



Croughton Parish Council  
 Croughton Village Hall, Wheelers Rise, Croughton, NN13 5ND  
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 Clerk: Karen Kerby

All Councillors are summoned to a meeting of Croughton Parish Council in the Parish Room, Croughton Village Hall on Monday, 9<sup>th</sup> September 2024 at 7.30 p.m. when the following business will be transacted:

## CROUGHTON PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING

Croughton Village Hall  
 Monday 9<sup>th</sup> September, 2024  
 at 7:30pm

### AGENDA

<b>24/125</b>	To receive and approve apologies for absence.																																										
<b>24/126</b>	To receive and approve for signature the minutes of the meeting held on Monday 12 <sup>th</sup> August 2024	*																																									
<b>24/127</b>	To note any matters arising not included on this agenda, for report only (clerk's report)																																										
<b>24/128</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>24/129</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>24/130</b>	<p><b>To receive report on Finance matters; to approve and ratify payments and receipts:</b>            Balance of accounts as of 31<sup>st</sup> 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;">£3,560.69</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;"><b>Total</b></td> <td style="text-align: right; padding: 2px;"><b>£101,713.57</b></td> </tr> </table> <ol style="list-style-type: none"> <li>1. To consider for approval the Bank Reconciliation for August 2024 (see separate document)           <ul style="list-style-type: none"> <li>• To note a receipt of £520 from Edd Frost &amp; Daughters which was received in error. A refund was immediately generated of £520 and authorized by Cllr Davies.</li> </ul> </li> <li>2. To ratify and approve payments and payments due <i>(subject to change before the meeting, but correct at time of agenda publication):</i></li> </ol> <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 style="background-color: #f2f2f2;"> <td style="padding: 2px;">Refund for funds received in error (Aug)</td> <td style="padding: 2px;">BACS</td> <td style="padding: 2px;">Edd Frost &amp; Daughters</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£520.00</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;">£ 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 (2 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;">£700.90</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> </tbody> </table>	Community Account	£3,560.69	Premium Savings Account	£98,152.88	<b>Total</b>	<b>£101,713.57</b>	Description	Reference	Payee	VAT	Total	Refund for funds received in error (Aug)	BACS	Edd Frost & Daughters	£0.00	£520.00	Water	DD	Wave	£0.00	£ 56.00	Water	DD	Wave	£0.00	£9.00	Newsletter printing	BACS	Texprep	£0.00	£61.90	Clerk salary (2 hours CiLCA)	BACS	K Kerby	£0.00	£700.90	Phone	Debit card	Vonage	£1.71	£10.25	*
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This Meeting is open to Members of the Public and the Press. You may be filmed, recorded, or published.

	Mobile phone SIM	Debit card	Smarty	£0.00	£6.00		
	Elm tree plaque construction	BACS	Private contractor	£0.00	£750.00		
	Broadband	DD	Gigaclear	£7.22	£43.30		
	Microsoft 365 licence for 2024/25	Debit card	Amazon	£9.83	£59.00		
	<b>TOTAL</b>			<b>£18.76</b>	<b>£2,216.35</b>		
	3. To note that the clerk's hours include 2 hours of CiLCA training.						
	4. To note that the DD for the water at the allotments will reduce to £7 in October 2024						
	5. To note receipts for August 2024:						
	<b>Description</b>	<b>Reference</b>	<b>Payee</b>	<b>VAT</b>	<b>Total</b>		
	VAT Refund	DC	HMRC		£3,128.63		
	Funds received in error	BACS	Edd Frost & Daughters		£520.00		
	<b>TOTAL</b>				<b>£3,648.63</b>		
	6. To consider the Internal Control Report for 2024/25 Q1						*
<b>24/131</b>	<b>Planning Applications currently relevant to Croughton:</b> No new local Planning Applications at the time of publication of the agenda.  <b>Acorn Bioenergy – Astwick Green Energy site</b> To consider the council's response to the correspondence from Acorn Bioenergy regarding their new proposals for the Astwick Green Energy site.						*
<b>24/132</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>24/133</b>	<b>Traffic Working Group</b> To receive updates, if available						
<b>24/134</b>	<b>Allotment wall committee</b> To receive updates, if available						
<b>24/135</b>	<b>The Elm tree plaque</b> To acknowledge that the work is complete.						
<b>24/136</b>	<b>Cemetery</b> To consider estimates for work to raise the canopy of trees at the entrance to the cemetery, and to tidy the trees in the hedges and central avenue.						*
<b>24/137</b>	To consider correspondence from a resident regarding the trees along the west edge of the allotment land (the end furthest from the entrance) which are encroaching into the buildings on the adjacent land, and the hedge and fencing along the playing field boundary.						*
<b>24/138</b>	To consider correspondence from a resident regarding the new road surface through the village.						*
<b>24/139</b>	To consider sending a delegate from the council to the inaugural West Northants Area Climate Summit on Wednesday 9 October 2024 at Delapre Abbey in Northampton.						*
<b>24/140</b>	To consider dates for the next Ward meeting, to be organised by CPC						

Signed:

(Clerk)

Date: