



Chair: Mr David Walker

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## MINUTES

### **Minutes of the virtual Ordinary meeting of Holcot Parish Council held on Monday 23 November 2020 at 7:30 p.m. via Zoom**

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

Clerk, Ruby Cole

20/151	To receive and approve apologies for absence <b>Resolved:</b> Apologies received from Cllr Baldwin	
20/152	Public address to the council: members of the public are invited to address the council. The 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 <b>Resolved:</b> No public address	
20/153	To receive and approve for signature the minutes of the meeting held on Monday 19 October 2020 <b>Resolved:</b> The minutes were approved and signed	
20/154	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) <b>Resolved:</b> None	
20/155	To receive notification of new parishioners <b>Resolved:</b> Ivy Farm House – Cllr Buckle to send welcome pack and check contents are up to date <b>Action: 20/155.1</b>	<b>KB</b>
20/156	To receive reports on actions outstanding <b>Resolved:</b> Actions outstanding from previous minutes as below	

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 – refer to action 20/167.1</b>
20/124.2	JB	3 quotes for church extension <b>Completed</b> Quotes received are high. Defer to another time
20/136.1	Clerk	NCalc Health & Wellbeing Online Survey <b>Completed</b>
20/136.2	Clerk	Overstone Neighbourhood Plan – Thank you <b>Completed</b>
20/139.1	DW	Post newsletter editor vacancy on website <b>Completed - but clerk to confirm editor</b>
20/140.1	PS	Overhanging Trees at Crossroads. Report to Street Doctor <b>Ongoing</b> – Street Doctor reply: NCC will not take responsibility. Arrange for tree surgery from Parish Council budget. Ideally at same time as Washbrook.
20/140.2	PS	Write to Friends of Holcot re cutting back of Apple Tree <b>Ongoing</b> – Update Friends of Holcot. They now have permission to cut down crab apple tree
20/140.3	All	To visit and assess Washbrook site <b>Completed</b> – now to obtain quote for removal of crab apple tree stump and surgery on adjacent tree
20/140.4	Clerk	Write to Daventry for cost of replacement bin insert <b>Ongoing</b> – awaiting further update, plastic liners inserted temporarily
20/141.1	Clerk	Complete External Audit notices <b>Completed</b>
20/143.1	JB	To complete risk assessment for Remembrance Sunday events <b>Completed</b>
20/144.1	Clerk	Liaise with users of tennis courts regarding administration take over <b>Completed</b>
20/148	DW	To investigate backing up documents onto Cloud <b>Completed</b>

20/157	<p>To agree response/action to correspondence received:</p> <ul style="list-style-type: none"> <li>a. NCalc - Email 20/10/20 - Budgeting Information 2021/22 <b>Resolved:</b> – see 20/166</li> <li>b. NCalc - Email 27/10/20 - Training Newsletter <b>Resolved:</b> Clerk to attend elections training and Cllr Scordellis to attend planning training. <b>Action 20/157.1 b</b></li> <li>c. NCalc - Email 30/10/20 - Public consultation on proposed changes to Local Council Tax Reduction Schemes in West Northamptonshire to begin on Monday 2<sup>nd</sup> November 20 <b>Resolved:</b> Cllr Walker to investigate <b>Action 20/157.1 c</b></li> <li>d. NCalc - Email 03/11/20 - Covid 19 Briefing Update <b>Resolved:</b> - see Pandemic 20/159</li> <li>e. Bob Ham - Email 10/11/20 - Response to Clerk letter regarding previous Clerk letter of 13/02/20 DA2020/0001 <b>Resolved:</b> Planning see 20/158</li> </ul>	
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20/158	<p>To consider the following application DA2020/0001 received 29/10/2020: Outline application for an urban extension consisting of circa 1600 dwellings; a new section of A43 dual carriageway road; up to 5.95ha of commercial land, including: a local centre (Use Classes A1/A3/A5/D1), assisted living/residential care home (Class C2), conversion of former agricultural buildings to a community hub (Classes D1/A3) and employment (Classes B1/B2/B8); a new 2-form entry primary school; public open space, including allotments and children's play space; structural landscape planting; and associated infrastructure including drainage features and access (part access unreserved for the roundabout, employment site and construction accesses into the site off the A43). AMENDED</p> <p>Location: Land To East Of Kettering Road, Overstone, Northamptonshire <b>Resolved:</b> Nothing has changed from our original letter and our concerns still stand Cllr Scordellis to write a letter in conjunction with Road Safety item 20/164 OMBBH <b>Action 20/158.1</b></p>	<b>PS</b>
20/159	<p>To agree Pandemic response and future actions <b>Resolved:</b> No further action</p>	
20/160	<p>To receive Church extension/pathways update <b>Resolved:</b> Quotes received for slabs/tarmac quite high. Leave for the present time and look into other options next year – covered under <b>Action 20/124.2</b></p>	
20/161	<p>To receive update on Crossroads <b>Resolved:</b> Discussion regarding update from Housing Association re parking for No, 3 Brixworth Rd. Project is progressing but expected date of implementation after April 2021. Housing Association are in favour of putting a drive in through the fence. Highways prefer adjacent to boundary with No.5 which is aligned with Parish Council View. Overhanging trees at Crossroads <b>Action 20/140.1</b></p>	<b>PS</b>
20/162	<p>To receive Remembrance Sunday update <b>Resolved:</b> Everything went well</p>	
20/163	<p>To receive general update on Playing Field <b>Resolved:</b> There has been petty vandalism, paint/graffiti on playground equipment. It was agreed to leave this for now and see if any more appears and review action at next meeting.</p>	<b>Clerk</b>

	The dog signage has disappeared. Clerk to seek replacement. <b>Action 20/163.1</b>	
20/164	<p>To receive update on Road safety</p> <p><b>Resolved:</b> There has been no response to parish council letter to Chief Constable Adderley regarding HGV traffic dated 7 August 2020. Clerk to chase up response. <b>Action 20/164.1</b></p> <p>Overstone Leys S106 funding for traffic calming: Given that other Parishes will not spend all their Tranche 1 funding before Tranche 2 funding becomes available, C Wragg of HW confirmed that Holcot can proceed immediately on receipt of HW quotations for agreed measures, even if they exceed Holcot's Tranche 1 allocation.</p> <p>Discussion of whether Councillors wish to see OMBBH agenda and minutes.</p> <p><b>Resolved:</b> No</p>	<b>Clerk</b>
20/165	<p>To receive lighting update</p> <p><b>Resolved:</b> It was reported that lamp No 16 outside Old Manor Farmhouse, Brixworth Road is not working. This has since been actioned and replaced and is covered under the maintenance contract</p>	
20/166	<p>To discuss Draft Budget for year 2021/22</p> <p><b>Resolved:</b> Draft budget was agreed and to be finalised January</p>	
20/167	<p>To discuss options of looking into alternative bank account and the possibility of moving on to online banking to Unity Trust</p> <p><b>Resolved:</b> It was agreed that clerk would look into options and propose findings at next meeting <b>Action 20/167.1</b></p>	<b>Clerk</b>
20/168	<p>To approve finance payments below, totalling £1200.46</p> <p><b>Resolved:</b> The below payments were approved for payment and cheque signature</p>	

<b>Cheque No.</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
101089	Clerk	November salary	£208.80
101090	Ramprint	2020 Newsletters	£150.00
101091	SSE	Street Lighting 02/10/20 - 02/11/20	£161.66
101092	Park Landscapes	Mowing – November 2020	£680.00

20/169	<p>To receive Financial report and approve bank reconciliation:</p> <p><b>Resolved:</b> Financial report and bank reconciliation approved. Cllr Buckle to sign <b>Action 20/169.1</b></p>	<b>KB</b>
20/170	<p>To request items for inclusion on the agenda for the next meeting</p> <p><b>Resolved:</b> Reforecast, agree final budget <b>Action 20/170.1</b></p>	<b>Clerk</b>
20/171	<p>To note date, time and venue of next meeting</p> <p><b>Resolved:</b> 7:30pm Monday 18 January 2021 at village hall. Clerk to book <b>Action 20/171.1</b></p>	<b>Clerk</b>

Meeting closed 8:45pm

# Action points for tracking

19/182.1	RH	Establish next steps for United Charities with Mr Gunnett and Cllr Bonsor <b>Ongoing</b>
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20/139.1	Clerk	Post newsletter editor vacancy on website <b>Completed - but clerk to confirm editor</b>
20/140.1	PS	Overhanging Tree at Crossroads. Report to Street Doctor <b>Ongoing – Arrange for tree surgery from Parish Council budget: ideally at same time as Washbrook - refer to Action 20/140.3</b>
20/140.2	PS	Write to Friends of Holcot re cutting back of Apple Tree <b>Ongoing – Update Friends of Holcot. They now have permission to cut down crab apple tree</b>
20/140.3	PS	To visit and assess Washbrook site. <b>Ongoing – Obtain quote for removal of crab apple tree stump and surgery on adjacent tree</b>
20/140.4	Clerk	Write to Daventry for cost of replacement bin insert <b>Ongoing</b>
20/155.1	KB	Ivy Farm House Send welcome pack and check contents are up to date
20/157.1 b	Clerk	Book NCalc elections training course for clerk and planning training course for Cllr Scordellis
20/157.1 c	DW	Investigate public consultation on proposed changes to Local Council Tax Reduction Schemes in West Northamptonshire
20/158.1	PS	Planning amendment DA2020/0001 and Road Safety
20/163.1	Clerk	Seek dog signage replacement
20/164.1	Clerk	Write Nick Adderley regarding HGV traffic in Holcot
20/167.1	Clerk	Investigate options for alternative banking and online
20/169.1	KB	Sign bank reconciliation
20/170.1	Clerk	Include reforecast and final budget on next agenda
20/171.1	Clerk	Book village hall for January meeting