



Castlethorpe Parish Council

Minutes of a Parish Council Ordinary Meeting held on
Monday 2nd February 2026 at 7.30 pm in the Village Hall

PRESENT: Councillors Ayles (Chair), Bradbury, Merritt, Sawbridge, Stacey, Ward Councillor Andrew, the Clerk and 7 members of the public. The meeting was also streamed on the new Parish Council YouTube channel: <https://youtube.com/@CastlethorpeParishCouncil-m9u>.

Supplementary papers for the meeting are available at:

https://drive.google.com/drive/folders/1MepDxOj7SwTHhrV7b8ZS7SHCGti_2bY6?usp=drive_link

7.30 pm - Cllr Ayles opened the meeting and gave an overview of the content. The open forum followed.

James Dickens spoke to thank the Parish Council for the grant they had received. He, with the help of Matilda, a Beaver, explained how the grant had greatly helped improve the experience the Beavers, Cubs and Scouts are enjoying. The groups started from scratch 3 years ago and now have in excess of 50 children. There is an opportunity to start a younger group, Squirrels, for 4-6 year olds and would love to hear from anyone who would like to get this up and running.

A resident gave his thoughts on the village green application on Gobbey's field and suggested the Council consider purchasing membership to the Open Space Society (OSS). This matter will be discussed under agenda item 7.3

The open forum closed at 7.45

1		TO RECEIVE APOLOGIES FOR ABSENCE
	1.1	Cllr Hinds by way of personal commitment – accepted
2		TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below
	2.1	Item 7.5 - Cllrs Ayles, and Bradbury are directors of Castlethorpe Community Space but it was agreed there were no conflicts of interest here.
3		TO APPROVE MINUTES OF THE LAST MEETING
	3.1	It was resolved to approve the minutes from the Ordinary Meeting held on the 5 th January 2026 as a true and accurate record and that they be signed by the Chair. Proposed by Cllr Ayles and seconded by Cllr Bradbury, all in favour
4		TO RECEIVE REPORTS
	4.1	Clerks Report & Review of Actions – Appendix A Item 1 – visitor parking bays in Lodge Farm Court – it was agreed that ‘visitor parking’ signs be displayed at both areas Item 3 – new village hall doors have been fitted, awaiting sign off from Building Control and then additional keys will be purchased for regular users. Item 6 – Public Art project, MKCC have approved the draft ITT for public art in the bus shelters and contact will be made with the original working group to see if they would still like to be involved in this project Item 12 – Cllr Stacey is progressing the additional two trees for the Sports Ground
	4.2	Ward Councillors Report - The works at the bridge on Station Road has been delayed until Summer but no fixed date given as yet. The work will take about 3.5 weeks and a full 24 hour road closure will be in place. Ward Councillor Andrew is working with West Northants and MKCC to get both sides of the road re-surfaced during the closure. No update on whether a weight limit can be put on this road but potentially some new signage and GPS update to deter heavy vehicles is being considered. - Safety works at Devils Dip is being considered. It has come to light that MKCC own some land around the Devils Dip junction which was purchased many years ago and questions are being asked around what MKCC’s original plans for this area were and are they still aware of them. - Bullington End Road – frustratingly the pothole and re-surfacing required at the North Street junction hasn’t been done whilst works at the other end that didn’t appear as bad have been done. Ward Councillor Andrew is having discussions to find out the criteria for prioritising works. It is really helpful for residents to report the potholes so please continue to do so.
	4.3	Notes from the village hall committee meeting Cllr Hinds was elected Chair, Cllr Bradbury Vice-Chair, voting members are: Bowls, Youth Club and Communi-tea. The hall needs a refresh which was deferred to next year due to budget constraints. The school have volunteered to plant up the planters in the garden. The fixed hire rate proposal from a regular user was approved and offered to other users. It was noted that the village hall currently makes a loss.

5		TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)
	5.1	None
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	Planning Enforcement case ENF/2025/0397 – 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 - appeal submitted
	6.3	Planning Enforcement case - Installation of heat pumps at 3A North Street, Castlethorpe – photos now supplied – closed
	6.4	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
	6.5	PLN/2025/2529 – Castle House, 5 North Street, Castlethorpe – erection of a Shepherds Hut - approved
	6.6	PLN/2025/2540 – Castle House, 5 North Street, Castlethorpe – listed building consent for the erection of a Shepherds Hut
	6.7	PLN/2025/2525 – Castle House, 5 North Street, Castlethorpe – erection of a single storey extension to the swimming pool building - approved
	6.8	PLN/2025/2531 - Castle House, 5 North Street, Castlethorpe – listed building consent for the erection of a single storey extension to the swimming pool building – approved
	6.8	PLN/2025/2652 – Castle field – the reduction of an ash tree by 3m – 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 Ayles, seconded by Cllr Merritt, all in favour
	7.2	Co-option of new Parish Councillor – we have received three applications and it was proposed to proceed to interview. The Clerk will organise these.
	7.3	Village Green application Gobbey’s field – it was resolved that the Parish Council would join the OSS and the Clerk will write to MKCC to ask that they proceed with the application for the upper part of the field and to obtain Counsel’s advice on whether there is any other mechanism for the whole field to be made a village green or other designation to protect the field as a village amenity in perpetuity, all in favour
	7.4	MKCC have asked Parish and Town Councils their views on their future likely role by the year 2050. It was resolved that we would respond to suggest formal devolution of small S106 pots for the Parish Council to manage and administer and to allow minor highways work on verges
	7.5	It was resolved that the Parish Council would take over the utility bills at the Sports Ground between tenants, the sports teams will be recharged dependant on their metered usage. Proposed by Cllr Ayles, seconded by Cllr Merritt and all in favour
	7.6	Cllr Sawbridge proposed adopting the IT policy that had been circulated prior to the meeting. Training opportunities online have been identified and it was agreed that these would be completed by Councillors and logged by the Clerk. It was also resolved that the Parish Council would join the cyber resilience service provided by Thames Valley Police. All in favour
8		TO CONSIDER FINANCIAL MATTERS (circulated prior to meeting) – Appendix A1
	8.1	The RFO payment schedule for approval was presented – proposed to approve by Cllr Ayles, seconded by Cllr Bradbury, all in favour
9		CORRESPONDENCE RECEIVED (circulated prior to meeting)
	9.1	Crime stats from the 1 st December to the 2 nd February were detailed
10		ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)
	10.1	March agenda – consider extension of PWLB
	10.2	April agenda – consider sowing seeds in the wildlife area of the sports ground in May
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 2 nd March 2026

The meeting closed at 8.35 pm

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	Waste Managed have now settled our claim with them so case is now closed
	13.2	It was resolved to proceed with the quotation from Traffic Technology to purchase the Smart solar panelled speed indicator device for Bullington End Road – proposed by Cllr Ayles, seconded by Cllr Stacey, all in favour I

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APPENDIX A – Clerk’s report

1	MKCC have written to all resident in Lodge Farm Court reminding them that the public visitor parking bays are not meant for sole use by one resident or another.	For info
2	SID on Bullington End Road – on Feb agenda	Ongoing
3	Village hall doors – fitted, waiting for building regs sign off and will then get more keys copied – cost of this will be c.£200	Ongoing
4	Solar panel project – not started yet. Need to set up a working group	Ongoing
5	Village sign – Cllr Hinds has kindly agreed to get this project started and will arrange a meeting in January	Ongoing
6	Public Art project – terms of reference has been approved by MKCC, will add to March agenda to progress	Ongoing
7	Quotes received for a tree survey on Castle field trees and one accepted, awaiting confirmation of date for visit.	Ongoing
8	Awaiting quote to replace fencing around side of village hall garden	Ongoing
9	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	
10	A request has been made to our new PCSO asking if the bleed kits that Tilly Skippen was securing for us are still available, waiting for a response.	Outstanding
11	Steve and I have started sorting out the papers currently stored in his garage	Outstanding
12	Two new trees to be planted in sports ground – Luke sourcing trees	Outstanding
Items to be carried forward		
15	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
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	Community Speed Watch – equipment can be loaned from Thames Valley Police and can be kept for as long as there isn’t a 6 month break in its use. A group will be set up next Spring	Cllr Bradbury
18	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	

Items outstanding reported to MKCC Highways Department		
19	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.	
20	Damaged kerbstones on North St bend outside school/No 14. These have been previously reported – will be repaired when funds allow	

21	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
22	Leaning 30mph sign at Station Rd village entrance	FS586527848
23	No delimit signs for the new 40mph construction traffic signs at Hanslope Park	FS586534290
24	Pothole outside 65 Station Road – completed	FS774949154
25	Highways to deliver a letter to Lodge Farm Court residents reminding them of the purpose of the public parking bays – completed	
	Street Lights	
26	Malting Field, 4MF is out	FS791547582
27	Maltings Field, 8MF is coming on and off on a slow intermittent basis	FS791547582
26	North Street, 7NS is constantly on	
31	South Street, 9SS is out	FS764874893
35	A resident has reported that the street lights on Bullington End Road are going off at 07.30 when it is still dark	FS680009679
	Items carried forward	
36	Missing cross bars from conservation area streetlights (reported)	
37	Conversion of conservation area streetlights to LED (awaiting funding)	
38	A19 enquiry with the Adoptions Team to establish current progress with Carrington Grove has been opened	
39	Street name sign for Carrington Grove – Carrington Grove is not yet adopted.	Updated 26/2/24
	Items reported to MKCC but no action being taken	
40	Missing and dislodged kerb edgings on Station Road parking area causing aggregate to spill onto Station Road	Closed, not at investigatory level
41	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
42	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
43	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
44	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

APPENDIX A1 – Payment Schedule

	Description	Sub-Total	VAT	Total
J Ladyman	Salary	£878.80	£0.00	£878.80
HP Instant Ink (paid by JL)	Monthly printer cost	£11.24	£2.25	£13.49
2Checkout (paid by JL)	Annual website hosting fee	£111.08	£22.22	£133.30
Stacey Blease	Village hall cleaning	£222.00	£0.00	£222.00
Sue Illidge	Cleaning bus shelters	£30.00	£0.00	£30.00
Shield Maintenance Ltd	Monthly dog waste bin collection charge	£119.16	£23.83	£142.99
Tove Landscapes	Village landscaping contract	£491.67	£98.33	£590.00
Elements Windows & Doors	Replacement of village hall doors	£2,116.67	£423.33	£2,540.00
MKCC Building Regs	Sign off of village hall doors	£312.00	£62.40	£374.40
Direct Debits				
Tesco Mobile	Clerks phone	£7.50	£1.50	£9.00
Lloyds Bank	Bank charges	£4.25	£0.00	£4.25
Talktalk	Broadband supply village hall	£21.45	£4.29	£25.74
Everflow	Water supply village hall	£70.56	£0.00	£70.56
Google Cloud	26107096G05ASYDKH7	£58.04	£0.00	£58.04
British Gas Lite	Electricity supply village hall	£54.12	£2.71	£56.83
EDF	Gas supply village hall	£269.47	£13.47	£282.94
HMRC	NI Contributions (Nov, Dec, Jan)	£207.81	£0.00	£207.81
Monthly Total		£4,985.82	£654.34	£5,640.16