



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 THURSDAY 7th SEPTEMBER 2023 at 7.00 PM FOR THE PURPOSE OF TRANSACTING THE FOLLOWING BUSINESS:

JOHN HASTE, CLERK TO THE COUNCIL

DATE 1st SEPTEMBER 2023

AGENDA

(Click on underlined hyperlinks to view background papers)

- 1) **APOLOGIES FOR ABSENCE** - To note attendance and receive apologies for absence.
- 2) **DECLARATIONS OF INTEREST** on items on this agenda and approve dispensations to members (if appropriate).
- 3) [Minutes of the previous meeting](#) - To Consider a resolution to approve the minutes of the meeting held on Thursday 20th July 2023.
- 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.

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) [Peterborough Local Plan Review Consultation](#) – To consider feedback from the public meeting held on 6th September and to determine the parish council response to the consultation document
 - b) [Joint community Action Plan](#) (standing item) – To note the contents of the revised draft JCAP arising from the meeting with Ailsworth Parish Councillors on 13th July.
 - c) [Neighbourhood planning \(standing item\)](#) – To consider if any further action is required by, or related to the review of, the present NP.
 - d) [Status report](#) – update on planning applications previously considered by the parish council
 - e) **Planning Applications** - to consider, as statutory consultees, planning applications received since the previous meeting.
 - i) [23/01025/TRE](#) – TPO 08/1994 (94/00008/TPO) T4? & group G2 T1 Ash – remove to ground level – High and Over, Peterborough Road
 - ii) [23/01051/HHFUL](#) - Demolition of existing garage and conservatory. Proposed alterations to existing house and single storey extension. – 1 Farm View
 - iii) [23/01103/DISCHG](#) – Discharge of conditions C3 (Materials Schedule), C6 (Surface water drainage) and C7 (Tree protections measures) of planning permission 21/01299/FUL
 - f) [Woodlands Development](#) – to consider latest known status of plans for the Woodlands site



7) **LAND AND ALLOTMENTS –**

- a) **Cricket Club Lease** – it is anticipated that representative(s) of the Club may be present.
 - i) **Scoreboard** – to consider request of the club to instal an electronic scoreboard and if appropriate approve **location**
 - ii) to receive an update on the appointment of a solicitor to act on behalf of the parish council.
 - iii) To receive feedback on the initial reaction of the Club to the proposed draft forwarded to them for consideration.
- b) **Allotment Tenancy Agreement** – To consider and approve revisions to the existing agreement. The revisions are to allow temporary structures up to 80cm in height and of a high standard. Other revisions allow the parish council greater control over the standards of allotment plots and powers to terminate tenancies where those standards are not maintained.
- c) **Allotment Lane Post and Parking issues** - to consider an update on the current position and to decide if any further actions are required
- d) **Parish Councillors Observations** - To consider any other Land & Allotment related Observations from Parish councillors.

8) **HIGHWAYS & Public Rights of Way –** Councillors Observations

9) **COMMUNITY MATTERS:**

- a) **Joint Parish Liaison Group (JPLG)** – to note and agree the draft summary of the joint meeting with Ailsworth parish councillors on 13th July
- b) **Langdyke Trust Nature Recovery Project** – to approve payment of invoice for maintenance of NRP sites. To consider appointing Mike Horne as a self-employed contractor on an ongoing basis, to maintain wildflower planting and Trees planted in Nature recovery sites, based on the schedule of work specified in the invoice.
- c) **Standing Stones**
 - i) **Information boards** – update on progress (If any)
- d) **Playground reinstatement** – update on meeting on site with KOMPAN contractor and the Insurance claim and to consider any further actions required.
- e) **Parish Walk** – to consider the comprehensive report circulated by Cllr. Baxter.
- f) **Driving Standards within the Village** – to note the observations of councillors, and consider if further action is required.
- g) **Short term CCTV rental** – To consider if Parish council wishes to and evaluate equipment available on the market for report back to a future meeting.
- h) **D-Day 2024 commemoration** - 6th June 2024 – To consider any response from the events committee and to determine the extent of Parish council involvement.
- i) **Remembrance 2023** - to consider purchase of Lamp post poppies - Cllr Anker
- j) **Dog Fouling – item requested by Cllr. Anker**
- k) **Community Transport** – to receive an update on arrangements for use of Mayors Grant

10) **GOVERNANCE MATTERS:**

- a) **Banking arrangements** – standing review of “immediate access” balances and 95 day notice deposit account. (note based on balances held at the time of drafting, The Clerk as Responsible Financial Officer , considers this matter can be deferred for further consideration at the October meeting)



- b) **Insurance renewal** – To consider quotes received from alternative insurers and/or brokers for the parish council insurance commencing 1st October. To approve acceptance of the quote judged to be “Best Value for Money”
 - c) **Co-option to vacancy** (arising from resignation of Jane Greene) – To agree the selection process & timetable for Co-option to parish council.
 - d) **External audit** – To note that PKF Littlejohn have signed off the 2022/23 Annual return with “No matters to draw to the attention of the parish council”
- 11) **TO RECEIVE OFFICIAL ANNOUNCEMENTS, correspondence of note, notices, or; reports from chairman, clerk, or councillors.**
- 12) **FUTURE AGENDA ITEMS**
- i) Review of Cricket Club Lease
- 13) **Date of Next Meeting** – scheduled to take place on 5th October, 2023

A handwritten signature in black ink that reads 'John Haste'.

JOHN HASTE, CLERK TO THE COUNCIL

DATE 1st September 2023

This agenda and supporting papers are available at www.castor-pc.gov.uk or by request to the clerk