



Castlethorpe Parish Council

Minutes of a Parish Council Ordinary Meeting held on
Monday 14th April at 7.30 pm in the Village Hall

PRESENT: Councillors Ayles, Bradbury, Forgham, Hinds, Merritt, Sawbridge, Ward Councillor Liam Andrews, the Clerk and two members 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.

The Open Forum closed at 7.35 pm

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| 1 | | TO RECEIVE APOLOGIES FOR ABSENCE | |
| | 1.1 | Cllr Markham by way of illness – 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 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 March 2025 were proposed as a true and accurate record by Cllr Forgham seconded by Cllr Merritt 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 – No volunteers have come forward as yet, will put a note on Facebook. | Cllr Forgham |
| | 4.1.2 | Item 17 – The new owner of the Carrington Arms is speaking with the Planning and Conservation departments to help decide what he plans to do with the building. | |
| | 4.2 | Ward Councillors Report | |
| | 4.2.1 | Ward Cllr Andrews confirmed no update on the traffic lights on Station Road, they will stay in place until investigation and work has taken place to repair the collapsed parapet, no completion date has been given. Cllr Ayles asked if it would be possible to put a weight limit on the bridges, Ward Cllr Andrews will raise this. | Cllr Andrews |
| | 4.2.2 | The broken street light on the side of the school is now with MKCC Estates department to fix. | |
| | 4.2.3 | There is a consultation currently taking place to remove the remaining 2-3 hr free parking spaces around Milton Keynes shopping centre | |
| | 4.3 | New City Plan Progress – A resident had written to MKCC asking for an update on progress. The plan is still working its way through the process but it doesn't appear that there is any indication for development on this side. Also, the Parks Trust are interested in obtaining funding for a wetland arc across the northern rural wetlands which would make development on this side much more difficult and expensive. Cllr Ayles advised that Richard Pryor, Haversham Parish Council Chair, is the parishes representative on the planning cabinet advisory group so any questions can be raised via Richard | |
| | 4.4 | Furtho Pit Development – Cllr Ayles suspended the meeting whilst a resident spoke. The resident noted the revised planning application submission and whilst he will be objecting, he feels there is a strong possibility that something will get approved there and requested if this is the case that some of the resulting S106 (or equivalent) monies be used to improve the road past the Navigation, the triangle with Yardley Road and the turning into Castlethorpe from the A508. As this money would come to West Northants Council and not MKCC, Cllr Ayles asked that Ward Councillor Andrews feed this request into his West Northants counterpart, Ian McCord. Cllr Ayles pointed out that there may be a condition on this money meaning that it would have to be spent by Highways on improving the traffic flow in the immediate area of the development. The resident pointed out that if there are any problems on the A508, traffic will divert through the villages to get to the MI so could this be linked in to the development. Ward Councillor Andrews will pick this up with Ian McCord. | Cllr Andrews |

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| 5 | | TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs) | |
| 5.1 | | PLN/2025/0409 - Former Station Yard, Castlethorpe - Approval of details required by condition 17 (bin stores) of permission ref. 11/01593/FUL – Approved | |
| 5.2 | | PLN/2025/0430 – The Pavilion, Castlethorpe - Approval of details reserved by a condition 8 (cycle parking) – Approved | |
| 5.3 | | PLN/2025/0425 – 44 The Chequers, Castlethorpe - Demolition of the existing single storey rear extension and the erection of a two storey rear extension, loft conversion, changes to the fenestrations, and the erection of a front porch – Clerk to comment that the front portico is out of keeping and should be more modest and an observation that the rear roof line 'T' is the same level as the existing building and should be lower to distinguish it from the main building. | |
| 5.4 | | PLN/2025/0426 - 45 The Chequers, Castlethorpe, - Demolition of the existing single storey rear extension and the erection of a two storey rear extension, loft conversion, changes to the fenestrations, and the erection of a front porch – Clerk to comment that the front portico is out of keeping and should be more modest and an observation that the rear roof line 'T' is the same level as the existing building and should be lower to distinguish it from the main building. | |
| 5.5 | | PLN/2025/0622 – 57 Thrupp Close, Castlethorpe – single storey side extension to connect dwelling to existing garage and increase to height of existing garage including rear dormer extension to allow for first floor office over garage – no comments | |
| 5.6 | | Pre-application stage submission by Affinity Water and Severn Trent (the applicants) for an Order granting Development Consent for the Grand Union Canal Transfer project – no comments | |
| 6 | | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION | |
| 6.1 | | PLN/2024/2662 - 57 Thrupp Close – single storey side extension and garage roof lift to create a first floor office above the garage – Refused | |
| 6.2 | | PLN/2025/0129 – 6 South Street, Castlethorpe – installation of ground mounted solar panels – refused | |
| 6.3 | | 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- approved | |
| 6.4 | | 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 – Objection submitted | |
| 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 a number of residents have reported problems at Hanslope surgery trying to book online appointments and, even after queuing before 8.00 am, no same day appointments are available. It was suggested that we write to Dr Younus detailing the issues and invite him to the May annual parish meeting. | Cllr |
| 7.3 | | A resident in New Road has asked if the new parking bays could be extended to include the other side of New Road up to Maltings Field. The Clerk will contact Highways and ask for a favourable quote to carry out the work when they are in the area again and if a similar price is quoted Cllr Sawbridge proposed we go ahead with the work, Cllr Forgham seconded, all in favour. | Cllr |
| 7.4 | | Cllr Ayles confirmed participation in the VE Day 80 th Anniversary celebrations. A beacon will be lit at the Sports Ground at 9.30 pm and The Pavilion will put up some bunting/music. The hymn 'I vow to thee my country' will be sung when the beacon is lit and there are a couple of residents that we will contact to see if they would be happy to kindly lead the singing. | Cllr Hinds |
| 7.5 | | Cllr Bradbury proposed granting permission for the Cricket Club to cut back the beech hedge outside of the cricket pavilion by a maximum length of 2 meters to improve | |

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| | | viewing for spectators. Cllr Bradbury will write to the Cricket Club asking them confirm back in writing that they will; ensure there are no birds nesting, remove the hedge and roots, make good any damage caused and ensure there are no trip hazards whilst work is taking place. Approved by a majority | Cllr Bradbury |
| 8 | | TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting) | |
| | 8.1 | The RFO payment schedule was presented (see appendix A2) and proposed for approval by Cllr Ayles, seconded by Cllr Bradbury and agreed unanimously. | |
| 9 | | CORRESPONDENCE RECEIVED (circulated prior to meeting) | |
| | 9.1 | It was noted that a request for a donation had been received from Scouts Milton Keynes to support keeping Scouting accessible to all young people in Milton Keynes aged 14 to 18 | |
| | 9.2 | A request was received from a padel tennis club asking if we would be interested in building a padel tennis court at the sports ground. It was felt that there would not be room for this at the sports ground and it would be too noisy to house one at The Fishponds. | |
| 10 | | ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda) | |
| | 10.1 | The crime stats for this month; 1 harassment and 1 criminal damage. The Clerk will write to Tilly to invite her and/or her colleagues to the annual village meeting. | Clerk |
| | 10.2 | Cllr Bradbury reported that the tennis court padlock has been broken off again and whilst looking back at the CCTV noted that it doesn't pick up motion this far away and doesn't record constantly, this will be discussed with Castlethorpe Community Space. A protective padlock cover was suggested for the tennis court and Cllr Bradbury will investigate this further with the tennis club. | Cllr Bradbury |
| | 10.3 | MKCC have written to residents who use the assisted bin collections service asking that they reconfirm their needs by the 18 th April. Cllr Forgham will post this reminder on Facebook | Cllr Forgham |
| | 10.4 | A reminder that the cycle path will be closed from the 6 th May for around 10 weeks. | |
| | 10.5 | Cllr Sawbridge asked if it were possible to consider trying to secure a grant for some children's play equipment at The Pavilion | Clerk |
| 11 | | TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS | |
| | 11.1 | The Annual Parish meeting will be held at 7.00 pm on Monday 12 th May 2025 in the village hall followed by the Annual Meeting of the Council and then the May Parish Council Ordinary meeting. | |
| 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 | Cllr Bradbury proposed engaging with Eco Signs to give the village signs an annual clean, seconded by Cllr Merritt and all in favour | Clerk |
| | 13.2 | After further discussions, Cllr Forgham proposed the purchase of one double doored brown noticeboard engraved with 'Castlethorpe Village Hall', seconded by Cllr Merritt and all in favour. | Clerk |
| | 13.3 | Cllr Ayles proposed the purchase of a litter bin for The Pavilion following the successful application for MKCC Community Infrastructure Funding which will contribute to half the cost, seconded by Cllr Merritt and all in favour | Clerk |

The meeting closed at 9.10 pm

APPENDIX 1 – CLERKS REPORT

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| 1 | Tove have carried out the first cut of the village grass verges, no issues reported. | For info |
| 2 | The solar panel on the SID on Hanslope Road has now been replaced | For info |
| 3 | The Carrington Arms has been sold and the new owner has made contact with the Clerk. Cllrs Ayles and Hinds have met with him and at this time he is exploring what options would be permitted by MKCC Planning and Conservation. We are hopeful that he will continue to engage with us and will keep the village updated where possible. | For info |
| 4 | Thanks to the Cubs who carried out some litter picking at the entrance to the village | For info |
| 5 | The new dog waste bin contractors have started, Friday will be our collection day and alternating blue and red coloured liners will be used which will help identify any missed collections | 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. | Outstanding |
| 10 | Lee Turnham has sent through up to date information on the Community Spedwatch scheme which needs a volunteer to co-ordinate | Outstanding |
| 11 | 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 | Outstanding |
| 12 | 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 | | |
| 13 | 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 | For info |
| 14 | 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 |
| 15 | 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 |
| 16 | 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 |
| 17 | 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 | Completed |

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| | 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. | |
| 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 and needs to be replaced | Completed |
| 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 | |
| 27 | Damaged and dislodged kerb stones on North Street, bend opposite war memorial | FS702568811 |
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APPENDIX 2 – PAYMENT SCHEDULE

| Payee | Description | Sub-Total | VAT | Total |
|------------------------|--|------------------|----------------|------------------|
| J Ladyman | Salary March | £837.20 | £0.00 | £837.20 |
| J Ladyman | Monthly printer cost | £9.99 | £2.00 | £11.99 |
| J Ladyman | Reimbursement for planning fee 4/3 | £215.00 | £0.00 | £215.00 |
| J Ladyman | Reimbursement for key cutting | £35.00 | £0.00 | £35.00 |
| Stacey Blease | Village hall cleaning | £456.00 | £0.00 | £456.00 |
| Sue Illidge | Cleaning bus shelters | £35.00 | £0.00 | £35.00 |
| Fineprint Services Ltd | 4 x information plaques | £257.00 | £51.40 | £308.40 |
| Viking | Cleaning products for village hall | £126.62 | £25.32 | £151.94 |
| HMRC | NI Contributions for the year | £116.05 | £23.21 | £116.05 |
| Traffic Technology | Replacement solar panel and repair | £995.00 | £199.00 | £1,194.00 |
| Charlie Needham | Landscaping works and diesel | £59.62 | £3.92 | £63.54 |
| Tove Landscapes | Village landscaing - 1st cut | £491.67 | £98.33 | £590.00 |
| Direct Debits | | | | |
| Lloyds Bank | Account monthly charges | £6.09 | | £6.09 |
| Tesco Mobile | Clerks phone | £9.00 | £0.00 | £9.00 |
| Talktalk | Broadband supply village hall | £25.06 | £5.01 | £30.07 |
| Everflow | Water supply village hall | £66.90 | £0.00 | £66.90 |
| Google Cloud | 26107096G05ASYDKH7 | £48.00 | £0.00 | £48.00 |
| British Gas Lite | Electricity supply village hall - Feb 25 | £55.58 | £2.78 | £58.36 |
| EDF | Gas supply village hall - Feb 25 | £232.62 | £11.63 | £244.25 |
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| Monthly Total | | £4,077.40 | £422.61 | £4,476.80 |