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MINUTES

Minutes of the meeting of Holcot Parish Council held on **Monday 21st June 2021** at 8.00pm at **Holcot Village Hall**, Back Lane, Holcot NN6 9SL

Councillors Present: Chair D Walker, Cllr J Bonsor, Cllr P Scordellis, Cllr S Stone, Cllr C Ferguson, Cllr T Townsend

Public Present: 4 members of public and Cllr Mike Warren

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21/127	Apologies: Resolved: Apologies received from Cllr Bourner and approved.	
21/128	<p>Public address to the council:</p> <p>Public 1:</p> <p>Expressed concern regarding the following.</p> <p>Whilst he appreciated the commitment put in by volunteers, he felt the new landscaping at the village crossroads was not appropriate.</p> <p>The increased traffic through the village is not helped by the additional number of car boot sales and the people using the reservoir. The current restrictions on parking on the grass verges have forced more parking opposite his property which at times, he is less easily able to access.</p> <p>Public 2 & 3:</p> <p>Landowner of Crossroads – Oasis Site, Sywell Road. planning application DA/2021/0359. The plan was outlined. They plan to move into the house (Windrush) located on the site in August 2021. They explained that their land crossed both the North Northamptonshire and West Northamptonshire boundaries. They plan to put in new sensor gates in the yard with a one way system in place.</p> <p>Public 4:</p> <p>Resident went into detail regarding the planned works to his property under planning application WND/2021/0160 & WND/2021/0161 for interior and exterior works. He explained the interior work involved the addition of a room and doorway. The exterior work would involve increasing the height of the stone wall by 25 centimetres and replacing the existing gates and fencing.</p>	

21/129	Minutes of the meeting held on Monday 17 th May 2021 Resolved: Minutes were approved and signed by Chair	
21/130	Declarations of interest under the Council's Code of Conduct related to business on the agenda: Resolved: No declarations of interest	
21/131	Planning: a. DA/2021/0359 - Crossroads Oasis, Sywell Road - Cross-boundary. application for demolition of greenhouses and change of use of land for use as depot for commercial open storage (Class B8) and servicing of construction plant and equipment (Class B2) and re-use of buildings as ancillary offices (Class Ei)/storage (Class B8), and other associated works Resolved: Council raised no objections but to ensure the following conditions: 1. Signage to be put in place informing HGV drivers that there is no left turn out of the exit. 2. Consideration is given to 'hard landscaping' (eg; a bollard) to prevent HGVs flouting the signage and the 7.5t restriction. 3. Trees, hedging etc be retained wherever possible, with additional put in place to ensure the site is not routinely visible from the roads.	
	b. WND/2021/0071 - Church Bank, Main Street. Variation of Condition 4 of planning permission DA/2004/1100 relating to change of glazing type on bedroom window Resolved: Council raised no objections	
	c. DA/2019/0144 - Appeal: Land To The West Of Mercedes Avenue, Brixworth. Outline application with main point of access included for development to provide commercial floorspace for Class B1b, B1c, B2 & B8 employment uses (resubmission) Resolved: Before submitting response 1. Clerk to write to Inspector with a response – based on Cllr Walker's note to Planning of last June. The note to reference s106 money if the Inspector is minded to approve. Action 21/131c.1 2. Cllr Warren to contact Planning to ascertain their view in respect of transport Action 21/131c.2	Clerk/DW MW
	d. WND/2021/0123 - Poplar Farm, Poplars Lane, Holcot, Car Boot. Use of land for car boot sales and associated parking on Mondays and Sundays between 1st April and 31st October each year, in addition to the already consented days (Thursdays, Saturdays and Bank Holidays) (Retrospective) Various correspondence has been received. Chair read out a summary from the communications received comprising concern regarding traffic, parking, the necessity of the extra days, what benefits are there for the village, impact of residents. Problems for Holcot Riding School, with business impacted. Cllr Mike Warren had also sent a letter to the case officer with potential implications for traffic. The Council agreed to Object to the proposal on these grounds, with a majority of 4 councillors. Resolved: Cllrs Townsend and Stone to visit Riding School to understand the impact of the car boot sale Action 21/131d.1 Chair to write summary of objections to be sent to case officer, for dispatch by Clerk Action 21/131d.2	TT, SS DW

e.	WND/2021/0160 - Ivy House, Sywell Road, Holcot. Listed building consent for alterations to partitions on first floor, insertion of door and frame in existing opening on ground floor and increasing height of stone wall along front boundary Resolved: Council raised no objections	
f.	WND/2021/0161 - Ivy House, Sywell Road, Holcot. Increase height of stone wall along front boundary, remove wooden fencing and construct new stone walls, new vehicle and pedestrian gates to Ivy houses inner driveway and various landscaping works Resolved: Council raised no objections	
21/132	Review Actions Outstanding:	

19/182.1	JB	Establish next steps for United Charities with Mr Gunnett and Cllr Stone – Ongoing . They have an informal meeting next week and will update Cllr Stone – Completed . The Council confirmed that the 4 trustees are Cllr James Bonsor, Cllr Sian Stone, Mr Roger Gunnett & Rev David Reith with Ken Winter as Secretary Add a general update to the agenda for a future meeting 21/132.1 Clerk
21/24a.1	Clerk	To contact DDC for spray paint etc – Received. Mrs Walker will do first spraying – at moment grass etc hides the poo . Completed
21/80.1d	Clerk	Contact East Midlands Ambulance Service regarding defibrillator training – Ongoing. Completed date set 02/09/2021 7.30pm in Village Hall
21/109a.1	DW, CF	Add definitive list of sectors and responsibilities to website - Completed
21/114a.1	Clerk	Crossroads – Write letter of thanks - Completed
21/114b.1	Clerk	Cllr Training – Book courses with NCalc - Completed
21/115.1	MB	To send welcome pack to new resident - Abandoned
21/116.1	Clerk	Notify Eon of replacement of MBFU's, obtain final quote, agree work if in line with previous quote having consulted responsible Councillor - Completed
21/120.1	Clerk	Enquire whether planning permission is in place - Completed
21/121.1	PS	Place order for wooden poles - Completed
21/121.2	PS	Place order for signage - Completed
21/123.1	DW/JB	To authorize bank payments - Completed

21/133	Correspondence: To agree response/action to correspondence received:	
a.	Tom Middleton – Sywell Road Flooding. Mr Middleton explained he was intending to clear the grips on Sywell Road to help prevent flooding, but as the recent cable works had gone down the verge and laid at a fairly shallow depth he thought it best to leave it. Highways are due to do the work in the Autumn	
b.	Queen's Green Canopy and Trees Action Plan see item 21/135	
c.	Community Payback Project see item 21/136	
d.	Young resident interested in joining parish council, although moving from village October 2021 Resolved: Not viable at present as legally unable to attend meetings online. Add a Youth Engagement item to a future agenda Action 21/133d.1	Clerk
e.	Anonymous letter received by councillor regarding planning WND/2021/0123 covered under item 21/131d	
f.	Notification received of playground apparatus requiring attention see item 21/142	
g.	Moulton minibus service – gauging interest of service Resolved: To place contact details on website Action 21/133g.1	CF
h.	Tony Hewitt – expressing concern over various matters – see item 21/128	
i.	Various emails received from residents expressing concern over planning WND/2021/0123 Car Boot extension see item 21/131d	

j.	Post Agenda Falklands Charity Walk - To join supporters during their stop at the Holcot War Memorial on Saturday 21st August 12.30 Resolved: Councillors to attend. To be placed in Newsletter Action 21/133j.1	All CF
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21/134	New Parishioners: Resolved: 3 Beel Hook – Cllr Scordellis to send welcome pack Action 21/134.1	PS
21/135	The Queen's Platinum Jubilee 2022: Queen's Green Canopy and Trees. An environment village group created specifically for this. Applications open for funding. Possible planting area – for main arteries. Clarification required for Highways land. Resolved: Cllr Townsend to co-ordinate Tree Project liaison with planning group Action 21/135.1 Cllr Scordellis to enquire with Highways for responsibilities Action 21/135.2	TT PS
21/136	Community Payback: Nominate a Community Payback project to Her Majesty's Prison and Probation Service Resolved: Cllr Bonsor to enquire with Church for work that could be undertaken this way. Action 21/136.1 Cllr Ferguson also to consider for playing field Action 21/136.2 Cllrs Bonsor and Ferguson to provide a consolidated request Action 21/136.3	JB CF JB/CF
21/137	Footpaths: Damaged pavements Resolved: Cllr Townsend to prepare survey on footpaths that require attention around the village Action 21/137.1 Cllr Scordellis to liaise with Highways when discussing white line road markings Action 21/137.2	TT PS
21/138	Resignation of Cllr Baldwin via email 27/05/21 Resolved: Clerk to write thank you letter Action 21/138.1	Clerk
21/139	Parish Councillor Vacancy: Pete Matthews has put himself forward in being co-opted. All councillors were in favour. Mr Matthews will take the Brixworth Rd/Glebe Close sector. Resolved: Clerk to send the required forms to Pete Matthews for completion Action 21/139.1	Clerk
21/140	Spring Clean: Dates to be arranged Resolved: Deferred to next meeting	
21/141	Welcome Pack: Update parishioners welcome pack Resolved: Deferred to next meeting	
21/142	Playing Fields: General Update a. Tesco Grant £1166.00 expenditure. Cllr Ferguson reported that a quote had been obtained to install a basketball hoop for £987.74 plus vat. A quote had also been obtained for cleaning and remarking the area at £1995 plus vat. The question was asked if this cleaning could be undertaken via the Community Payback Scheme - see item 21/136. She also reported that the play areas were in need of resurfacing. Due to the expense council suggested quotes could be obtained next year. Resolved: Council agreed expenditure for Basketball Hoop. Clerk to action on receipt of details Action 21/142a.1	Clerk
b.	Price of £49.00 + VAT received from Playground Supplies to inspect play equipment. Resolved: Council agreed this expenditure. Clerk to organise Action 21/142b.1	Clerk
c.	It was noted that the 'No Dogs' sign has disappeared from the gates to the playing field. As this was a plastic one it was suggested a more robust one be sought Resolved: Cllr Ferguson to investigate Action 21/142c.1	CF
21/143	Parish Online: Digital mapping available for 3 years	
21/144	Lighting: General Update a. Work commenced 03/06/21 on the LED upgrade of the remaining MBFU lanterns	

b.	Eon – Following commencement of MBFU lighting upgrade, it has been reported that the service box for light PL5, Back Lane, requires replacing costing £363 plus vat for the extra work involved Resolved: Council approved expenditure	
c.	Concern from resident over light pollution impact of new street lights. After liaising with Eon and noting comments, no further action required	
21/145	Police Liaison: Email 23/05/2021 Policing Priorities Survey – all Councillors will respond individually.	
21/146	Covid 19: Update Resolved: No further activity at present	
21/147	Annual Parish Meeting May 26 th 2021: Lack of Zoom attendance disappointing Resolved: To discuss how to promote and advertise for next year to engage community in early 2022.	
21/148	Road Safety and Highways: To receive update 1. Email received 19 th June 21 from Sgt Matt Moore regarding the joint police/parish council monitoring of HGV traffic through village. Having spent a few months on this initiative, the police are no longer able to justify the time spent as according to their findings, most HGV's were driving through the village legitimately. Parish council findings differ Resolved: Cllr Scordellis to seek further clarification from police Action 21/148.1 2. Cllr Scordellis reported that the order had not been received for the new VAS and signage. There appears to be problems with transition to new unitary council. Cllr Warren suggested getting help from Ms Unett at WNC if necessary. Resolved: Cllr Scordellis to continue chasing	PS
21/149	Price Amendment: Original cost of HGV signs incorrect and actual cost of 11 signs @ A1 is £315.42+VAT approved via emails May 2021 to implement order Resolved: Signs have been ordered	
21/150	Joint HGV/Police Letters: Clerk hours of 6.5 for May be included in June salary Resolved: Approved.	
21/151	Payments: Income of £2955.30 for Vat reclaim 2020/2021. Authorise bank payments below totalling £4774.14 Resolved: Approved. Cllr Scordellis & Cllr Bonsor to authorise at bank Action 21/151.1	JB PS

Ref	Payee	Description	Amount
35	SSE	Electricity - Street Lighting 05/04/21 - 01/06/21	132.71
36	Clerk	June Salary	276.66
37	H Wilson	Crossroads Project	68.46
38	Cllr Scordellis	Crossroads Project	19.80
39	Wave	Allotments Water Supply - 07/03/21 - 06/06/21	36.51
40	Park Landscapes	Mowing Services - March 21 to June 21	2040.00
41	Holcot Village Hall	Grant	1000.00
42	St Mary and All Saints	Grant	1200.00

21/152	Financial report and Bank reconciliation: Signatures required Resolved: Approved. Cllr Townsend signed at meeting	
21/153	Next Agenda: . Resolved: Youth engagement, Spring Clean, Welcome Pack, United Charities, CPR Training promotion, Hillcrest Planning Application to be added as appropriate.	
21/154	Next Meeting: Resolved: Monday 19 th July 2021 8.00pm – Village Hall booked	

Meeting Closed 22:02

Action points for tracking

21/131c.1	Clerk/DW	Write to Inspector regarding Mercedes, Brixworth
21/131c.2	MW	Obtain further information regarding Mercedes, Brixworth
21/131d.1	TT, SS	To visit Riding School
21/131d.2	DW	To compile letter to Planning Officer – Car Boot
21/132.1	Clerk	United Charities on a future agenda
21/133d.1	Clerk	Add Youth Engagement to a future agenda
21/133g.1	CF	To place Moulton Minibus contact details on website
21/133j.1	All/CF	Falklands Charity Walk. All to attend if possible. To be placed in Newsletter
21/134.1	PS	3 Beel Hook – Cllr Scordellis to send welcome pack
21/135.1	TT	To co-ordinate tree project for Queens Platinum Jubilee between committee and council
21/135.2	PS	To contact Highways regarding tree planting areas
21/136.1	JB	To enquire with Church for Community Payback
21/136.2	CF	To consider Playing Field uses for Community Payback
21/136.3	JB,CF	Liaise regarding a combined approach to Community Payback
21/137.1	TT	Prepare survey on damage footpaths
21/137.2	PS	Liaise with highways re pavements
21/138.1	Clerk	To write thank you letter Mr Baldwin
21/139.1	Clerk	To send forms to Pete Matthews
21/142a.1	Clerk	To place order for Basketball Hoop
21/142b.1	Clerk	To contact Playground Supplies and arrange date for inspection
21/142c.1	CF	To look into a more robust 'no dog' signage
21/148.1	PS	To contact police with HGV traffic findings
21/151.1	JB/PS	Authorise bank payments