



# Castlethorpe Parish Council

Minutes of a Parish Council Ordinary Meeting held on  
Monday 8<sup>th</sup> September at 7.30 pm in the Village Hall

**PRESENT: Councillors Forgham (Chair), Hinds, Merritt, Sawbridge, Stacey, Ward Councillor Andrew, the Clerk and one member of the public. The meeting was also streamed on the new Parish Council YouTube channel <https://youtube.com/@CastlethorpeParishCouncil-m9u>.**

The meeting was preceded by an Open Forum, there were no matters raised.

<b>1</b>		<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
	1.1	Cllr Ayles and Bradbury by way of holiday – accepted, Cllr Ayles joined via Zoom but was not allowed to vote or form part of the quorum
<b>2</b>		<b>TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below</b>
	2.1	Cllr Forgham in item 5.4
<b>3</b>		<b>TO APPROVE MINUTES OF THE LAST MEETING</b>
	3.1	It was resolved to approve the minutes from the Ordinary Meeting held on the 7 <sup>th</sup> July 2025, the extraordinary meeting of the 16 <sup>th</sup> July and the extraordinary meeting of the 20 <sup>th</sup> August as a true and accurate record and that they be signed by the Chair. Proposed by Cllr Forgham, all in favour
<b>4</b>		<b>TO RECEIVE REPORTS</b>
	4.1	<b>Clerks Report &amp; Review of Actions</b> – See Appendix A1. No matters arising
	4.2	<b>Ward Councillors Report</b> Ward Cllr Andrew reported that: <ul style="list-style-type: none"><li>• A meeting has been arranged for the 24<sup>th</sup> September with Highways whereby Ward Cllr Andrew will drive them around the incident hot spots. MKCC are using out of date stats when assessing hot spots so recent data is currently being gathered from emergency services. Any comments on this should be forwarded to <a href="mailto:Alison.andrew@milton-keynes.gov.uk">Alison.andrew@milton-keynes.gov.uk</a>. Cllr Stacey asked if the two bad bends on the Newport Road from Hanslope to Tathall End could be included and Ward Cllr Andrew confirmed this.</li><li>• The Police and Crime Commissioner attended a meeting with residents in Hanslope. It was a positive meeting with lots of questions asked and answered and it was encouraging to hear a recruitment drive in currently in place.</li><li>• Recent changes at the doctor's surgery have seen an improvement in service and efforts will soon be turning back to the S106 funding application to expand the surgery.</li><li>• An announcement is due shortly from the New Towns Commission on where proposed new towns are being considered which will confirm whether or not our area will be affected, Cllr Sawbridge asked if there was any update on the village green application at Gobbey's field that Ward Cllr Wardle was chasing, Ward Cllr Andrew will follow this up.</li></ul>
<b>5</b>		<b>TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)</b>
	5.1	<b>PLN/2025/1340</b> – 22 North Street, Castlethorpe - Variation of condition 2 (approved plans) seeking to reduce the size and alter the position of the single storey rear extension including the addition of a skylight and associated alterations (relating to permission ref. PLN/2024/2675 Proposed single storey rear extension and erection of a flat roof rear dormer) - <b>Approved</b>
	5.2	<b>PLN/2025/1530</b> – 11 Bullington End Road, Castlethorpe - Demolition of existing conservatory and erection of two storey rear and side extension, rear porch and garden room with chimney – no comments
	5.3	<b>PLN/2025/1504</b> – 44 and 45 The Chequers, Castlethorpe - demolition of existing rear elements and the erection of two-storey rear extensions, front porches, fenestration changes, and associated works – no comments
	5.4	<b>PLN/2025/1779</b> – 4 South Street, Castlethorpe – Approval of details required by Condition 3 (window drawing schedule) of permission ref. PLN/2025/1080 – no comments
<b>6</b>		<b>TO CONSIDER PLANNING ENFORCEMENT APPLICATIONS</b>
	6.1	Installation of heat pumps at 3A North Street, Castlethorpe – no comments
<b>7</b>		<b>TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION</b>
	7.1	<b>WNS/2022/1741/EIA &amp; PLN/2025/0296</b> – 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

	7.2	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 – <b>Objection submitted</b> <b>PLN/2025/1080</b> – 4 South Street, Castlethorpe - Listed building consent to repair and repaint existing windows and replace existing 4mm glass with with 8.3mm thick vacuum glazing and repairs and repainting of the front and side door and the rear French doors – <b>Approved</b>
<b>8</b>		<b>TO CONSIDER RESOLUTIONS (all supporting documentation to be circulated prior to meeting)</b>
	8.1	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 Forgham, all in favour
	8.2	It was resolved to support the MKCC consultation on vehicle related anti-social behaviour public space protection order. Proposed by Cllr Forgham, all in favour
	8.3	It was resolved to apply for a share of the MKCC Household Support Fund and if successful use the funds to support the 'Soup and a Roll' initiative run by the Church. Proposed by Cllr Forgham, seconded by Cllr Merritt and all in favour
	8.4	It was resolved to support the purchase of a welfare unit by Hanslope and Castlethorpe Sea Scouts from the Voluntary Sector S106 Funding. Applications had also been received from MK Swimming Club and Castlethorpe Cricket Club and these were deferred until October's meeting. Proposed by Cllr Forgham, seconded by Cllr Hinds and all in favour
	8.5	There is some funding available from the Thames Valley Community Fund for crime prevention and it was resolved that we would apply for a share to purchase an additional speed indicator device and equipment required for Community Speed Watch which we are hoping to resurrect in the coming months. Proposed by Cllr Hinds, seconded by Cllr Forgham and all in favour
	8.6	Work on the next stretch of the Sustrans cycle path has been completed and an official opening was held. It was resolved to write to Sustrans to thank them for the improvements that have been made. Proposed by Cllr Forgham, all in favour
	8.7	It was resolved to sign off the 2024/2025 AGAR submission following review by the external auditors. Proposed by Cllr Forgham, all in favour
	8.8	A discussion took place on whether or not to ask MKCC, via our Ward Councillors, to turn the street lights off between 23.30 and 05.30. It was proposed to ask villagers what they thought of this suggestion and defer the item to October's meeting. Proposed by Cllr Forgham, all in favour
<b>9</b>		<b>TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)</b>
	9.1	The RFO payment schedule for August and September was presented (see Appendix A2) – proposed to approve by Cllr Hinds, seconded by Cllr Merritt, all in favour
<b>10</b>		<b>CORRESPONDENCE RECEIVED (circulated prior to meeting)</b>
	10.1	None
<b>11</b>		<b>ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)</b>
	11.1	Crime stats from 5 <sup>th</sup> July to 8 <sup>th</sup> September (see Appendix A3)
<b>12</b>		<b>TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS</b>
	12.1	The next Parishes Forum will be held via Teams on Thursday 11 <sup>th</sup> September 2025
	12.2	The next Ordinary Parish Council meeting will be held at 7.30 on Monday 6 <sup>th</sup> October 2025

The meeting closed at 8.15 pm

<b>PART 2</b>		
<b>13</b>		<b>RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below</b>
	13.1	None
<b>14</b>		<b>TO CONSIDER RESOLUTIONS (all supporting documentation circulated prior to meeting)</b>
	14.1	Cllr Forgham proposed deferring consideration of the Allotment Association invoice due to Cllrs Ayles and Bradbury not being present, all in favour
	14.2	It was resolved that Cllr Forgham would research current broadband deals for the village hall as the current contract is due to expire shortly, and a new contract would be taken up with the cheapest option. Seconded by Cllr Hinds, all in favour

The meeting closed at 8.25 pm

**APPENDIX A1 – CLERK’S REPORT AND OPEN ACTIONS 8/9/2025**

1	Castlethorpe finished 2 <sup>nd</sup> in the Best Kept Village Morris Cup competition, just 4 points behind the winning village of Mursely	For info
2	CIF application for solar powered lighting in the sports ground has been submitted	For info
3	CIF picnic benches arrived at Sports Ground and moved a wooden one to the Fishponds	
4	Ward Cllr Wardle is chasing the village green application	Outstanding
5	Ward Cllr Andrews is chasing the repair to the faulty light on the school building	Outstanding
6	The two damaged bollards near the Carrington Arms have been replaced	For info
7	The village green sign needs to be replaced, S106 public art monies to be applied for	Outstanding
8	The wooden gate into Castle field from Thrupp Close has been temporarily fixed, Luke Stacey is going to arrange a quote	Outstanding
9	The plinth holding the Castle field information board has been repaired and a new board has been put back on display.	For info
10	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
11	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. Chased this up on the 19/8	Outstanding
12	Lee Turnham has sent through up to date information on the Community Spedwatch scheme which needs a volunteer to co-ordinate, request for helpers going in September issue of Castlethorpe News	
13	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
14	A request has been made to our new PCSO asking if the bleed kits that Tilly Skippen was securing for us are still available, have chased this and waiting for a response.	For info
<b>Items to be carried forward</b>		
15	The Clerk has contacted Hanslope and Haversham Clerks for their view on approaching Hanslope Park for an exgratia grant. <b>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</b>	Cllr Merritt
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
<b>Items outstanding reported to MKCC Highways Department</b>		
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. <b>An emergency repair has been done but residents who</b>	

	<b>reported it have now had their cases closed even though all the other repairs, and finalising the temporary repair, have not been done.</b>	
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	<b>Completed</b>
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	<b>Update given 26/2/24</b>
13	Pothole at edge of recently resurfaced section by 'The Chestnuts' / village shop	<b>Reported 22/1</b>
14	Leaning 30mph sign at Station Rd village entrance	<b>FS586527848</b>
15	Street light 11 SS, South Street, flickering – reported again 17/9	<b>FS647704462</b>
16	Street light 9 NS, North Street, flickering – reported again 17/9	
17	No delimit signs for the new 40mph construction traffic signs at Hanslope Park	<b>FS586534290</b>
18	Conversion of conservation area streetlights to LED (awaiting funding)	
19	Missing cross bars from conservation area streetlights (reported)	
20	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	<b>Completed</b>
21	A resident has reported that the street lights on Bullington End Road are going off at 07.30 when it is still dark	FS680009679
22	Give way to oncoming traffic roundel near Mill Lane entrance has faded and is not visible when dark – MKCC confirmed no action will be taken	FS688383434
23	Give way to oncoming traffic roundel at first entrance into the village from The Navi has faded and is not visible when dark – MKCC confirmed no action will be taken	FS688378445
24	Damaged bollard outside Carrington Arms	FS735485441
25	Damaged bollard near bus stop on North Street	FS735490017

## APPENDIX A2 – PAYMENT SCHEDULES

### AUGUST 2025

Payee	Description	Sub-Total	VAT	Total
J Ladyman	Salary July + backpay	£933.92	£0.00	£933.92
Stacey Blease	Village hall cleaning	£156.00	£0.00	£156.00
Sue Illidge	Cleaning bus shelters - June	£35.00	£0.00	£35.00
Shield Maintenance Ltd	Monthly dog waste bin collection charge	£119.16	£23.83	£142.99
Tove Landscapes	Village landscaing - 3rd month	£491.67	£98.33	£590.00
Marc Loseby	Repair of plinth in Castlefield	£550.00	£0.00	£550.00
C Needham	Diesel for mower	£44.68	£8.94	£53.62
Signomatic (Paid by RF)	Header panel for village hall notice board	£54.65	£10.93	£65.58
Clearabee (Paid by RF)	Disposal of rubbish in biffa bins at sports ground	£349.99	£70.00	£419.99

Direct Debits				
Lloyds Bank	Account monthly charges	£5.67	£0.00	£5.67
Tesco Mobile	Clerks phone	£7.50	£1.50	£9.00
Talktalk	Broadband supply village hall	£25.06	£5.01	£30.07
Everflow	Water supply village hall July	£76.33	£0.00	£76.33
Google Cloud	26107096G05ASYDKH7	£53.92	£0.00	£53.92
British Gas Lite	Electricity supply village hall - June 25	£0.00	£0.00	£0.00
HMRC	NI contributions May/June/July	£193.31	£0.00	£193.31
EDF	Gas supply village hall - June 25	£62.17	£3.11	£65.28

<b>Monthly Total</b>	<b>£2,225.11</b>	<b>£221.66</b>	<b>£2,446.77</b>
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**SEPTEMBER 2025**

<b>Payee</b>	<b>Description</b>	<b>Sub-Total</b>	<b>VAT</b>	<b>Total</b>
J Ladyman	Salary August	£878.80	£0.00	£878.80
HP Instant Ink (paid by JL)	Monthly printer cost - July & Aug	£22.48	£4.50	£26.98
Stacey Blease	Village hall cleaning - Aug	£204.00		£204.00
Sue Illidge	Cleaning bus shelters - Aug	£30.00	£30.00	£30.00
Shield Maintenance Ltd	Monthly dog waste bin collection charge	£119.16	£23.83	£142.99
Tove Landscapes	Village landscaing - 3rd month	£491.67	£98.33	£590.00
BMKALC	Cilca training 2025	£360.00	£0.00	£360.00
C Needham	Diesel for mower/weed spraying/tree trimming	£162.05	£4.41	£166.46
No Butts Bin Co Limited	Wheelchair accessible tables (50% to be reimbursed by MKCC)	£2,698.00	£539.60	£3,237.60
PKF Littlejohn LLP	AGAR review	£630.00	£126.00	£756.00
<b>Direct Debits</b>				
Lloyds Bank	Account monthly charges	£4.25	£0.00	£4.25
Tesco Mobile	Clerks phone	£7.50	£1.50	£9.00
Talktalk	Broadband supply village hall	£25.06	£5.01	£30.07
Everflow	Water supply village hall Aug	£76.33	£0.00	£76.33
Everflow	Water supply village hall Sept	£75.91	£0.00	£75.91
Google Cloud	26107096G05ASYDKH7	£58.25	£0.00	£58.25
British Gas Lite	Electricity supply village hall - Aug 25	£24.60	£1.29	£25.89
EDF	Gas supply village hall - Aug 25	£15.53	£0.78	£16.31
IDNet	website domain and hosting fee	£175.00	£35.00	£210.00
<b>Monthly Total</b>		<b>£6,058.59</b>	<b>£870.26</b>	<b>£6,898.85</b>

APPENDIX A3 - CRIME STATS



MILTON KEYNES LPA – RURAL TEAM - PCSO C9590 Connor Braddish  
Mobile: 07800 703714

Email: [connor.braddish@thamesvalley.police.uk](mailto:connor.braddish@thamesvalley.police.uk)

**Police Report for Castlethorpe**

**Crime Statistics for period between 05/07/2025 – 31/08/2025**

<b>Crime statistics</b>	<b>Castlethorpe</b>	<b>05/07/2025 – 31/08/2025</b>
<i>Burglary – Business x1 – Burglary from the Sewage Site. Nothing stolen but locks broken.</i>		
<i>Theft from Vehicle x1</i>		

<b><i>Other Incidents not crime related in Castlethorpe</i></b>
<i>Suspicious Vehicle x1</i>

<b><i>Other Incidents in surrounding villages</i></b>
Theft out of vehicle (out of glove compartment)
Theft of Amazon parcel as well as eggs and milk on the same doorstep
Theft of portaloos stolen from driveway
Criminal damage – car keyed
Theft of bicycles

<b><i>Any Other Business</i></b>
N/A