



# Croughton Parish Council

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

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Clerk: Mrs Ann Le Druillenec

**- Parish Council Meeting -**  
**- to be held on -**  
**Monday, 13<sup>th</sup> June 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 Receive Apologies and Approve the Reasons for Absence:**
  
- 2 1 min.           **To invite Declarations of Interest:**
  
- 3 10 mins.       **Public Participation:** Members of the Public may speak to Agenda items.
  
- 4 1 min.           **To approve the Minutes of the Annual Parish Council Meeting held 9<sup>th</sup> May 2011:**
  
- 5 1 min.           **Matters Arising from item 4 not on the Agenda: For Information:**
  
- 6 3 mins.       **Finance Matters:**
  - 6.1       Receipts & payments and balance of bank accounts:  
Barclays Bank: £6,395.41 (06.06.11)   Standard Life: £14,969.24 (06.06.11)
  - 6.1.1   To Approve the Payments:

Cheque No.	Payee	Description	Total	vat
102216	A H Contracts	Inv 5461 dog waste bin emp	£24.00	£4.00
102217	Texprep	Inv 18773 Newsletter £66.80 Inserts £29.90	£96.70	
102218	M Dempsey	Inv 851 Grasscutting	£690.00	
102219	JJ Schofield	Inv jjs_croughton14-05-11 Website maintenance	£50.00	
102220	A Le Druillenec	Salary Month 3	£310.15	
102221	HMRC	Tax Month 3	£77.60	
102222	A Le Druillenec	Reimbursement web domain hosting renewal £102 office supplies £44.71	£146.72	£24.42



## 6.2 To note Receipts:

Date	Payer	Description	Amount
May 2011	Tenants	Allotment Rent	£43.50
10.05.11	HMRC	Vat refund	£989.71
11.05.11	L P Finn Memorials	Plot 696 inscription	£20.00
Date	Payer	Description	Amount
25.05.11	I-Tec Independent Technicians ltd	Advert	£43.20

## 6.3 Bank Mandate: To approve amendments.

7 5 mins.

### Internal Controls:

- 7.1 To appoint the Internal Control Councillor.
- 7.2 To review the Internal Control Processes.

8 2 mins.

### Insurance Renewal:

- 8.1 To endorse the recommendation of the Working Group to accept the quotation in the sum of £417.42 representing a 3 year long term agreement with Came & Company.
- 8.2 To ratify raising of cheque no. 102215 in the sum of £417.42 and payment.

9 3 mins.

### Action Plan 2011/12:

- 9.1 To approve the Action Plan 2011/2012.
- 9.2 To review the Policy on Special Meetings. (Action Plan Objective)

10 7 mins.

### Asset Register:

- 10.1 To approve the Re-stated Asset Register at YE 31<sup>st</sup> March 2010.
- 10.2 To approve the Asset Register at YE 31<sup>st</sup> March 2011.
- 10.3 Bus shelter: To consider its asset value, insurance value and maintenance liability

11 7 mins.

### Items held over from the previous Meeting:

- 11.1 NCC Library Service: Proposed Mobile Library routes
- 11.2 SNC Armed Forces Day: 20<sup>th</sup> June 2011
- 11.3 Proposed changes to Public Transport ands Bus subsidies: Report
- 11.4 Village Directory: Updates

12 1 min.

### Training:

- 12.1 To consider requests for Training.

13 5 mins.

### To appoint Representatives:

- 13.1 Parish Paths Warden: To confirm Mr Paul Jones as Parish Paths Warden.
- 13.2 Highways
- 13.3 Tree Warden
- 13.4 Planning

14 2 mins.

### Purchase of Office Equipment:

- 14.1 To recommend the purchase of one laptop computer in the sum of £333.31 + vat plus £214.97 + vat for software, external hard drive, hub and bag.  
Total cost: £548.28 + vat.

- 15** 10 mins. **Cemetery:** (Action plan Objective)  
 15.1 To approve an application for a memorial headstone.  
 15.2 Garden of Remembrance: To consider a Policy.
- 16** 3 mins. **Allotments:**  
 16.1 To consider a request to extend Plot 20 to incorporate uncultivated adjoining section.
- 17** 5 mins. **Statutory Matters:**  
 17.1 Annual Return for YE 31<sup>st</sup> March 2011:  
 17.1.1 To receive the Report of the Internal Auditor (Section 4).  
 17.2 Risk Assessment (Health and Safety) Public Assets and Sites: To consider arrangements for the Annual RA.
- 18** 10mins. **Planning:**  
 18.1 **Applications:**  
 18.1.1 Ref: S/2011/0510/FUL  
 Proposal: Three garden tool stores (Retrospective)  
 Location: 17, 19 & 21 Park End, Croughton  
<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64595>  
 18.1.2 Ref: S/2011/0589/FUL  
 Proposal: Variation of condition 2 of planning permission S/2010/0837/FUL to increase the size of one of the extensions and to make changes to doors and windows of both extensions  
 Location: Defence Infrastructure Organisation RAF Croughton  
<http://snctest.planning-register.co.uk/plandisp.aspx?recNo=64617>  
 18.1.3 Ref: S/2011/0599/FUL  
 Proposal: Single storey front extension to dwelling  
 Location: Treetops, 7 Portway Crescent, Croughton  
<http://snctest.planning-register.co.uk/plandisp.aspx?recNo=64701>  
 18.2 **Notices of Decision:**  
 18.2.1 Ref: S/2011/0309/FUL APPROVAL  
 Proposal: Two storey rear extension  
 Location: 8 High Street, Croughton  
<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64194>  
 18.2.2 Ref: S/2011/0457/FUL APPROVAL  
 Proposal: Two storey side extension  
 Location: 41 Wheelers Rise, Croughton  
<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64490>  
 18.2.3 Ref: S/2011/0392/LDE  
 Proposal: Lawful development certificate for an existing use of building for B1 - light industrial use  
 Location: DTC Limited Park End Works Croughton  
<http://snctest.planning-register.co.uk/plandisp.aspx?recno=64327>  
 18.3 Northamptonshire Minerals and Waste Development Framework:  
 18.3.1 Control and Management of Development DPD - Receipt of Inspector's Report: To Note the Inspector's recommendation that the DPD is sound and should be adopted, subject to minor changes put forward by NCC.  
<http://www.northamptonshire.gov.uk/en/councilservices/Environ/planning/policy/minerals/Pages/Cont/Manage.aspx>  
 18.3.2 Draft revised Development and Implementation Principles Supplementary Planning Document (SPD): To consider representations.  
 Deadline 28<sup>th</sup> July 2011  
<http://www.northamptonshire.gov.uk/en/councilservices/Environ/planning/policy/minerals/Pages/NewsUpdate.aspx>

- 19** 10 mins. **Highway Matters:** (Action Plan Objective)  
19.1 VAS Project: Update and Data Logging  
19.2 Waiting Restrictions at High Street - South Northants Traffic Order Review: Update  
19.3 Carriageway Repairs: Issues of Notification and Prioritisation  
19.4 Parish Enhancement Gangs: To endorse requests for work.
- 20** 5 mins. **High Speed 2:**  
20.1 To receive a report on the consultation roadshow held 27<sup>th</sup> and 28<sup>th</sup> May 2011.  
20.2 To consider a response to the DfT consultation (deadline 29<sup>th</sup> July 2011)
- 21** 3 mins. **Croughton All Saints Primary School:**  
21.1 To agree a date to meet with the School Council.  
21.2 Dedication and Celebration of enhanced outdoor provision: Friday 17<sup>th</sup> June 2011
- 22** 3 mins. **Little Brook Ward Meeting: 25<sup>th</sup> July 2011 at Croughton**  
22.1 To consider items for the Agenda
- 23** 3 mins. **Correspondence:**  
23.1 To Consider:  
23.1.1 Viridor Credits: Invitation to nominate a representative to sit on the area decision making steering group to consider applications to the Landfill Communities Fund:  
23.1.2 Northants ACRE: 2011 South Northamptonshire Rural Forum: 9.30 a.m. on Friday 17<sup>th</sup> June 2011.  
23.2 To Note:  
23.2.1 Community Safety Partnership Consultation Events: 11 a.m. - 3 p.m. on 23<sup>rd</sup> and 24<sup>th</sup> June 2011 outside Waitrose, Brackley  
23.3 Booklets, Leaflets, Brochures, Reports, Minutes: Received since previous Meeting:  
i) SNC Lists of planning applications registered during periods 12.05.11 - 01.06.11  
ii) SNH: Major Works Briefing Paper April 2011  
iii) Carers Federation Ltd: independent Complaints Advocacy Service (iCAS)
- 24** 3mins. **Any Other Business: For Information and at the discretion of the Chairman**
- 25** 1 min. **To receive items for the next Parish Council Meeting - Monday 11<sup>th</sup> July 2011.**

Total 1hr. 45mins.

Signed: \_\_\_\_\_ Date: 7<sup>th</sup> June 2011  
Clerk