

# HOLCOT PARISH COUNCIL

Chairman: David Walker

Clerk: Mrs Lisa Callan  
2 Walgarth Court  
Holcot  
NN6 9TL

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**Minutes of the Holcot Parish Council Meeting**  
**held on Monday 19 September 2016 at 7.30p.m. in the Church Rooms, Main Street,**  
**Holcot, NN6 9SP**

**Councillors Present:** D Walker, R Hawkins, M Wilson, J Fountain, A Carter  
**Clerk:** L Callan

- 16/199      **Apologies:** *to receive and accept apologies and approve reasons for absence.*  
P Scordellis (holiday), R Sinclair (family matters), K Buckle (Business), R Gunnett  
(other engagement). The council accepted the apologies.
- 16/200      **Public address to the council:** *members of the public are invited to address the*  
*council. This session will last for a maximum of 15 minutes with any individual*  
*contribution lasting a maximum of 3 minutes. Members of the public should address*  
*their representation through the chairman of the meeting.* None.
- 16/201      **To receive declarations of interest under the Council's Code of Conduct related**  
**to business on the agenda:** *Members should disclose any interests in the business to*  
*be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest*  
*will require that the member withdraws from the meeting room during the transaction*  
*of that item of business.* None.
- 16/202      **Minutes of the last meeting:** *to receive and approve for signature the minutes of the*  
*meeting held on Monday 15 August 2016.* The Council approved and signed the  
minutes. Proposed: Councillor Hawkins, Seconded: Councillor Wilson.  
Minutes to be put on website. **Action 16/202.1**
- 16/203      **Matters Arising:** None.
- 16/204      **New Parishioners:** Councillor Fountain to inform clerk of names/address of new  
residents. **Action 16/204.1**
- 16/205      **Review Actions not covered elsewhere:** *receive reports on actions outstanding.*  
**Action Point 16/94.1:** Outstanding.  
**Action Point 16/127.1:** Outstanding.  
**Action Point 16/41.1:** Outstanding.  
**Action Point 16/49.1:** Ongoing.

*Action Point 16/174.3* Completed. Paperwork now with legal department.

*Action Point 16/136.1:* Outstanding.

*Action Point 16/165.1:* Outstanding.

*Action Point 16/137.1:* Outstanding.

*Action Point 16/154.1:* Outstanding.

*Action Point 16/171.1:* Completed

*Action Point 16/174.1* Outstanding

*Action Point 16/174.2* Outstanding: Park Landscapes have been contacted and now awaiting quote

*Action Point 16/174.4* Completed. Removed from future agendas.

*Action Point 16/174.5* Outstanding

*Action Point 16/175.1* Completed

*Action Point 16/175.2* Completed

*Action Point 16/175.3* Completed

*Action Point 16/175.4* Completed

*Action Point 16/178.1* Closed item

*Action Point 16/179.1* Outstanding

*Action Point 16/179.2* Completed. Wicksteed informed the clerk that the repair of fixings is down to Council maintenance and not covered under warranty. The clerk sent Councillor Sinclair a checklist for maintaining the equipment.

*Action Point 16/179.3* Completed. Wicksteed informed the clerk that the council can create their own poster for the gym equipment. Clerk will organise. *Action 16/205.1*

*Action Point 16/180.1* Outstanding

*Action Point 16/182.1* Completed

*Action Point 16/184.1* Completed

*Action Point 16/185.1* Outstanding

*Action Point 16/187.1* Outstanding – to be included in communications review in October

*Action Point 16/188.1* Completed

*Action Point 16/197.1* Completed

16/206

**Correspondence:**

1. Without prejudice comments on planning: Noted.
2. Judith Shephard - Fading white lines at crossroads - Council aware, and it is being dealt with.
3. Paint means poo campaign – Noted and posted on website.
4. DDC Scrutiny & Improvement Task Panel - The Council agreed that they don't have anything to contribute at the moment. Clerk to respond to invitation. *Action 16/206.1*
5. Leak on Walgrave Road - Councillor Wilson to determine whether action necessary and nature of resolution if appropriate. *Action 16/206.2*

16/207

**Clerk contract for approval and signature:** Next agenda.

16/208

**Auditors report for consideration and adoption:** The Council agreed to adopt the report.

16/209

**Website:** *consider the allocation of website editor.* The Council agreed that the responsibility would remain with Councillor Walker. It will be reviewed again next AGM.

- 16/210 **Parish Logo:***options for consideration, and agreement of next steps.* The Council were shown some examples of how the logo would look on a letterhead. The Council agreed on a green and blue logo with Arial font. The clerk will liaise with Mark Jessett to provide appropriate files. **Action 16/210.1**
- 16/211 **Playing Field Maintenance Plan:***Councillor Sinclair to present plan of items that need action for approval.* Next agenda.
- 16/212 **White Swan Protection:***determine how the parish could support the White Swan and protect it for the long term.* The Council agreed that no action is necessary at the moment.
- 16/213 **Defibrillator:** *receive report regarding security measures:* The Council confirmed that CCTV items should be used to enhance defibrillator security. **Action 16/213.1**
- 16/214 **All 'project' spend items:** *confirm next steps where no plans exist.* Next agenda.
- 16/215 **Planning:** *agree response to the following applications:*
1. *DA/2016/0761, 28 Moulton Road, Holcot NN6 9SH. Demolition of existing linked rear outbuilding and erection of new single storey rear extension.* The council had no objections or comments from parishioners. Clerk to write to Daventry District Council. **Action 16/215.1**
  2. *DA/2016/0847 Land At Hall Farm, Hannington Lane, Walgrave, Northamptonshire, NN6 9QG. Installation of 1 no. 18m lattice tower with 3 no. antennas, 3 equipment cabinets and ancillary development within chain-link fenced compound, installation of access gate and hardstanding.* The Council discussed the proposal and agreed not to send a response.
- 16/216 **Church Room:** *receive report and update.* Next Agenda.
- 16/217 **Footpaths:** *receive updates.* Next Agenda.
- 16/218 **Fundraising:** *receive report/updates.* Next Agenda.
- 16/219 **Lighting:** *receive updates.* Councillor Wilson has worked out that the Council would save £82.50 on average a year by changing supplier to NPower due to the new rates issued by E.ON. The Council have agreed to change supplier, and Councillor Wilson will liaise with the clerk and write to NPower to check that their offer is still valid. Subject to that confirmation the changeover should be effected. **Action 16/219.1**
- 16/220 **Police Matters and Neighbourhood watch:** *receive updates.* Next Agenda.
- 16/221 **Traffic Management and Road Safety:** *receive report on NNOR and A43 planning and NCC Cabinet report.* Councillor Walker outlined the content of NCC's Cabinet report and referred to the post on the website.
- 16/222 **Village Seat:** *receive report.* To be monitored through action 16/41.1.

#### **FINANCIAL CONTROL**

- 16/223 **Finance:** *to receive financial report, and approve payments as listed, totalling £1029.96*

100876	<i>Lisa Callan - Clerk salary (£375) and expenses dating from January 2016 (£73.25)</i>	<i>£448.25</i>
100877	<i>Anglian Water - water for allotment 20.05.16 - 25.08.16</i>	<i>£22.25</i>
100878	<i>Lesley Pomeroy - reimbursement for Remembrance Day wreath</i>	<i>£25.00</i>
100879	<i>Philip Pomeroy - reimbursement for painting for kiosk</i>	<i>£77.08</i>

100880	<i>E-ON - Street lighting for quarter ending 30.09.16</i>	£104.38
100881	<i>Carter Jones - allotment rent 26.03.16 - 29.09.16</i>	£71.00
100882	<i>BDO - Audit fees</i>	£282.00

The Council approved the payments.

Business Account Balance:	£7998.64
Current Account Income:	£400 (Queen's birthday disbursement)
Current Account Actual Balance:	£5639.95
Current Account Available Balance:	£4609.99

- 16/224      **Reforecast:** *undertake and approve a reforecast.* It was agreed that this item could be moved to the next Agenda.
- 16/225      **Agenda:** *to request items for inclusion on the agenda for the next meeting.*  
Clerk to update the agenda spreadsheet. Include an item to confirm meeting dates for 2017. **Action 16/225.1**
- 16/226      **Next meeting:** *17 October 2016.*

**The meeting closed at 8.20 p.m.**

#### **ACTION POINTS**

<b>AGENDA ITEM</b>	<b>WHO</b>	<b>ACTION POINT</b>
16/94.1	KB/RS	Liaise regarding NNOR reply
16/127.1	KB	Chase up white line inspection
16/41.1	RG	Order Village Seat
16/49.1	Clerk	Follow up Holcot to Walgrave Footpath
16/136.1	Clerk	Investigate online banking
16/165.1	RG	Visit Barclays with signed forms
16/137.1	RS/DW	Review fixed asset register
16/154.1	RG	Pursue nature reserve access and concessions
16/174.1	Clerk	Organise poster for playing field
16/174.2	Clerk	Get quote for mowing grass verge
16/174.5	KB	Report on 30mph zoning progress
16/179.1	RS	Prepare plan of items that require action on playground maintenance report
16/180.1	RS	Set up meeting for neighbourhood planning and inform council about what needs doing in November
16/185.1	RG	Measure up and get quote for bin at crossroads
16/187.1	All Councillors	Go through newsletter and make a note of what adverts should be charged/what adverts should be free
16/202.1	DW	Put approved minutes on website
16/204.1	JF	Inform clerk of new resident details
16/206.1	Clerk	Respond to DDC Scrutiny & Improvement Task Panel email
16/203.2	MW	Check out leak on Walgrave Road
16/205.1	Clerk	Create notice for gym equipment
16/210.1	Clerk	Liaise with Mark Jessett regarding logo
16/213.1	MW	Add CCTV to defibrillator
16/215.1	Clerk	Write to DDC saying no comment for planning application number DA/2016/0761
16/219.1	MW/Clerk	Liaise regarding new supplier, make change
16/225.1	Clerk	Update agenda spreadsheet