



Croughton Parish Council  
 Croughton Village Hall, Wheelers Rise, Croughton, NN13 5ND  
 Tel: 07863 356095 | 01869 819905  
 Email: [clerk@croughtonparishcouncil.gov.uk](mailto:clerk@croughtonparishcouncil.gov.uk)  
 Clerk: Karen Kerby

All Councillors are summoned to a meeting of Croughton Parish Council in the Parish Room, Croughton Village Hall on Monday, 8<sup>th</sup> July, 2024 at 7.30 p.m. when the following business will be transacted:

## CROUGHTON PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING

Croughton Village Hall  
 Monday 8<sup>th</sup> July, 2024  
 at 7:30pm

### AGENDA

<b>24/98</b>	To receive and approve apologies for absence.																																																				
<b>24/99</b>	To receive and approve for signature the minutes of the meeting held on Monday 10 <sup>th</sup> June 2024	*																																																			
<b>24/100</b>	To note any matters arising not included on this agenda, for report only (clerk's report)																																																				
<b>24/101</b>	To receive members' Declarations of Interest under the Council's Code of Conduct related to business on the agenda. <i>(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest is required, and that the member should withdraw from the meeting room during the transaction of that item of business).</i>																																																				
<b>24/102</b>	<b>Public participation session</b> <i>(Members of the public are invited to address the council. Members of the public should address their representations through the chairman of the meeting)</i>																																																				
<b>24/103</b>	<p><b>To receive report on Finance matters; to approve and ratify payments and receipts:</b>            Balance of accounts as of 30<sup>th</sup> June 2024:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Community Account</td> <td style="text-align: right; padding: 2px;">£1,889.80</td> </tr> <tr> <td style="padding: 2px;">Premium Savings Account</td> <td style="text-align: right; padding: 2px;">£100,152.88</td> </tr> <tr> <td style="padding: 2px;">Total</td> <td style="text-align: right; padding: 2px;">£102,042.68</td> </tr> </table> <p>1. To consider for approval the Bank Reconciliation for June 2024 (see separate document)</p> <p>2. To ratify and approve payments and payments due <i>(subject to change before the meeting, but correct at time of agenda publication):</i></p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; width: 100%;"> <thead> <tr> <th style="padding: 2px;">Description</th> <th style="padding: 2px;">Reference</th> <th style="padding: 2px;">Payee</th> <th style="padding: 2px;">VAT</th> <th style="padding: 2px;">Total</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Elm plaque</td> <td style="padding: 2px;">Debit card</td> <td style="padding: 2px;">The Signmaker</td> <td style="text-align: right; padding: 2px;">£58.88</td> <td style="text-align: right; padding: 2px;">£353.26</td> </tr> <tr> <td style="padding: 2px;">Water</td> <td style="padding: 2px;">DD</td> <td style="padding: 2px;">Wave</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£ 56.00</td> </tr> <tr> <td style="padding: 2px;">Water</td> <td style="padding: 2px;">DD</td> <td style="padding: 2px;">Wave</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£9.00</td> </tr> <tr> <td style="padding: 2px;">Newsletter printing</td> <td style="padding: 2px;">BACS</td> <td style="padding: 2px;">Texprep</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£61.90</td> </tr> <tr> <td style="padding: 2px;">Clerk salary (52 hours)</td> <td style="padding: 2px;">BACS</td> <td style="padding: 2px;">K Kerby</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£846.60</td> </tr> <tr> <td style="padding: 2px;">Clerk salary</td> <td style="padding: 2px;">DD</td> <td style="padding: 2px;">HMRC (PAYE+NIC mth 3)</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£13.36</td> </tr> <tr> <td style="padding: 2px;">Phone</td> <td style="padding: 2px;">Debit card</td> <td style="padding: 2px;">Vonage</td> <td style="text-align: right; padding: 2px;">£1.71</td> <td style="text-align: right; padding: 2px;">£10.25</td> </tr> <tr> <td style="padding: 2px;">Mobile phone SIM</td> <td style="padding: 2px;">Debit card</td> <td style="padding: 2px;">Smarty</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£6.00</td> </tr> </tbody> </table>	Community Account	£1,889.80	Premium Savings Account	£100,152.88	Total	£102,042.68	Description	Reference	Payee	VAT	Total	Elm plaque	Debit card	The Signmaker	£58.88	£353.26	Water	DD	Wave	£0.00	£ 56.00	Water	DD	Wave	£0.00	£9.00	Newsletter printing	BACS	Texprep	£0.00	£61.90	Clerk salary (52 hours)	BACS	K Kerby	£0.00	£846.60	Clerk salary	DD	HMRC (PAYE+NIC mth 3)	£0.00	£13.36	Phone	Debit card	Vonage	£1.71	£10.25	Mobile phone SIM	Debit card	Smarty	£0.00	£6.00	*
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This Meeting is open to Members of the Public and the Press. You may be filmed, recorded, or published.

	Broadband	DD	Gigaclear	£7.22	£43.30																											
	Streetlighting maintenance	BACS	E.ON	£42.02	£252.12																											
	<b>TOTAL</b>			<b>£109.83</b>	<b>£1,651.79</b>																											
	3. To note that the clerk's hours include 11 hours of CiLCA training.																															
	4. To note receipts for June 2024:																															
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	5. To receive and note the payments and receipts reports for 2024/25 Q1																															
	a. 2024/25 Q1 Payments report (see separate document)						*																									
	b. 2024/25 Q1 Receipts report (see separate document)						*																									
<b>24/104</b>	<b>Planning Applications currently relevant to Croughton:</b>																															
	1. <a href="https://wnc.planning-register.co.uk/Planning/Display/2024/2855/FULL">https://wnc.planning-register.co.uk/Planning/Display/2024/2855/FULL</a> - 43 Park End, Croughton. Garage rear extension.																															
	2. <a href="https://wnc.planning-register.co.uk/Planning/Display/2024/2423/FULL">https://wnc.planning-register.co.uk/Planning/Display/2024/2423/FULL</a> - 1 Brackley Road, Croughton. Proposed single storey side extension.																															
	3. <a href="https://wnc.planning-register.co.uk/Planning/Display/2024/3130/FULL">https://wnc.planning-register.co.uk/Planning/Display/2024/3130/FULL</a> - 4 Blenheim, Croughton. Replacement of static caravan with shepherd's hut and associated works																															
	4. <a href="https://wnc.planning-register.co.uk/Planning/Display/2024/2931/OAC">https://wnc.planning-register.co.uk/Planning/Display/2024/2931/OAC</a> [Planning Application active at Cherwell Council: <a href="https://planningregister.cherwell.gov.uk/Planning/Display/22/01340/OUT#undefined">https://planningregister.cherwell.gov.uk/Planning/Display/22/01340/OUT#undefined</a> ] - Application Re-consultation - Amendments- As a new statutory consultee, the views of ATE are requested in respect to this substantial B8-use logistics development proposal to the east of the A43 at Baynards Green and north and south of the B4100, near to J10 of the M40. 22/01340/OUT																															
<b>24/105</b>	<b>Action Plan 2024-25 and associated actions</b>																															
	1. To receive updates in respect of Councillor Responsibilities, if available						*																									
	2. To receive requests for training.																															
<b>24/106</b>	<b>Traffic Working Group</b>																															
	To receive updates, if available																															
<b>24/107</b>	<b>Allotment wall committee</b>																															
	To receive updates, if available																															
<b>24/108</b>	<b>The Elm tree plaque</b>																															
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<b>24/109</b>	1. To note that the Chair has sent a letter to the tenant of allotment plot 21.																															
	2. To review the Allotment Policy																															
	a. To consider whether to increase the current fees for the allotments																															
	b. To consider whether to permit the planting of fruit trees on allotments																															
	c. To consider the rules about permitting other trees on allotments						*																									

Signed:

(Clerk)

Date: