



Chairman: David Walker

Clerk: Mrs Lisa Callan
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**Minutes of the Meeting of Holcot Parish Council
held on Monday 19 June 2017 at 7.30p.m. in the Church Rooms, Main Street,
Holcot, NN6 9SP**

Councillors Present: D Walker, P Scordellis, N Middleton, J Fountain, R Hawkins,
M Wilson, R Gunnett

Clerk: L Callan

- 17/123 **Apologies:** Cllr Ann Carter sent apologies.
- 17/124 **Public address to the council:** None.
- 17/125 **Minutes of the last meeting:** The council approved and signed the minutes from the Annual Meeting of the Parish Council held on Monday 15 May 2017.
- 17/126 **To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:** None.
- 17/127 **Matters Arising:** None.
- 17/128 **New Parishioners:** None.
- 17/129 **Review actions not covered elsewhere:**

16/94.1	KB	Contact Robert Sinclair regarding NNOR FOI documentation and undertake analysis OUTSTANDING
16/154.1	RG	Pursue nature reserve access and concessions (in abeyance) ON HOLD
17/7.1	Clerk	Chase logo for Village Hall and Holcot Parish Cllr Walker will attempt to edit original files
17/37.3	Clerk	Apply for County Councillor grant Form received and will be completed this week
17/39.1	Clerk	Thank friends of Holcot for helping with village seat COMPLETED
17/68.1	RG	Prepare draft of updated Village Design Statement Covered on Agenda
17/93.1	MW/NM	Meet to discuss removal of slide and execute

		removal accordingly COMPLETED
17/99.1	Clerk	Enquire about getting a third signatory on the bank accounts Letter has been sent to Barclays
17/103.1	Clerk	Confirm whether acceptance of office forms are required and arrange accordingly COMPLETED
17/108.1	DW	Update councillor responsibilities on website COMPLETED
17/108.2	KB	Review Standing Orders PENDING
17/111.1	JF	Find out house number of new residents OUTSTANDING
17/116.1	Clerk	Report overflowing bin at playing field COMPLETED - Clerk to call DDC and ask how often this bin will be emptied
17/117.1	DW	Write to Cllr Shephard asking for support with appeals process COMPLETED
17/117.2	Clerk	Ask Sarah Barnwell for Spratton, Church Brampton, and Moulton and Overstone reports COMPLETED
17/119.1	Clerk	Shop around for best insurance quote and put in place before expiration of current policy COMPLETED

- 17/130 **Correspondence:**
Letter -Fly the Red Ensign. Cllr Wilson will read the document, and investigate options to make use of the flagpole on the Old School Site. The council agreed that Cllr Wilson could purchase a flag if less than £10, or alternatively make a proposal. **Action 17/130.1**
- 17/131 **Annual Parish Meeting outcome:** The council were in agreement that the turnout was disappointing. The council discussed the possibility of holding the meeting on the same evening as the Annual Meeting of the Parish Council in future. It will be discussed further next March.
- 17/132 **Village Design Statement:** *Receive progress report.* Cllr Gunnett said that there was more that needed altering than first expected. Cllr Gunnett will meet with Cllr Walker to go through what needs altering, and Cllr Gunnett will present a draft at the next Parish Council Meeting in August. **Action 17/132.1**
- 17/133 **Footpath/Footbridge:** *update.* Nothing new to update, clerk will chase progress regularly, and ask Cllr Shephard for help in moving it forward. **Action 17/133.1**
- 17/134 **Playing Field:** *receive report/updates.* The slide has now been removed. Cllr Gunnett said that the Friends of Holcot will sort out the holes with top soil.

The playing field group are currently organising a raffle to take place on 20 August. They are currently seeking advice on how to set up a bank account in order to apply for funding. The basic governance approach to the playing field and it's development was discussed as the liability and control must remain with the Council – Cllr Fountain will present a proposed governance approach to the August meeting. **Action 17/134.1**

- 17/135 **Traffic Management and Road Safety:** *receive report. Discuss the possibility of Highways signs on Brixworth Road (issue raised at the APM).* Following the concern raised at the APM regarding increased parking in Holcot Village due to the posts at the causeway, Cllr Wilson visited residents on Brixworth Road to ask them their thoughts, and they don't consider parked cars an issue. The council agreed to do nothing at the moment, and continue to monitor the situation.

Cllr Scordellis had briefed residents regarding traffic calming measures at the Annual Parish Meeting on 30 May. Sarah Barnwell is due to get back to the council with detailed comments about our input to the Speed Limit Review Panel. The clerk will chase it up in 2 weeks if it hasn't been received. **Action 17/135.1**

Further to the agreement at the Annual Parish Meeting, Cllrs Scordellis and Walker to arrange consultation with residents of Back Lane/Brittens View when the design for works near the War Memorial is received. **Action 17/135.2**

Cllr Walker proposed that Cllr Scordellis should make the decision on which VASID speed sign to choose for the village. Highways will pay for it out of the share of the S106 money allocated to Holcot for traffic calming measures. The council agreed the proposal.

- 17/136 **Planning** None.

- 17/137 **Lighting:** *receive report/updates.* The clerk informed the council that an electricity bill still hadn't been received from the new supplier. It was agreed to defer chasing the bill.

- 17/138 **Northampton North SUE & NNOR:** *receive report/updates.* Northamptonshire County Council are consulting again, and require replies by 4 August. The council agreed to hold a consultation in the village on Monday 17 July at 7.30 p.m. All Councillors will attend – Cllr Walker and the Clerk are not available. **Action 17/138.1**

There are two options - 7 & 8. Both routes still have junctions on the Holcot Road/Moulton Road, which the council believe will increase traffic through Holcot, even though it states on the map that the junction will reduce the traffic in Holcot. The clerk was asked to request how they came to this conclusion through a freedom of information request providing all information regarding the modelling. **Action 17/138.2**

Cllr Scordellis will draft a letter with the response from the Parish Council, and will send it to all councillors via email, and will allow 24 hours for comments – this will be included in a flyer to go to all households. **Action 17/138.3**

The clerk will obtain copies of maps and questionnaires for the consultation. **Action 17/138.4**

The Parish Council will produce a flyer which includes the draft letter, a map and a covering letter for circulation to every household. The letter will ask households to make representations to the consultation opposing the junctions. **Action 17/138.5**

Subsequent to the consultation event Cllr Scordellis and the clerk to finalise the letter and dispatch **Action 138.6**

17/139 **Police Matters & Neighbourhood Watch:** *receive report/updates.*
Nothing to report.

17/140 **Village Hall:** *receive report/updates.*
The village Hall are applying for other grants at the moment, as the extension is going to be more expensive than expected.

17/141 **Youth Matters:** *receive report/updates.* Cllr Fountain is to send some words to Cllr Walker, to ask on the website for volunteers to help manage the youth group. **Action 17/141.1**

17/142 **Parish maintenance :** *Receive report/updates.* Cllr Gunnett said that the Friends of Holcot are now meeting on the first and third Friday of every month. Cllr Gunnett will arrange installation of an existing bin at the bus stop. **Action 17/142.1**

Cllr Scordellis will contact Sarah Barnwell regarding the removal of the sign on the fence on Sywell Road, as it is obscuring the view for people turning out of the car boot. **Action 17/142.2**

The clerk was asked to contact Highways again regarding the broken gateway on Walgrave Road. **Action 17/142.3**

FINANCIAL CONTROL

17/143 **Finance:** *to receive financial report, and approve payments below, totalling £423.84*

Cheque no. 100914	Lisa Callan	Salary for June 2017	£187.84
Cheque no. 100915	Supaskips (Raybell)	Skip hire for allotment	£216.00
Cheque no. 100916	WI Holcot	Annual Parish Meeting - cakes and drinks	£20.00

The invoice for the WI was handed to the clerk at the meeting, and a cheque was written and signed following approval from the council. This payment wasn't listed on the agenda.

(Cheque no. 100913 was written between meetings for £797.79, for Parish Council Insurance - Came & Company).

NEXT AGENDA

- 17/144 **Agenda:** *to request items for inclusion on the agenda for the next meeting.*
 Village Design Statement Presentation.
 Playing field governance proposal.
 NNOR consultation event outcomes.

UPCOMING MEETINGS

- 17/145 **Date of the next meeting:**
Monday 21 August 2017

The meeting closed at 9 p.m.

AGENDA ITEM	WHO	ACTION POINT
16/94.1	KB	Contact Robert Sinclair regarding NNOR FOI documentation and undertake analysis
16/154.1	RG	Pursue nature reserve access and concessions (in abeyance)
17/108.2	KB	Review Standing Orders
17/130.1	MW	Read 'Fly the Red Ensign' and purchase flag if less than £10 or make proposals
17/132.1	RG	Prepare VDS for presentation at next meeting
17/133.1	Clerk	Chase progress on footpath and ask Cllr Shephard for assistance
17/134.1	JF	Present a proposed playing field development governance approach to the August meeting.
17/135.1	Clerk	Chase comments regarding our Speed Limit Review panel submission in 2 weeks
17/135.2	PS/DW	Consult residents on Back Lane junction design when plans available.
17/138.1	All	Attend the event on 17 July.
17/138.2	Clerk	Request FOI regarding NNOR conclusion
17/138.3	PS	Draft a response from PC and email to councillors for comments. Pass to DW.
17/138.4	Clerk	Obtain material for village consultation
17/138.5	DW	Prepare a flyer using draft consultation response.
17/138.6	DW	Include material regarding NNOR in the newsletter.
17/138.7	PS/Clerk	Finalise consultation response and dispatch.
17/141.1	JF	Send Cllr Walker words for website re: volunteers for youth club
17/142.1	RG	Install bin at bus stop
17/142.2	PS	Contact Sarah Barnwell regarding removal of sign on Sywell Road
17/142.3	Clerk	Report broken gateway on Walgrave Road