

**Minutes of the meeting of Croxton Parish Council
Held on Wednesday 29 June 2026 in the Village Hall at 7.30 pm**

Present: Cllr Paul Bayer, Cllr Gareth Lowson and Cllr Linda Sach.
In attendance: 1 member of the public and Mr Ben Stoehr (Locum Clerk).

1. **To elect a Chairman and to receive the declaration of acceptance of office**
RESOLVED to elect Cllr Bayer as Chairman. (Prop GL, 2nd LS, unanimous)
2. **To elect a Vice-Chairman**
RESOLVED to elect Cllr Lowson as Vice-Chairman. (Prop PB, 2nd LS, unanimous)
3. **Delivery by Councillors of their declarations of acceptance of office**
Signed Declarations of Acceptance of Office were received from all councillors present.
Cllr M Sach is to sign his declaration before the start of the next meeting.
4. **Apologies for absence and declarations of interest**
 - 4.1 **To receive apologies for absence and reasons for non-attendance**
Apologies for absence were received from Cllr M Sach (out of parish),
 - 4.2 **To receive declarations of interests from Cllrs on items on the agenda**
None.
 - 4.3 **To receive and consider any written requests for dispensations for items on this agenda**
None.
5. **To approve the minutes of the last meeting on 20 February 2026**
RESOLVED that the minutes of the meeting on 20 February 2026 be approved and signed by the Chairman as a true record. (Prop LS, 2nd GL, unanimous)
6. **To co-opt to fill any vacancies resulting from insufficient candidates at election and to make arrangements for any vacancies to be filled**
None.
7. **Annual Business**
 - 7.1 **Review of delegation arrangements to committees, working groups, employees, other local authorities and volunteers**
None other than the standard provisions in Standing Orders.
 - 7.2 **Review of the terms of references to committees and working groups**
None.
 - 7.3 **Receipt of nominations to existing committees and working groups**
None.
 - 7.4 **Appointment of any new committees and working groups**
None.
 - 7.5 **Review and adoption of standing orders, financial regulations, risk assessment arrangements and other policies**
RESOLVED that the Standing Orders, Financial Regulations and other policies should continue unchanged.
RESOLVED to adopt the updated Risk Assessment Policy.
 - 7.6 **Review of arrangements (including legal agreements) with other local authorities, not for profit bodies and businesses**
The Parish Council has permission to site the Defibrillator and CCTV equipment in the Village Hall.
 - 7.7 **Review of representation on or work with external bodies and arrangements for reporting back**
None.

- 7.8 Review of inventory of land and assets
The Assets Register was reviewed.
- 7.9 Review and confirmation of arrangements for insurance cover in respect of all insured tasks including renewal of the insurance policy
The insurance policy had recently been renewed with Zurich and was found to be sufficient.
- 7.10 Review of the Council's and/or employees' memberships of other bodies
The Council is affiliated to CAPALC.
- 7.11 Review of the Council's complaints procedure
RESOLVED to adopt the draft complaints procedure policy.
- 7.12 Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
RESOLVED that there should be no changes.
- 7.13 Review of the Council's policy for dealing with the press/media
RESOLVED to note that whilst the Council does not currently have a documented policy, such requests would by default be dealt with by the Chair in conjunction with the Clerk or other Councillors.
- 7.14 Review of the Council's employment policies and procedures
RESOLVED to note that this is not applicable as there are no employees at present.
- 7.15 Review of the Council's expenditure incurred under S137 of the Local Government Act 1972
RESOLVED to note that during FY26 the Council used S137 to purchase a memorial wreath (£20).
- 7.16 Setting the dates, times and place of ordinary meetings of the full Council
RESOLVED that the ordinary meetings of the Council take place quarterly on the third Thursday of the month at 7.30 pm.
- 7.17 Review of dispensations required under the Code of Conduct to enable the Council to conduct its business
RESOLVED to note that all members have dispensations for the Village Hall as either they or their spouses are on the Village Hall Committee.
- 7.18 Review of banking arrangements and appointment of any bank signatories
RESOLVED that there should be no changes and that Cllrs Bayer and Lowson should continue as signatories.
- 7.10 Member training arrangements
None.

Public participation on agenda items and matters of mutual interest (includes reports from County and District Councillors and representation by members of the public)
None.

8. To consider any resolutions from the Annual Parish Meeting
None.
9. To consider any matters arising from the last, or a previous, meeting
None.
10. Finance, risk assessment and procedural matters
- 10.1 To approve any payments
RESOLVED to approve the following payments:
- | | | |
|-----------------------------------|-----------------|---------|
| Information Commissioner's Office | Data Protection | £52.00 |
| CAPALC | Affiliation Fee | £221.13 |

- 10.2 To consider any urgent work required because of risk or health and safety
None.
- 10.3 To note any actions taken under delegated powers
RESOLVED to note the use of delegated powers to renew the insurance cover with Zurich.
- 10.4 To carry out a review of the effectiveness of the system of internal control that has been in place during the year under review (between 1 April 2025 and 31 March 2026)
RESOLVED that the Parish Council considers that the system of internal control is sufficient.
- 10.5 To prepare the Annual Governance Statement (Section 1 of the Annual Return)
RESOLVED having considered the Annual Governance Statement, that all the questions be answered "Yes." except for question 9 which was not applicable.
- 10.6 To approve the Annual Governance Statement by resolution
RESOLVED that that Annual Governance Statement be approved and signed by the Chairman on behalf of the Parish Council.
- 10.7 To consider the Accounting Statements (Section 2 of the Annual Return)
The Accounting Statements were considered.
- 10.8 To approve the Accounting Statements by resolution
RESOLVED that the Accounting Statements be approved and signed by the Chairman on behalf of the Parish Council.
- 10.9 To ensure that the Accounting Statements are signed and dated by the person presiding at the meeting
The Accounting Statements were signed and dated by the Chairman.
- 10.10 To consider the Internal Auditor's report (If received) and appointment of Internal Auditor for FY2027
The Internal Auditor's report had not yet been received.
- 11. To consider any planning or tree works applications received**
- 11.1 Planning applications
None.
- 11.2 To note any planning responses made between meetings using delegated powers
- 11.2.1 26/0097/TTPO – Land west of Croxton Old Rectory – The Parish Council made no comments
- 11.3 SCDC Decision notices, appeals notices, enforcement notices and planning correspondence for information only
None.
- 11.4 Tree works applications
- 11.4.1 26/0097/TTPO – Land west of Croxton Old Rectory – Withdrawn.
- 12. To consider any correspondence received**
- 12.1 East West Rail consultation
Noted. There were no updates.
- 13. To consider members' items and reports for information only unless otherwise stated**
- 13.1 A428 updates
It was noted that Toseland Road was almost ready to open.
- 13.2 East West Rail updates
There were no updates.
- 13.3 Solar Farm
There were no updates. It was noted that the field had not been planted.
- 14. Closure and dates of future meetings**

RESOLVED that the next meeting should take place on Thursday 20 August 2026.

RESOLVED that consideration of a grant to the Church Roof Fund should be an agenda item for the next meeting and that Cllr Bayer should investigate how to contribute.

There was no further business and the meeting closed at 8.20 pm.

SignedChairmandate.