



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, 9th May 2011 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 1 min. To elect the Chairman:
- 2 1 min. To receive the Chairman's Declaration of Acceptance of Office:
- 3 1 min. To receive previously signed Declarations of Acceptance of Office and to decide a date by which to receive any outstanding Declarations:
- 4 1 min. To elect the Vice Chairman:
- 5 1 min. Receive Apologies and Approve the Reasons for Absence:
- 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 11th April 2011: (attached)
- 9 1 min. Matters Arising from item 7 not on the Agenda: For Information:
 - 9.1 Clerk's Report (attached)
- 10 15 mins. Finance Matters:
 - 10.1 Receipts & payments and balance of bank accounts:
Barclays Bank: £8,121.44 (05.05.11) Standard Life: £14,969.24 (05.05.11)
 - 10.1.1 To Approve the Payments:

Cheque No.	Payee	Description	Total	vat
102199	A H Contracts	Inv 5401 dog waste bin emptying	£36.00	£6.00
102208	Texprep	Inv 18721 newsletter	£66.80	
102209	E.ON	Electricity Bill: 3 April 2011	£409.94	£66.09
102210	E.ON UK Energy Services	Street Lighting Maintenance QE 31.03.11	£246.73	£41.12
102211	M Dempsey	Inv 841 Grasscutting	£705.00	
102212	A Le Druillenec	Salary Month 2 (incl. QPS one off payt £200)	£470.15	
102213	HMRC	Tax Month 2	£117.60	



10.1.2 To approve payment in the sum of £154.00 + vat to E.ON Sustainable Energy in respect of replumbing of Lamp No. 6 Park End.

10.2 To note Receipts:

Date	Payer	Description	Amount
06.04.11 - 28.04.11	Tenants	Allotment Rent	£185.00
21.04.11	SNC	1 st half year instalment Precept	£8,106.50

10.3 Bank Mandate: To approve amendments.

10.4 Internal Controls: To Note the Report of the Internal Control Councillor for Quarter 4.

10.5 To Approve the Accounts for YE 31st March 2011. (attached)

11 5mins.

Asset Register:

11.1 To approve the re-stated Asset Register at YE 31st March 2010. (attached)

11.2 To approve the Asset Register at YE 31st March 2011. (attached)

12 15mins.

Statutory Matters:

12.1 Annual Return for YE 31st March 2011:

12.1.1 To Approve Section 1. (attached)

12.1.2 To Approve Section 2. (attached)

12.1.3 To Note the date of the Internal Audit to sign off Section 4.

13 5mins.

Action Plan 2011/2012:

13.1 To approve the Action Plan for 2011/2012. (attached)

14 10mins.

Insurance Renewal:

14.1 To consider quotations from Insurance providers effective as from 1st June 2011. (attached)

15 10mins.

Purchase of Office Equipment:

15.1 To consider the purchase of a laptop computer.

15.2 To consider the purchase of a monitor.

16 10mins.

Website: (Action Plan Objective)

16.1 To approve payment in the sum of £50 to Mr J J Schofield for the dynamic upgrade.

16.2 To set out a written understanding in respect of future maintenance and development work.

16.3 To renew the hosting agreement for two years from 7th June 2011 at a cost of £85.00 + vat.

16.4 To consider developments suggested in the Webmaster's Report presented to the Annual Parish Assembly held on 4th April 2011 and how to progress these. (Report attached)

17 2mins.

Cemetery:

17.1 To approve the purchase of 3-4 Holly Trees to replace those which did not survive the harsh winter conditions in 2010/2011. Anticipated cost is £40-£50 to be funded from designated Cemetery Reserves.

18 2mins.

Training:

18.1 To consider Training needs. (previously circulated)

18.2 To reserve, as required, 3 places on the Off to a Flying Start training sessions at a cost of £29.00 per place + mileage.

19 7mins.

Planning:

19.1 **Applications:**

19.1.1 Ref: S/2011/0392/LDE

Proposal: lawful development certificate for an existing use of buildings for B1 - light industrial use

Location: DTC Limited, Park End Works Croughton

<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=64327>

19.1.2 Ref: S/2011/0457/FUL
Proposal: Two storey side extension
Location: 41 Wheelers Rise, Croughton
<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=64490>

19.2 **Notice of Decision:**
18.2.1 Ref: S/20011/0194/FUL REFUSAL
Proposal: Replacement detached double garage with bathroom and room/storage areas within roofspace
Location: Yew Tree House, Park End, Croughton
<http://snc.planning-register.co.uk/PlanAppDisp.asp?RecNum=64148>

20 5 mins. **Highway Matters:** (Action Plan Objective)
20.1 VAS Project:
20.2 Brackley Road Project:

21 7mins. **Correspondence:**
21.1 To consider items of Correspondence:
21.1.1 South Northants Area Support Team: Neighbourhood Watch: Request for an annual donation in the sum of £10.00.
21.1.2 NCC Library Service: Proposed mobile library routes.
21.1.3 SNC: Armed Forces Day: 20th June 2011.
21.1.4 NCC: Proposed changes to Public Transport and Bus Subsidies. <http://youchoosencc.wordpress.com/>
21.1.5 SNC: Village Directory: Updates
21.2 Booklets, Leaflets, Brochures, Reports, Minutes: Received since previous Meeting:
i) SNC Lists of planning applications registered during periods 07.04.11 - 27.04.11
ii) OCC: Closer to Communities Strategy: Meeting notes 6th April 2011

22 3mins. **Any Other Business: For Information and at the discretion of the Chairman**

23 1 min. **To receive items for the Annual Parish Council Meeting - Monday 13th June 2011.**

Total 1hr. 55 mins.

Signed: _____ Date: 3rd May 2011
Clerk