



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, 14<sup>th</sup> October 2024 at 7.30 p.m. when the following business will be transacted:

## CROUGHTON PARISH COUNCIL PARISH COUNCIL MEETING

Croughton Village Hall  
 Monday 14<sup>th</sup> October, 2024  
 at 7:30pm

### AGENDA

<b>24/141</b>	To receive and approve apologies for absence.																																																				
<b>24/142</b>	To receive and approve for signature the minutes of the meeting held on Monday 9 <sup>th</sup> September 2024	*																																																			
<b>24/143</b>	To note any matters arising not included on this agenda, for report only (clerk's report)																																																				
<b>24/144</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>24/145</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>24/146</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> September 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;">£22,714.44</td> </tr> <tr> <td style="padding: 2px;">Premium Savings Account</td> <td style="text-align: right; padding: 2px;">£98,522.49</td> </tr> <tr> <td style="padding: 2px;"><b>Total</b></td> <td style="text-align: right; padding: 2px;"><b>£121,236.93</b></td> </tr> </table> <p>1. To approve the Bank Reconciliation for September 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;">£ 7.00</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</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;">£684.60</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;">PFK Littlejohn</td> <td style="padding: 2px;">BACS</td> <td style="padding: 2px;">External Audit</td> <td style="text-align: right; padding: 2px;">£42.00</td> <td style="text-align: right; padding: 2px;">£252.00</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> </tbody> </table>	Community Account	£22,714.44	Premium Savings Account	£98,522.49	<b>Total</b>	<b>£121,236.93</b>	Description	Reference	Payee	VAT	Total	Water	DD	Wave	£0.00	£ 7.00	Water	DD	Wave	£0.00	£9.00	Newsletter printing	BACS	Texprep	£0.00	£61.90	Clerk salary	BACS	K Kerby	£0.00	£684.60	Phone	Debit card	Vonage	£1.71	£10.25	Mobile phone SIM	Debit card	Smarty	£0.00	£6.00	PFK Littlejohn	BACS	External Audit	£42.00	£252.00	Broadband	DD	Gigaclear	£7.22	£43.30	*
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This Meeting is open to Members of the Public and the Press. You may be filmed, recorded, or published.

Electricity	DD	Npower	£37.10	£779.13
Streetlight maintenance	BACS	E.ON	£42.02	£252.12
<b>TOTAL</b>			<b>£130.05</b>	<b>£2,105.30</b>

3. To note receipts for September 2024:

Description	Reference	Payee	VAT	Total
Allotment rent	DC	plot 26		£18.00
Bank interest	credit	Savings account		£369.61
Cemetery fees	BACS	Banbury Memorials		£37.00
Allotment rent	CC	plot 10		£18.00
Allotment rent	CC	plot 20		£18.00
Allotment rent	CC	plot 22		£18.00
Allotment rent	DC	plot 25		£7.50
Precept	DC	WNC Payments		£20,754.00
<b>TOTAL</b>				<b>£21,240.11</b>

4. To note:

- a. the completion of the AGAR 2023/24 External Audit
- b. that the Notice of Conclusion was posted by the clerk on 24<sup>th</sup> September 2024.

5. To review the 2024/25 Q2 accounts summary in preparation for budget planning in November.

- a. 2024/25 Q2 Payments report
- b. 2024/25 Q2 Receipts report

6. To review the Gigaclear contract which is out of fixed term.

7. To approve the Parish Council donation for the Royal British Legion poppy appeal wreath

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**24/147** **Planning Applications currently relevant to Croughton:**  
No new local Planning Applications at the time of publication of the agenda.

**24/148** **Action Plan 2024-25 and associated actions**  
1. To receive updates in respect of Councillor Responsibilities, if available  
2. To receive requests for training.

**24/149** **Traffic Working Group**  
To receive updates, if available

**24/150** **Allotment wall committee**  
1. To receive updates, if available  
2. To approve the payment of the latest invoice from AB Designs for £366.00 (inc. VAT)

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**24/151** To plan for the Ward meeting on 28<sup>th</sup> October

**24/152** To consider Parish Council support for a community lead action to submit a request to register The Blackbird Inn Asset of Community Value for the village.

**24/153** To approve a proposal to include an item in the November Croughton Newsletter, following the retirement of Rob and Vera Quittenden, after 37 years of managing The Blackbird Inn.

Signed:

(Clerk)

Date: