

Holcot Parish Council



Clerk: Mrs. Ruby Cole
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Date: 13th September 2021
To: All Parish Councillors
From: Mrs R Cole, Clerk to Holcot Parish Council

Dear Councillor,

You are hereby summoned to attend the full Parish Council meeting to be held on **Monday 20th September 2021** at 7.00pm in the **Youth Wing, Holcot Village Hall**, Back Lane, Holcot, Northampton, NN6 9SL when the under mentioned business will be transacted.

AGENDA

- 21/185 Apologies:** *To receive and approve apologies for absence*
- 21/186 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*
- 21/187 Minutes of the previous meeting:** *To receive and approve for signature the minutes of the meeting held on **Monday 19th July 2021** & Extraordinary Meeting held on **Monday 9th August 2021***
- 21/188 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*
- 21/189 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 21/190 Correspondence:** *To agree response/action to correspondence received:*
- 21/191 Planning:** *To note the contents of the Email received 24/08/2021 from Liz Barrett WNC regarding the summary of changes and planning updates*
- 21/192 New Parishioners:** *To note any new parishioners*
- 21/193 Spring Clean:** *To discuss dates*
- 21/194 Welcome Pack:** *Update on progress*
- 21/195 Youth Engagement:** *To discuss ways to involve and encourage youth to join parish activities*
- 21/196 Community Payback:** *To receive update*
- 21/197 Queen's Platinum Jubilee:** *Thursday 2nd June 2022 – Sunday 5th June 2022 – To discuss parish council involvement in commemorations*
- 21/198 United Charities:** *Update on progress*
- 21/199 Clerk Annual Appraisal:** *To note that this is due*

- 21/200 Clerk CiLCA:** NCalc are offering five clerks 50% off the CiLCA (Certificate in Local Council Administration) training fee for 2022 which is usually £495, saving £247.50. This would also mean registering with SLLC (Society of Local Council Clerks), which is £410.00. Clerk is interested in applying for this course and would like council to consider a 4 way split with the other three council she clerks for, assuming they are in agreement. This would bring the cost down to £168.38 over 2 years. Details circulated to councillors.
- 21/201 Remembrance Sunday:** 14/11/2021 To discuss order & expenditure for wreath
To Receive Updates and Decisions Arising
- 21/202 Covid 19:** To note any updates
- 21/203 CPR Training:** To receive update
- 21/204 Playing Field:** To receive update
- 21/205 Parish Maintenance:** To note that the expenditure for the replacement of 4 x safety cones for Friends of Holcot has been approved via email at a cost of £64 inc VAT. To consider other maintenance requests
- 21/206 Defibrillator :** To note expenditure approved by email for new battery £223.20
Parish Representative Reports: To receive updates
- 21/207 Police Liaison**
- 21/208 Parish Path Warden**
Finance
- 21/209 Agar External Audit Report:** Confirmation received of completion of External Audit from PKF Littlejohn. To note comments on the external audit report - circulated to councillors via email 06/09/2021. To note Conclusion of Audit to be placed on website by the end of September 2021.
- 21/210 Payments:** To approve and authorise bank payments below totalling **£2572.62**. Invoices circulated to councillors.

Ref	Payee	Description	Amount
59	P Scordellis	Battery for VASID	54.60
60	Carter Jonas	Allotment Rent 16/03/2021 – 29/09/2021	71.00
61	Clerk	September Salary	208.80
62	Park Landscapes	Mowing Services	1902.00
63	Community Heartbeat	Battery for Defibrillator	223.20
64	SSE	Electricity - Street Lighting 03/08/21 - 01/09/21	84.23
65	Wave	Allotments Water Supply - 07/06/21 - 06/09/21	28.79

- 21/211 To receive financial report and approve bank reconciliation:** Circulated to councillors via email. Signatures required

Items from Clerk for report/information only

Pitsford Royal British Legion: Correspondence received regarding collections boxes. Liaising directly with Church. We can order poppy supplies direct if we wish to.

Residents Concern: Skip outside property. Unknown persons have been loading skip.

Traffic Control: Notification received that due to ASH Dieback / dead Ash Tree bordering Moulton Rd at Hospital Bungalows (42 - 48 Moulton Rd, 500 yards south of village) Tree Felling work is to occur 8 - 9th September. Traffic Control will be in place during the work which is expected to take place outside of the 'Rush Hour' periods, due to presence of 'Cherry Picker' Moulton Rd. May be reduced to a single lane at this point.

Falklands Charity Walk: Cllr Walker & Cllr Scordellis were in attendance.

Planning: Guidance sent to councillors 02/08/2021. Can be put on website.

Mowing Contract: Clerk has made several attempts to ascertain the procedure for receiving mowing grant.

- 21/212 Next Agenda:** To request items for inclusion on the agenda for the next meeting,

- 21/213 Next Meeting:** To note date of next meeting Monday 18th October 2021 7.00pm.

Signed: *Ruby Cole*

Date: 13th September 2021