

# Croughton Parish Council

Minutes of Croughton Parish Council  
Held on Monday 10<sup>th</sup> January 2022 at 7.30 p.m. in Croughton Village Hall

## Present

Councillor Vee Griffiths - Chairman  
Councillor Martin Hacon  
Councillor Trevor Davies  
Councillor Rodger James  
Councillor Brian Tomlin  
Councillor Steven Caldwell

**Absent:** Councillor Bill Morris Councillor Steve Lyons, Councillor Simon Kerby

**In Attendance:** Mrs Hazel Hewison (Clerk)

## Chairman's Announcement:

The Openness of Local Government Bodies Regulations 2014:

### 1 To Receive Apologies and Approve the Reasons for Absence:

Councillor Bill Morris, Councillor Steve Lyons

### 2 To invite Declarations of Interest:

2.1 Disclosable Pecuniary Interests:  
**None**

2.2 Other/Personal/Non-Statutory Interests:  
**None.**

2.3 To Receive Requests for Dispensations:  
**None.**

### 3 Public Participation: Members of the Public may speak to Agenda items.

3.1 3 Representatives from the base attended to present plans for the recently cleared area Colonel John Hannah (Commander), Captain Chris Schmidt, Laura Haddy Community Relations Advisor. The reasons for the clearance were explained. Councillors were informed that the ground would be levelled with the drainage ditches retained, a line of shrubs would be planted, and the rest of the ground maintained as lawn. Work would commence in Spring 2022 and were due to be completed in Summer 2022. The contractors would be Ground Control who will be carrying out regular maintenance after the completion of the scheme.

Councillor Caldwell raised the issue of drainage and councillors were assured that this would be addressed before commencement of work.

Plans of the proposed work were left with the Clerk for Councillors information

3.2 Councillor Rosie Herring, West Northants Councillor also attended and informed councillors that any of the three Middleton Cheney district councillors would attend parish council meetings if invited. Councillors were apprised of the availability of Covid funding and advised to contact Councillor Breese for any assistance that might be necessary for planning issues.

One planning issue which district councillors are already aware of is the issue of "calling in" where the planning officers were proposing to stick to a strict two-week deadline

**4 To Approve the Minutes of the Parish Council Meeting held 13<sup>th</sup> December 2021:**  
(previously distributed)

**RESOLVED:** It was proposed by Cllr James and seconded by Cllr Hacon that the Minutes be approved

**5 Matters Arising**

5.1 Clerk's report - Councillor Griffiths advised that the bank reconciliation had shown Anglian Water had been paid twice for November. A Credit Note will be sought

**6 Finance Matters:**

6.1 Receipts & payments and balance of bank accounts:  
Barclays Bank Community Account £40, 797.61 as of 10.01.2022

6.2 To ratify and approve the payments

Cheque No.	Payee	Description	Total	vat	Note
103133	TexPrep	Newsletter	61.90		
103136	V. Griffiths	Vonage Postage	18.17 (10.25) (7.92)	(1.71)	
103138	NCALC	Training	44.00		

**RESOLVED:** It was proposed by Cllr Davies and seconded by Cllr Tomlin to Ratify and Approve the Payments

6.3 To Note Receipts:

Date	Payer	Description	Amount
13/12/21	S.Jones	Allotment rent	£18.00
14/12/21	R. Golsby	Allotment rent	£18.00
14/12/21	S. Martyn	Allotment rent	£18.00
14/12/21	S. Hancock	Allotment rent	£18.00
15/12/21	N. Appleton	Allotment rent	£18.00
20/12/21	R. Bailey	Allotment rent	£18.00
20/12/21	C. Murdoch	Allotment rent	£18.00
20/12/21	M. Hayward	Allotment rent	£18.00
29/12/21	R. Freeman	Allotment rent	£18.00
4/1/2022	R. Poole	Allotment rent	£18.00
4/1/2022	D. Smart	Allotment rent	£18.00
4/1/2022	J. Coles	Allotment rent	£18.00

**7 Financial Processes:**

**7.1 Online Banking.**

7.1.1. **RESOLVED** To postpone consideration until April 2022. Proposed by Cllr Griffiths, seconded by Cllr Hacon

**7.2. Budget**

7.2.1. To consider the reserve position for 2022-2023

The reserves were healthy and the need to maintain a substantial balance was agreed

7.2.2. To adopt the budget for 2022-2023

**RESOLVED:** to accept the budget. Proposed Cllr Tomlin, Seconded Cllr James

7.2.3. To set the precept for 2022-2023

A 7.4% increase in the Council Tax due to CPC was noted.

**RESOLVED:** to accept, complete and send off the precept demand template.  
Proposed Cllr Hacon, Seconded Cllr Tomlin

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**Planning:**

**8.1 Applications:**

**8.1.1 No. WNS/2021/1978/FUL**

**Proposal:**

Single storey side and rear extensions forming utility room, play room, sun room, pantry and enlarging existing kitchen; First floor alterations to enlarge existing master bedroom and en suite with feature dormers; Conversion of existing upper room to garage to a guest room/study.

**Location:**

Police House 14 High Street

**No objections raised**

9

**Action Plan 2021/2022:**

9.1 Councillor, Representative and Wardens:

9.1.1 To receive Reports:

VAS camera-

Cllr Tomlin reported that Margaret Bennett who had helped for several years with the preparation of the information taken from the VAS at the Blenheim end had sadly passed away.

The council noted her passing with sadness and was grateful for all the work she did as a Councillor and for the village in the years since standing down from the Council.

There was a need to find a successor for her duties. Cllr Hacon offered to do this.

Cllr Davies advised that data from the camera will not be available until later in the year.

9.2 Councillor Actions:

9.2.1 Allotments:

9.2.1.1 Allotment Wall: To consider the response from the surveyors regarding contractors for the investigatory trench.

Surveyors' response still awaited.

9.2.2 Police Liaison Position

**RESOLVED:** Cllr Griffiths to fill the position temporarily with a view to Cllr Caldwell taking over  
Proposed by Cllr Griffiths Seconded Cllr Caldwell

9.3 Community Engagement: **None.**

9.4 Policies, Plans and Procedures:

9.4.1 Action plan 2022-2023

**RESOLVED:** to postpone discussion until next meeting. Proposed Cllr Griffiths, Seconded Cllr Caldwell

9.4.2 Emergency response plan

The plan was considered and the need for updates identified. To be addressed at the February

meeting

- 10**            **Asset Mapping:**  
10.1 Need to engage with the Northants CALC Asset Mapping Project (AMP) identified and an AMP Working Group comprising the clerk and Councillors Caldwell and Hacon created. Need for training for the Working Group was identified
- 11.**            **Training:**  
11.1 No requests
- 12.**            **Correspondence:**  
12.1 To consider a request to prune the branches of a plum tree beside the footpath between Wheeler's Rise and the Reading Room.  
Councillors felt this was the responsibility of the landowner and Cllr Griffiths agreed to communicate this to him  
  
12.2 To consider a request for details of the landowner along the B4031.  
Councillors felt that the Council was unable to identify the landowner due to data protection issues. Clerk will write to inform the enquirer of this.
- 13.**            **Ward Meeting: 24<sup>th</sup> January 2022 hosted by Croughton Parish Council:**  
Postponement until late February due to COVID Omicron was felt to be advisable.  
All respondents to date were happy with this.  
**RESOLVED:** February 28<sup>th</sup> to be the new date for the meeting, proposed by Cllr Griffiths and seconded by Cllr Hacon
- 14.**            **Any Other Business:**  
14.1 Cllr Caldwell noted the 2 recent serious Road Traffic Accidents in the village in December. To be discussed at the February Ward Meeting  
14.2 Litter- suggested that an extra litter bin be sourced for the lay-by on the road out to Aynho. To be addressed at the February Meeting
- 15.**            **To receive items for the next Parish Council Meeting: - Monday 14<sup>th</sup> February 2022.**

Meeting concluded at 9.03 p.m.

Signed:  
Chairman

Date: 11<sup>th</sup> January 2022