorpe Parish Council will be held, on the above date and time in the Village Hall, when the business set out below will be transacted.

Steve Bradbury

Clerk to the Parish Council

(01908 337928 or clerk.castlethorpe@gmail.com)

09 May 2018

1		TO RECEIVE APOLOGIES FOR ABSENCE
2		TO ELECT A CHAIRMAN & to receive Chairman's Declaration of Acceptance of Office
3		TO ELECT A VICE-CHAIRMAN & to receive Vice-Chairman's Declaration of Acceptance of Office
4		TO NOTIFY CHANGES TO REGISTER OF MEMBERS INTERESTS
5		TO APPOINT COMMITTEES, AND AGREE TERMS OF REFERENCE
	5.1	Finance committee: 4 councillors currently Cllrs. Ayles, Stacey, Forgham & Keane.
	5.2	Sports committee: 4 councillors currently Cllrs. Ayles, Forgham, Stacey & Markham. .
	5.3	Village Hall committee: 3 councillors currently Cllrs Keane, Hinds & Forgham
6		TO AGREE COUNCILLORS RESPONSIBILITIES
	6.1	Communications and web site currently Cllrs. Forgham, Ayles
	6.2	Dog Fouling currently Cllr Hinds
	6.3	Public transport currently Cllrs. Ayles, Forgham & Keane.
	6.4	Highways & streetlights currently Cllrs Markham, Stacey, vacancy
	6.5	Footpaths & play areas currently Cllrs Markham, Hinds & Keane
	6.6	Flower festival currently Cllr Hinds
7		TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES
	7.1	Parishes Forum: 2 Councillors. Currently Cllrs. Ayles & Keane
	7.2	Rural West NAG: 3 councillors. Currently Cllrs. Ayles, Hinds & Keane
	7.3	Newport Pagnell North and Hanslope Local Area Forum: 3 councillors. . Currently Cllrs. Ayles, Forgham & Keane
	7.4	MKALC: 2 councillors. Currently Cllrs. Ayles & vacancy
8		TO ADOPT THE STANDING ORDERS
	8.1	To re-adopt Standing Orders issue 2014 v.2 (Circulated prior to meeting – unchanged since last adoption)
9		TO ADOPT THE COUNCIL POLICIES
	9.1	Receipt of Gifts & Hospitality, Disciplinary, Environmental; Freedom of Information, Grievance, Equal Opportunities, Health & Safety, Reporting of Meetings & Volunteer policies (Circulated prior to meeting – unchanged since last adoption)
10		TO SUSPEND MEETING TO ALLOW FOR AN OPEN FORUM (15 minutes, if required)
11		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
12		TO APPROVE THE MINUTES OF THE LAST MEETING
	12.1	To agree the minutes of the General Meeting of the 9 th April as a true record. (Circulated prior to meeting)
13		TO CONSIDER PLANNING
	13.1	18/00825/FUL: Single storey rear extension - 55 Shepperton Close Castlethorpe – application already permitted by delegated authority
14		REPORT BACK ON PREVIOUS PLANNING
	14.1	17/03385/REM: Approval of reserved matters of appearance, landscaping, layout and scale for the erection of 150 dwellings, including associated works. All matters reserved except access, pursuant to outline permission 16/02106/OUT. Land Off Castlethorpe Road Hanslope status 'registered' no updates this month

	14.2	17/02799/FUL A redevelopment of surplus land to the rear of The Greyhound, Haversham to provide two semi-detached homes. 2 High Street Haversham – status ‘registered’ no updates this month
	14.3	17/02932/FUL New 3 bedroom dwelling (resubmission of 17/00454/FUL) 23 Shepperton Close – ‘awaiting decision’ – withdrawal of parish council objection communicated. Applicant has submitted details of materials to be used for parish council approval (circulated to Cllrs prior to meeting)
	14.4.	17/02834/FUL: Proposed two storey side & rear and single rear extensions and internal alterations 17 Prospect Place – status ‘registered’ no updates since December
	14.5.	17/02105/OUT: Hybrid application for Full and Outline permission. Outline application (all matters reserved except for access, drainage, open space and play areas, noise attenuation and highway infrastructure). A Full application for phase 1 of the development containing 81 dwellings, estate roads, surface water drainage attenuation, landscaping and phase 1 of the noise attenuation bund land To The West of M1 Off Little Linford Lane Little Linford – application suspended. Papers circulated to Cllrs for consideration setting out the continuing GLPC objections to the revised proposals for pedestrian and vehicular access to the site.
	14.6	17/00624/OUT Outline permission for 9 dwelling houses with all matters reserved on Land To The East of 7 To 17 Castlethorpe Road Hanslope. Status: ‘awaiting decision’. Further submission by applicant circulated to cllrs.
15		TO RECEIVE REPORTS from Councillors or Clerk
	15.1	Clerks Report & Review of Actions. (to be circulated prior to meeting)
	15.2.	BRIEFING NOTE - Retaining Validity of Castlethorpe Neighbourhood Plan (see appendix A2)
16		TO CONSIDER RESOLUTIONS
	16.1	To consider & agree to a public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972, as defined in paragraphs 1 of Part 1 of Schedule 12A to the Act
	16.2.	To consider whether to donate £100 to the British Legion Silent Soldier campaign. A previous resolution had granted a £50 donation but £100 is the minimum amount allowable.
	16.3	To consider co-opting a councillor (Cllr Ayles)
	16.4	To consider replacement of Clerk’s faulty laptop and office/security software
	16.5	To consider actions related to GDPR and approve any necessary expense (Cllr Ayles)
	16.6	To make arrangements for cutting the wild life area at the SG (Cllr Ayles)
	16.7	To consider an offer from a local resident to provide designs for landscaping around the village (Cllr Ayles)
	16.8	To consider response from Historic England re. erection of beacon on Castle Field (Cllr Forgham)
	16.9	To consider request for permission to locate and sell from a vintage fast food truck opposite the Carrington Arms pub on one evening per week (Cllr Ayles)
	16.10	To consider any action required prior to ‘Best Kept Village’ inspection
	16.11	To consider any action or expense relating to village activities celebrating the Royal Wedding (Cllr Ayles)
	16.12	To decide whether to comment on the MKC Parish and Town Councils - Review of the Parish Basic Allowance report (Circulated with agenda)
	16.13	To provide further approval for work being done to improve the church and in particular on its future use as a ‘community asset’
17		TO CONSIDER FINANCIAL MATTERS
	17.1	To approve the RFO payments schedule. <i>(Circulated prior to meeting)</i>
18		CORRESPONDENCE RECEIVED <i>(circulated prior to meeting)</i>
	18.1	None
19		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)
20		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS
	20.1	Next Parish Council meeting Monday 4 June 2017 at 7.30 p.m.
	20.2	The next meeting of MKALC will be held at 7.30pm on Tuesday 22nd May at the parish offices of Shenley Brook End & Tattenhoe

		Part 2
21		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
22		TO CONSIDER RESOLUTIONS (papers sent to Cllrs prior to meeting)
	22.1	To consider quotes for installation of outdoor aerobic equipment at the Sports Ground
	22.2	To consider quotes for installation of outdoor play equipment at the Thrupp Close Play area and Fishponds
	22.3	To consider quotes for emptying dog and rubbish bins
	22.4	To consider quotes for renewal of annual insurance and period of agreement
	22.5	To agree Clerk's annual review (<i>circulated prior to meeting</i>)

Appendix A – Schedule of Reports & File Notes

1. **Clerk's Report (item 15.1)** To be circulated prior to meeting
2. **BRIEFING NOTE - Retaining Validity of Castlethorpe Neighbourhood Plan**

Notes of Emails and Meeting with Mrs Diane Webber April 2018

- As is well known, when a Planning Authority fails to meet its 5 year housing land supply (5YHLS), a number of its Planning Policies that might otherwise restrict development are set aside. In Milton Keynes, the principal policy affected has been S10, Protection of the Open Countryside and a number of planning applications outside settlement boundaries and which would normally have been refused, have been lost at appeal.
- It is not clear whether MKC can establish a 5YHLS even under Plan:MK because so many of its planning permissions are for large developments which take time to start and do not therefore deliver housing in 1-5 years. A new national method for calculating 5YHLS is out for consultation. This will supercede the Liverpool-Sedgwick argument but may not help MK.
- However, the government which, under its Localism agenda, has been encouraging Neighbourhood Plans (NPs), has granted an exemption to ensure recently made NPs are not invalidated. The exemption is that, for a period of two years only from referendum, an NP which designates new land for housing will take precedence on Planning Policy even when the Planning Authority does not have a 5YHLS.
- There are 10 parishes with 'made' NPs in MK with 12 in progress including our neighbours in Hanslope and Haversham. Six of the 10 are urban of which three are primarily concerned with regeneration schemes. The four rural parishes are Castlethorpe, Sherrington, Woburn Sands and Newport Pagnell. Woburn Sands has substantial development and is likely to be impacted by the East West Expressway when that route is determined. Newport Pagnell has committed to substantial development but still has large areas of green space which would be vulnerable. Castlethorpe and Sherrington had their referenda on the same day in September 2017 and will be particularly vulnerable from September 2019 unless there is a further change in government policy.
- The government has published the process for renewing or updating NPs identifying non-material and material changes. Both types require consultation (6 weeks by the neighbourhood and then 6 weeks by the Planning Authority) and both go to an Examiner. However, if there are no material changes, the Examiner may then renew the NP without going to referendum. Material changes require a referendum. The minimum time for updating an NP materially is 9 months so we (Castlethorpe and Sherrington) would have to start at the end of 2018 / beginning of 2019.
- There is no requirement to renew an NP. However, good practice would say that it should be renewed about every 5 years or when there is a major event such as a new Local Plan. Plan:MK originally gave a target over the 15 year plan period of 1,000 houses in the rural parishes to be identified through NPs. However, this has now changed and each parish will be obliged to meet a housing target set by MKC based on the housing needs in the parish. MKC will provide this as part of Plan:MK.
- Plan:MK is on track to be made in Q1 2019 which is too late for an NP to be started and completed by September. However, the Inspector's Report should be available late 2018 and this would be a good cue for starting work on renewing / updating our NP.
- There are grants available (a basic grant of £9k plus additional qualifying grants).

- The interpretation of the new draft NPPF and the emerging government guidelines are heavily caveated. For example, it isn't clear that additional housing would have to be designated to extend the validity of an NP though this is what is required for a first-time NP to qualify. Similarly, it isn't clear that grants are available for second-time NPs. Diane will liaise with her colleagues in Neighbourhood Planning including in other authorities to understand this as it develops.
- To summarise:
 - Castlethorpe (and Sherrington) will become particularly vulnerable to unsuitable planning applications from September 2019 unless there are legislative changes or MKC can establish a 5YHLS
 - We should keep a watching brief on legislative developments and grant availability through Diane
 - However, once the Plan:MK Inspector's Report is published at the end of 2018, we should ask MKC for our housing target and start work on a revised NP which may require a small amount of additional housing to remain valid in the event that MKC does not maintain its 5YHLS.

Philip Ayles