



Chairman: Mr David Walker

Clerk: Mrs Lisa Callan
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**Minutes of the meeting of Holcot Parish Council
held on Monday 18 March 2019 at 7.30p.m. in the Church Rooms, Main Street,
Holcot, NN6 9SP**

Councillors Present: D Walker, J Fountain, R Gunnett, K Buckle
Clerk: L Callan

- 19/47 **Apologies:** Cllr Scordellis, Cllr Wilson and Cllr Hawkins sent apologies. The council accepted the apologies.
- 19/48 **Public address to the council:** None.
- 19/49 **Minutes of the last meeting:** the minutes of the meeting held on Monday 18 February were approved and signed.
- 19/50 **To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:** None.
- 19/51 **Matters Arising:** No matters arising.
- 19/52 **New Parishioners:** No new parishioners.
- 19/53 **Review actions not covered elsewhere:**

16/154.1	RG	Pursue nature reserve access and concessions (in abeyance) Pending
17/142.1	RG/MW	Inform Friends of Holcot - Install bin at bus stop Pending
18/31.1	DW	Post VDS on website Pending
18/50.1	DW	Map on confines in VDS Pending
18/131.1	RG	Ask FOH to place cable ties on swing bars Pending
18/157.2	Clerk	Enquire about map The council decided to delete this action
18/170.2	Clerk	Mowing contract on winter agenda
18/184.1	JF	Promote website in next newsletter Completed
18/200.1	Clerk/DW	Audit certificate to be published Pending
19/27.1	Clerk	Write to Fiona Unett Completed
19/32.1	Clerk	Arrange meeting with Julie Cooper Completed
19/33.1	Clerk	Respond to Caitlin Docker's email – Meeting arranged with Cllr Gunnett early April
19/34.1	Clerk	Arrange Crossroads meeting with Cllr Buckle and Cllr Gunnett

19/35.1	PS	Follow up Deryck Watson's complaint with Gigaclear Completed
19/35.2	Clerk	Contact Highways regarding Gigaclear contract Completed by Cllr Scordellis
19/36.1	RH	Find alternative software and inform the clerk Completed. The council agreed to reimburse the clerk the cost of the Microsoft software renewal
19/39.1	Clerk	Report 3 lights out on Main Street Completed

- 19/54 **Correspondence:** *to agree response/action to correspondence received.*
- a) *Gigaclear (email) – site meeting re-works:* Cllr Scordellis met with the contractor. He has asked that they turf the following areas: Crossroads, Windrush, Polly's Cottage and Back Lane.
 - b) *Jeff Williams (phone call to clerk) – courtesy call regarding upcoming gas works:* Noted, parishioners informed.
 - c) *Northamptonshire Highways (email) – carriageway repairs A43 Holcot to Broughton.* Noted.
 - d) *Chris Conway, Great Annual Savings (phone call to clerk) savings on the cost of street lighting.* The council agreed for this to go ahead providing no obligation or cost.
- 19/55 **Crossroads maintenance:** Cllr Gunnett presented some drawings of the crossroads for the council to write down their ideas. The council decided to spend some time coming up with a plan together. It was decided that some trees/shrubs will be planted along with bulbs and sleepers. The clerk was asked to contact Sharne Hawkins for some advice. **Action 19/55.1** The Parish Council will meet to discuss plans at 19:15 on 15 April.
- 19/56 **Mowing Contract:** The council agreed that they were happy with the service the current contractor provides. The clerk was asked to contact Danny Moody for some advice and information on mowing contracts and was also asked to contact local Parish clerks to ask about their costs and service. **Action 19/56.1**
- 19/57 **Parish Meeting:** The council agreed to hold the Annual Parish Meeting at 6.30 p.m. on Monday 20 May, followed by the Annual Meeting of the Parish Council immediately after. The clerk was asked to prepare a notice and contact the District Councillor and County Councillor for reports. **Action 19/57.1**
- In addition to this, the Parish Council will be holding an informal drop-in session on Friday 26 April between 6.30 p.m. – 7.30 p.m. at the White Swan. Cllr Walker will publicise it on the website. **Action 19/57.2**
- The clerk was asked to contact Hayley at the White Swan to reserve the restaurant area. **Action 19/57.3**
- 19/58 **Tennis Court:** The clerk informed the council that she met with Julie Cooper for the tennis court handover. As there are so many keys in circulation and no updated list of who is in possession of them, the clerk suggested changing the lock to the court and starting again. The council agreed to this and a slight increase in cost to £15 per year per key holder/household. The clerk was asked to go ahead with these

changes as well as the issuing of new letters. The clerk will also look to introduce an online booking system instead of using the notice board to book the court. **Action 19/58.1** The Parish Council agreed that the operations of the tennis court are entirely delegated to the Clerk, with the exception of setting the tariff based on the Clerk's recommendation.

Cllr Fountain was asked to put the new tennis court information in the next newsletter – the clerk will draft something after changes have been made. **Action 19/58.2**

- 19/59 **Planning:** No planning applications.
- 19/60 **Police Matters/Neighbourhood Watch:** Nothing to report.
- 19/61 **Lighting:** The clerk reported that she had recently reported light No. 19 for the third time in a month, so there was likely to be an issue with it. The council agreed the clerk could go ahead and arrange for it to be replaced if it was necessary.
- 19/62 **Book exchange:** Nothing to report due to Cllr Hawkins' absence.
- 19/63 **Parish Liaison:** Nothing to report.
- 19/64 **Playing Field:** The Friends of Holcot Playing Field are holding an Easter bingo event on 6 April between 4 p.m. and 7 p.m at the Village Hall. The group are still looking for more volunteers.
- 19/65 **United Charities:** Cllr Gunnett and Cllr Hawkins will be meeting to sort out the bank account before the next Parish Council meeting.
- 19/66 **Finance:** The payments below were approved. The council also agreed to reimburse the clerk the cost of the Microsoft office renewal (as mentioned in item 19/53). The clerk did not have the invoice with her so it will be reimbursed next month.

Cheque No. 100993	Lisa Callan	Salary March	£187.84
100994	David Walker	Reimbursement for domain name renewal	£14.38
100995	Anglian Water	Water supply to allotment	£23.95

- 19/67 **Next Agenda:** Council Matters, Reforecast, Crossroads Plan
- 19/68 **Next meeting:** 15 April 2019. The council will meet at 7.15 p.m at the crossroads, before heading to the Church Room for 7.30 p.m.

The meeting closed at 8.45pm.

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18/200.1	Clerk/DW	Audit certificate to be published
19/54.1	Clerk	Arrange for review of UMS lighting costs
19/55.1	Clerk	Contact Sharne for Crossroads planting advice
19/56.1	Clerk	Contact NCALC re mowing contracts and also local councils
19/57.1	Clerk	Prepare notice for APM and request reports
19/57.2	DW	Publicise drop-in event
19/57.3	Clerk	Contact Hayley to book the White Swan on 26 April
19/58.1	Clerk	Go ahead with changes for tennis court
19/58.2	Clerk/JF	Tennis court changes in newsletter