



Croughton Parish Council
 Croughton Village Hall, Wheelers Rise, Croughton, NN13 5ND
 Tel: 07863 356095 | 01869 819905
 Email: 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, 12th August, 2024 at 7.30 p.m. when the following business will be transacted:

CROUGHTON PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING

Croughton Village Hall
 Monday 12th August, 2024
 at 7:30pm

AGENDA

24/110	To receive and approve apologies for absence.																																																				
24/111	To receive and approve for signature the minutes of the meeting held on Monday 8 th July 2024	*																																																			
24/112	To note any matters arising not included on this agenda, for report only (clerk's report)																																																				
24/113	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>																																																				
24/114	Public participation session <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>																																																				
24/115	<p>To receive report on Finance matters; to approve and ratify payments and receipts: Balance of accounts as of 31st July 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;">£1,352.01</td> </tr> <tr> <td style="padding: 2px;">Premium Savings Account</td> <td style="text-align: right; padding: 2px;">£98,152.88</td> </tr> <tr> <td style="padding: 2px;">Total</td> <td style="text-align: right; padding: 2px;">£99,504.89</td> </tr> </table> <p>1. To consider for approval the Bank Reconciliation for July 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;">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 (3 hours CiLCA)</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;">£733.50</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> <tr> <td style="padding: 2px;">Broadband</td> <td style="padding: 2px;">DD</td> <td style="padding: 2px;">Gigaclear</td> <td style="text-align: right; padding: 2px;">£7.22</td> <td style="text-align: right; padding: 2px;">£43.30</td> </tr> <tr> <td style="padding: 2px;">TOTAL</td> <td></td> <td></td> <td style="text-align: right; padding: 2px;">£8.93</td> <td style="text-align: right; padding: 2px;">£919.95</td> </tr> </tbody> </table>	Community Account	£1,352.01	Premium Savings Account	£98,152.88	Total	£99,504.89	Description	Reference	Payee	VAT	Total	Water	DD	Wave	£0.00	£ 56.00	Water	DD	Wave	£0.00	£9.00	Newsletter printing	BACS	Texprep	£0.00	£61.90	Clerk salary (3 hours CiLCA)	BACS	K Kerby	£0.00	£733.50	Phone	Debit card	Vonage	£1.71	£10.25	Mobile phone SIM	Debit card	Smarty	£0.00	£6.00	Broadband	DD	Gigaclear	£7.22	£43.30	TOTAL			£8.93	£919.95	*
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This Meeting is open to Members of the Public and the Press. You may be filmed, recorded, or published.

3. To note that the clerk's hours include 3 hours of CiLCA training.
4. To note receipts for July 2024:

Description	Reference	Payee	VAT	Total
Wayleave payment	cheques	Cheques paid in PO		£8.40
TOTAL				£8.40

- 24/116 Planning Applications currently relevant to Croughton:**
1. [Planning application: 2024/3354/FULL - Planning register | Planning register | West Northamptonshire Council \(planning-register.co.uk\)](#) Charles House, Wheelers Rise - Replace existing wooden conservatory and brittle polycarbonate roof, with brown double-glazed upvc frame
 2. [Planning application: 2024/3528/FULL - Planning register | Planning register | West Northamptonshire Council \(planning-register.co.uk\)](#) 58 High Street - Replace and reposition 1no door and 1no window to rear elevation of dwelling. Remove and replace existing garden outbuilding.

- 24/117 Action Plan 2024-25 and associated actions**
1. To receive updates in respect of Councillor Responsibilities, if available:
 - a. All Saints Church
 - b. Footpaths
 - c. Highways
 - d. Police
 - e. RAF Croughton
 - f. Village Hall
 2. To receive requests for training.
- *

- 24/118 Traffic Working Group**
To receive updates, if available

- 24/119 Allotment wall committee**
To receive updates, if available

- 24/120 The Elm tree plaque**
To receive updates, if available

- 24/121 Allotments**
1. To review the Allotment Policy
 - a. To consider changes for the permission of sheds as outlined in the draft policy document
 - b. To approve the Allotment Policy to be sent out with all invoices in September
 2. To consider setting up an allotment committee to oversee the day-to-day management of the allotments.
- *

- 24/122 Cemetery**
To consider setting up a working party to oversee the maintenance of the cemetery in response to the following comments:
1. A number of concerns have been raised regarding the trees:
 - a. All trees on the roadside need trimming back as they restrict vision when driving out.
 - b. Tree at the gate hangs low and hinders the coffin bearers.
 - c. Trees inside the fence line need cutting back and raised to allow grass cutting.
 - d. Trees in the central walkway require pruning.

	<p>2. A number of concerns have been raised regarding the graves:</p> <ul style="list-style-type: none"> a. Some graves have sunk and need filling with soil. b. Some headstones are tipping over and need straightening. c. On the latest line of graves, some memorial stones are behind the correct line and not on the graves. 	
24/123	<p>To consider the proposal for a VAS sign by Kier Highways: Kier Highways have asked for the Parish Council's comments on their proposal to place a VAS sign close to the 30mph sign at the entrance to Croughton before Portway roundabout on the B4031 (details in separate document).</p>	*
24/124	<p>To consider correspondence from a resident about the flooding at Park End on 5th July.</p>	*

Signed:

(Clerk)

Date: