



Castlethorpe Parish Council

Minutes of a Parish Council Ordinary Meeting held on
Monday 3rd March 2025 at 7.30 pm in the Village Hall

PRESENT: Councillors Ayles, Forgham, Hinds, Merritt, Ward Councillor Liam Andrews, the Clerk and one member of the public. The meeting was also streamed via YouTube.

Cllr Ayles gave an overview of the meeting content which was followed by the Open Forum.

A resident asked if the Parish Council still required traffic cones as he had six available. These would be gratefully received at the Sports Ground to help with traffic control so he will drop them off there.

The Open Forum closed at 7.35 pm

1		TO RECEIVE APOLOGIES FOR ABSENCE	
	1.1	Cllr Markham and Cllr Sawbridge by way of work commitments – accepted	
2		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below	
	2.1	Cllrs Ayles, Forgham and Bradbury are Directors of Castlethorpe Community Space CIC and Cllr Ayles is a Director of Castlethorpe Village Shop Association but as this is a not personal interest no declaration of interest was required in the agenda items that relate to the CCS CIC or CVSA	
3		TO APPROVE MINUTES OF THE LAST MEETING	
	3.1	Previous minutes from the Ordinary Meeting held on the 3 rd February 2025 were proposed as a true and accurate record by Cllr Forgham seconded by Cllr Hind and agreed unanimously	
4		TO RECEIVE REPORTS	
	4.1	Clerks Report & Review of Actions – See Appendix A1. Matters arising:-	
	4.1.1	Item 10 – Community Speed Watch – a volunteer is needed to act as co-ordinator for the group, we have a few residents who have volunteered to be part of the team rota once up and running. Cllr Ayles asked if anyone would like to volunteer for this role to please contact the Clerk or any Councillor. Online training and equipment will be provided.	
	4.1.2	Item 15 – Cllr Forgham asked whether the Carrington Arms is still being monitored as further deterioration is occurring. Clerk to chase	Clerk
	4.2	Ward Councillors Report	
	4.2.1	Cllr Andrews confirmed that the traffic lights on Station Road will stay in place until investigation and work has taken place to repair the collapsed parapet, no completion date has been given.	
	4.2.2	Ward Councillor Andrew has a meeting next week and will ask why patients are being sent to Northampton instead of Milton Keynes. Ward Councillor Andrews has no further updates about the surgery at this time.	
	4.2.3	Ward Cllr Andrews advised that the remainder of the Ward Councillor budget was donated to Hanslope and Castlethorpe Scout group.	
	4.2.4	Ward Cllr Andrews advised that an amendment had been made at the Full Council meeting last week whereby MKCC are looking to transfer larger council assets to Parish Councils and he will keep us updated as this develops	
	4.3	Clubhouse Progress Report – See Appendix A2 Matters arising:	
	4.3.1	Cllr Ayles advised that 5 residents had objected to the licensing application that has been submitted which is disappointing and it is hoped they will reconsider following the minimal disruption over the opening weekend. Should residents wish to support or object to the application, this can be done by email to: licensing@milton-keynes.gov.uk by the 10 th March.	
5		TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)	
	5.1	WNS/2022/1741/EIA & PLN/2025/0296 – Furtho Pits, Old Cosgrove Road, Old Stratford - application for full planning permission for the erection of 9 no.employment units comprising circa 69,744 sq.m./750,714 sq.ft. (GIA) of floorspace within Class B2 or B8	

		uses of the Town and Country Planning Use Classes Order 1987, with ancillary Class E(g)(i) offices and E(g)(ii) research and development, together with a Country Park, ground re-profiling in the Country Park, provision of Flood Storage Area through ground re-profiling which, by definition, is subject to the provisions of the Reservoirs Act 1975, new vehicular access from the A508 and associated site infrastructure including lorry parking. Application accompanied by an Environmental Statement. – the Parish Council has previously objected to this development and will reconfirm their objection after checking with Cosgrove Parish Council what their response will be following their meeting this week.	
6		TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION	
	6.1	PLN/2024/2146 – The Pavilion, Castlethorpe - Approval of details required by conditions 5 (Watching Brief Report) – Approved and 8 (Cycle Parking) – Refused	
	6.2	PLN/2024/2069 – Elm Tree Cottage, 9 North Street, Castlethorpe – Listed Building Consent for the erection of single storey rear extension, including alterations to existing rear extension and addition of door to SE elevation – Approved	
	6.3	PLN/2024/2662 - 57 Thrupp Close – single storey side extension and garage roof lift to create a first floor office above the garage– decision due 28/2/25	
	6.4	PLN/2025/0129 – 6 South Street, Castlethorpe – installation of ground mounted solar panels – decision due 25/2	
	6.5	PLN/2024/2675 – 22 North Street, Castlethorpe - Proposed single storey rear extension creating a Breakfast room and back porch, creation of an en-suite bathroom at first floor level by constructing a new dormer on the garden side of the house- decision due 3/3/25	
7		TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)	
	7.1	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. Proposed by Cllr Ayles, seconded by Cllr Bradbury and all in favour.	
	7.2	Cllr Forgham advised that he has spoken to Haversham Parish Council and they have expressed an interest following the suggestion from MKCC to introduce a community electric minibus service to Parish and Town Councils for local journeys.	
	7.3	Cllr Ayles advised the street light attached to the School which helps illuminate School Lane is not working and following the reporting of this to MKCC, they have replied to say they are not responsible for it despite carrying out repairs in previous years. Ward Cllr Andrews will raise this and the fact that there are number of lights around the village, particularly in Fox Covert Lane, that are not shown on the new MKCC mapping system	
	7.4	Cllr Bradbury reported that the cricket club have asked if approximately 2m of the beech hedging outside of the cricket pavilion could be removed to improve viewing for spectators sitting on the bench or in the cricket pavilion garden. It was resolved that Cllr Bradbury, the Clerk, the cricket club and our contractor would meet to look at possible solutions and costs.	
8		TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)	
	8.1	The RFO payment schedule was presented (see appendix A3) and proposed for approval by Cllr Ayles, seconded by Cllr Merritt and agreed unanimously.	
9		CORRESPONDENCE RECEIVED (circulated prior to meeting)	
	9.1	A letter has been received from ICAEW offering volunteering services, the clerk will respond with thanks and advise that we will consider any future opportunities.	
10		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)	
	10.1	The crime stats for this month disappointingly report 2 burglaries, 1 offensive weapon, 1 theft, 1 robbery and 1 suspicious vehicle in the village. Residents are reminded to be vigilant and to make sure their buildings are secure.	
	10.2	Cllr Hinds advised that he will be away for the VE Day commemorative day on the 8 th May so would not be available to light the beacon. This will be brought forward and thoughts needed on whether anyone else could take this on.	
	10.3	The outdoor gym equipment needs to be serviced later in the year and worn out instructions etc. replaced.	
11		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS	
	11.1	Next meeting will be held at 7.30 pm on Monday 7 th April 2025 in the village hall.	

PART 2			
12		RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below	
	12.1	None	
13		TO CONSIDER RESOLUTIONS (all supporting documentation circulated prior to meeting)	
	13.1	A quote was presented for the dog waste collection contract which is due for renewal from the 1 st April. Cllr Bradbury proposed that it be accepted, seconded by Cllr Forgham and all in favour	Clerk
	13.2	A quote has been received for two new village hall noticeboards, one for village hall notices only and one for general use. In principle one needs to be locked and one open, Cllr Forgham and the Clerk will look at options again and bring forward to the next meeting.	Cllr Forgham/Clerk

The meeting closed at 8.55 pm

APPENDIX A1 – CLERK’S REPORT AND OPEN ACTIONS 03/03/2025

1	The damaged part of the climbing frame in The Fishponds has been taped up by MKCC, I have asked MKCC if this is a temporary fix and whether the equipment should be in use	Outstanding
2	The solar panel on the SID on Hanslope Road is being replaced due to storm damage, water has got into the display panel so this has been taken away for repair – have chased and should be back in a couple of weeks	For info
3	The village landscaping contract has been signed with Tove Landscapes and they will send through a schedule of works by mid March	For Info
4	We have asked MKCC to look at installing ‘Give Way’ road markings and signage at the junction in Thrupp Close by the sign to The Pavilion – awaiting response	For info
5	Confirmation has been received that we can extend our PWLB borrowing request for a further year.	For info
6	The Castle field information board on the plinth has been printed, plinth needs to be repaired and then it will be put back on display.	Outstanding
7	An information board needs to be erected on the North Street entrance to Castle field	Outstanding
8	The flooding issue in Castle field has been reported to MKCC asking that they inspect the surface water drain for a blockage – MKCC have been out and cleared some leaves but say no blockage found	Outstanding
9	Historic England have confirmed that Scheduled Monument Consent would be required to carry out drain repair in Castle Field and that an archaeologist watching brief would be required. Michael Lever to supply quote for investigation works and then a decision of action to be taken can be made. Michael has reported back that as the drain is an old clay French land drain, there isn’t a camera small enough to investigate. He suggests fixing the problem area and see if that improves the issue.	Cllr Markham/Clerk
10	Lee Turnham has sent through up to date information on the Community Spedwatch scheme which needs a volunteer to co-ordinate	Outstanding
11	Our PCSO, Tilly Skippen, is trying to secure a bleed control kit for the village and when this arrives it will be stored in the defibrillator unit at the village hall. The kit is designed to tackle medium to severe level injuries, including knife attacks, road traffic collisions, agricultural accidents or just about anything which causes a significant loss of blood – Tilly is finalising a hand over date	Outstanding
Items to be carried forward		
12	The Clerk has contacted Hanslope and Haversham Clerks for their view on approaching Hanslope Park for an exgratia grant. They are happy to proceed but have no historic data to refer back to. Cllr Merritt will forward speak to a colleague in the Estates Dept at Hanslope Park	Cllr Merritt
13	Stonewater Neighbourhood team have cleared part of the swale at Carrington Grove but other areas remain outstanding. Cllr Bradbury will continue to monitor and chase as required.	Cllr Bradbury
14	Listing’ of water tower: The Clerk had written to Newport Pagnell TC asking for advice as they have recently made application for their Police Station to be listed by English Heritage. The Newport Pagnell TC Clerk informed that they had employed a consultant to make the application. The resultant copy has been circulated	Cllr Bradbury

15	Email sent to Chris Hooper asking for an update on action taken regarding condition of the Carrington Arms – it is on the Heritage at Risk register and continues to be monitored on a bi-monthly basis.	For info
Items outstanding reported to MKCC Highways Department		
1	Animal crossing sign is still missing	FS614236402
2	Bullington End Road pothole – near build out coming out of the village – agreed by Highways and will be scheduled	Completed
3	Potholes approaching Devils Dip – agreed by Highways and will be scheduled	Completed
4	Fence at 1 Wolverton Road has been erected on Highways land	
5	Missing and dislodged kerb edgings on Station Road causing aggregate to spill onto Station Road – Highways confirmed not at investigatory level	Completed
6	Email and photo sent to Highways customer services asking if it is possible to reverse the priority coming through the build out in front of the terraced houses in Station Road to give priority to vehicles coming into the village. Highways will carry out a traffic survey. Keith Wheeler advised not feasible due to traffic flow, he suggested yellow lines as an alternative.	Completed
7	A19 enquiry with the Adoptions Team to establish current progress with Carrington Grove has been opened	
8	Street name sign for Carrington Grove is outstanding – Carrington Grove is not yet adopted.	Update given 26/2/24
9	Potholes and poor surface of Bullington End Road have been reported to MKCC by numerous residents, Cllr Ayles has written separately to Highways asking for an emergency repair. An emergency repair has been done but residents who reported it have now had their cases closed even though all the other repairs, and finalising the temporary repair, have not been done.	
10	Damaged kerbstones on North St especially corner by No 22 and by No 14. These have been previously reported – will be repaired when funds allow	
11	Repair of build out on BE Rd and improved lighting on all build outs- costs recoverable from Bill's coaches for BE Rd damage – repair is being planned once permit has been approved. No lighting will be installed though. Works have been approved and will be scheduled in new contract with Ringway later this year	Completed
12	Resurface parking area by Castlethorpe First School – an inspector will visit to assess. This isn't at investigatory level but MKCC may repair when working in the area	Update given 26/2/24
13	MKCC have asked their contractor to see if they can source the 'golden resin' required to replace black tarmac following street repairs. If positive, they will inform Anglian Water and work out a way forward to relay the surface with their Streetworks team.	
14	Pothole at edge of recently resurfaced section by 'The Chestnuts' / village shop	Reported 22/1
15	Leaning 30mph sign at Station Rd village entrance	FS586527848
16	Street light 11 SS, South Street, flickering – reported again 17/9	FS647704462
17	Street light 9 NS, North Street, flickering – reported again 17/9	
18	No delimit signs for the new 40mph construction traffic signs at Hanslope Park	FS586534290
19	Conversion of conservation area streetlights to LED (awaiting funding)	
20	Missing cross bars from conservation area streetlights (reported)	
21	Pothole in alleyway from Station Road to Shepperton – 17/9 logged again with Rachel Munday and an inspection will be carried out – 16/10 – not at investigatory level	Completed
22	Priory over oncoming traffic sign has blown over	FS674441100
23	A resident has reported that the street lights on Bullington End Road are going off at 07.30 when it is still dark	FS680009679
24	Give way to oncoming traffic roundel near Mill Lane entrance has faded and is not visible when dark	FS688383434
25	Give way to oncoming traffic roundel at first entrance into the village from The Navi has faded and is not visible when dark	FS688378445
26	A parking bay bollard outside of The Carrington has been knocked over and has come away from its base	

APPENDIX A2 – FINAL CLUBHOUSE UPDATE

'The Pavilion'

As most of you know, The Pavilion opened on 1- March and was a huge success.

There will be an official Opening on 22- March by our local MP, Chris Curtis, and music from the Fabulous Miss Jones trio.

As you probably know, the Parish Council was responsible for the construction of the building assisted by a project team. The project team then evolved into a community interest company, Castlethorpe Community Space (CCS), which raised funds to fit out The Pavilion and let it to Clare.

The fit out has cost about £45,000 and this was funded by the Parish Council, the MK Community Foundation, The National Lottery Community Fund, some further S106 funding and about £10,000 in donations mostly from residents. The donations have made a huge difference and we, both CCS and the Parish Council, would like to thank you all very much.



The Community Interest Company is owned by Members rather than shareholders and all residents are invited to become Members. Application forms are on the CCS website <https://castlethorpeccs.org.uk>. About 440 residents have applied for membership which is remarkable as our electorate is only 843 at the last count. It's free to become a Member and Members will get a 15% discount on food and drink when they show their Membership card in appreciation of the financial support of the village. Members also get to elect the Directors who manage maintenance and improvements to the building and other community developments.

It was eight years ago that we negotiated the main S106 funding for The Pavilion and three years ago that the money was paid and we started work in earnest and, for the past two years, the project has been all-consuming.

As the project is now complete, this is the final main update so I would like to end by paying tribute to the team, Lawrence Chapman (now Chair of CCS), Steve Bradbury, Gordon Fleming, Russell Forgham, Ian Horne and Luke Jefferies with support from Dan McGee and Bridgit Richards and of course from everyone in the village for their moral and, in some cases, financial support.



Please relax and enjoy The Pavilion.

This work has been supported by funding from MK Community Foundation

APPENDIX A3 – PAYMENT SCHEDULE

Payee	Description	Sub-Total	VAT	Total
J Ladyman	Salary Jan	£837.20	£0.00	£837.20
J Ladyman	Monthly printer cost	£9.99	£2.00	£11.99
J Ladyman	Reimbursement for Shut the gate signs	£23.59	£4.72	£28.31
J Ladyman	Reimbursement for key cutting	£17.00	£0.00	£17.00
Stacey Blease	Village hall cleaning	£336.00	£0.00	£336.00
Sue Illidge	Cleaning bus shelters	£25.00	£0.00	£25.00
Glendale	Landscape contract	£400.00	£80.00	£480.00
Marcus Young	Annual fee for dog waste collection	£2,002.00	£400.40	£2,402.40
Marcus Young	Move dog bin from castle field to Sports Ground	£60.00	£12.00	£72.00

Michael Lever	Groundworks at Sports Ground	£1,610.00	£177.00	£1,787.00
NBR Printing	March issue of Castlethorpe News	£555.00		£555.00
BBKVC	Best Kept Village entry fee	£25.00		£25.00
Direct Debits				
Tesco Mobile	Clerks phone	£9.00	£0.00	£9.00
Talktalk	Broadband supply village hall	£23.18	£4.64	£27.82
Everflow	Water supply village hall	£66.51	£0.00	£66.51
Google Cloud	26107096G05ASYDKH7	£48.00	£0.00	£48.00
British Gas Lite	Electricity supply village hall - Jan 25	£48.07	£2.40	£50.47
EDF	Gas supply village hall - Jan 24	£304.51	£15.23	£319.74
Monthly Total		£6,400.05	£698.39	£7,098.44