

# Croughton Parish Council



## Minutes of Croughton Parish Council Meeting Held on Monday 13<sup>th</sup> April 2015 at 7.30 p.m. in Croughton Village Hall

**Present:**

Councillor Brian Tomlin - Chairman  
Councillor Margaret Bennett  
Councillor Fran Bodley-Scott  
Councillor Rodney Cash  
Councillor Jean Coles  
Councillor Trevor Davies  
Councillor Penny Forbes  
Councillor Rob Robbins

**Absent:** Councillor Pamela Gelder

**In Attendance:** Mrs Ann Le Druillenec (Clerk)

- 1 **Chairman's Announcement:** The Openness of Local Government Bodies Regulations 2014: The Chairman announced that, 'Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the meeting not being disrupted'.

SNC Public Notice was on display.  
Information entitled 'Filming, recording and use of social media at Council meetings' was available to members of the public attending the meeting.

- 2 **To Receive Apologies and Approve the Reasons for Absence:**

Cllr Gelder: Holiday

**RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Bodley-Scott to Approve the Reason for Absence submitted by Cllr Gelder.

- 3 **To Receive Requests for Dispensations:**

None.

- 4 **To invite Declarations of Interest:**

Cllr Bodley-Scot: Personal interest in Item 10.1.1 Application No: S/2015/0623/FUL.  
Reason: Owner of neighbouring Property.

Noted.

- 5 **Public Participation:** Members of the Public may speak to Agenda items:

None.

**6 To Approve the Minutes of the Parish Council Meeting held 9<sup>th</sup> March 2015:**  
(previously distributed)

**RESOLVED:** It was proposed by Cllr Forbes and seconded by Cllr Robbins to Approve the Minutes of the Meeting held 9<sup>th</sup> March 2015.

*Cllr Coles entered the Meeting.*

**7 Matters Arising from item 6 not on the Agenda: For Information:**

7.1 Clerk's Report: (previously distributed)

Minute No. 7.1: **None.**

Other:

i) Nameplate, Portway Crescent : A new nameplate has been installed.

ii) Bridge at Blenheim: The Bridges Team Leader, Northants Highways has advised that the estimate for this work incl. traffic management, is of the order of £6,700. As the section of wall is effectively fit for purpose and the County Council is facing severe budget cuts, modifying the stonework repairs is not considered to be high on the list of priorities.

**Agreed:** That there should be no additional charge for rectifying the sub standard repairs and to write back.

**Action:** the Clerk

iii) Policing Update: (previously distributed)

Closure of front counter at Brackley Police Station on 31<sup>st</sup> March 2015 meaning that some services (e.g. documentation, found property) will be diverted elsewhere.

Composition of Safer Community Team: 1 Sergeant, 4 PCs, 2 PCSOs.

Area: Brackley Town and 32 villages

Remit: Dealing with longer term community issues. Will also respond to emergency or urgent situations.

Response teams based at Towcester: Provide policing for South Northants, will deal with emergencies and incidents requiring prompt responses.

iv) LCAS: Foundation Status Certificate received: Valid 2015.

v) Local Elections 2015: 6 persons had been validly nominated.

**8 Finance Matters:**

8.1 Receipts & payments and balance of bank accounts: To Note:

Community Account: £963.68 (07.04.15)

Business Direct Access Account: £20,109.37 (01.04.15)

8.2 To Ratify and Approve the Payments:

Cheque N	Payee	Description	Total	vat	Note
DD	BTplc	Telephony Dec14-Mar15			1
102596	A H Contracts	Inv.7896 dog waste bin emptyir	£24.00	£4.00	
102597	Texprep	Inv. 21252 newsletter	£66.30		
102598	SNC	Non domestic rates Cemetery	£139.20		
102599	E.ON Energy Solutions Ltd	Maintenance Jan-Mar15	£246.73	£41.12	
102600	E.ON	Electricity Jan-Mar15	£408.94	£68.16	
102601	A Le Druillene	Salary Month 1	£320.22		
102602	HMRC	Tax Month 1	£80.00		

Note 1: Payment had been suspended whilst BT investigated 2 additional charges for the supply of a router and second Broadband line.

**RESOLVED:** It was proposed by Cllr Robbins and seconded by Cllr Bennett to Approve the Payments.

## 8.3 To note Receipts:

Date	Payee	Description	Amount
March	Tenants	Allotment Rent	£32.00
04.03.15	Y Tapping	Advert Newsletter	£8.00

**Noted.**

## 9 Financial Year End 2014/2015:

## 9.1 To note the Internal Controls report for Q4:

**Noted.**

The Chairman thanked Cllr Bennett for the internal control checks she had carried out during the year.

## 9.2 To note the Reserves: (previously distributed)

Total designated reserves: £15,426

Total general reserves: £5,647

**Noted.**

9.3 To Approve the Accounts for YE 31<sup>st</sup> March 2015: (previously distributed)

**RESOLVED:** It was proposed by Cllr Bennett and seconded by Cllr Bodley-Scott to Approve the Accounts for YE 31<sup>st</sup> March 2015.

9.4 To note the Internal and External Audit Dates for YE 31<sup>st</sup> March 2015:

Internal Audit: 6<sup>th</sup> May 2015

External Audit: 23<sup>rd</sup> June 2015

**Noted.**

## 10 Planning:

## 10.1 Applications:

10.1.1 Application No: S/2015/0623/FUL

Proposal: Front Porch

Location: Moss Cottage, 48 High Street, Croughton

*Cllr Bodley-Scott had declared an interest.*

**RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Coles to offer NO OBJECTIONS.

## 10.2 Notices of Decision:

10.2.1 No. S/2015/0098/FUL

PERMITTED

Proposal: Demolition of part of stones boundary wall, timber fencing, creation of parking space. Reduce opening in front stone wall. Replace double gates with single oak door

Location: Croughton House West, Church Lane, Croughton

10.2.2 No. S/2015/0099/LBC

CONSENT GIVEN

Proposal: Demolition of part of stones boundary wall, timber fencing, creation of parking space. Reduce opening in front stone wall. Replace double gates with single oak door

Location: Croughton House West, Church Lane, Croughton

**Noted.**

- 10.3 Croughton Conservation Area: To note comments arising from the Public consultation:  
(Comments received by the Assistant Conservation Officer, SNC previously distributed)

Comments had been received in relation to the removal of the field and lake to the south of Croughton House, the inclusion of some properties at Wheelers Rise, the exclusion of similar properties at Mill Lane and Park End. Justification for these amendments had been given by the Assistant Conservation Officer, SNC.  
Corrections had been made in respect of dating of some properties and roof materials used at the bus shelter.

The final draft will be considered by SNC on 15<sup>th</sup> April 2015.

**Noted.**

## 11 Training:

- 11.1 To consider training needs:

i) Off to a Flying Start induction course:

**Agreed:** That new Members are given the opportunity to attend.

11.2 To Receive Reports:

11.2.1 Digital by Default: 18<sup>th</sup> February 2015: Cllr Davies: A useful session. E government was rapidly advancing and more enhanced electronic engagement was required. The template format being promoted was sector friendly, with a reduced village component, and more in keeping with Croughton's needs than its existing website. It was thought that it would be possible to build in elements of the current practice.

Basic cost: £400 per year

**Agreed:** To invite the training company '2 commune' to discuss and analyse Croughton needs and associated costs.

The Clerk had a place on the training course, Openness and Accountability, to be held 28<sup>th</sup> April 2015. One aspect of this course is the requirement for councils with a budget of under £25,000 to publish certain documents on its website.

## 12 Footway Lighting:

- 12.1 To consider a quotation for a replacement for Lamp No. 18 Mill Lane:

Lamp No. 18 Mill Lane had been out of order since 1<sup>st</sup> December 2014. The Contractor had advised the Parish Council that it was beyond repair.

**RESOLVED:** It was proposed by Cllr Tomlin and seconded by Cllr Cash to Accept the Quotation Re. DM/Nor16675/15 in the sum of £320 + vat.

**Action:** the Clerk

12.1.1 Lamps No. 27 Brackley Road and Lamp No 7, High Street: The Contractor had been asked for a report on the condition of both these lamps whose rate of failure was higher than other lamps.

**Agreed:** To consider action in respect of replacements for these lamps at the Annual Parish Council Meeting to be held 11<sup>th</sup> May 2015.

- 12.2 To Note correspondence re. electricity charges for unmetered supplies effective as from 1<sup>st</sup> May 2015:

By letter received 11<sup>th</sup> March 2015, E.ON had advised that from 1<sup>st</sup> May 2015 Deemed Contract rates for unmetered supplies would increase by 50%, from 8.24p per kWh to 12.40p per kWh.

For Croughton to switch to a fixed term contract would not be beneficial as the estimated annual consumption of 15,000+ kWh was too low.

Northants CALC was pursuing the matter on behalf of its members by:

i) Urging NALC to make representation to E.ON to ask for a postponement of the price increase

ii) Contacting alternative suppliers of unmetered electricity with a view to negotiating a more favourable co-operative purchasing system.  
Northants CALC would advise its Members of the outcome on 17<sup>th</sup> April 2015.

**Noted.**

**Agreed:** To await the outcome of enquiries with a view to taking a decision at the Annual Parish Council Meeting to be held 11<sup>th</sup> May 2015.

**13 Action Plan 2014/2015:**

13.1 Councillor/Warden reports: **None.**

13.2 Councillor Actions:

13.2.1 Highways: To Note comments re. priority feature at Blenheim: Cllr Tomlin reported that Helen Howard, Community Liaison officer, Northants Highways, had asked the engineers to look at various options in an effort to come up with a viable scheme.

13.3 Community Engagement:

13.3.1 Affordable Housing: Update on outstanding issues: Cllr Tomlin reported:

i) Orbit Housing was checking the site boundary.

ii) Footway Light: Not yet installed.

iii) Tree planting: Not yet completed.

iv) Drain: Thames Water had accepted responsibility and the matter was 'live'. A camera survey had been carried out but further investigations would be necessary. Option to lay the drain either side of the foul manhole. This would require a road closure.

13.3.2 Broadband: Progress Report: Cllr Tomlin reported:

Work to commence in both Aynho and Croughton on 20<sup>th</sup> April 2015. 2 gangs per village. Live in July 2015.

13.4 Policies, Plans and Procedures:

13.4.1 Action Plan 2014/2015: To review outcomes: (previously distributed)

Supplementary Document: 1. Development Priority: Circular Walks:

These were posted on the website.

**Agreed:** To amend entry.

**Action:** the Clerk

13.4.2 Action Plan 2015/2016: (previously distributed)

**RESOLVED:** It was proposed by Cllr Bennett and seconded by Cllr Coles to Adopt the Action Plan 2015/2016 dated 13<sup>th</sup> April 2015.

**14 Annual Parish Meeting: 20<sup>th</sup> April 2015:**

14.1 To Note Chairman's Report: (previously distributed)

**Noted.**

**15 Correspondence:**

15.1 Bus Service 499: To submit comments on the current service and suggest any timetable changes:

Comments had been received from users in response to the notice in the April 2015 issue of Croughton News. These were mainly to do with the timetable to Brackley. The Council **noted** that there was a long gap in the service times for passengers wishing to return to Croughton, particularly in the afternoon.

**Agreed:** To convey the comments to the Principal Bus and Rail Development Officer, Northants Highways.

**Action:** the Clerk

- 15.2 Spring at Blenheim: To note concerns of water backing up at source and action taken: Cllr Tomlin reported.  
A resident had reported the matter and had been given permission to enlist the help of volunteers to carry out any excavation work that might be needed. As this work could affect one of the adjacent allotments the tenant had been advised of the situation.  
It was not known if any excavation work had been undertaken in the Allotments Pocket Park.

**Noted.**

- 16 **Any Other Business: For Information and at the discretion of the Chairman:**

**None.**

- 17 **To receive items for the Annual Parish Council Meeting: - Monday 11<sup>th</sup> May 2015:**

**None.**

The Meeting ended at 8.45 p.m.

Signed: \_\_\_\_\_ Date: 11<sup>th</sup> May 2015  
Chairman