

# 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, 10<sup>th</sup> August 2020 at 7.30 p.m.**  
**Virtual Meeting via Zoom**  
**Members of the Public and the Press are invited to attend**

Join via the internet by going to

<https://us02web.zoom.us/j/79816378105>

Join by telephone by dialling 0203 481 5240  
and inputting Meeting ID 798 1637 8105

## AGENDA

### Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

- 11min. **To Receive Apologies and Approve the Reasons for Absence:**
- 21 min. **To invite Declarations of Interest:**  
2.1 Disclosable Pecuniary Interests  
2.2 Other/Personal/Non-Statutory Interests  
2.3 To Receive Requests for Dispensations
- 310 mins. **Public Participation:** Members of the Public may speak to Agenda items.
- 41 min. **To Approve the Minutes of the Parish Council Meeting held 13<sup>th</sup> July 2020:**
- 55 mins. **Matters Arising from item 4 not on the Agenda: For Information:**  
5.1 Clerk's Report  
5.2 WPD: Renewal of High and Low Voltage Cables: Update
- 65 mins. **Finance Matters:**  
6.1 Receipts & payments and balance of bank accounts:  
Barclays Bank: £23,464.01 (31.07.20) Business Direct: £22,421.06 (06.06.20)  
6.2 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat	Note
DD	Gigaclear	Inv. G01124934	£41.40	£6.88	To Ratify
103038	Texprep	Inv. 24807	£61.50		Print run 349
103039	M Dempsey	Inv.	£		
103040	PKF Littlejohn LLP	Inv. SB20200132	£240.00	£40.00	
103041	A Le Druillenec	Salary Month 5	£480.45		

Cheque No.	Payee	Description	Total	vat	Note
103042	A Le Druillenec	Reimbursement Vonage 13.06.20 - 12.07.20 £12.53 Eurooffice Inv. 0003899120 £38.16 12x 2 <sup>nd</sup> class Stamps £7.80	£58.49	£8.45	

6.3 To subscribe to SNAST for 2020/2021 at a cost of £20.00:

6.4 To Note Receipts:

Date	Payer	Description	Amount
July 2020	Tenants	Allotment Rent	£39.00
01.07.20	S Littleton	Advert June 2020 Croughton Tea Rooms	£18.00
13.07.20	WPD	Wayleaves	£9.62
27.07.20	Banbury Memorials	Tablet Plot GAR20 (Ashes)	£42.00
31.07.20	Mid-Counties Co-Op	Burial Fees, ERB £141; GAR20 £62	£171.00

72mins.

**Internal Controls:**

7.1 To review the Report for Q1 (2020/2021).

85mins.

**Annual Governance and Accountability Return 2019/2020:**

8.1 To Note the completion of the Limited Assurance Review for the Year Ended 31<sup>st</sup> March 2020 and Note the action required to be taken at the conclusion of the review

8.2 To Receive the External Auditor Report (S3, AGAR Part 3)

91min.

**Planning:**

9.1 Applications: None

9.2 Decision:

9.2.1 No. S/2020/0774/LBC

PERMITTED

Proposal: Replace 4 x attic dormer windows with like. (2 x front and 2 x back)

Location: The Old Rectory, 5 High Street, Croughton. NN13 5LT

1045mins.

**Action Plan 2020/2021:**

10. Part 1. Activity Updates:

10.1 Councillor, Representative and Warden Appointments:

10.1.1 Update on appointment of fourth AED Guardian

10.1.2 To Appoint a Representative for the Village Hall:

10.1.2 To receive Reports:

10. Part 2. Councillor Actions:

10.2.1 Highways:

10.2.1.1 Drainage issues at Park End: For Information

10.2.1.2 Mobile VAS: Update on delivery and Hedge cutting

10.2.1.3 Fixed VAS, Park End, HS2 Fund: Update

10.2.1.4 Mill Lane Ford: To comment on proposed footbridge.

10.2.2 Allotments:

10.2.2.1 Maintenance issues:

10.2.2.1.1 Update on clearance of items to rear of Plot 28

10.2.2.1.2 To consider a quotation to clear the wall of vegetation

10.2.2.1.3 To Approve cutting back and weedkilling of Plot 2.

10.2.2.2 To Approve requests from the Tenants of Plots 5 and 12a/b to erect sheds.

10.2.3 Health and Safety Risk Assessments: To Receive Reports and consider action to be taken.

10. Part 3. Community Engagement:

10.3.1 On-Street Residential Charge Point Scheme (ORCS): To discuss.

10. Part 4. Policies:

10.4.1 Newsletter:

10.4.1.1 To Approve revisions to the policy on Advertising for box sizes and pricing.

10.4.1.2 To seek to acquire Sponsorship.

10.4.2 Website Accessibility Guidelines: To Note the position with re. to the Parish Council website.

10.4.3 Consultation on new national model Code of Conduct: To consider.

- 111min. Training:**  
11.1 To consider requests.
- 123mins. Little Brook Ward Meeting: 27<sup>th</sup> July 2020:**  
12.1 To receive feedback.
- 133mins. Any Other Business: For Information and at the discretion of the Chairman:**
- 141 min. To receive items for the next Parish Council Meeting: - Monday 14<sup>th</sup> September 2020.**

Total 1hr. 24mins.

Signed:  Date: 5<sup>th</sup> August 2020  
Clerk