



Castlethorpe Parish Council

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

PRESENT: Councillors Ayles (Chair), Bradbury, Burton, Merritt, Sawbridge, Stacey, Ward Councillor Andrew, the Clerk and 1 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/1y6mmkUlVv3PZx2OFuaiVnXzhAvpo451H?usp=drive_link

7.30 pm - Cllr Ayles opened the meeting and gave an overview of the content and welcomed Cllr Cameron Burton who was co-opted to replace Russell Forgham. Cllr Burton signed his declarations. The open forum followed, where a resident was dismayed by the amount of rubbish in the verges from Shepperton Close towards the Navigation, he will litter pick this area and thanks were given.

The open forum closed at 7.35

1		TO RECEIVE APOLOGIES FOR ABSENCE
	1.1	None
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 2 nd February 2026 as a true and accurate record and that they be signed by the Chair. Proposed by Cllr Sawbridge and seconded by Cllr Bradbury, all in favour
4		TO RECEIVE REPORTS
	4.1	Clerks Report & Review of Actions – Appendix A Item 5 – Solar panel project at the Pavilion – Cllr Stacey has begun enquiries and is looking at the spec but this is difficult to gauge due to lack of previous usage history. A tender document will be finalised and then go out for quotations. Item 17 – Community Speed Watch – Cllr Bradbury is not able to progress this at the moment and Cllr Hinds will review to see if it is something he can help with
	4.2	Ward Councillors Report <ul style="list-style-type: none">- Local transport plan – Ward Cllr Andrew has responded to say she is disappointed that the plan disproportionately disadvantages rural areas, who barely get a mention, and the lack of cross border provision.- Station Road bridge repairs - dates have been published by West Northants for the 11th to 29th May with a full road closure for the duration. Ward Cllr Andrew has requested that MKCC carry out repairs to their section of this road at the same time.- The pothole in the car park outside the school has been reported but declined and Ward Cllr Andrew will appeal this.- General state of the roads – please keep checking for notice of closures as quite a few are happening shortly and please keep reporting potholes to MKCC via their website- Planning enforcement cases – decisions can take up to a year
	4.3	Update on the Pavilion Cllr Bradbury reported that the tenant has now vacated and locks have been changed. A tidy up has begun and he thanked all that have helped with this. There is a plan in place to finish this and once that is done, tenders will be invited from prospective new tenants. Estimate for re-opening is Summer 2026.
5		TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Cllrs)

5.1	PLN/2026/0063 Listed building consent for replacement of single window with double-glazed, hardwood window in style of the existing window - Yew Tree Cottage, 47 North Street, Castlethorpe – no comment
5.2	ENF/2026/0036 - Installation of solar panels contrary to condition 3 of permission ref. PLN/2025/0129 (details approved under permission ref. PLN/2025/2731) at: 6 South Street, Castlethorpe – no comment
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	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
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 Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, Sch.12A para 3– proposed by Cllr Ayles, seconded by Cllr Merritt, all in favour
7.2	It was resolved to draw down £20,000 of the PWLB loan on a EPI repayment basis over 20 years, proposed by Cllr Ayles, seconded by Cllr Stacey and all in favour
7.3	It was resolved that the Clerk would respond to the MKCC Local Transport Plan consultation saying no consideration has been given to rural villages and our residents are going to be severely disadvantaged
7.4	It was resolved that the Clerk would respond to the MKCC consultation to alter speed restrictions on roads around Castlethorpe saying that we would like to see a 40mph zone around the junction of Bullington End Road and the unnamed road to Hanslope Park and that we object to the whole of the road between Tathall End and Gayhurst being 40mph which we believe is unwarranted. A 40mph buffer zone entering Tathall End from Gayhurst would be acceptable but not the whole road.
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 Sawbridge, all in favour
9	CORRESPONDENCE RECEIVED (circulated prior to meeting)
9.1	Crime stats from the 2 nd February to the 2 nd March were detailed
10	ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)
10.1	April agenda – consider sowing seeds in the wildlife area of the sports ground in May
10.2	Introduce safeguarding policy for the village hall
11	TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS
11.1	Public Art working group meeting – 7.00 on Monday 9 th March 2026 at Castlethorpe village hall
11.2	Parishes forum – 6.00 pm Thursday 12 th March online
11.3	The annual parish meeting will be held at 7.00 pm on Monday 13 th April 2026
11.4	The next Ordinary Parish Council meeting will be held at 7.30 pm on Monday 13 th April 2026

The meeting closed at 8.25 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	A quote had been received to repair the village hall fence. It was agreed that we would request two more comparative quotes

The meeting closed at 8.29 pm

APPENDIX A – Clerk’s report

1	Information plinth in Castle field has been repaired	Complete
2	Two new trees have been planted in the Sports Ground	
3	SID on Bullington End Road – Unit has been ordered, waiting for MKCC to install post and then installation will take place	Ongoing
4	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
5	Solar panel project – not started yet. Need to set up a working group	Ongoing
6	Village sign – Cllr Hinds has kindly agreed to get this project started and will arrange a meeting	Ongoing
7	Public Art project – terms of reference has been approved by MKCC, project meeting being held 9 th March 2026 to progress	Ongoing
8	Quotes received for a tree survey on Castle field trees, quote accepted but not heard from company since. Possible quote from Parks Trust	Ongoing
9	Awaiting quote to replace fencing around side of village hall garden	Ongoing
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.	Outstanding
12	Steve and I have started sorting out the papers currently stored in his garage	Ongoing
13	A weed killing application has been carried out at the sports ground	Complete
14	The sports ground ride on mower should be serviced 14 th March	Ongoing
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
Street Lights		
24	North Street, 7NS is constantly on	
25	South Street, 12SS is out – complete	FS764874893
26	Malting Field – 8MF is flickering - complete	FS764870834
27	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		
28	Missing cross bars from conservation area streetlights (reported)	
29	Conversion of conservation area streetlights to LED (awaiting funding)	
30	A19 enquiry with the Adoptions Team to establish current progress with Carrington Grove has been opened	
31	Street name sign for Carrington Grove is outstanding – Carrington Grove is not yet adopted.	Update given 26/2/24
Items reported to MKCC but no action being taken		
32	Missing and dislodged kerb edgings on Station Road parking area causing aggregate to spill onto Station Road	Closed, not at investigatory level
33	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
34	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
35	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
36	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

Payee	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 landscaing 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