



Castlethorpe Parish Council

Parish Council Annual Meeting to be held in the Village Hall on Monday 12th May 2025 at 7.00 pm

AGENDA

Dear Parishioners

The Annual Meeting of Castlethorpe Parish Council will be held on the above date and time, when the business set out below will be transacted. The meeting will be preceded by an Open Forum (15 minutes if necessary). Residents may ask questions in the Open Forum or by giving them to the Clerk or any Councillor by noon on the day of the meeting.

The meeting can be viewed on the Castlethorpe Parish Council YouTube Channel (<https://www.youtube.com/@castlethorpeparishcouncil> or scan the QR code on the right), both as a live stream and as a recording which will be retained for at least a month.



Jacquie Ladyman
Clerk to the Parish Council
Phone: 07707 836973 or email: clerk@castlethorpe-pc.gov.uk

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 FORMS
5		TO APPOINT COMMITTEES, AND AGREE TERMS OF REFERENCE
	5.1	Finance committee: 4 Councillors: Cllrs. Ayles, Bradbury, Forgham Merritt and Sawbridge
	5.2	Sports committee: 5 Councillors: Cllrs. Ayles, Bradbury, Markham, Merritt and Sawbridge
	5.3	Village Hall committee: 3 Councillors: currently Cllrs. Bradbury, Forgham and Hinds
6		TO AGREE COUNCILLORS RESPONSIBILITIES
	6.1	Communications and web site: Cllrs. Ayles, Bradbury and Forgham
	6.2	Dog fouling: Cllr. Hinds
	6.3	Public transport: Cllrs. Ayles and Forgham
	6.4	Highways and streetlights: Cllrs. Ayles, Markham and Merritt
	6.5	Footpaths and play areas: Cllrs. Bradbury, Hinds and Markham
	6.6	Flower festival: Cllr. Hinds
	6.7	Neighbourhood and Parish plans: Cllrs. Ayles, Bradbury, Forgham and Hinds
7		TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES
	7.1	Parishes Forum: 2 Councillors: Cllrs. Ayles and Bradbury
	7.2	Rural West NAG: 3 Councillors: Cllrs. Ayles, Bradbury and Hinds
	7.3	Newport Pagnell North and Hanslope Local Area Forum: 3 Councillors: Cllrs. Ayles, Bradbury, Forgham
	7.4	MKALC: 2 Councillors: Cllrs. Ayles and one other by availability
	7.5	Milton Keynes Bus Users Group: 1 Councillor: Cllr. Forgham
	7.6	Sustainable Transport & Road Safety Forum (STARS): 2 Councillors: Cllrs. Ayles and Bradbury
8		TO ADOPT THE STANDING ORDERS – available to view on the Castlethorpe Website: https://castlethorpe-pc.gov.uk/papers.html
9		TO ADOPT THE COUNCIL POLICIES – available to view on the Castlethorpe Website: https://castlethorpe-pc.gov.uk/papers.html
	9.1	Parish Council Code of Conduct
	9.2	Complaints Procedure, Disciplinary, Environmental, Equal Opportunities, Freedom of Information, GDPR, Grievance, Health & Safety, Receipt of Gifts and Hospitality, Reporting of Meetings and Volunteer & Neighbourhood Plan policies
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 MINUTES OF THE LAST MEETING
	12.1	To agree the minutes of the previous general meeting of the 14 th April 2025 as a true and accurate record.
13		TO RECEIVE REPORTS
	13.1	Clerks Report & Review of Actions (to be circulated prior to meeting)
	13.2	Ward Councillors Report (to be given at meeting)
14		TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)
	14.1	None
15		TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION
	15.1	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 – Objection submitted
	15.2	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 – comments submitted
	15.3	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 – comments submitted
	15.4	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
16		TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)
	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 Schedule12A to the Act
	16.2	To consider transferring equipment assets purchased by CPC at The Pavilion to CCS (Cllr Ayles)
	16.3	To investigate the feasibility, costs, grants and potential revenue of installing solar panels on The Pavilion (Cllr Ayles)
17		TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)
	17.1	To agree the RFO payment schedule
	17.2	To consider the Internal Audit report
	17.3	To approve annual return
18		CORRESPONDENCE RECEIVED (circulated prior to meeting)
	18.1	Email received from MKCC advising that Full Council will be considering a constitutional change to remove the ability for Parish and Town Councils to 'call-in' executive decisions
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	The next Parish Council ordinary meeting will be held at 7.30 on Monday 3 rd June 2024 in the Village Hall
		PART 2
21		RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
22		TO CONSIDER RESOLUTIONS
	22.1	To consider costs of repairing the fence in the village hall garden (if received in time) (Cllr Forgham)
	22.2	To consider the Clerks annual appraisal