

MINUTES OF CROXTON PARISH
ANNUAL PARISH COUNCIL MEETING

Held in Croxton Village Hall on Thursday 14th May 2025

1. Councillor Dauny opened the meeting as outgoing Chairman and welcomed everyone to the Annual Parish Council Meeting. He then handed over to the clerk to take over proceedings for the election of the new Chairman and Vice Chairman.

The Clerk then asked for a nomination of a new Chairman. Councillor Poore proposed and Councillor Grist seconded the motion that Councillor Dauny be elected as Chairman. This was agreed unanimously.

RESOLVED: Councillor Dauny be elected Chairman for the year ensuing.

The Chairman then asked for nominations for Vice Chairman. The Chairman proposed and Councillor Grist seconded a motion for Councillor Poore to be elected Vice Chairman. This was carried unanimously.

RESOLVED: Councillor Poore be elected Vice Chairman for the year ensuing.

The newly appointed Chairman and Vice Chairman signed the acceptances of office. The Clerk then asked if there had been any changes in the register of interests and it was confirmed that there were none. A Register of Interests will be completed and returned by the new Parish Councillor, James Mockford

2. **Present**

Paul Dauny	PD	Chairman
Andy Poore	AP	Vice Chairman
James Mockford	JM	Councillor
Emma Grist	EG	Councillor
Romy Dawson	RD	Clerk/RFO

Also in attendance: Councillor Kybird

3. **Apologies** were received from Councillor Vick.
4. **Any Declarations of Interest** There were none.
5. **Chairman's Report FYE 25/26** The Chairman had read out his report at the APM and will be added to the website.
6. **Minutes of the Meeting held on 12th March 2026**. These had been circulated previously, were agreed and approved unanimously. These were then signed by the Chairman.
7. **Matters Arising**
 - i. **Norfolk County Council Report** The Annual Report can be found at attachment 1.
 - ii. **Breckland District Council Report** This report can be found at attachment 2
 - iii. **GTP** No further updates. Meeting to be held in June.
 - iv. **Playing Fields/Annual Inspection** Annual Inspection to take place in the summer, Chairman to arrange. The new equipment has been ordered and will hopefully be installed in June.
8. **Planning**

- a. No planning issues were discussed.
- b. **Local Plan** No further update.
- c. **Neighbourhood Plan** No further update as this is currently in the review period.

9. Finance

- a. **Financial Year End Report and AGAR** The clerk had distributed the copies of the signed Financial Year End Report and AGAR and these were read out and questions were invited. The meeting was also informed that the Internal Auditor had approved the accounts and had completed and signed the Internal Auditor Report of the AGAR. The clerk then requested that the Annual Accounts be approved; this was carried unanimously. The AGAR was then signed by the Chairman and countersigned by the Clerk. The Clerk also reported that the internal Auditor had agreed in principle to do the audit in 2027.

RESOLVED: To approve the accounts.

- b. **Asset Register** The Clerk reported at the next meeting the Asset Register would have to be updated as the clerk now had a new printer and new play equipment would have to be added after installation.
- c. **Financial Report: Statement up to 14th May 2026**

Savings Account	Balance at last meeting	£11,650.54	
Incoming	Quarterly Interest	£60.09	
		new Balance	£11,710.63
Current Account			£14,446.29
Outgoings			

February	URM	£31.15	
February	Npower	£219.80	
February	Unity Trust Monthly Bank Fee	£6.00	
March	NPower	£175.64	
March	Nurture Landscapes overdue invoice	£109.50	
March	Nurture Landscapes March invoice	£109.50	
March	URM	£39.16	
March	TT Jones	£44.94	
March	Unity Trust Monthly Bank Fee	£7.00	
April	HMRC	£27.80	
April	Clerk Pay Jan-Mar	£317.48	
April	Clerk Office expenses	£13.00	
April	Npower April	£170.43	
April	Unity Trust Monthly Bank Fee for April	£7.00	
May	NALC Annual Invoice	£153.06	
May	Nurture Landscapes April Invoice	£109.50	
May	Fee to internal Auditor (Dennis Cooper)	£50.00	
	Total Expenses	£1,590.96	
		Subtotal	£12,855.33
Income			
April	Breckland Precept		£3,904.75
May	Cynthia de la Hoya		£3,000.00
			£0.00
		Total Current	£19,760.08
14/05/2026		Total in both Accounts	£31,470.71

10. Correspondence

- a. The Clerk had received a letter from Nurture regarding a price increase for the grass cutting; It was agreed that the clerk would obtain other quotes and would contact Councillor Eagle who had previously mentioned another company;

11. AOB

- a. **Church Lights:** Four lights were reported to be not working on the church path; clerk to contact TT Jones to rectify.
- b. **Clock:** The Chairman handed the Clerk £100 in cash which had been a donation from a parishioner towards the repair of the Church Clock.
- c. **Newsletter Advertisements:** Councillor Poore raised the issue of increasing the cost of advertising from £20 to £22 as next year it seemed likely that the cost of printing the newsletter would mostly likely rise in 2027. Councillor Poore proposed and the Chairman seconded the motion to increase the price.

RESOLVED to increase the cost of advertising in the newsletter to £22.

Clerk to action and start issuing invoices to the local businesses advertising.

12. **Dates of next meetings** There being no other business, the PC agreed the following dates for year ensuing:

23rd July 2026
24th September 2026
26th November 2026
28th January 2027
11th March 2027
13th May 2027

The meeting closed at 20.05hrs

Minutes agreed:

P Dauny
Chairman

Date: