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MINUTES

Minutes of the full parish council meeting of Holcot Parish Council held on **Monday 19th July 2021** at 8.00pm at Holcot Village Hall, Back Lane, Holcot NN6 9SL

Meeting Chaired By: Vice Chair K Bourner

Councillors Present: Cllr J Bonsor (arrived 21/158), Cllr P Scordellis, Cllr S Stone, Cllr C Ferguson, Cllr T Townsend

Public Present: 1

Clerk: Ruby Cole

21/155	Apologies: Received from Cllr Walker, Cllr Matthews, Cllr Warren Resolved: Approved by council.	
21/156	Public address to the council: Resident spoke about planning application WND/2021/0173 Hillcrest. Whilst he had no objections to the purpose, he expressed concerns as the potential build would affect him and neighbouring properties. The design is higher than the existing bungalow. The location is not acceptable. Moving the build to a different area within their land would be more acceptable. Suggestion was to look into other avenues, eg a different scheme, extension.	
21/161	Planning: 15/06/2021 WND/2021/0173 Hillcrest, Moulton Road, Holcot, NN6 9SH. Construction of new dwelling with associated access and garage. This item was brought forward to tie in with above. On viewing the plans, council agreed on the following. To object: Even though the council do not object in principle of the need, the location of the proposed new build is in question. The existing property cannot be seen from the proposed new build. Other comments: To relocate the build away from neighbours and nearer to existing property. Resolved: Clerk to respond to WNC planning as above. Action 21/161.1	Clerk
21/157	Minutes: Meeting held on Monday 21 st June 2021. Minutes were not approved as Cllr Scordellis expressed concerns of the naming of councillors on 21/131d. Resolved: Clerk to check with NCalc. Action 21/157.1	Clerk
21/158	Declarations of interest under the Council's Code of Conduct related to business on the agenda: Resolved: No declarations of interest.	

21/159	Actions outstanding from previous minutes: Resolved: As below.		
21/131c.1	Clerk/DW	Write to Inspector regarding Mercedes, Brixworth - Completed	
21/131c.2	MW	Obtain further information regarding Mercedes, Brixworth - Completed	
21/131d.1	TT, SS	To visit Riding School – Completed Cllr Stone reported that the owners had concerns over car boot traffic and this was also causing unrest with the horses	
21/131d.2	DW	To compile letter to Planning Officer – Car Boot - Completed	
21/132.1	Clerk	United Charities on a future agenda - Completed	
21/133d.1	Clerk	Add Youth Engagement to a future agenda - Completed	
21/133g.1	CF	To place Moulton Minibus contact details on website - Completed	
21/133j.1	All/CF	Falklands Charity Walk. All to attend if possible. To be placed in Newsletter - Completed	
21/134.1	PS	3 Beel Hook – Cllr Scordellis to send welcome pack - Completed	
21/135.1	TT	To co-ordinate tree project for Queens Platinum Jubilee between committee and council - Ongoing	
21/135.2	PS	To contact Highways regarding tree planting areas - Completed	
21/136.1	JB	To enquire with Church for Community Payback - Completed	
21/136.2	CF	To consider Playing Field uses for Community Payback - Completed	
21/136.3	JB,CF	Liaise regarding a combined approach to Community Payback - Completed	
21/137.1	TT	Prepare survey on damaged pavements - Completed	
21/137.2	PS	Arrange meeting with highways re (i) pavements, (ii) white lines and (iii) Sywell Road drainage (including Tom Middleton for (iii) – Completed Meeting due on 23 rd July	
21/138.1	Clerk	To write thank you letter Mr Baldwin - Completed	
21/139.1	Clerk	To send forms to Pete Matthews - Completed	
21/142a.1	Clerk	To place order for Basketball Hoop - Completed	
21/142b.1	Clerk	To contact Playground Supplies and arrange date for inspection - Completed	
21/142c.1	CF	To look into a more robust 'no dog' signage - Completed	
21/148.1	PS	To contact police with HGV traffic findings – Completed Cllr Scordellis waiting for response	
21/151.1	JB/PS	Authorise bank payments - Completed	
21/160	Correspondence:		
a.	Resident with concerns regarding overgrown vegetation on land backing-onto his private garden. Friends of Holcot investigated and it transpires that the adjacent land is also privately owned, so issue not within Friends of Holcot remit. Admirals Trust are the owners of the land, so resident will contact them direct. Resolved: No further action.		
21/162	New Parishioners: Resolved: No new parishioners.		
21/163	Spring Clean Dates: This to be litter pick and to be undertaken in the autumn Resolved: Defer to next meeting to commence September. To be put on next agenda. Action 21/163.1		Clerk
21/164	Welcome Pack: Cllr Ferguson has agreed to update the welcome pack Resolved: Cllr Scordellis to see if he was given a copy of the original electronic version. Action 21/164.1		PS
21/165	Procedures: Declarations of Interest & Public Speaking policy approved Resolved: To be placed on website, along with previously approved policies. Action 21/165.1		CF Clerk

21/166	<p>Playing Fields: Inspection Report. Apart from loose goal posts, the overall report was fine and no further action is required.</p> <p>The basketball hoop installation will begin Wednesday 21st July.</p> <p>Quotes for resurfacing will be looked into within the next couple of years.</p> <p>For the community payback project, it was agreed there would be a joint submission. Church - build a retaining wall. Playing Field - to paint gate.</p> <p>Resolved: Cllr Ferguson has submitted community payback application via the online government portal.</p>	
21/167	<p>Venue(s)/start-time for future meetings: Due to regular users returning to the village hall, parish council are not able to use the main hall. The option was to revert back to Church room with a charge, or to use the village hall youth wing without charge. It was agreed to use the village hall youth wing temporarily with a review in October.</p> <p>Resolved: Cllr Scordellis to contact village hall bookings secretary and move parish council bookings from main hall to youth wing to a new meeting time of 7.00pm. Action 21/167.1</p>	PS
21/168	<p>Lighting:</p> <p>Resolved: To be deferred to next meeting.</p>	
21/169	<p>Police Liaison:</p> <p>Resolved: No communications received.</p>	
21/170	<p>Covid 19:</p> <p>Resolved: Although Covid rules have now been relaxed, parish council to keep monitoring for changes/updates.</p>	
21/171	<p>CPR Training: This has been booked for 2nd September and the website will be updated accordingly. More community interest is to be encouraged. The question was asked if there was an age limit.</p> <p>Resolved: Cllr Ferguson to enquire with First Responders Team Action 21/171.1</p>	CF
21/172	<p>Road Safety and Highways:</p> <p>Traffic calming measures previously agreed: orders have now been placed by Highways. Timing of implementation is yet to be finalized.</p> <p>Still awaiting final design and cost of the 'pinch-point' chicane along Sywell Road</p> <p>HGV signs are all in place. As some official signs were discovered on removal of overgrown vegetation, there are a few signs left over.</p>	
21/173	<p>HGV Letters: Discussion was had to the viability of everyone's time spent on this. With the HGV signs in place and traffic calming measures on the horizon, it was agreed to hold off the sending of the letters for the time being and review again in a few months.</p> <p>Resolved: No further action at present.</p>	
21/174	<p>Payments: £18.00 bank service charge June 21. Payments totalling £6,971.56 approved. Post Agenda item £90.00 from West Northamptonshire Council approved.</p> <p>Resolved: All payments were approved. Cllr Scordellis and Cllr Bonsor to authorise on bank website. Action 21/174.1</p>	PS JB

Ref	Payee	Description	Amount
43	Northants Calc	Councillor Training	44.00
44	Playground Supplies	Play Area Inspection	58.80
45	Clerk	July Salary	219.24
46	Clerk	Stationery Expenses	19.47
47	Eon	Street Light Maintenance - ¼ ending 30/06/2021	88.66
48	SSE	Electricity - Street Lighting 02/06/21 - 01/07/21	145.59
49	OMG Trading Ltd	Deposit for Basketball Hoop Refurbishment	829.70

50	Eon	Replacement of 15 MBFU Lights	5187.60
51	Freestyle Signs	Holcot A1 Signs	378.50
52	West Northants Council	Election Administration	90.00

21/175	Financial report and bank reconciliation: Resolved: Approved. Cllr Bourner signed at meeting.	
21/176	Next Agenda: . Resolved: Youth Engagement, United Charities. Action 21/176.1	Clerk
21/177	Next Meeting: Resolved: Monday 20 th September 2021 7.00pm – Village Hall Youth Wing. Cllr Scordellis given apologies in advance	

Meeting Closed: 9.32pm

Action points for tracking

21/135.1	TT	To co-ordinate tree project for Queens Platinum Jubilee between committee and council - Ongoing
21/148.1	PS	To contact police with HGV traffic findings –Cllr Scordellis waiting for response
21/161.1	Clerk	To inform WNC of planning response to WND/2021/0173
21/157.1	Clerk	To enquire with NCalc – naming of councillors
21/163.1	Clerk	To place litter pick on next agenda
21/164.1	PS	To see if he was given a copy of the original electronic file for welcome pack
21/165.1	CF/Clerk	To place policies on website from clerk
21/167.1	PS	To change parish council meeting venue and confirm
21/171.1	CF	To enquire with First Responders of age limit
21/174.1	JB/PS	To authorise payments for release at bank
21/176.1	Clerk	To place United Charities and Youth Engagement on next agenda

Below information points from clerk were acknowledged by council

- Streetlights - Lamp 10, Sywell Road not working. Lamp 24 Poplars Lane 'drooped' - Has since been actioned
- Security Forms - GDPR & Electronic summons. Councillors are reminded to complete and submit to clerk
- Resident - New lights shining into bedrooms - Back Lane - Has since been actioned
- Holcot Village Hall - Grant acknowledgement & thanks
- Holcot Church - Grant acknowledgement & thanks
- Notification by resident of three way traffic light system in place on Sywell Road from 7th July
- WND/2021/0123 Poplar Farm, Poplars Lane, Holcot. This application has been refused by WNC. Applicant has 21 days to appeal