



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, 11th November 2024 at 7.30 p.m. when the following business will be transacted:

CROUGHTON PARISH COUNCIL PARISH COUNCIL MEETING

Croughton Village Hall
 Monday 11th November, 2024
 at 7:30pm

AGENDA

24/154	To receive and approve apologies for absence.																																															
24/155	To receive and approve for signature the minutes of the meeting held on Monday 14 th October 2024	*																																														
24/156	To note any matters arising not included on this agenda, for report only (clerk's report)																																															
24/157	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>																																															
24/158	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>																																															
24/159	<p>To receive report on Finance matters; to approve and ratify payments and receipts: Balance of accounts as of 31st October 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;">£2,409.14</td> </tr> <tr> <td style="padding: 2px;">Premium Savings Account</td> <td style="text-align: right; padding: 2px;">£116,522.49</td> </tr> <tr> <td style="padding: 2px;">Total</td> <td style="text-align: right; padding: 2px;">£118,931.63</td> </tr> </table> <p>1. To approve the Bank Reconciliation for October 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;">£64.20</td> </tr> <tr> <td style="padding: 2px;">Clerk salary (inc. backdated pay Item 159.4)</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;">£967.29</td> </tr> <tr> <td style="padding: 2px;">Payroll - Month 7 PAYE + Emp NI</td> <td style="padding: 2px;">DD</td> <td style="padding: 2px;">HMRC</td> <td style="text-align: right; padding: 2px;">£0.00</td> <td style="text-align: right; padding: 2px;">£64.39</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	£2,409.14	Premium Savings Account	£116,522.49	Total	£118,931.63	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	£64.20	Clerk salary (inc. backdated pay Item 159.4)	BACS	K Kerby	£0.00	£967.29	Payroll - Month 7 PAYE + Emp NI	DD	HMRC	£0.00	£64.39	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
Grass cutting contract	BACS	M Dempsey	£0.00	£6,320.00
Cemetery tree works	BACS	KPS Tree Care	£0.00	£1,560.00
TOTAL			£8.93	£9,051.43

3. To note receipts for October 2024:

Description	Reference	Payee	VAT	Total
Allotment Rent	DC	Plot 3		£18.00
Allotment Rent	DC	Plot 15		£18.00
Allotment Rent	DC	Plot 7		£18.00
Allotment Rent	DC	Plot 16		£18.00
Allotment Rent	DC	Plot 19		£18.00
Allotment Rent	DC	Plot 8		£18.00
Allotment Rent	DC	Plot 4		£18.00
Allotment Rent	DC	Plot 9		£18.00
Allotment Rent	Cheques	Plot 1, 5, 24		£54.00
Allotment Rent	DC	Plot 23		£18.00
TOTAL				£216.00

4. To note that the Local Government pay award for 2024/25 has been agreed, to be back dated to April 2024.
5. To note that the clerk has chosen to withdraw from CiLCA training with NCalc and will not be completing the qualification.
6. To review and accept the Internal Control Report for 2024/25 Q2.

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24/160 **Planning Applications currently relevant to Croughton:**
No new local Planning Applications at the time of publication of the agenda.

24/161 **Action Plan 2024-25 and associated actions**

1. To receive updates in respect of Councillor Responsibilities, if available:
 - a. All Saints Church (Cllr Davies)
 - b. All Saints School
 - c. Footpaths (Cllr Marsden)
 - d. Highways (Cllr Caldwell)
 - e. Police (Cllr Caldwell)
 - f. RAF Croughton (Cllr James)
 - g. Reading Room (Cllr Tomlin)
 - h. Village Hall (Cllr Hacon)
 - i. Cemetery (all)
 - j. Allotments (all)
2. To consider allowing a reduction in rent for allotment plot 11 due to the on-going impact of the allotment wall collapse.
3. To receive requests for Councillor training.

24/162 **Budget planning 2025/26**
To review the Budget for 2025/26 including ear-marked reserves:

1. Proposed draft Budget for 2025/26 - Payments
2. Draft Budget for 2025/26 – Expected Receipts

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24/163 **Traffic Working Group**
To receive updates, if available

24/164	Allotment wall committee To receive updates, if available	
24/165	To review the Gigaclear contract which is out of fixed term: 1. To continue with the current plan of £43.30 (inc. VAT) per month with the following terms: “Do nothing and keep your existing service and cost per month. If you’re happy with your current package, you do not need to do anything, and your service will continue as normal.” (quoted from email received by council) 2. To consider moving to a Business account with the following terms: “Activation charge of £ 166.67 EXC VAT applies for the Business 100 and Business 250 packages. After the 24-month minimum term period, the price per month will revert to the list price advertised for existing customers at that point in time. As at today the list price for the 100Mbps package will be charged at £85.50 exc VAT a month, the 250Mbps package will be charged at £142.45 exc VAT a month and the 900Mbps package will be charged at £477.60 exc VAT a month. Existing Gigaclear customers currently within their minimum term and would like to upgrade to any of these packages will be charged the standard list price and enter into a new 24-month contract. All offers are subject to the Business Broadband Terms and Conditions.” (quoted from the Gigaclear website)	
24/166	To consider a response to the consultation launched by the government on the return of remote or hybrid meetings: “the government intends to amend the law to introduce provisions for remote attendance at local authority meetings” ‘The consultation is open to parish and town councils, individual councillors,... and even members of the public’, and can be found at: Enabling remote attendance and proxy voting at local authority meetings - Ministry of Housing, Communities and Local Government - Citizen Space The consultation runs until 19 th December 2024.	
24/167	To consider planning ahead for the local elections on 1 st May 2025	

Signed:

(Clerk)

Date: