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MINUTES

Minutes of the virtual Ordinary meeting of Holcot Parish Council held on Monday 15 March 2021 at 7:30 p.m. via Zoom

Councillors Present: Cllr D Walker, Cllr J Bonsor, Cllr P Scordellis, Cllr K Bourner

Clerk: Ruby Cole

21/50	Apologies: <i>To receive and approve apologies for absence</i> Resolved: Apologies received from Cllr Baldwin	
21/51	Public address to the council: <i>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</i> Resolved: None	
21/52	Minutes of the last meeting: <i>To receive and approve for signature the minutes of the meeting held on Monday 15 February 2021</i> Resolved: Minutes were approved and will be signed remotely	
21/53	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda: <i>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)</i> Resolved: None	
21/54	Review Actions Outstanding: <i>To receive reports on actions outstanding from previous minutes</i>	

19/182.1	RH	Establish next steps for United Charities with Mr Gunnett and Cllr Bonsor – Ongoing
20/139.1	DW	Post newsletter editor vacancy on website Completed – but to Cllr Bonsor to confirm details - Completed
21/02.1	DW	Census 2021 – to raise awareness via posters, community and website - Completed
21/24a.1	Clerk	To contact DDC for spray paint etc – Ongoing , clerk awaiting response from Dog Warden

21/34d.1	DW	To attend Parish & Town Council Meeting 25/02/21 – Refer Agenda Item 21/59 Completed
21/34h.1	PS	To obtain further information, dimensions etc - Completed
21/35	PS	To deliver welcome pack Grange Cottage, Walgrave Road - Completed
21/40.1	Clerk	To supply Cllr Buckle with NCalc link to police liaison form - Completed
21/41.1	Clerk	To obtain further information regarding dates etc for elections - Completed
21/42a.1	PS	To contact Highways for options to stop vehicles parking on verge - Completed
21/42a.1	Clerk	To investigate signage to stop vehicles parking on verge - Completed
21/42d.1	PS	To write to organizer's expressing concerns and to be included in event management plans - Completed
21/42f.1	PS	To order the 2 nd VASID - Completed
21/43Ab.1	Clerk	To contact Eon for quote acceptance of lighting repairs and quote for upgrade and survey – Ongoing, Cllr Wilson to confirm
21/45.1	Clerk	To advise Unity Trust Bank for Cllr Baldwin to access - Completed
21/48.1	Clerk	To add Elections, Covid, Road Safety, Lighting, APM, ACM - Completed
21/49.1	DW	To book Zoom for next meeting 15/03/21 - Completed

21/55	<p>Correspondence: <i>To agree response/action to correspondence received:</i></p> <p>a: Various emails from Gary Gallagher (Safehold Property) – HGV's – item 21/64</p> <p>b: Cllr Scordellis had received correspondence regarding the cost of the Xmas tree pole at £90.00+delivery+VAT</p> <p>Resolved: Council approved the expenditure</p>	
21/56	<p>New Parishioners: <i>To note any new parishioners</i></p> <p>Resolved: To provide Steve Watson & Flora Smith with welcome pack</p> <p>Action 21/56.1</p>	KB
21/57	<p>West Northamptonshire Council: To note that Daventry, Northampton and South Northamptonshire will be merged on 1st April 2021</p> <p>Resolved: It was noted that these councils will cease on 1 April and a new website will be in operation</p>	
21/58	<p>Lighting:</p> <p>Resolved: To defer to next meeting as Cllr Wilson not present</p>	

21/59	<p>Town & Parish Council Meeting: Resolved: Cllr Walker attended this meeting and reported that representatives from Highways and Police were also present. Highways discussed issues regarding road signage, speed limits. They will be bringing forward proposals to allow local signage decisions in some areas.</p> <p>Inspector David Wakeman from Daventry reported an addition of 4 constables to his team and PCSO's would be allocated to wards, allowing direct contact with local officers. He mentioned the joint project with Holcot around HGVs as an exemplar of a police/community project.</p>	
21/60	<p>Police Liaison: Resolved: There is hearsay of a van being broken into on Moulton Road. There was nothing further to report.</p>	
21/61	<p>Covid 19: Correspondence was received from Lesley Pomeroy regarding an end of lockdown celebration in June. Resolved: Council felt June was too early for everyone to benefit but agreed to support an event when it is held later in the year. Cllr Walker to write to Mrs Pomeroy. Action 21/61.1</p>	DW
21/62	<p>Elections 6th May 2021: 2 forms submitted so far, others in progress.</p> <p>Clerk had sent various correspondence and all the nomination forms to councillors and had given an update on procedure and delivery date to clerk for handover to Daventry. Resolved: It was agreed that candidates may provide a short statement (250 words) for inclusion in the newsletter. Cllr Walker to post on website and include in newsletter. Action 21/62.1</p>	DW/All
21/63	<p>Annual Parish Meeting: <i>To decide date, venue and format and include Annual Parish Council Meeting</i> Resolved: The Annual Parish Meeting will be held on Wednesday 26th May 2021 at 7pm on Zoom and village groups will be invited to attend. The Annual Parish Council meeting will be held with the normal parish council meeting on Monday 17th May 2021. Cllr Walker to publish on website. Action 21/63.1</p>	DW
21/64	<p>Planning: <i>Oasis Site – planning application awaited.</i></p> <p>Resolved: It was noted that Mr Gallagher had been very forthcoming on providing the council with details of HGV activity from the A43 Holcot roundabout to and from the village and has also expressed concern. Review again in 2 months if no application available – add to May agenda. Action 21/64.1</p> <p>Overstone Green: Resolved: Cllr Scordellis reported that additional roundabouts were being proposed specifically for each development and had raised concerns that traffic will reroute via Holcot. Highways have agreed to look into the alternative possibility of a link road between the developments.</p>	Clerk
21/65	<p>Verge/Reservoir Parking: Resolved: A meeting was held with Highways resulting in cones and tapes being placed on the verges and signs put in place against parking. Arrangements are also being made to make good the grass verges with new seeds etc. Highways have agreed to look into a £1k budget for poles to be placed as a permanent solution.</p>	

	Sywell Road Flooding: Resolved: Flooding has been caused by poor drainage, which has resulted in mud from the fields coming down the road and filling the gully and pipework. Highways will clear the grips in the verges and arrange for ditches to be cleared to resolve this.	
21/66	HGV's: Resolved: Plenty of data had been provided to the police and a meeting is due to be held this week 18 th March to review and discuss next steps.	
21/67	S106 Funded Improvements: Resolved: Timings has meant that we have not be able to access the budget for the signage, civils and 2 nd Vasad for this financial year. However, Chris Wragg has drafted a budget to include this in the next financial year 2021/2022. White Lines: Resolved: Cllr Walker questioned the disappearance of the white line markings around the Parish and if Highways had budget in place for this type of work. Cllr Scordellis to enquire. Action 21/67.1	PS
21/68	Unity Trust Bank – To receive update Resolved: Clerk reported that Barclays current account is closed and the balance transferred to Unity Trust current account. Bank statements are available online, cheque books and paying in books have been received.	
21/69	Fixed Asset Register: To note update is required including street lights Resolved: Clerk to add the new lanterns to the asset register and remove from previous totals in proportion. Action 21/69.1 All councillors to make a note of any change of listed items whilst out in the village. Action 21.69.2	Clerk All
21/70	Payments: To approve payments below totalling £1,687.75 plus £286.02 post-agenda. Resolved: Council approved payments. Cllr Walker & Cllr Scordellis to authorise online and sign papers. Action 21/70.1	DW PS

Reference	Payee	Description	Amount
Online Ref 6	Mushroom Lighting	Xmas Tree Works	£300.00
Online Ref 7	Ascomi	Web Page Domain/Host	£40.00
Online Ref 8	Carter Jonas	Allotment Rent 30/09/20-29/03/21	£71.00
Online Ref 9	Clerk	Salary – March 2021	£208.80
Online Ref 10	Eon	Streetlight Repair - Lamps 20 & 23	£858.00
Online Ref 11	Eon	Streetlight Repair - Lamp 13	£28.16
Online Ref 12	SSE	Unmetered Supply 02/02/21-01/03/21	£143.79
Online Ref 13	Northants NCalc	Nuts & Bolts Course	£38.00
Online Ref 14	Heather Wilson	Crossroads plants and materials	£96.02
Online Ref 15	Matthew Gunnett	Crossroads Works	£190.00

21/71	To receive financial report and approve bank reconciliation: <i>Signature required</i> Resolved: Council approved bank reconciliation. Cllr Scordellis to sign. Action 21/71.1	PS
21/72	Next Agenda: To request items for inclusion on the agenda for the next meeting Resolved: To include reforecast, policies. Action 21/72.1	Clerk

21/73	Next Meeting: <i>To note date of next meeting</i> Resolved: Next meeting 19 th April 2021 Cllr Walker to book via Zoom. Action 21/73.1	DW
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Meeting closed: 21:05

Action points for tracking

19/182.1	RH	Establish next steps for United Charities with Mr Gunnett and Cllr Bonsor – Ongoing
21/24a.1	Clerk	To contact DDC for spray paint etc – Ongoing , clerk awaiting response from Dog Warden
21/43Ab.1	MW	To contact Eon for quote acceptance of lighting repairs and quote for upgrade and survey - Ongoing, Cllr Wilson to confirm
21/56.1	KB	To provide Steve Watson & Flora Smith with welcome pack
21/61.1	DW	Write to Mrs Pomeroy re pig roast
21/62.1	DW	Cllr Walker to post on website and include in newsletter re personal statements.
21/63.1	DW	Publish on website re Annual Parish Meeting
21/64.1	Clerk	Include item re Oasis Planning review in May agenda
21/67.1	PS	Cllr Scordellis to enquire white line marking
21/69.1	Clerk	Clerk to include the new lanterns to the asset register, removing equivalent old ones
21/69.2	All	Councillors to make a note of any change of listed items whilst out in the village
21/70.1	DW/PS	To authorise bank payments online
21/71.1	PS	To sign bank reconciliation
21/72.1	Clerk	To include reforecast, policies etc to agenda
21/73.1	DW	To book next Zoom meeting 19 th April 2021