



Croughton Parish Council
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CROUGHTON PARISH COUNCIL
PARISH COUNCIL MEETING
Croughton Village Hall
Monday, 9th February, 2026
at 7:30pm

MINUTES

Present:

Councillor Vee Griffiths (Chair)
Councillor Simon Kerby
Councillor Steven Caldwell
Councillor Susan Relf
Councillor Kate Goodchild

In attendance: Karen Kerby (Clerk)

The meeting opened at 19:30

26/19	Chair's welcome and announcement The Chair welcomed everyone present and reminded all that, under the Openness of Local Government Bodies Regulations 2014, the meeting is open to Members of the Public and the Press, and that recording of the meeting is permitted.
26/20	To receive and approve apologies for absence. Apologies were received from Councillor Zoe Greenfield Resolved: to approved apologies from Cllr Greenfield
26/21	To receive and approve for signature the Minutes of the meeting held on Monday 12 th January 2025 Resolved: to approve the Minutes of the meeting held on Monday 12th January 2026
26/22	To note any matters arising not included on this agenda, for report only (clerk's report)
26/23	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> None declared
26/24	Public participation session (10 mins) <i>(Members of the public are invited to address the council. Members of the public should address their representations through the chair of the meeting)</i> No members of the public were present

26/25**Financial matters:**Balance of accounts as of 31st January 2026:

Community Account	£1,155.86
Premium Savings Account	£124,903.66
Total	£126,059.52

1. To approve the Bank Reconciliations for January 2026 (see separate documents)**Resolved: to approve the Bank Reconciliation for January 2026****2. To ratify and approve payments and payments due:**

Description	Reference	Payee	VAT	Total
Water (Allotments)	DD	Wave	£0.00	£ 20.00
Water (Cemetery)	DD	Wave	£0.00	£9.00
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
Clerk salary (Jan)	BACS	K Kerby	£0.00	£751.21
Clerk salary (Emp NIC) Mth 10	DD	HMRC	£0.00	£50.13
Newsletter (27758)	BACS	Texprep	£0.00	£64.20
Streetlight Maintenance (paid Jan)	BACS	E.ON	£42.02	£252.12
Printer toner (paid Jan)	Debit card	Cartridge People	£5.15	£30.89
Grasscutting – 1 year	BACS	M Dempsey	£0.00	£8,195.00
Streetlight – replace SOX lamp (PL46)	BACS	E.ON	£61.00	£366.00
Village Hall room rent (1495)	BACS	CPF&VH	£0.00	£550.00
Village Hall room rent (1496)	BACS	CPF&VH	£0.00	£31.00
Village Hall room rent (1502)	BACS	CPF&VH	£0.00	£550.00
TOTAL			£8.93	£10,929.10

Resolved: to ratify and approve payments and payments due, as above.**3. To note receipts for January 2026:**

Description	Reference	Payee	Total
Newsletter advertising		Advertiser	£6.00
TOTAL			£6.00

Receipts were noted**26/26**

To note for the record that the precept for 2025/26 was £42,543, as available in the Minutes for 13th January 2025 and the 2026/27 Budget planning paperwork.
Item was noted.

26/27**Planning Applications relevant to Croughton:**

No new planning applications at time of meeting.

26/28**Action Plan 2025-26 and associated actions**

1. To review Action Plan for 2025-26
2. To receive updates from representatives within the community, relevant to the Action Plan 2025-26, if available. **No specific reports were available:**
 - a. Croughton All Saints Church
 - b. Croughton Village Hall
 - c. Cemetery
 - d. Allotments

	<p>e. Footpaths f. RAF Croughton g. Defibrillator h. Portway Pocket Park i. Highways j. Police k. Poor's Allotment Trust</p> <p>3. To receive requests for Councillor training. Cllr Goodchild requested to attend the 'Off to a Flying Start' NCALC course on the 19th March. The Clerk to arrange registration.</p>
26/29	<p>To receive feedback from the 'Information Afternoon' at RAF Croughton held on the 29th January, 2026 and attended by Cllr Griffiths and Karen Kerby (clerk) All attendees were welcomed by the Squadron Leader Sheeran, followed by a brief history of the 501 Squadron, Unit 422, by Col. Jewell and Col. Diaz. There are currently only 300 USAF Airmen at RAF Croughton, but it is an essential hub for the communication circuits for Europe, Africa, the Middle East and the Far North. Whilst working at the Base, the Airmen are challenged to get out and about within the community and to 'leave a better version of themselves'. The afternoon included a history of the Base going back to WW2 plus a bus trip around the Base to see the Fighter Pens which were recognised by Historic England and 'listed' in 2011 as the best examples in existence in the UK. There are no current plans to remove any more 'golf balls', and plans for the new gate are not yet finalised.</p>
26/30	<p>Project to rebuild the Allotment Wall The paperwork for the borrowing application has been sent to NCALC for comment. The clerk is waiting for a response.</p>
26/31	<p>Traffic Working Group To receive an update from the Traffic Working group, if available. The working group has not had a meeting, but work continues to analyse the data collected from the traffic survey. CPC have asked the Safer Roads team for clarity regarding the £150 requirement for the Speedwatch equipment to be able to continue with the Speedwatch program. Once this has been received, the Council can vote to approve the payment.</p>
26/32	<p>Allotment Working Group To receive an update from the Allotment Working Group, if available. No update – there is nothing much happening at the allotments over winter.</p>
26/33	<p>To record a vote of thanks to the Defibrillator Guardians for their work over the past 11 years in maintaining the defibrillator at the Reading Room. The Parish Council is very grateful to the Defibrillator Guardians for their continued work in maintaining the defibrillator at the Reading Room. The Clerk noted that thanks had been included in the February Newsletter as well.</p>
26/34	<p>To consider what action CPC should take regarding the regular over-flowing of the dog bins. <i>As a suggestion, the following proposals have been made:</i></p> <ul style="list-style-type: none"> • <i>That we contact the contractor (Marcus Young Environmental Services) to request information about:</i> <ul style="list-style-type: none"> ○ <i>how often the bins are being emptied</i> ○ <i>have they noticed a pattern in the problem of overloaded bins?</i> ○ <i>can they increase the frequency of bin emptying and what would be the cost?</i>

	<ul style="list-style-type: none"> • <i>If we have no prospect of improvement after 3 months, we investigate options for other contractors.</i> • <i>If there is no prospect that other contractors can improve the situation after 6 months, we remove the dog waste bins.</i> <p>The clerk reported that she had spoken to the contractor about the matter ahead of the meeting. They have noticed a similar pattern in other areas, particularly over the Christmas period. The bins are usually emptied weekly, but this can be subject to change during holiday periods.</p> <p>The Chair reported that, following a discussion with a resident and after her recent litter pick, a number of dog poo bags were found to have been left on top of the bin at the end of Brackley Road, even though the bin was not full. It was agreed that this was unacceptable, and a notice will be placed in the next Newsletter pointing this out and also advising people to be respectful to others and to take bags home with them if the bins are full. It was also noted, that if used correctly, the Council doesn't believe that there is a capacity problem. There is, also, no issue with the contractor. It was agreed to monitor the situation over the coming months and reserve the right to make a final decision while monitoring continues.</p>
26/35	<p>To consider succession planning for the position of Croughton Parish Council Chair</p> <p>The Cllr Griffiths announced that she will not be standing as Chair again in May, which gives other councillors the opportunity to consider standing for the position.</p>
26/36	<p>Co-option to fill Councillor Vacancies</p> <p>To consider the process of co-opting to fill the 3 vacancies on the Parish Council.</p> <ul style="list-style-type: none"> • The Council has been made aware of one member of the parish who is interested in being Co-opted at the next meeting.
26/37	<p>To receive items to be included in the next agenda</p>

The meeting closed at 20:18