

Croughton Parish Council

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

Tel: 01869 819905

Email: clerk@croughtonparishcouncil.org.uk

Clerk: Mrs Ann Le Druillenec

- Annual Parish Council Meeting -

- to be held on -

Monday, 17th May 2021 at 7.30 p.m.
in the Parish Room, Croughton Village Hall

This Meeting is open to Members of the Public and the Press.
Members of the Public and the Press who wish to attend are
requested to register with the Clerk via email

clerk@croughtonparishcouncil.org.uk

in advance of the Meeting.

Thank you.

Covid-19 Regulations: Those present shall:

- i. sanitise hands on entering and leaving the building
- ii. record their name, telephone number, their time of arrival and time of departure in the attendance book
- iii. observe the one-way system as per floor arrows
- iii. wear a mask/face covering on the premises
- iv. observe social distancing rules

AGENDA

Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

- | | |
|-----------|---|
| 11mins. | To elect the Chairman: |
| 21 min. | To receive the Chairman's Declaration of Acceptance of Office or if not received to decide a date by which it shall be received. |
| 31 mins. | To elect the Vice Chairman: |
| 41 min. | To Receive Apologies and Approve the Reasons for Absence: |
| 51 min. | To invite Declarations of Interest:
5.1 Disclosable Pecuniary Interests
5.2 Other/Personal/Non-Statutory Interests
5.3 To Receive Requests for Dispensations |
| 610 mins. | Public Participation: Members of the Public may speak to Agenda items. |

71min. General Power of Competence:
 7.1 To Resolve that Croughton Parish Council satisfies the criteria for eligibility as per Statutory Instrument No. 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012
 7.2 To Resolve to exercise the General Power of Competence.

85mins. Casual Vacancies:
 8.1 To Agree the procedure for filling 2 vacancies by co-option.

93mins. Member Code of Conduct:
 9.1 To Adopt the Code of Conduct for Parish Councils in West Northamptonshire.

102mins. To Approve the Minutes:
 10.1 Meeting held 12th April 2021
 10.2 Extra Meeting held 26th April 2021.

115mins. Matters Arising from item 8 not on the Agenda: For Information:
 11.1 Clerk's Report.

1210 mins. Finance Matters:
 12.1 Receipts & payments and balance of bank accounts:
 Barclays Bank: £18,266.18 (30.04.21) Business Direct: £33,829.41 (12.05.21)
 12.2 Bank Mandate:
 12.2.1 To Amend the list of authorised Bank signatories to the Accounts.
 12.4 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat	Note
DD	Gigaclear	Inv. G01503994	£41.30	£6.88	To Ratify
103087	E.ON	Electricity 01Jan-31Mar2021	£949.52	£158.25	To Ratify
103093	Texprep	Inv. 25167	£61.50		
103094	M Dempsey	Inv. Grasscutting	£		tbc
103095	A Le Druillenec	Salary Month 2	£489.23		
DD	HMRC	Tax Month 2	£62.40		
103096	A Le Druillenec	Reimbursement Vonage 13.04.21 - 12.05.21 £	£17.17	£2.86	

12.6 To Note Receipts:

Date	Payer	Description	Amount
April 2020	Tenants	Allotment Rent	£259.50
01.04.21	M Rowbottom	Advert April - June 2021 Newsletter	£30.00
04.05.21	WNC	Precept 1 st half year instalment	£15,323.00

131min. Standing Orders:
 13.1 To Amend SO3a and SO3b following the expiry on 6th May 2021 of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

141min. Financial Regulations:
 14.1 To Amend FR6.4. following the return to in-person Meetings and expiry of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020
 14.2 To consider reducing the number of authorised signatories for payments by cheque or order from 3 to 2.

155mins. Insurance Renewal effective from 1st June 2021:
 13.1 To Accept the Policy Schedule with Ecclesiastical as recommended by Came and Company Insurance Brokers
 13.2 To Approve Renewal Payment in the sum of £538.66.

- 165mins.** **Planning:**
16.1 Applications:
16.1. No. WNS/2021/0085/FUL
Proposal: Single Storey Rear Extension
Location: 4 High Street, Croughton NN13 5LT
16.2 Decisions: None.
- 1720mins.** **Annual Governance & Accountability Return 2020/21**
17.1 Internal Audit:
17.1.1 To Receive the Internal Audit Report dated 28th April 2021
17.1.2 To Note that the Internal Auditor has completed and signed off the Annual Internal Audit Report 2020/21 (p3 AGAR Part 3)
17.2 Section 1 - Annual Governance Statement 2020/21:
17.2.1 To consider the measures taken in support of the Statements
17.2.2 To Approve the Annual Governance Statement 2020/21 (p4 AGAR Part 3)
17.3 Section 2 - Accounting Statements 2020/21:
17.3.1 To consider the Accounting Statements 2020/21 (p5 AGAR Part 3)
17.3.2 To Approve the Accounting Statements 2020/21
17.3.3 To Approve the Bank Reconciliation for YE 31st March 2021
17.3.4 To Approve the Explanation of Significant Variances for 2020/21.
17.4 To Note the Period for the Exercise of Public Rights, 14th June 2021 to 23rd July 2021:
- 185mins.** **Action Plan 2021/2022:**
18.1 To Approve the Action Plan 2021/2022
18.2 Allotments:
18.2.1 Plot 12c/d: Update on work to investigate the spring
18.2.2 Plots 12a/b and 12c/d: To consider action required to bring both plots up to an acceptable standard for allocation to new tenants as either 2 full size plots or 4 half size plots.
- 193mins.** **Any Other Business: For Information and at the discretion of the Chairman:**
- 201 min.** **To receive items for the next Parish Council Meeting: - Monday 14th June 2021.**
- Total 1hr. 22mins.

Signed:  Date: 12th May 2020
Clerk