

CROWTON PARISH COUNCIL
Minutes of Crowton Parish Council meeting held on
Tuesday 26th May 2026 at Crowton Village Hall

2026-27

Meeting started 7.pm

	<p>Present: Cllr Ralph Oultram, (Chaiman) Cllr Sue Dolley (SD), Cllr Bob Stubbs (BS), Cllr Mark Hickinson (MH), Cllr Kathryn Brennan (KB)</p> <p>In Attendance: Clerk - T Whitlow (TW), Ward Councillor Gillian Edwards, (GE), Ward Councillor Lynn Stocks (LS)</p>	
	<p>Welcome: Outgoing Chair, RO, welcomed the attendees.</p>	
26/01	<p>Election of Chair:</p> <ol style="list-style-type: none"> 1. Cllr Ralph Oultram was proposed, seconded and voted unanimously as chair for the civic year 2026-27. 2. RO signed the acceptance of office paperwork. 	
26/02	<p>Election of Vice Chair:</p> <p>Cllr Kathryn Brennan was proposed, seconded and voted unanimously as vice-chair for the civic year 2026-27.</p>	
26/03	<p>Apologies for Absence were received & accepted from:</p> <p>Cllr Richard Thorne (RT), Cllr Joel Rutter (JR)</p>	
26/04	<p>Declarations of Members' Interests:</p> <p>None.</p>	
26/05	<p>Approval of the last Minutes:</p> <p>The minutes of the last Parish Council meeting on Tuesday 14th April 2026 and the AMPC 13th May 2025 were approved & signed by the Chair.</p>	
26/06	<p>Chairs Report:</p> <p>RO to circulate his report.</p>	
26/07	<p>Policy Review:</p> <p>The following policies were reviewed and re-adopted, with a review date of the AMPC 2027 set.</p> <ol style="list-style-type: none"> 1. Standing Orders 2. Financial Regulation 3. Code of Conduct 4. Scheme of Delegation 5. Internet Banking Policy 6. Management Risk Assessment 7. Management Strategy <p>TW to update the policy schedule & website</p>	
26/08	<p>Statutory Financials:</p> <ol style="list-style-type: none"> 1. Bank signatories confirmed as TW, RO, RT & KB (although still waiting on Barclays to add KB) 2. Pre-authorised payments for 2026-27 were approved. Add to website. 	

26/09	Other Committee's KB was unanimously voted to remain the village hall representative.	
26/10	Public Participation: No MOP's present	
26/11	Ward Councillor reports: Annual Report received from LS – TW to add to the website Annual Report received from GE – TW to add to the website	TW
26/12	Matters Arising – from previous minutes (if not an agenda item) New email addresses are still to be implemented by some councillors. TW offered assistance.	
26/13	Accounts/Financial: 1. Receipt & Payments to meeting date: Reviewed and approved. See appendix 1 2. Bank Reconciliation Bank reconciliation as at 27.04.26 reviewed and approved.	
26/14	Meeting dates: Confirmed as the 2 nd Tuesday in the month (except august) for this civic year.	
26/15	Exemption certificate: Exemption Certificate approved. Signed by the chair. TW to send to External Auditor.	
26/16	Internal Audit Report: AGAR Internal Audit reviewed. Signed by TW and the chair. TW to upload to the website. No recommendations made.	
26/17	Annual Governance Statement: Reviewed. Resolved to approve. Signed by the clerk and the chair. TW to upload to website.	
26/18	Accounting Statements: Reviewed. Resolved to approve. Signed by TW and the chair. TW to upload to the website.	
26/19	Provision of Public Rights: Dates set for Wednesday 03.06.26 to Tuesday 14.07.26. Notice to be added to the notice board and website before 03.06.26.	
26/20	Clerks Report: (unless an agenda item) None not covered by an agenda item.	
26/21	Bench Placement Policy: This has still to be written.	TW
26/22	Planning: New Applications since the last meeting: No new planning applications received from PLA LPA Decisions & appeals notified since the last meeting: None	

	Clerk is still awaiting a response from enforcement regarding a new planning breach. To follow up again.	
26/23	Highways: No new highways issues other than the ongoing potholes. The 20mph through the village centre appears to have had an impact on vehicle speed.	
26/24	Millenium Green: 1. General Update: RT not present for an update. 2. Volunteers: Volunteers will be back on May 19 th 3. Plaque: RT not present 4. Commemorative Bench Can not be considered before the policy is adopted (MR 26.21)	TW
26/25	Asset Maintenance & Register: 1. Village Signage, Phone Box – Onston Lane & War Memorial Fence: Work in progress, weather permitting. 2. Memorial Bench – TW has followed up the request for full drawing of the proposed new bench.	
26/26	Co-Option: No enquiries received.	
26/27	Community Resilience Group: This has now been sent to JCEPT for approval.	
26/28	Defibrillators: TW has not managed to have a full discussion with MOP. Will continue to follow this up. To order defib if discussions are positive.	TW
26/29	Notice board: New smaller notice board is £800. TW to circulate information. To request 50% from ward councillors.	TW
26/30	Items for next agenda: Memorial Bench, plaque. Notice board.	
26/31	Date of next meeting: Tuesday 14 th July 2026 at 7pm at Crowton Village Hall.	

The meeting closed at 8.15pm

Signed:

Dated:

Appendix 1

Crowton Parish Council Receipts & Payments			
Presented at meeting:		26.05.26	
Income Received			
	None		£0.00
			£0.00
Payments ratified/for approval			
A	T Whitlow	Expenses	£78.00
R	Chalc	Membership	£149.20
			£227.20

Appendix 2

<u>BANK RECONCILIATION</u>		<u>27.04.26</u>
Barclays Current Account		£507.96
Barclays Premium Account		£29,151.82
Total		£29,659.78
<u>CASH BOOK RECONCILIATION</u>		
B/F Barclays Current		£635.33
B/F Barclays Premium		£17,651.82
Total B/F 01.04.25		£18,287.15
Receipts to date		£12,080.00
Expenditure to date		£707.37
Balance		£29,659.78