



Croughton Parish Council

Croughton Village Hall, Wheelers Rise, Croughton,
Northants NN13 5ND

Tel: 01869 819905 Email: clerk@croughton.org.uk

Clerk: Mrs Ann Le Druillenec

- Annual Parish Council Meeting -
- to be held on -
Monday, 13th May 2013 at 7.30 p.m.
Parish Room - Croughton Village Hall
Members of the Public and the Press are invited to attend

Public Forum at 7.30 p.m. prompt - time allowed 15 minutes maximum
The meeting will start immediately if no members of the public are in attendance by 7.30 p.m.

AGENDA

- 1 2 mins. To elect the Chairman:
- 2 1 min. To receive the Chairman's Declaration of Acceptance of Office:
- 3 2 mins. To elect the Vice Chairman:
- 4 1 min. To Receive Apologies and Approve the Reasons for Absence:
- 5 1 min. To Receive Requests for Dispensations:
- 6 1 min. To invite Declarations of Interest:
- 7 10 mins. Public Participation: Members of the Public may speak to Agenda items.
- 8 1 min. To approve the Minutes of the Meeting held 15th April 2013:
- 9 5 mins. Matters Arising from item 8 not on the Agenda: For Information:
 - 10.1 Clerk's Report
- 10 20 mins. Finance Matters:
 - 10.1 Receipts & payments and balance of bank accounts:
Barclays Bank: £9,989.95 (07.05.13) Standard Life: £16,932.31 (07.05.13)
 - 10.2 To Ratify and Approve the Payments:

Cheque No	Payee	Description	Total	vat	Note
102405	E.ON	Electricity Jan-Mar2013	£406.69	£67.78	To Ratify
102406	J Coles	Reimbursement refreshments APA	£6.88		To Ratify
102407	A H Contracts	Inv. 6724 dog waste bin emptying	£24.00	£4.00	
102408	Texprep	Inv. 20048 newsletter	£66.80		
102409	M Dempsey	Inv.987 Grasscutting	£705.00		
102410	E.ON	Inv. 035801 maintenance	£246.73	£41.12	
102411	NorthantsCALC	Inv. 3953 Training29Apr13Allotments	£58.00		
102412	F Bodley-Scott	Mileage exp. Litchborough 29.04.13	45p/mile		



Cheque No.	Payee	Description	Total	vat	Note
102413	A Le Druillene	Salary Month 2	£316.95		
102413	HMRC	Tax Month 2	£70.80		
102414	A Le Druillene	Reimbursement Toner Cartridge £77.99 CPRE Planning Roadshow 01 May 13 £29.00 Repairs to Laptop £60.00 Mileage £8.60	£175.59	£23.00	

10.3 To note Receipts:

Date	Payer	Description	Amount
April 2013	Tenants	Allotment Rent	£162.05
12.04.13	HMRC	Vat refund period 11.07.12 - 04.03.13	£334.14
19.04.13	SNC	Precept & CTRS grant 1 st half year instalment £8,330.50 CTRS grant £576.09	£8,906.59
May 2013	Tenant	Allotment Rent	£22.10
07.05.13	Y Tapping	Advert May 2013 Croughton News	£8.00
07.05.13	WJ Franklin	Burial fees GARPlot 1	£55.00

10.4 Bank Mandate: To consider any amendments.

10.5 Internal Controls:

10.5.1 To Note the Report of the Internal Control Councillor for Quarter 4

10.6 To Approve the Accounts for YE 31st March 2013.

10.7 To Review Designated and General Reserves.

1115 mins.

Planning:

11.1 Applications:

11.1.1 Ref: S/2013/0475/EXT

Proposal: Extension to time limit on S/2010/0184/FUL. Five stables, tackroom, separate feed/bedding store and parking facilities.

Location: Land to the north of Park End, Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=69111>

11.1.2 Ref: S/2013/0524/FUL

Proposal: Conversion of existing redundant stables to single dwelling

Location: The Stables, Croughton House West, Church Lane, Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=69144>

11.1.3 Ref: S/2013/0525/LBC

Proposal: Conversion of existing redundant stables to single dwelling

Location: The Stables, Croughton House West, Church Lane, Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=69145>

12.1.4 Ref: S/2013/0445/LDP FOR INFORMATION

Proposal: Removal of polycarbonate roof from existing conservatory and replacing with an insulated roof conversion system finished with a Tapco slate example can be seen at www.guardianconservatoryroofs.co.uk

Location: Fig Tree House, 55 High Street, Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=69062>

11.2 Notices of Decision:

None.

11.3 Breach of Condition Notice: Application No: S/2012/0225/LBC

Proposal: New front porch, replacement window and French doors, new opening to North section of Garden wall and associated works - resubmission of S/2011/1280/FUL and S/2011/1281/FUL

Location: Croughton House West, Church Lane, Croughton

1215mins.

Insurance Renewal:

12.1 To review the adequacy of the sums insured for the allotment wall.

12.2 To approve the Insurance Renewal effective as from 1st June 2013 and total Premium cover in the sum of £483.20 + any additional premium for increased sums insured in respect of the Allotment Wall.



- 135 mins.** **To consider Training needs and receive reports on sessions attended:**
 13.1 Allotments: 29th April 2013 (Cllrs Bodley-Scott and Coles)
 13.2 Planning Roadshow: 1st May 2013 (Cllr Tomlin)
- 1410min.** **New Homes Bonus:**
 14.1 To consider a response to the SNC Consultation.
- 1510mins.** **SNC Local Plan:**
 15.1 To consider a draft submission
- 165mins.** **Asset Register:**
 16.1 To approve the Asset Register at YE 31st March 2013.
- 1710mins.** **Statutory Matters:**
 17.1 Annual Return for YE 31st March 2013:
 17.1.1 To Approve Section 1.
 17.1.2 To Approve Section 2.
- 187mins.** **Poor's Allotment Trust:**
 18.1 To fill the vacancy created by the resignation of Mr Peter Swift
- 1925mins.** **Action Plan 2013/2014:**
 19.1 To agree Councillor, Representative and Warden Appointments:
 19.1.1 Church Representative
 19.1.2 School Representative
 19.1.3 Astwick Quarry Representative
 19.1.4 Footpaths Warden
 19.1.5 Highways Representative
 19.1.6 HS2 Rail Project Monitor
 19.1.7 Neighbourhood Watch Co-Ordinator
 19.1.8 Police Liaison Representative
 19.1.9 Poor's Allotment Trust Representative
 19.1.10 Portway Pocket Park Representative
 19.1.11 RAF Croughton Representative
 19.1.12 Reading Room Representative
 19.1.13 Tree Warden
 19.1.14 Playing Field & Village Hall Representative
 19.1.15 Croughton Active Representative
 19.2 Councillor Actions:
 19.2.1 Highways:
 19.2.2 Updates re. B4031 carriageway works
 19.2.3 Update re. Safer Routes to School 20 mph zone
 19.2.2 Allotments:
 19.2.2.1 To review action in respect of pigsty at Plot 1
 19.2.2.2 To Note progress in respect of creation of path to the south
 of the site
 19.2.3 Website upgrade report
 19.2.4 Cemetery: To consider potential maintenance work.
 19.3 Community Engagement:
 19.3.1 Affordable Housing : Update on progress
 19.4 Policies, Plans and Procedures:
 19.4.1 To Approve Policy for Advertising in the Newsletter and on the
 Website
- 205mins.** **Correspondence:**
 20.1 To consider items of Correspondence:
 20.1 Northants CALC: Inaugural West Northamptonshire Parish
 Forum: 26th June 2013: To appoint 2 delegates.
- 213mins.** **Any Other Business: For Information and at the discretion of the Chairman**



221 min.

To receive items for the next Parish Council Meeting - Monday 10th June 2013.

Total 2hrs.35mins.

Signed:  Date: 7th May 2013
Clerk

