



Chair: Mr David Walker

Clerk: Mrs Ruby Cole  
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**Minutes of the meeting of Holcot Parish Council  
held on Monday 19 October 2020 at 8.00p.m. at Holcot Village Hall, Back Lane,  
Holcot NN6 9SL**

**Councillors Present:** Cllr Walker, Cllr Baldwin, Cllr Bonsor, Cllr Hawkins,  
Cllr Scordellis, Cllr Buckle

Lisa Callan (Clerk) Ruby Cole (new clerk)

- 20/129      **Apologies:** Cllr Wilson sent apologies which the council approved.
- 20/130      **Public address to the council:** No public address.
- 20/131      **Minutes of the last meeting:** The minutes from the meetings held on  
Monday 24 August 2020 and Monday 21 September 2020 were  
approved and signed.
- 20/132      **To receive declarations of interest under the  
Council's Code of Conduct related to business on  
the agenda:** No declarations of interest.
- 20/133      **Matters Arising:** None
- 20/134      **New Parishioners:** None
- 20/135      **Review actions not covered elsewhere:**

19/182.1	RH	Establish next steps for United Charities with Mr Gunnnett and Cllr Bonsor <b>Ongoing</b>
20/76.1	Clerk	Add Cllr Scordellis as signatory to accounts <b>Ongoing</b>
20/112.1	Clerk	Add August minutes to October agenda <b>Completed</b>
20/116.1	Clerk	Write to Nicholas Davies <b>Completed</b>
20/118.1	Clerk	Contact Planning authority re: DA/2020/0487 <b>Completed</b>
20/123.1	Clerk	Check terms of lighting contract <b>Completed</b>

20/124.1	Clerk	Chase up license for the crossroads <b>Completed</b>
20/124.2	JB	3 quotes for church extension <b>Still awaiting further quotes</b>

- 20/136      **Correspondence:**
- NCalc Health & Wellbeing Online Survey. Clerk to submit.  
**Action 20/136.1**
- Overstone Neighbourhood Plan. Nothing of concern at present.  
Clerk to write thank you letter. **Action 20/136.2**
- 20/137      **Pandemic response:** Council to follow government guidelines as and when required. No further action at present
- 20/138      **Church extension/pathways:** Still waiting on quotes
- 20/139      **Holcot Newsletter:** Cllr Walker to post editor vacancy on website.  
**Action 20/139.1**
- 20/140      **Crossroads:** Licence Approved. Wait until Crossover is built before placing the planters in place at the Crossroads. No community planting can be done during the Covid pandemic.
- Trees at the Crossroads are overhanging. Cllr Scordellis to report to Street Doctor. **Action 20/140.1**
- Washbrook –** Apple tree may require cutting back to stump. Cllr Scordellis to ask Friends of Holcot. **Action 20/140.2**
- Another tree at the Washbrook needs surgery to allow light to the water - All councillors to visit site and assess before the next meeting.  
**Action 20/140.3**
- No bin liner/insert for bin at Washbrook. Clerk to write to Daventry for cost of replacement. **Action 20/140.4**
- 20/141      **External Audit:** PKF Littlejohn Action. Clean audit report received. The Council noted the report, Clerk to prepare notice and publish notice. **Action 20/141.1**
- 20/142      **SSE:** Price Increase noted. No further action
- 20/143      **Remembrance Day:** As per previous years, union flag will be raised. Council confirmed that there are no issues with Mrs Wilson putting out remembrance paintings and poppies.
- Cllr Bonsor to arrange Risk Assessment for service on Remembrance Sunday through the Church. **Action 20/143.1**
- 20/144      **Tennis Court:** - To seek volunteer to take over the administration of the tennis courts. Clerk to discuss with Pam Wilson if she or anyone else would be interested. If not, seek interest via the website.  
**Action 20/144.1**

- 20/145 **Road safety:** Traffic Calming. Drawings have been approved by Highways for signage and road markings. Slow progress, but held up because of pandemic work. Chicane work in abeyance until resources available for design.
- 20/146 **Lighting:** Nothing to report
- 20/147 **Finance:** The payments below were authorised and the cheques were signed.

Cheque No.	Payee	Description	Amount
101080	Lisa Callan	October salary + reimbursement for poppy wreath (£25)	£233.80
101081	Ruby Cole	October salary	£208.80
101082	EON	Lighting maintenance quarter ending 30/09/20	£92.42
101083	SSE	Lighting September	£151.86
101084	Anglian Water	Allotments	£65.03
101085	Park Landscapes	Mowing (July-Sept)	£1482.00
101086	PKF Littlejohn	External Audit (2019/20)	£240.00
101087	Ruby Cole	Postage Stamps	£15.60
101088	Roger Gunnett	Replacement Poles	£65.41

- 20/148 Financial report and reconciliation: Clerk mentioned the backing up of council documents etc. It was suggested these could be backed up onto iCloud. Cllr Walker to investigate. **Action 20/148.1**

The reconciliation was approved and signed by Cllr Buckle

### **NEXT AGENDA**

- 20/149 **Agenda:** Reforecast, Draft Budget FY 21/22

- 20/150 **NEXT MEETING**

23 November 2020 8:00pm Village Hall

The meeting closed at: 20:39

19/182.1	RH	Establish next steps for United Charities with Mr Gunnett and Cllr Bonsor <b>Ongoing</b>
20/76.1	Clerk	Add Cllr Scordellis as signatory to accounts <b>Ongoing</b>
20/124.2	JB	3 quotes for church extension <b>Still awaiting further quotes</b>
20/136.1	Clerk	NCalc Health & Wellbeing Online Survey
20/136.2	Clerk	Overstone Neighbourhood Plan – Thank you
20/139.1	DW	Post newsletter editor vacancy on website
20/140.1	PS	Overhanging Trees at Crossroads. Report to Street Doctor
20/140.2	PS	Write to Friends of Holcot re cutting back of Apple Tree
20/140.3	All	To visit and assess Washbrook site

20/140.4	Clerk	Write to Daventry for cost of replacement bin insert
20/141.1	Clerk	Complete External Audit notices
20/143.1	JB	To complete risk assessment for Remembrance Sunday events
20/144.1	Clerk	Liaise with users of tennis courts regarding administration take over
20/148	DW	To investigate backing up documents onto Cloud