



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)

All Councillors are summoned to a meeting of Croughton Parish Council in the Parish Room, Croughton Village Hall on Monday, 11<sup>th</sup> May, 2026 at 7.30 p.m. when the following business will be transacted:

## CROUGHTON PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING

Croughton Village Hall  
 Monday 11<sup>th</sup> May 2026  
 at 7:30pm

### AGENDA

<b>26/78</b>	<b>To elect the Parish Council Chair:</b> <ol style="list-style-type: none"> <li>1. To elect the Chair of Croughton Parish Council</li> <li>2. To receive the Chair's Declaration of Acceptance of Office or, if not received, to decide a date by which it shall be received.</li> </ol>	
<b>26/79</b>	To receive and approve apologies for absence.	
<b>26/80</b>	To receive and approve for signature the minutes of the meeting held on Monday 13 <sup>th</sup> April 2026	*
<b>26/81</b>	To note the resignation of Councillor Kate Goodchild	
<b>26/82</b>	To note any matters arising not included on this agenda, for report only (clerk's report)	
<b>26/83</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>26/84</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>26/85</b>	<p><b>Financial matters:</b></p> <p>Balance of accounts as of 30<sup>th</sup> April 2026:</p> <table border="1" data-bbox="279 309 997 421"> <tr> <td>Community Account</td> <td>£27,677.00</td> </tr> <tr> <td>Premium Savings Account</td> <td>£111,216.66</td> </tr> <tr> <td><b>Total</b></td> <td><b>£138,893.66</b></td> </tr> </table> <p><b>1. To approve the Bank Reconciliation for April 2026</b> (see separate document) *</p> <p><b>2. To ratify and approve payments and payments due</b> (<i>subject to change before the meeting, but correct at time of agenda publication</i>):</p> <table border="1" data-bbox="204 633 1433 1041"> <thead> <tr> <th>Description</th> <th>Reference</th> <th>Payee</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Cemetery - grass seed</td> <td>Debit card</td> <td>Amazon Business</td> <td>£2.59</td> <td>£15.56</td> </tr> <tr> <td>Water (Allotments)</td> <td>DD</td> <td>Wave</td> <td>£0.00</td> <td>£ 12.00</td> </tr> <tr> <td>Water (Cemetery)</td> <td>DD</td> <td>Wave</td> <td>£0.00</td> <td>£9.00</td> </tr> <tr> <td>Clerk salary (Mth 1)</td> <td>BACS</td> <td>K Kerby</td> <td>£0.00</td> <td>£698.80</td> </tr> <tr> <td>Clerk salary (Emp NIC – Mth 1)</td> <td>DD</td> <td>HMRC</td> <td>£0.00</td> <td>£42.27</td> </tr> <tr> <td>Phone</td> <td>Debit card</td> <td>Vonage</td> <td>£1.71</td> <td>£10.25</td> </tr> <tr> <td>Mobile phone SIM</td> <td>Debit card</td> <td>Smarty</td> <td>£0.00</td> <td>£6.00</td> </tr> <tr> <td>Broadband</td> <td>DD</td> <td>Gigaclear</td> <td>£7.88</td> <td>£47.30</td> </tr> <tr> <td>Newsletter printing (27875)</td> <td>BACS</td> <td>Texprep</td> <td>£0.00</td> <td>£64.20</td> </tr> <tr> <td>Insurance</td> <td>BACS</td> <td>AJG (Hiscox)</td> <td>£64.32</td> <td>£650.30</td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> <td></td> <td><b>£76.50</b></td> <td><b>£1,555.68</b></td> </tr> </tbody> </table> <p><b>3. To note receipts for April 2026:</b></p> <table border="1" data-bbox="180 1122 1361 1697"> <thead> <tr> <th>Description</th> <th>Reference</th> <th>Payee</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Allotment rent</td> <td>CC</td> <td>26</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>3</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>16</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>8</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>17</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>15</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>6a</td> <td></td> <td>£10.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>24b</td> <td></td> <td>£10.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>19</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>24b</td> <td></td> <td>£8.50</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>7</td> <td></td> <td>£20.00</td> </tr> <tr> <td>Allotment rent</td> <td>Cheques</td> <td>1 + 27</td> <td></td> <td>£60.00</td> </tr> <tr> <td>Allotment rent</td> <td>CC</td> <td>24b</td> <td></td> <td>£1.50</td> </tr> <tr> <td>Cemetery Fees</td> <td>CC</td> <td>Private</td> <td></td> <td>£135.00</td> </tr> <tr> <td>Precept</td> <td>CC</td> <td>WNC</td> <td></td> <td>£25,719.50</td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> <td></td> <td></td> <td><b>£26,104.50</b></td> </tr> </tbody> </table> <p><b>4. To appoint the Internal Control Councillor for 2026/27</b></p>	Community Account	£27,677.00	Premium Savings Account	£111,216.66	<b>Total</b>	<b>£138,893.66</b>	Description	Reference	Payee	VAT	Total	Cemetery - grass seed	Debit card	Amazon Business	£2.59	£15.56	Water (Allotments)	DD	Wave	£0.00	£ 12.00	Water (Cemetery)	DD	Wave	£0.00	£9.00	Clerk salary (Mth 1)	BACS	K Kerby	£0.00	£698.80	Clerk salary (Emp NIC – Mth 1)	DD	HMRC	£0.00	£42.27	Phone	Debit card	Vonage	£1.71	£10.25	Mobile phone SIM	Debit card	Smarty	£0.00	£6.00	Broadband	DD	Gigaclear	£7.88	£47.30	Newsletter printing (27875)	BACS	Texprep	£0.00	£64.20	Insurance	BACS	AJG (Hiscox)	£64.32	£650.30	<b>TOTAL</b>			<b>£76.50</b>	<b>£1,555.68</b>	Description	Reference	Payee	VAT	Total	Allotment rent	CC	26		£20.00	Allotment rent	CC	3		£20.00	Allotment rent	CC	16		£20.00	Allotment rent	CC	8		£20.00	Allotment rent	CC	17		£20.00	Allotment rent	CC	15		£20.00	Allotment rent	CC	6a		£10.00	Allotment rent	CC	24b		£10.00	Allotment rent	CC	19		£20.00	Allotment rent	CC	24b		£8.50	Allotment rent	CC	7		£20.00	Allotment rent	Cheques	1 + 27		£60.00	Allotment rent	CC	24b		£1.50	Cemetery Fees	CC	Private		£135.00	Precept	CC	WNC		£25,719.50	<b>TOTAL</b>				<b>£26,104.50</b>	
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<b>26/89</b>	<b>To approve the Parish Council meeting dates for 2026/27</b>	*
<b>26/90</b>	<b>To review for approval the Insurance renewal, due on 1<sup>st</sup> June 2026</b> 1. To accept the Policy Schedule with Hiscox Insurance Company as recommended by Gallagher Insurance Brokers. There have been no material changes to the policy since last year. 2. To approve the Renewal Payment of £650.30 for 2026-27	* *
<b>26/91</b>	<b>Planning Applications currently relevant to Croughton:</b> No new Planning Applications at the time of publication of the agenda.	
<b>26/92</b>	<b>Action Plan 2026-27 and associated actions</b> 1. To approve the Action Plan for 2026-27 2. To review the appointment of representatives relevant to the Action Plan 2026-27 3. To receive requests for Councillor training.	* *
<b>26/93</b>	<b>Allotment Wall rebuilding project</b> To consider for approval the Borrowing Application for a PWLB loan. 1. Business Statement 2. Borrowing Application form	* *
<b>26/94</b>	<b>Traffic Working Group</b> To receive an update from the Traffic Working group, if available	
<b>26/95</b>	<b>Allotment Working Group</b> To receive an update from the Allotment Working Group, if available	
<b>26/96</b>	<b>Defibrillator</b> To consider holding a meeting to bring all parties interested in the defibrillator together to discuss the route forwards. The meeting is proposed to be held on Thursday 20th of May at 7:30 pm in the Parish room.	
<b>26/97</b>	<b>Annual Parish Meeting</b> To consider a proposal to hold an Annual Parish Meeting on Monday June 1st at 7:30 pm in the Parish room.	
<b>26/98</b>	<b>Litter Pick</b> 1. To consider, in principle, holding a village litter pick during this year. 2. To enquire about the availability of litter picking equipment	
<b>26/99</b>	To receive an update on noise from the compound next to the Co-op.	
<b>26/100</b>	<b>Councillor Vacancies</b> To note that the Council can co-opt to fill the vacancies of 2 Councillors from the last election, and advertise the vacancy created by the resignation of Cllr Goodchild.	