



To: **ALL MEMBERS OF THE COUNCIL**

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF CASTOR PARISH COUNCIL TO BE HELD IN THE CEDAR CENTRE ON FRIDAY 14<sup>TH</sup> APRIL 2023, at 7.15PM FOR THE PURPOSE OF TRANSACTING THE FOLLOWING BUSINESS:**

**JOHN HASTE, CLERK TO THE COUNCIL**

**DATE 5<sup>th</sup> April, 2023**

MEMBERS OF THE PUBLIC WHO WISH TO ATTEND THE MEETING OR ADDRESS THE PARISH COUNCIL ARE ADVISED TO NOTIFY THE CLERK IN ADVANCE (Preferably before mid-day of the day of the meeting) in order that appropriate facilities are made available if required.

**Jon Parson, metal detectorist has offered to make a presentation of their activities and finds over the last year now that the period of their permissive contract has come to an end.**

### **AGENDA**

(Click on underlined hyperlinks to view background papers)

- 1) **Note attendance** and receive apologies for absence. –
- 2) **DECLARATIONS OF INTEREST** on items on this agenda and approve dispensations to members.
- 3) **MINUTES of the previous meeting** – To Consider a resolution to approve the minutes of the meeting held on Thursday 2<sup>nd</sup> March.
- 4) **Matters arising from the minutes of the previous meetings** (if Any) (Information Only).
- 5) **PUBLIC FORUM - Opportunity for public questions or presentations to the council –**

- Public participation is **limited to items that appear on the agenda OR** to request an item for a future agenda.
- **unless directed by the chairman**, public participation shall be limited to 15 minutes with each person speaking for no longer than 5 minutes.

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**PUBLIC PARTICIPATION BEYOND THE PUBLIC FORUM IS NOT NORMALLY PERMITTED PARISH COUNCIL MEETINGS ARE NOT PUBLIC MEETINGS; THEY ARE MEETINGS HELD IN PUBLIC**

- 6) **PLANNING and associated matters:**
  - a) [Joint Community Action Plan \(JCAP\)](#) – to approve the draft updated JCAP and consider any actions needing to be implemented arising from the agreed action plan.
  - b) [Neighbourhood planning \(standing item\)](#) – Cllr. David Shaw to provide an update (if any).
  - c) [Status report](#) – update on planning applications previously considered 2022/23 financial year and to date.
  - d) **Planning Applications** - to consider, as statutory consultees, planning applications received since the previous meeting.



- i. [23/00111/R4FUL](#) – Woodlands Splash Lane - Development of a sports pavilion, multi-use games area (MUGA), storage facilities and associated infrastructure. To consider the feedback from the public meeting and any updates from the previous meeting. To determine if any further representation from the parish council might be appropriate.
  - ii. [23/00241/CTR](#) – 3 Farm View - T1 Silver Birch tree – 2.5m Crown reduction and 1m Lateral reduction to reduce size of tree as grown very large in a small garden.
  - iii. [23/00313/FUL](#) – 4 Polls Yard - The conversion of existing garage and barn into an independent dwelling
- e) [Woodlands Development](#) –
- (i) To consider any feedback on the Land swap proposal. (If Any)
  - (ii) To consider any feedback from the letter expressing interest in acquiring Tennis courts and bowling green
  - (iii) to consider latest developments on plans for the remaining parts of the Woodlands site.
- 7) **LAND AND ALLOTMENTS** –
- (a) **urgent matters** - to consider any matters arising since the previous meeting.
- 8) **HIGHWAYS & Public Rights of Way** -
- a) Observations from Councillors (if any).
- 9) **COMMUNITY MATTERS:**
- a) [Joint Parish Liaison Group \(JPLG\)](#) – To consider the draft notes of the joint meeting with Ailsworth Parish Council held on 16th March and to consider if any actions are required of this parish council
  - b) **Nature Recovery Project** – to receive an update on developments since the last meeting and consider any actions required in connection with the access to the Splash Lanes site or arrangements for watering the newly planted trees and wild flower seeds
  - c) [Good Neighbours scheme](#) – update on Roving Warm Hub and other matters - Chairman to report.
  - d) **Mayors Charity Award** – to note the award of £1000 grant for local transport and to approve local contract arrangements with a taxi company to provide a service to residents.
  - e) **Commemorative Copper Beech tree** – note that the application for the tree to be registered as part of the Queens Canopy project was accepted and to approve appropriate signage.
  - f) **Swim Run event** – To consider approval of the use of Parish council land for this event.



- g) **Verge Bulb Planting** – to consider 20- 40,000 bulbs required in preparation for K900 which is expected to attract a lot of visitors to the village – item carried forward from previous meeting
- h) **Litter Pick** – To consider a litter pick prior to the Coronation celebratory events
- i) **Standing Stones** – Information boards – To receive an update (if any)
- 10) **GOVERNANCE MATTERS:**
- a) **Operation Golden Orb** –
- i) **Commemorative Mugs** - To receive an update on order placed for 252 mugs for the children at the primary school and preschool playgroup, and to consider arrangements for distribution
- b) **Annual Governance and Accountability Return** –
- i. **Section 1 - Annual Governance statement** - Parish council to complete all sections of the statement (page 4 of the linked document). **NOTE** this page is for the parish council to complete at the meeting.
- ii. **Annual Internal Audit Report** – to receive and note the content of the report of the internal auditor (if received before the meeting).
- iii. **Accounting Statement 2022/23** – to receive and approve the accounting Statement. (Page 5 of the above linked document). Note this item should be deferred to the next meeting if the internal audit report (ii above) is not available for this meeting.
- c) **Accounting software** – To consider purchase of Rialtas Accounting Software for keeping all accounting records, Annual Production of Accounting Statement in Annual Return format and Production of VAT claim in HMRC required format – Upfront cost of £825 (including first year of **Annual** Support and Maintenance of £175)
- d) **Armed Forces Covenant** – Chairman to report and to consider approvals of endorsement by the parish council
- 11) **TO RECEIVE OFFICIAL ANNOUNCEMENTS, correspondence of note, notices, or; reports from chairman, clerk, or councillors.**
- 12) **FUTURE AGENDA ITEMS** –
- a) Cricket Club Lease
- 13) **DATE OF NEXT MEETING – SCHEDULED FOR THURSDAY 4<sup>TH</sup> MAY, 2023** (note this is also election day for one seat in the Ginton and Castor Ward)

JOHN HASTE, CLERK TO THE COUNCIL

DATE 5<sup>th</sup> April, 2023

This agenda and supporting papers are available at [www.castor-pc.gov.uk](http://www.castor-pc.gov.uk) or by request to the clerk