



Castlethorpe Parish Council

Minutes of a Parish Council Ordinary Meeting held on
Monday 6th October at 7.30 pm in the Village Hall

PRESENT: Councillors Ayles (Chair), Forgham, Hinds, Merritt, Sawbridge, Stacey, Ward Councillor Andrew, the Clerk and 3 members of the public. The meeting was also streamed on the new Parish Council YouTube channel <https://youtube.com/@CastlethorpeParishCouncil-m9u>.

Cllr Ayles opened the meeting, gave an overview of the content and reminded residents that the village Remembrance Day service is being held on Sunday 9th November at 9.15 am. This will start with the Castlethorpe and Hanslope Cubs and Beavers parading from the village hall to the War Memorial where they will lay a wreath on behalf of the village. Wreaths will also be laid by Chris Curtis MP, Ward Councillor Alison Andrew and Thames Valley Police.

The open forum followed where a resident raised concerns about the continuing building work at 44 and 45 The Chequers despite planning permission being refused. This matter will be discussed in agenda item 6.3 of the meeting.

It was reported that the Central Milton Keynes train station now has over 8 million passengers a year and has been reclassified as a Category A station which will mean further improvements and increased security.

MKCC are running a 'use your bus' campaign and are producing a series of leaflets of suggested places to visit using a bus which will include Salcey Forest so will hopefully see increased users on the No. 33 bus.

1		TO RECEIVE APOLOGIES FOR ABSENCE
	1.1	Cllr Bradbury by way of illness - accepted
2		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
	2.1	None
3		TO APPROVE MINUTES OF THE LAST MEETING
	3.1	It was resolved to approve the minutes from the Ordinary Meeting held on the 6 th October 2025 as a true and accurate record and that they be signed by the Chair. Proposed by Cllr Forgham, seconded by Cllr Stacey and all in favour
4		TO RECEIVE REPORTS
	4.1	Clerks Report & Review of Actions – See Appendix A1. No matters arising.
	4.2	Ward Councillors Report Ward Cllr Andrew reported that: <ul style="list-style-type: none">• She will be attending MK New City Plan meeting on Wednesday, Cllrs Ayles and Bradbury will also be attending• She is doing some work around the proposed closing of New Bradwell recycling centre and opening of a much larger site at Wolverton
5		TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)
	5.1	PLN/2025/2165 - Change of use of Public House to a Class C3 dwellinghouse and associated outbuilding into a self-contained 2-bedroom annexe, including various internal alterations (part-retrospective) at 1 South Street, Castlethorpe, - no comments
	5.2	PLN/2025/2206 - Listed Building Consent for the change of use of Public House to Class C3 dwellinghouse and associated outbuilding into a self-contained 2-bedroom annexe, including internal alterations (part-retrospective) at 1 South Street, Castlethorpe – no comments
6		TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION
	6.1	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

6.2	PLN/2025/1530 – 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 – Approved
6.3	PLN/2025/1504 – 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 – Refused. It was resolved that the Clerk would contact planning enforcement to advise them that work is continuing on these properties, materials do not match and the extension is very large and overbearing to No.36 The Chequers, all in favour.
6.4	Planning Enforcement case - Installation of heat pumps at 3A North Street, Castlethorpe – photos now supplied
6.5	Planning Enforcement case - ENF/2025/0369 – 3 Bens Close, Castlethorpe - installation of windows contrary to approved plans related to 23/01779/HOU - Closed
6.6	PLN/2025/1931 - Land near Yardley Gobion, West Northamptonshire, NN12 7TT - Consultation from West Northamptonshire Council on application seeking permission for proposed solar farm, associated infrastructure including underground cable route, internal access tracks and landscaping – objection submitted
6.7	PLN/2025/1889 – Castlethorpe Lodge, Hanslope Road - The crown reduction by up to 3m off lateral limbs and 2.5m from top of Horse Chestnut Tree protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/79 – decision due 17/11/25
6.8	PLN/2025/1298 – Cosgrove Park – siting of 2 x static holiday caravans – Approved
6.9	PLN/2025/2039 – 3 Bens Close, Castlethorpe - Non-material amendment seeking changes to the position, design and number of openings (relating to permission ref. 23/01779/HOU for the erection of a two storey rear and side extension) – Approved
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 Forgham, all in favour
7.2	There are two defibrillators in the village, one outside the village hall and one at The Pavilion, these need to be checked on a regular basis. Cllr Merritt asked if all Councillors were happy to be added to The Circuit website, where checks are recorded, and to keep regular check-ups on the units. All in favour
7.3	The Parish Council has been awarded £2,000 from Thames Valley Police to spend on road safety equipment. This award is from money raised from criminal activity. It was resolved that we purchase Community Speed Watch equipment and put the remainder towards a permanent speed indicator device which would be sited on the Bullington End Road village entrance. Proposed by Cllr Ayles, seconded by Cllr Merritt, all in favour.
7.4	It was resolved that Cllr Ayles would write to MKCC about the weekly waste collections as it had been noted by residents that bins are not being returned to property boundaries, are left blocking drive ways and lids are being left open. Cllr Sawbridge had gathered some resident comments and Cllr Ayles will include these when writing. All in favour.
7.5	It was resolved to award MK Swimming Club S106 Voluntary Sector funds for the purchase of 4 x swimming training speed devices. Proposed by Cllr Ayles, seconded by Cllr Hinds and all in favour
7.6	Cllr Stacey and Cllr Hinds looked at the possibility of planting more trees in the Sports Ground and recommended purchasing three birch trees, two in the line between the cricket and football pitches and one on the right-hand side at the entrance. It was resolved that Cllr Stacey would progress this with a budget of £120 per tree and would ensure that the residents at No. 59 Thrupp Close are involved with the location of the one at the entrance.
7.7	Following the padlock at the tennis courts being broken on several occasions Cllr Bradbury discussed the issue with the tennis coach and it was resolved that the Parish Council will purchase a padlock cover mechanism that will be sourced by the tennis coach. Proposed by Cllr Ayles, seconded by Cllr Merritt and all in favour.
7.8	A resident requested that the Parish Council reduce the height of a tree in Castle field that is encroaching on her property. Cllr Stacey has looked at the tree and asked to defer whilst he seeks advice on what effect cutting the tree would have on it.
8	TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting)
8.1	The RFO payment schedule for approval was presented (see Appendix A2) – proposed to approve by Cllr Ayles, seconded by Cllr Sawbridge, all in favour
8.2	It was resolved that the first draft of the 2026/27 budget will be reviewed at the December meeting, The Clerk will prepare the framework for this with input from Councillors ahead of this meeting.
9	CORRESPONDENCE RECEIVED (circulated prior to meeting)

	9.1	A resident has written to ask if the Parish Council is aware that a fence, potentially electric, has been erected across a footpath in the top field when walking from Fox Covert to Lodge Farm Business Park. Cllr Ayles will speak to the landowner.
10		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)
	10.1	Cllr Sawbridge asked residents to please park considerately, especially in South Street where parking is an issue.
	10.2	Cllr Merritt advised that there are a number of street lights not working at the moment, it is requested that these be reported to MKCC via the 'Report It' section of their website, copying in the Clerk.
	10.3	Crime stats from the 9 th September to 2 nd November were detailed – see Appendix A3
11		TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS
	11.1	The next Ordinary Parish Council meeting will be held at 7.30 pm on Monday 1 st December 2025

The meeting closed at 8.40 pm

PART 2		
13		RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
	13.1	Cllr Ayles and Cllr Forgham in item 14.1 as Director of CCS CIC
14		TO CONSIDER RESOLUTIONS (all supporting documentation circulated prior to meeting)
	14.1	It was resolved that the letter Cllr Forgham had prepared to Waste Managed would be sent after a few agreed amendments and our position will be considered again at an Extraordinary meeting, if required, dependant on their reply to this letter, agreed by majority. A legal committee was not formed.
	14.2	The quote for the village hall replacement fence had not arrived in time so this will be carried forward
	14.3	It was resolved that the Clerk would renew the Village Hall water contract with Everflow for a further 3 years after reviewing comparison quotes which were not significantly better. Proposed by Cllr Ayles, seconded by Cllr Sawbridge and all in favour.

The meeting closed at 9.25 pm

APPENDIX A1 – CLERK'S REPORT AND OPEN ACTIONS 3/11//2025

1	National Lottery grant application submitted for solar panels at the Pavilion	For info
2	Fire alarms have had their 6-monthly check at village hall	For info
3	Village hall Broadbank contract with Talk Talk has been renewed for 2 years	For info
4	Only one volunteer came forward following the article in Castlethorpe News about Community Speed Watch, we potentially have four volunteers now	Ongoing
5	The village grass cutting has now finished for the year, hedges are being scheduled for end Oct/early Nov	Ongoing
6	Steve and I have started sorting out the papers currently stored in his garage	Ongoing
7	The village green sign needs to be replaced, S106 public art monies to be applied for	Outstanding
8	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
9	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
10	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
11	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
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	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
Items outstanding reported to MKCC Highways Department		
1	Animal crossing sign is still missing	FS614236402
2	Missing and dislodged kerb edgings on Station Road parking area causing aggregate to spill onto Station Road	Closed, not at investigatory level
3	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.	Closed, Highways say not possible
4	A19 enquiry with the Adoptions Team to establish current progress with Carrington Grove has been opened	
5	Street name sign for Carrington Grove is outstanding – Carrington Grove is not yet adopted.	Update given 26/2/24
6	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.	
7	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	Nr. 22 completed Nr.14 o/s
8	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
9	Pothole at edge of recently resurfaced section by 'The Chestnuts' / village shop	Reported 22/1
10	Leaning 30mph sign at Station Rd village entrance	FS586527848
11	Street light 11 SS, South Street, flickering – reported again 17/9	FS647704462
12	Street light 9 NS, North Street, flickering – reported again 17/9	
13	No delimit signs for the new 40mph construction traffic signs at Hanslope Park	FS586534290
14	Conversion of conservation area streetlights to LED (awaiting funding)	
15	Missing cross bars from conservation area streetlights (reported)	
16	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	Closed, not at investigatory level
17	A resident has reported that the street lights on Bullington End Road are going off at 07.30 when it is still dark	FS680009679
18	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
19	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
20	Street light outside 2 Fox Covert Lane is turning off around 10.00 pm	Completed
21	Lantern on street light outside Sunny View Farm has blown off	FS751811566
22	Requested collection of road closure sign on BE Rd that has been left since August	

APPENDIX A2 -PAYMENT SCHEDULE

Payee	Description	Sub-Total	VAT	Total
J Ladyman	Salary October	£878.80	£0.00	£878.80
HP Instant Ink (paid by JL)	Monthly printer cost - Oct	£11.24	£2.25	£13.49
British Royal Legion (paid by JL)	Poppy Day Wreath	£20.41	£4.08	£24.49
Stacey Blease	Village hall cleaning - Oct	£220.68	£0.00	£220.68
Sue Illidge	Cleaning bus shelters - Oct	£30.00	£0.00	£30.00
Viking Office UK Ltd	Village hall consumables	£84.55	£16.91	£101.46
Shield Maintenance Ltd	Monthly dog waste bin collection charge	£119.16	£23.83	£142.99
Tove Landscapes	Village landscaing contract	£491.67	£98.33	£590.00
Can Do Communities CIC	Consultation fee for National Lottery grant application	£350.00	£0.00	£350.00
Janus Safety Solutions Ltd	PAT testing	£122.99	£24.60	£147.59
Bradwell Silver Band	Bugler for Remembrance Day	£35.00	£0.00	£35.00
BMKALC	AI councillor training session	£40.00	£0.00	£40.00
Direct Debits				
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 Oct	£75.91	£0.00	£75.91
Google Cloud	26107096G05ASYDKH7	£58.25	£0.00	£58.25
British Gas Lite	Electricity supply village hall - Oct 25	£52.46	£2.62	£55.08
EDF	Gas supply village hall - Oct 25	£30.40	£1.52	£31.92
Monthly Total		£2,654.08	£180.65	£2,834.73

APPENDIX A3 – CRIME STATISTICS



**Police Report for Castlethorpe
Crime Statistics for period between 09/09/2025 – 02/11/2025**

Crime statistics	Castlethorpe	09/09/2025 – 02/11/2025
<i>Criminal Damage x1 – Neighbour Dispute.</i>		
<i>Robbery x1</i>		

<i>Other Incidents not crime related in Castlethorpe</i>
<i>Suspicious Other x1 – Suspected Drug Dealing taking place</i>
<i>Suspicious Vehicle x1 – Vehicle circling round Castlethorpe.</i>

<i>Other Incidents in surrounding villages</i>
<i>Theft of Farm equipment from Farm Sheds</i>

Theft out of Motor Vehicles

Residential Burglaries across Milton Keynes – Late night patrols are being conducted.