



# Croughton Parish Council

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

Tel: 01869 819905 Email: [clerk@croughton.org.uk](mailto:clerk@croughton.org.uk)  
Clerk: Mrs Ann Le Druillenec

**- Parish Council Meeting -**  
**- to be held on -**  
**Monday, 10<sup>th</sup> June 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 1 min.      **To Receive Apologies and Approve the Reasons for Absence:**
- 2 1 min.      **To Receive Requests for Dispensations:**
- 3 1 min.      **To invite Declarations of Interest:**
- 4 10 mins.    **Public Participation:** Members of the Public may speak to Agenda items.
- 5 1 min.      **To approve the Minutes of the Annual Parish Council Meeting held 13<sup>th</sup> May 2013:**
- 6 5 mins.     **Matters Arising from item 5 not on the Agenda: For Information:**
  - 6.1 Clerk's Report
- 75 mins.     **Finance Matters:**
  - 7.1 Receipts & payments and balance of bank accounts:  
Community Account: £7,676.48 (03.06.13)  
Direct Access Account: £15,432.31 (03.06.13)
  - 7.2 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat	Note
102412	F Bodley-Scott	Mileage exp. Litchborough 29.04.13	£19.80		To Ratify
102416	R Robbins	Weedkiller-Allotments	£33.00		To Ratify
102418	A H Contracts	Inv.6774 dog waste bin emptying	£36.00	£6.00	
102419	Texprep	Inv. newsletter	£100.80		
102420	M Dempsey	Inv. Grasscutting	£		
102421	A Le Druillenec	Salary Month 3	£317.15		
102422	HMRC	Tax Month 3	£70.60		
102423	A Le Druillenec	Reimbursement Anglian Water: £54.11 (Allotments £38.94; Cemetery £15.17) 1&1 Webhosting Start up fee £8.39	£62.50	£1.40	

- 7.3 To consider a grant in the sum of £10 to the Neighbourhood Watch Area Support Team. (NFAST)



7.4 To note Receipts:

Date	Payer	Description	Amount
May 2013	Tenants	Allotment Rent	£49.20
07.05.13	Y Tapping	Advert May 2013 Newsletter	£8.00
07.05.13	W J Franklin	Burial Fees Memorial Garden Plot 1	£55.00

80 mins.

**Planning:**

8.1 **Applications:**  
None.

8.2 **Notices of Decision:**  
None.

92 mins.

**To consider Training needs and receive reports on sessions attended:**

9.1 Northants CALC: Inaugural West Northamptonshire Parish Forum: 26<sup>th</sup> June 2013: To appoint 2 delegates.

1020mins.

**Statutory Matters:**

10.1 Annual Return for YE 31<sup>st</sup> March 2013:

10.1.1 Section 1: Explanation of Variances: To Note.

10.1.2 Section 4: To consider the Internal Audit Report.

10.1.3 Section 3: Update on preparations for External Audit.

10.2 To establish an Allotments Committee:

111min.

**Appointment of Internal Controls Councillor:**

11.1 To appoint the Internal Controls Councillor for 2013/2014.

1245mins.

**Action Plan 2013/2014:**

12.1 To agree Councillor, Representative and Warden Appointments:

12.1.1 Church Representative

12.1.2 Croughton Active Representative

12.2 Councillor Actions:

12.2.1 Highways:

12.2.2 Updates re. B4031 carriageway works

12.2.3 Update re. Safer Routes to School 20 mph zone

12.2.4 Park End Chicane: Report on site meeting held 7<sup>th</sup> June 2013.

12.2.5 Bus Layby: To agree on protected time limit - either 24 hours or 8 a.m. to 5 p.m.

12.2.6 Annual Parking Restriction Review 2012/2013 South Northants: Proposed Waiting Restrictions Park End: To confirm support for the proposal.

12.2.2 Allotments:

12.2.2.1 To review action in respect of pigsty at Plot 1

12.2.2.2 To Note progress in respect of creation of path to the south of the site

12.2.3 Website upgrade report

12.2.4 Cemetery: To consider potential maintenance work.

12.3.5 VAS Data report:

12.2.6 Health & Safety Review of Parish Sites and Lighting Stock: To commence assessment.

12.3 Community Engagement:

12.3.1 Affordable Housing : Update on progress

12.3.2 Community Engagement:

12.3.2 Croughton Village Plan: To discuss and agree content.

12.4 Policies, Plans and Procedures:

12.4.1 To update Policy for Advertising on the Website

133mins.

**Little Brook Ward Meeting: 15<sup>th</sup> July 2013 at Evenley:**

13.1 To suggest items for the Agenda.



142mins.

**Correspondence:**

14.1 HS2 Consultation: Exhibition at Brackley Town Hall on 14<sup>th</sup> June 2013.

153mins.

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

161 min.

**To receive items for the next Parish Council Meeting - Monday 8<sup>th</sup> July 2013.**

Total 1hr.41mins.

Signed:  Date: 3<sup>rd</sup> June 2013  
Clerk