



# 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, 12<sup>th</sup> January 2015 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. **Chairman’s Announcement:** The Openness of Local Government Bodies Regulations 2014:
- 2 1min. **To Receive Apologies and Approve the Reasons for Absence:**
- 3 1 min. **To Receive Requests for Dispensations:**
- 4 1 min. **To invite Declarations of Interest:**
- 5 10 mins. **Public Participation:** Members of the Public may speak to Agenda items.
- 6 1 min. **To Approve the Minutes of the Parish Council Meeting held 8<sup>th</sup> December 2014:**
- 7 5 mins. **Matters Arising from item 5 not on the Agenda: For Information:**  
7.1 Clerk’s Report
- 8 5 mins. **Finance Matters:**  
8.1 Receipts & payments and balance of bank accounts: To Note:  
Community Account: £2,308.03 (05.01.15)  
Business Direct Access Account: £22,060.83 (05.01.15)  
8.2 To Ratify and Approve the Payments:

Cheque No	Payee	Description	Total	vat	
DD	BT plc	Telephony Bill Q023 RF	£357.15	£59.52	To Ratify
102573	A H Contracts	Inv. 7737 dog waste bin emptying	£24.00	£4.00	
102574	Texprep	Inv. 21100 newsletter	£66.30		
102575	E.ON	Inv. 051913 Lighting Maintenance Q3	£246.73	£41.12	
102576	E.ON	Inv. 051242 Fault repair Lamp No. 28	£28.16	£4.69	
102577	E.ON	Electricity Oct-Dec14	£418.02	£69.67	
102578	SLCC	Membership 2015	£42.00		
102579	Reading Room	Room Hire 15 <sup>th</sup> December 2014	£25.00		
102580	A Le Druillenec	Salary Month 10	£320.02		
102581	HMRC	Tax Month 10	£80.20		



### 8.3 To note Receipts:

Date	Payee	Description	Amount
01.12.14	J & M Humphris	Memorial Inscription Plot 733A	£25.00
06.12.14	NCC	S136 Mowing Contribution 2014	£497.79
15.12.14	Sponsor	Croughton News Oct14-Sep15	£695.60
29.12.14	J Funnell	Advert Dance Addiction	£10.00

9 5mins.

#### Internal Controls:

9.1 To Note the Internal Controls Report for Q3.

9.2 To consider the effectiveness of System of Internal Audit.

10 20 mins.

#### Budget 2015/2016:

10.1 To draft a Payments Budget.

10.2 To draft a Receipts Budget.

11 10 mins.

#### Precept 2015/2016:

11.1 To Note the Tax Base for 2015/2016.

11.2 To set the precept for 2015/2016.

12 10 mins.

#### Planning:

##### 12.1 Applications:

12.1.1 No. S/2014/2403/FUL

Proposal: Access Gate

Location: Adjacent to No. 8 Park End, Croughton

12.1.2 No. S/2014/2466/FUL

Proposal: Proposed flat roof extension (including re-building existing dormer) to front elevation and proposed rooflights to front and rear elevations

Location: 6 Portway Drive, Croughton

12.1.3 No. S/2014/2260/TCA

FOR INFORMATION

Proposal: Crown reduce one cherry tree by up to two metres and crown reduce one lilac tree by up to two metres

Location: 6 Church Lane, Croughton

##### 12.2 Notices of Decision:

12.2.1 No. S/2014/2014/FUL

PERMITTED

Proposal: Change of use, recladding and extension of former agricultural building to B2 - vehicle restoration and retention of calor gas tanks (retrospective)

Location: Carls Classics, Manor Farm, Portway, Croughton

12.2.2 No. S/2014/1543/TCA

JUSTIFIED

Proposal: T1-Yew Tree, reduce height to 1.0 metre below gutter and shape; T2-Sycamore, reduce northern crown by 2.5 - 3 metres

Location: Croughton House, Church Lane, Croughton

12.2.3 No. S/2014/2010/LDP

REFUSED

Proposal: Certificate of proposed lawfulness for a single storey rear extension

Location: 10 Park End, Croughton

12.3 Adoption of the West Northamptonshire Joint Core Strategy: To Note.

13 2mins.

#### Training:

13.1 To consider training needs:

13.2 To nominate a second representative to the NCalc Local Council Award Scheme Briefing to be held at 10 a.m. on 2<sup>nd</sup> February 2015.

14 30mins.

#### Action Plan 2014/2015:

14.1 Councillor/Warden reports: None.

14.2 Councillor Actions:

14.2.1 Highway Issues:

14.2.1.2 Report of site Meeting with Bridges Team Leader, Northants Highways held 18<sup>th</sup> December 2014:

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14.2.2 Life Saving Equipment Project:

14.2.2.1 To review the Defibrillator Awareness Session held 15<sup>th</sup> December 2014:

14.2.2.2 To discuss and agree a donation in the sum of £25-£30 to South Central Ambulance Service (League of Friends) in thanks for the Awareness Session:

14.2.2.3 To discuss whether to organise follow-on awareness sessions

14.3 Community Engagement:

14.3.1 Affordable Housing: Update on outstanding issues:

14.3.2 Parish Council Elections Plan: Update:

14.3.3 Broadband: Progress Report:

14.4 Policies, Plans and Procedures:

14.4.1 To review Contracts for:

14.4.1.1 Dog Waste Services (expires 31<sup>st</sup> December 2015)

14.4.1.2 Grasscutting

14.4.1.3 Lighting Maintenance

14.4.2 Action Plan 2014/2015: To Review

14.4.3 Community Engagement Strategy 2014/2017: To review progress on 2014/2015 actions

14.4.4 Cemetery Fees: To review fees with effect from 1<sup>st</sup> April 2015.

15 2mins.

**Correspondence:**

15.1 Cemetery: To consider a request in respect of the Interment of Ashes:

i) Purchase of a new end of row ashes plot in northwest quadrant

ii) Use of pre purchased end of row unoccupied ashes plot in northwest quadrant and removal of memorial tablet from this plot to new ashes plot in northwest quadrant.

16 1min.

**Motion to Exclude Members of the Public and the Press from the next item on the Agenda:**

17 5mins.

**Clerk's Annual Review:**

18 1min.

**Motion to Re-open the Meeting to admit Members of the Public and the Press.**

19 3mins.

**To set the date of the Annual Parish Meeting 2015:**

20 3 mins.

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

21 1 min.

**To receive items for the next Parish Council Meeting: - Monday 9<sup>th</sup> February 2015.**

Total: 1hr. 58mins.

Signed:   
Clerk

Date: 5<sup>th</sup> January 2015