

**Minutes of the Holcot Parish Council Meeting held**  
**on**  
**Monday 15 February 2016 at 7.30pm in the Church**  
**Room**

16/29 **Apologies:** Councillor A Carter, Councillor R Hawkins, Councillor P Scordellis

**Present:** Chairman: R Gunnett

Councillors: D Walker, M Wilson, K Buckle, J Fountain, R Sinclair,

Clerk: L Callan

16/30 **Declarations of Interest**

None

16/31 **Minutes of the last meeting**

The clerk made a small amendment under Finances, at the request of Councillor Walker.

Proposed: Councillor Walker, Seconded: Councillor Wilson

Councillor Gunnett expressed his thanks to the Clerk for the minutes.

16/32 **Matters Arising**

Councillor Gunnett discussed some of the Action Points from the last meeting.

16/33 **Finance**

Available Balance at the end of last meeting:	£7655.95	
Income this month:	£1500	Half of the cost of the drop kerb from resident on Moulton Road
Actual Balance in the Current Account:	£9155.95	
Actual Balance in the Business Account:	£7996.64	
<b>CHEQUE NUMBER</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>

100842	£3000	<u>DEAN JOHNSON PAVING SERVICES</u> Drop Kerb on Moulton Road
100843	£198	<u>HOLCOT CHURCH SCHOOL ROOM</u> Room Hire (£88) & Electricity (£110) for Christmas Tree Lights
100844	£198.83	<u>FRIENDS OF HOLCOT</u> £138 for Gravelling area on Rectory Lane, & £60.83 for redecorating the interior of the bus shelter on Main Street
100845	£200	<u>PCC HOLCOT</u> Church Clock Maintenance
100846	£513.06	<u>WESTON POWER DISTRIBUTION</u> New light on Poplars Lane - electricity supply set-up
<b>TOTAL INVOICES:</b>	<b>£4109.89</b>	
<b>ACTUAL AVAILABLE BALANCE IN CURRENT ACCOUNT:</b>	<b>£5046.06</b>	

Councillor Walker asked that we confirm our external audit arrangements now that the Audit Commission has closed.

The Parish Council unanimously confirmed that the Council would remain opted-in to the Sector-Led Body (Smaller Authorities Audit Appointments Ltd) arrangements for the procurement of External Audit.

As the Council is small, an external auditor is not required from Financial Year 2017/18, although arrangements must be available should one be required due to accounts being queried. Although the approach has not been defined by the Sector-led Body yet, the Clerk was asked to monitor how this aspect of the Sector-led Body arrangements will be achieved. **Action 16/33.1**

Councillor Walker raised the subject of Transparency arrangements, and pointed out that the Parish Council should publish reports from previous years and budgets/re-forecasts, and change the way we report finances, showing where we pay VAT for reclaiming. Councillor Walker will update the website accordingly. **Action 16/33.2**

The Council unanimously decided that the Clerk would be the Responsible Financial Officer for Holcot Parish Council.

#### 16/34 Queen's Birthday Celebration

Councillor Fountain reported that the first meeting with the Organising Committee was successful, and that a second meeting would be taking place very soon to discuss plans further.

The Clerk will be attending the next meeting, and will apply for a Community Grant once relevant information is obtained. **Action 16/34.1**

*The following Action Points were completed: 16/6.1, 16/6.2*

#### 16/35 Defibrillator

Councillor Gunnett has spoken to the Trustees, and they agreed that the defibrillator could be mounted on a wall near the Church, and electricity supply would be possible.

Councillor Wilson has been communicating with the Community HeartBeat Trust, a national charity focused on the provision of life saving defibrillation services to local communities. They work in co-operation with the local ambulance service, and all schemes supported by the Community HeartBeat Trust will be registered with the local ambulance service, who will be informed of key codes etc.

Councillor Wilson estimated the actual cost to get the defibrillator up and running would be £2,000.

The ongoing costs would be: £80 for new pads every 2 years, and £200 every 4 years for a new battery.

Councillor Wilson suggested that we need to find a co-ordinator for the defibrillator. Councillor Fountain offered to be a back-up co-ordinator. Councillor Walker will inform residents via the website about the installation of a defibrillator, and will ask if anyone wants to volunteer to be the co-ordinator. **Action 16/35.1**

Councillor Gunnett will inform Mr Tony Moulds of the progress so far. **Action 16/35.2**

*The following Action Points were completed: 16/7.1, 16/7.2*

#### 16/36 Village Maintenance

Councillor Gunnett has spoken to the residents on Brixworth Road regarding the parking issues on the grass verge. As the residents don't have anywhere to park, Councillor Gunnett suggested the Parish Council would provide two parking spaces for the residents, which Councillors agreed to, and stakes would be placed around the grass verges so that nobody is able to park there.

Councillor Gunnett will speak to Friends of Holcot to see if they will be willing to place the poles/stakes around the crossroads. **Action 16/36.1**

*The following Action Points were completed: 16/8.1, 16/8.2, 16/8.3*

#### 16/37 Police Matters

Councillor Buckle reported that we have lost our Police Community Support Officer.

The Special Constable is currently completing her job related PDP (Personal Development Portfolio). There is no set time scale for completion, as this kind of training involves job-related consequences.

Councillor Buckle also reported that out of the 21 vehicles over one and a half tonnes during the HGV survey at the end of last year, the main offenders were skip and scaffolding companies. Councillor Buckle is waiting to be informed about the next steps.

The Safer Roads Team have confirmed that an official ANPR (automated number plate recognition) van will be used in the village, and it was located over the causeway w/c 8/2. It will be used to detect numerous offences including overweight HGV's. How often it will be in the village is still to be confirmed.

Councillor Buckle will give Councillor Walker more information about the van, so he can report it on the website. **Action 16/37.1**

***The following Action Points were completed: 16/9.1, 16/9.2***

16/38 **Planning**

Nothing to report

16/39 **Highways**

Councillor Buckle reported that the signs on the Moulton to Holcot road had been upgraded.

***The following Action Points was completed: 16/11.1***

16/40 **White Swan**

Councillor Sinclair is yet to look into protection measures.

***The following Action Point is pending: 16/12.1***

16/41 **Village Seat**

Councillor Gunnett has spoken to residents about the location of the seat, and a position has been agreed.

Councillor Gunnett will go ahead and order the seat. **Action 16/41.1**

***The following Action Point was completed: 16/13.1***

16/42 **Parish Logo**

Councillor Walker is waiting for a reply to an email he sent to Mark Jessett.

*The following Action Point is pending: 16/14.1*

16/43 **Youth Matters**

Councillor Fountain reported that there have been lots of children from Walgrave village attending the Youth Club on Monday evenings.

16/44 **Lighting**

Councillor Wilson reported that he had spoken to Weston Power, and they suggested putting the missing light (number 25) in Poplars Lane on a pole. The cost for the bracket, lantern and electricity supply connection will be a little under £900. The Council agreed that Councillor Wilson would go ahead and instruct Weston Power to supply and install a pole bracket, complete with an LED lantern to an existing pole between Barnwood and Grange Farm. **Action 16/44.1**

It was also agreed that light number 27 on Walgrave Road opposite the Hannington turn, is to be permanently switched off, as it has not been working for a very long time. **Action 16/44.2**

*The following Action Points were completed: 16/16.1, 16/16.2*

16/45 **New Residents**

None

16/46 **Website and Communications**

Councillor Fountain reported that the newsletter is due out very soon.

16/47 **Northampton North SUE**

Public exhibitions will be taking place at the Kelmarsh Suite at Moulton College Management Centre regarding the Northampton North Orbital Route on 26 February (9am - 9pm), and 27 February (9am-3pm). Residents are encouraged to attend.

Councillors agreed that as many of them as possible would attend the exhibitions. Councillor Buckle thinks that this is a huge opportunity for the Parish Council to have as much influence as possible, as traffic and noise levels in Holcot are expected to be severely affected.

Councillor Gunnett said it is important to find out the views of as many people as possible in Holcot, and as a result, the Council agreed that a public meeting after the exhibitions would be necessary. The agreed date is Saturday 12 March between 10am and 12 noon. Councillor Walker will inform residents via the website. **Action 16/47.1**

16/48 **Village Hall**

To be discussed at next meeting.

16/49 **Footpaths**

The clerk has written to Roger Hayes, the Definitive Map Officer for Northamptonshire Highways, asking for an update on the footpath connecting Holcot to Walgrave Road. Mr Hayes has responded to say that the file has reached the top of the list of applications waiting allocation to a Definitive Map Officer. The application will hopefully be allocated within the next three months. Clerk to follow up. **Action 16/49.1**

*The following Action Points were completed: 16/22.1*

16/50 **Playing Field**

Councillor Sinclair is yet to check if the roundabout is working.

*The following Action Point is pending: 16/23.1*

16/51 **Bins**

Councillor Gunnett and Councillor Wilson have moved the dog bin on Brixworth Road. The clerk has informed Daventry District Council of the relocation.

The broken bin near the White Swan doesn't fit the brackets. Councillor Gunnett will measure the pole to order a new bracket, and Councillor Wilson will take the existing bracket off.

**Action 16/51.1**

*The following Action Points were completed: 16/24.1, 16/24.2, 16/24.3*

*The following Action Point is pending: 16/24.4*

16/52 **Correspondence**

Councillor Gunnett went through a list of correspondence that had been sent out since the last meeting.

**Consultation Waste Services:** Councillor Walker suggested this is a personal thing.

**Frauds & Scams:** Information on Website.

**Community Connector:** The clerk will make contact with Kimberley and invite her to do a presentation at our next meeting. **Action 16/52.1**

**Grants Neighbourhood Plans:** The clerk will enquire about what money we can get.

**Action 16/52.2**

**Best Village 2016:** Councillor Walker will put something on the website, since it is something that will need community action. **Action 16/52.3**

**Horse Traffic Rectory Lane:** Pytchley Hunt have been contacted to request that their horses do not exceed walking speed on the lanes, after a tragic accident involving a cat recently. The hunt have cooperated and agreed with the request.

16/53 **Councillors' Comments**

None.

16/54 **Date of Next Meeting**

Monday 21 March 2016 at 7.30pm. The meeting closed at 10 p.m.

**ACTION POINTS**

<b>AGENDA ITEM</b>	<b>WHO</b>	<b>ACTION POINT</b>
Finance 16/33.1	Clerk	Advise approach of SLB to external audit of small councils once information is available
Finance 16/33/2	DW	Update website in respect of transparency requirements
Queen's Birthday 16/34.1	Clerk	Complete form for Community Grant
Defibrillator 16/35.1	DW	Request for co-ordinator on website
Defibrillator 16/35.2	RG	Inform Tony Moulds of progress
Village Maintenance 16/36.1	RG	Speak to Friends of Holcot regarding poles around grass verge
Police Matters 16/37.1	KB/DW	KB to give two paragraphs regarding HGV results/monitoring and the Parish Constable, and DW to put on website
The White Swan 16/12.1	RS	Look into protection measures
Village Seat 16/41.1	RG	Order seat
Parish Logo 16/14.1	DW	Liaise with Mark Jessett
Lighting 16/44.1	MW	Instruct Weston Power to go ahead with bracket/light and electricity supply connection
Lighting 16/44.2	MW	Organise light number 27 to be switched off
Northampton North SUE 16/47.1	DW	Inform residents via website of public meeting on 12 March
Footpaths 16/49.1	Clerk	Follow up on footpath
Playing Field 16/23.1	RS	Check roundabout
Bins 16/51.1	RG/MW	Measure for bracket and replace existing bracket
Bins 16/24.4	RG/MW	Fix bin near White Swan
Correspondence 16/52.1	Clerk	Invite Community Connector to next meeting

Correspondence 16/52.2	Clerk	Enquire about grants for neighbourhood plans
Correspondence 16/52.3	DW	Put Best Village info on website