



Croughton Parish Council
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CROUGHTON PARISH COUNCIL PARISH COUNCIL MEETING

Croughton Village Hall
Monday 13th July 2026
at 7:30pm

MINUTES

Present:

Councillor Steven Caldwell (Chair)
Councillor Vee Griffiths
Councillor Susan Relf
Councillor Graham Judd

In attendance: Karen Kerby (Clerk)

The meeting opened at 19:30

26/122	To receive and approve apologies for absence. Apologies had been received from Councillor Zoe Greenfield Resolved: to approve apologies from Cllr Greenfield
26/123	To receive and approve for signature the Minutes of the meeting held on Monday 8 th June 2026 Resolved: to approve for signature the Minutes of the meeting held on Monday 8th June 2026
26/124	To note any matters arising not included on this agenda, for report only (clerk's report) A request had been submitted by a stone mason for permission to renovate an old memorial stone in the cemetery. As there was no material change to the original headstone, the clerk has given permission for the work to go ahead.
26/125	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
26/126	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> One member of the public was present to represent a group of residents affected by the activities at Unit 1, Park End Works where there have been dogs barking and business activity at unsociable hours. The group have reported the activities to the local police, Environmental Health (who have been monitoring the noise) and the RSCPA (for the welfare of the dogs). Unfortunately, so far, there have been no satisfactory outcomes, so the residents wanted to make the Parish Council aware of the situation.

26/127

Financial matters:

Balance of accounts as of 30th June:

Community Account	£1,327.97
Premium Savings Account	£142,326.45
Total	£143,654.42

1. To approve the Bank Reconciliation for June 2026 (see separate document)
Resolved: to approve the Bank reconciliation for June 2026

2. To ratify and approve payments and payments

Description	Reference	Payee	VAT	Total
Printer Toner – Yellow (paid in June)	Debit card	Cartridge People	£5.32	£31.89
Water (Allotments)	DD	Wave	£0.00	£ 45.00
Water (Cemetery)	DD	Wave	£0.00	£9.00
Clerk salary (Mth 3)	BACS	K Kerby	£0.00	£751.21
Clerk salary (Employer NIC – Mth 3)	DD	HMRC	£0.00	£50.13
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 (27960)	BACS	Texprep	£0.00	£64.20
Clerk advertising	BACS	SLCC	£72.80	£436.80
Streetlight maintenance	BACS	E.ON	£37.82	£226.92
Electricity	DD	Npower	£19.06	£400.19
TOTAL			£144.59	£2,078.89

Resolved: to ratify and approve payments and payments due, as above.

3. To note receipts for June 2026:

Description	Reference	Payee	VAT	Total
CIL - WNS/2022/0470/FUL	CC	WNC		£6,762.55
Cemetery fees (ERB)	CC	Private		£135.00
TOTAL				£6,897.55

Receipts for June were duly noted

4. To note the receipt of CIL money for WNS/2022/0470/FUL Land West of Brackley Road totaling £6,762.55.
It was agreed that the Council will need to investigate the restrictions on what this money can be used for.

5. To note that Wave have increased the water rates for the allotment from £20 to £45 per month to recover the outstanding amount due which has been caused by a significant increase in the use of water at the allotments during last summer.
The increase was noted, and also noted was the temporary hosepipe ban currently in place from Anglian Water.

6. To review the Financial Risk Assessment 2026/2027
Resolved: to approve the Financial Risk Assessment for 2026/27

26/128

Planning Applications currently relevant to Croughton:

No new Planning Applications at the time of publication of the agenda.

26/129	Action Plan 2026-27 and associated actions 1. To review the Action Plan for 2026-27 The Action Plan was reviewed and updates noted 2. To receive updates from representatives relevant to the Action Plan 2026-27 (if available) a. Croughton All Saints Church (no update) b. Croughton Village Hall It was agreed to invite the Village Hall Committee to the next meeting to discuss the playing field Pocket Park by the allotments. It was also noted that the benches at the end of the playing field are dangerously unsafe. A request was made by a Cllr to investigate the additional cost for the removal of grass-cuttings and leaves under the trees on the playing fields, either per cut or as a one-off activity. c. Cemetery (no update) d. Allotments (no update) e. Footpaths A report was made about a section of footpath from Blenheim which is overgrown with nettles. This will be reported on www.fixmystreet.com f. RAF Croughton (no update) g. Defibrillator. The GoFundMe page for a new defibrillator has raised over £600 so far. h. Portway Pocket Park (no update) i. Highways (no update) j. Police (no update) k. Poor’s Allotment Trust (no update) 3. To receive requests for Councillor training. No further training requested																		
26/130	Allotment Wall rebuilding project 1. To restate and clarify the full council resolution to seek approval from the Secretary of State for Housing, Communities and Local Government to apply for borrowing approval for a loan in order to rebuild the allotment wall running alongside the main road (B4031) through Croughton, which partially collapsed in January 2024 and which the Parish Council is responsible for (ref: Minutes of meeting on Monday 8th September, 2025; item 25/117.2): a. The proposed loan amount of £80,000 is to cover the shortfall in available Savings funds. b. The proposed borrowing term will be set at 2 years, with an interest rate of 4.97% c. The annual loan repayments will be £42,515.50 (total loan repayment cost £85,031.00) d. To note that the precept has increased over the last 5 years (shown below): <table><tr><td>Year</td><td>Precept</td><td>% increase on previous year</td></tr><tr><td>2022/2023</td><td>£38,035</td><td>24%</td></tr><tr><td>2023/2024</td><td>£39,532</td><td>4%</td></tr><tr><td>2024/2025</td><td>£41,508</td><td>5%</td></tr><tr><td>2025/2026</td><td>£42,543</td><td>2%</td></tr><tr><td>2026/2027</td><td>£51,439</td><td>20%</td></tr></table> e. To note that the loan is partially required to cover the shortfall in Savings funds which will be created by payment of VAT, of which the Council can later claim back. f. To note that there is contingency built into the loan application of £16,000 to allow for an increase in cost. Resolved: to seek approval from the Secretary of State for Housing, Communities and Local Government to apply for borrowing approval for a loan in order to rebuild the allotment wall running alongside the main road (B4031) through Croughton, which partially collapsed in January 2024 and which the Parish	Year	Precept	% increase on previous year	2022/2023	£38,035	24%	2023/2024	£39,532	4%	2024/2025	£41,508	5%	2025/2026	£42,543	2%	2026/2027	£51,439	20%
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	Council is responsible for (original ref: Minutes of meeting on Monday 8th September, 2025; item 25/117.2): The proposed loan amount of £80,000 is to cover the shortfall in available Savings funds. The proposed borrowing term will be set at 2 years, with an interest rate of 4.97% The annual loan repayments will be £42,515.50 (total loan repayment cost £85,031.00) It was noted that the precept has increased over the last 5 years, as above. It was noted that the loan is partially required to cover the shortfall in Savings funds which will be created by payment of VAT, of which the Council can later claim back. It was noted that there is contingency built into the loan application of £16,000 to allow for an increase in cost. (The following amendment was approved at CPC meeting 11th August 2026; item 26/141 to correct the wording in line with the requirements of the MHCLG) Council resolution: At the Croughton Parish Council meeting of 13th July 2026, it was resolved to seek the approval of the secretary of State for Housing, Communities and Local Government to apply for borrowing approval for a loan of £80,000 over the borrowing term of 2 years for the rebuilding of the allotment wall running alongside the main road (B4031) through Croughton, which partially collapsed in January 2024 and which the Parish Council is responsible for. The annual loan repayments will come to around £42,515 It is not intended to increase the council tax precept for the purpose of the loan repayments. 2. To review the original quote for estimate of the work to rebuild the wall, submitted in June 2025. Resolved: to seek confirmation of the original quote for the estimate of the work, and that the contractor is still interested in completing the work 3. To review the amended Budget for 2026/27; to note that the PWLB loan will be repaid over 2 years with interest (not 18 months, as originally assumed) Resolved: the amended Budget 2026/27 was reviewed and approved, noting that the precept has already been set in January.
26/131	Traffic Working Group To receive an update from the Traffic Working group. The Working Group now have a final working draft of the survey which is being checked for data accuracy. It was agreed that the working group should prepare the final draft, subject to the Parish Council's approval and comments, to be submitted to a full Parish Council meeting.
26/132	Allotment Working Group To receive an update from the Allotment Working Group. No updates from the working group. It was agreed that if a tenant takes an allotment in a poor state, there will be a waiver of the rents for the first 6 months. The Council acknowledged that there is currently a temporary hosepipe ban by Anglian Water. It was agreed that the clerk will let the allotment holders know about this.
26/133	To note an Environmental Health issue surrounding the guard dog noise, raised by residents at the Co-op. (Ref: item 26/126) It was agreed to contact the Ward Councillors (Rosie Herring and Rebecca Breese) to make them aware of the issue as they may have a better link to contacts within the relevant departments at West Northants Council. It was also agreed to send the contact details of the Ward Councillors, as well as a contact at the Planning Department, to the residents for them to follow up.

26/134	To receive an update from the Local Planning Consultation held on 2nd June. Cllrs Caldwell and Greenfield attended the presentation which discussed the Local Planning Consultation, for the emerging local plan up to 2043. It was noted that the category of A & B villages has been removed and all A & B villages are now categorised together as secondary villages. As a result of this re-categorisation, Croughton will be required to provide 43 new homes by 2043 (out of 3,843 across the district). There are a number of options for the Parish Council to consider: either to develop a village Neighbourhood Plan in conjunction with local landowners; or to work with the District Council to create a development plan, to follow the normal planning process. either to develop a village Neighbourhood Plan in consultation with the local community and landowners; or (if this has not been achieved within 2 yrs of the local plan being adopted) work with the District Council as part of the development plan process to identify suitable site(s). It was agreed that this will be discussed at a future meeting. (The amendment above was approved at CPC meeting 11th August 2026; item 26/142)
26/135	Recruitment for a new Clerk To receive an update on the recruitment process. Interviews for the post will be taking place on Thursday 16th Jul
26/136	Little Brook Ward meeting To note the next Little Brook Ward meeting will be hosted by Evenley to be held on the 16th September 2026. The date was duly noted.
26/137	Litter Pick 1. To consider, in principle, holding a village litter pick during 2026/27. 2. To enquire about the availability of litter picking equipment Resolved: to hold a litter pick during 2026/27 on a date yet to be decided and the Parish Council will provide suitable equipment.
26/138	Councillor Vacancies To note that the Council has vacancies for co-option for 4 Councillors. A number of suggestions were made including speaking to people at the village beer festival and organising a village meeting to encourage people to find out what part the Parish Council plays in the running of the village.

The meeting closed at 21:15