



Chairman: David Walker

Clerk: Mrs Lisa Callan  
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**Minutes of the Holcot Parish Council Meeting**  
**held on Monday 20 March 2017 at 7.30p.m. in the Church Rooms, Main Street,**  
**Holcot, NN6 9SP**

**Councillors Present:** D Walker, M Wilson, R Gunnett, R Hawkins, K Buckle, A Carter  
**Clerk:** L Callan

- 17/55 **Apologies:** Cllr Scordellis (on holiday), Cllr Fountain (illness). The council accepted the apologies.
- 17/56 **Public address to the council:** None.
- 17/57 **To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:** None.
- 17/58 **Minutes of the last meeting:** The minutes from the meeting on 20 February 2017 were signed and approved.
- 17/59 **Matters Arising:** None.
- 17/60 **New Parishioners:** New residents at 3 Winsland Court - Vince & Hannah (plus 5 year old). The clerk will visit with a welcome pack. **Action 17.60.1**
- 17/61 **Review actions not covered elsewhere:**

16/94.1	KB	Action: Contact Robert Sinclair regarding NNOR FOI documentation and undertake analysis <b>Councillor Buckle is still waiting to hear from Robert Sinclair</b>
16/127.1*	Clerk	Action: Chase up white lines (Hannington turn) <b>Work completed</b>
16/49.1	Clerk	Action: Follow up Holcot to Walgrave Footpath <b>Extinguishment order received. Council had no comments. Clerk to inform legal firm Action 17/33.1</b>
16/136.1	Clerk	Action: Investigate online banking. Barclays won't give the clerk any details . Action deleted.

16/154.1	RG	Action: Pursue nature reserve access and concessions <b>On hold.</b>
16/264.2	Clerk	Action: Set up payroll <b>Clerk will complete by next meeting.</b>
17/7.1	Clerk	Chase logo for Village Hall and Holcot Parish Waiting to hear back from Mark Jessett
17/34.1	Clerk	Apply for transparency funding <b>Completed</b>
17/37.1	Clerk/RG	Laminate sign for slide/attach to slide with board <b>Completed</b>
17/37.2	JF/DW	Draft post/Put post on website asking for interest in playing field working party <b>Completed</b>
17/37.3	Clerk	Apply for County Councillor grant in April
17/37.4	Clerk	Apply for Lottery Funding <b>Will apply with other funding for playing field. Action deleted as will now be a playing field committee action</b>
17/37.6	Clerk	Send invoice for pillar works to insurance company <b>Completed</b>
17/38.1	PS/Clerk	Draft Email/contact Ann Carter regarding help with local development plan <b>Completed</b>
17/38.2	RG	Prepare a draft Village Design Statement for discussion at the Annual Parish Meeting in May <b>Covered on agenda</b>
17/39.1	Clerk	Thank friends of Holcot for helping with village seat <b>Waiting until after new seat installed</b>
17/39.2	RG	Give clerk details about new seat <b>Completed</b>
17/40.1	RG	Send email addresses for landowners to clerk <b>Pending</b>
17/44.1	MW	Monitor parking on Brixworth Road <b>Cllr Wilson doesn't consider it an issue. Closed.</b>
17/46.1	RG	Register United Charities as a charity <b>Update at next meeting</b>
17/48.1	JF	Find out if youth grant is needed for 2017/18 <b>Pending</b>
17/50.1	ALL	Seek new councillor expressions of interest <b>Completed</b>

17/62

**Correspondence:** *to agree response/action to correspondence received.*

1. *E-Mail 10.03.17  
Litter picking services (covered on agenda)*
2. *E-Mail 12.03.17  
Crime Summaries (covered under police matters)*

#### **ITEMS FOR DISCUSSION AND DECISION**

17/63

**Litter Proposal:** *council to decide whether to take on litter picking duties.* The council decided that they did not want to take on the responsibility of litter picking duties, with minimal funding and support being available. Clerk to send a reply to Simon Bowers. **Action 17/63.1**

17/64

**A43 impact plan:** *general update and next steps.* The council received a response from Sarah Barnwell on behalf of the Speed Limit Review Panel Committee, to inform the council of the results from the traffic data boxes that were recently placed

in the village. The response was that the Panel felt unable to support any of the requested lower speed limits in the current situation.

The council decided to go through Judy Shephard County Councillor, to ask for her assistance, and help the council work out an appeal strategy. The clerk will write to Judy. **Action 17/64.1**

Depending on what response Judy receives, the council may invite Sarah Barnwell to the next Parish Council Meeting. **Action 17/64.2**

17/65

**Annual Parish Meeting planning:** *decide on date and format.* The council decided to hold the meeting on an evening in May at 7.30 p.m. The clerk will check availability of the village hall on Tuesday 30 May. **Action 17/65.1**  
Once a date is confirmed, the clerk will contact Kim Mabbutt to ask if the WI will provide hot drinks and cakes. **Action 17/65.2**  
Notice informing parishioners will go on website and in the newsletter. **Action 17/65.3**

17/66

**Playing Field Development:** *playing field inspection course information, fundraising plans, and general update.*  
*Authorise £125 insurance excess for gate pillar repair.*  
Cllr Fountain and the clerk attended a playground inspection course last week, which was useful. A 'Playing Field Committee' has been formed, and a meeting took place recently with 6 people in attendance. The clerk informed the council that rather than 'make good' of the equipment currently at the playing field, discussions had taken place with regards to re-doing the whole playground, and updating it.  
The clerk is looking for quotes from various companies to get an idea what could be done and for what costs. The committee will have another meeting prior to the next PC meeting. The Parish Council noted the excellent progress being made.

The Parish Council confirmed that all governance activity is to be undertaken by the Parish Council.

The council pre-authorised a cheque for £125 for the repair of the gate pillar.

#### **ITEMS FOR REPORT AND DECISIONS ARISING**

17/67

**Book Exchange:** *update.* Cllr Hawkins reported that it is being well used.

17/68

**Village Design Statement:** *update.* Cllr Gunnett reminded the Parish Council that Jane Parry at DDC feels that Holcot is well protected from development outside the village envelope by clauses in the Local Plan, and the plan is to keep ahead of any changes. Cllr Gunnett and Cllr Walker will meet before the

next meeting to go through the village design statement and change photos and anything else that needs updating. Cllr Gunnett will prepare a draft ready for the next meeting, and once approved as a final draft, it was decided that it can be put on display at the Annual Parish Meeting to gain Parishioners inputs. **Action 17/68.1**

17/69 **Village Seats:** *update.* The clerk has ordered the new seat for washbrook. Friends of Holcot will fit it once it arrives.

17/70 **Church Room:** *receive report/updates.* Cllr Gunnett reported that the Chairman is standing down after 17 years.

17/71 **Friends of Holcot/Parish Maintenance:** *receive updates.* Friends of Holcot have been doing a few odd jobs around the village. The council authorised the cost of buying some weed killer to use around the village.

17/72 **Planning:** None.

17/73 **Traffic Management and Road Safety:** *receive report.* Speedwatch is currently in the final week, and Holcot will be taking part again during the summer.

17/74 **Police Matters and Neighbourhood Watch:** *receive report and updates, including latest crime summaries.* A few minor crimes reported in the latest crime summaries. The White Swan was broken into on the morning of Monday 13 March.

17/75 **Communications - Website & Newsletter:** *receive updates.* There are 138 website subscribers.

#### **FINANCIAL CONTROL**

17/76 **Finance:** *to receive financial report, and approve payments below, totalling £1476.20*

Cheque no. 100898	David Walker	Reimbursement for the cost of website domain renewal	£14.38
Cheque no. 100899	Carter Jones	Allotment rent 30/09/16 - 25/03/17	£71
Cheque no. 100900	Lisa Callan	Salary January - March 2017	£557.94
Cheque no. 100901	E.ON Energy Solutions	Quarter ending 31.03.17	£104.38
Cheque no. 100902	Northants CALC	Playground Maintenance Training - Cllr Fountain & the clerk	£58.00
Cheque no. 100903	Hayes Garden World	Bench for Washbrook	£670.50

Income for this month:	£446.47 (Mowing Grant) £562.91 (Donation, village seat)
Actual Balance:	£9023.86
Available Balance (Current Account)	£7547.66
Balance Deposit Account:	£8000.64

### **GOVERNANCE FOR CONSIDERATION AND DECISION**

- 17/77 **Co-opt new member of the Council.** *Co-opt new councillor. Sign acceptance of office form.* The council received an application from Nick Middleton. The council discussed the application, and agreed to co-opt Nick onto the council. The clerk will arrange for Nick to sign the acceptance of office form. **Action 17/77.1**

### **NEXT AGENDA**

- 17/78 **Agenda:** *to request items for inclusion on the agenda for the next meeting.* Design statement, Reforecast, Annual Parish Meeting planning, United Charities.

### **UPCOMING MEETINGS**

- 17/79 **To note the date of the next meeting: 24 April 2017** (note: this is the **fourth Monday** of the month, due to the Easter Bank Holiday).

The meeting closed at 8.20 p.m.

AGENDA ITEM	WHO	ACTION POINT
16/94.1	KB	Contact Robert Sinclair regarding NNOR FOI documentation and undertake analysis
16/49.1	Clerk	Follow up Holcot to Walgrave Footpath - inform legal that there are no comments regarding the extinguishment order
16/154.1	RG	Pursue nature reserve access and concessions (in abeyance)
16/264.2	Clerk	Set up payroll
17/7.1	Clerk	Chase logo for Village Hall and Holcot Parish
17/37.3	Clerk	Apply for County Councillor grant in April
17/39.1	Clerk	Thank friends of Holcot for helping with village seat
17/40.1	RG	Send email addresses for landowners to clerk
17/46.1	RG	Register United Charities as a charity
17/48.1	JF	Find out if youth grant is needed for 2017/18.
17/60.1	Clerk	Visit new residents with welcome pack
17/63.1	Clerk	Reply to Simon Bowers about litter picking services
17/64.1	Clerk	Write to Judy Shephard regarding speed limit review panel response
17/64.2	Clerk	Invite Sarah Barnwell to next meeting (after instructed to do so)
17/65.1	Clerk	Check availability of village hall
17/65.2	Clerk	Ask WI to provide drinks and cake at Annual Parish Meeting
17/65.3	Clerk/DW	Put up notice about Annual Parish Meeting on Notice Board and Website
17/68.1	RG	Prepare draft of updated Village Design Statement
17/77.1	Clerk	Arrange for Nick Middleton to sign acceptance of office papers

