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MINUTES

Minutes of the full parish council meeting of Holcot Parish Council held on **Monday 17th January 2022** at 7.30pm in the Main Hall, Holcot Village Hall, Back Lane, Holcot, Northampton NN6 9SL

Councillors Present: Chair D Walker, Cllr C Ferguson, Cllr P Matthews, Cllr T Townsend, Cllr P Scordellis

Public Present: 9

Clerk: Ruby Cole

22/001	Apologies: Received from Cllr Bournier, Cllr Stone, Cllr Bonsor Resolved: Approved by council	
22/002	Public address to the council: HGV's A review of HGV's travelling through the parish between the period 19 October 2021 to 19th November 2021 was undertaken and letters written to the companies concerned. Council thanked resident for his time for this undertaking. Out of 33 letters to companies written, the result being: 11 Have advised drivers to avoid area 5 Needed to deliver in the area 1 Based in restricted zone 3 Lorries under 7.5 Tonnes 1 Didn't recognise number plate 1 Stated wrong company 11 Didn't reply It was notable that Raybells, Watsons and Whites Recycling were repeatedly flouting the weight restrictions with their large tankers often coming through the village on multiple occasions. Signage is insufficiently placed at the Oasis roundabout to warn drivers of the weight restriction ahead and suggested that these should be moved to give sufficient warning in order for drivers to take an alternative route and avoiding travelling through the village. Signage should also be placed at eye level.	

	<p><u>Road/Safety</u></p> <p>The traffic on Sywell Road is getting significantly worse and is of concern. Concern was also raised of the potential damage to resident's walls due to the proximity of large HGVs.</p> <p>The Chicane on Moulton Road. It was raised that the white line stop line be moved back 1-2 metres as there is insufficient room for traffic to pass.</p> <p>The grips on Sywell Road have not been fully cleared.</p> <p>It was suggested that it was possible for the council to employ a consultant funded by WNC to report on traffic, provide advice and management of road and safety infrastructure. The resident was asked to provide details by email to Cllr Scordellis for follow-up. Action 22/002.1</p> <p>Council were informed that Moulton Road 44 & 46 bungalows may be knocked down for development subsequent to being auctioned on 23rd February. If CIL is granted, resident requested that the monies be spent on footpaths to access village amenities.</p> <p><u>Tree Damage</u></p> <p>There is still concern that this matter is unresolved. Monies have been spent by resident to repair damage caused by the bad winds in November causing a tree to lose its branches and fall onto the residents car and property with considerable damage to both. Highways are saying that the damaged tree is not their responsibility. The tree is still dangerous in its current state and may cause harm to passers-by with the loose branches likely to break/fall.</p> <p>Moulton Ward - Councillor Warren has been approached to help resolve. Cllr Walker will continue to pursue as necessary. Action 22/002.2</p>	<p>PS</p> <p>DW</p>
22/003	<p>Minutes:</p> <p>Resolved: Minutes of the Parish Council Meeting held on Monday 15th November 2021 were approved and signed by Chair</p>	
22/004	<p>Declarations of interest: Under the Council's Code of Conduct related to business on the agenda</p> <p>Resolved: No declarations of interest</p>	
22/005	<p>Actions Outstanding:</p> <p>Resolved: As below</p>	

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The Chicane on Moulton Road. It was raised that the white line stop line be moved back 1-2 metres as there is insufficient room for traffic to pass.

The grips on Sywell Road have not been fully cleared.

It was suggested that it was possible for the council to employ a consultant funded by WNC to report on traffic, provide advice and management of road and safety infrastructure. The resident was asked to provide details by email to Cllr Scordellis for follow-up. **Action 22/002.1**

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Moulton Ward - Councillor Warren has been approached to help resolve. Cllr Walker will continue to pursue as necessary. **Action 22/002.2**

22/003	<p>Minutes:</p> <p>Resolved: Minutes of the Parish Council Meeting held on Monday 15th November 2021 were approved and signed by Chair</p>
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22/004	<p>Declarations of interest: Under the Council's Code of Conduct related to business on the agenda</p> <p>Resolved: No declarations of interest</p>
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22/005	Actions Outstanding: Resolved: As below
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21/205.1	PM	To liaise with Friends of Holcot to make good pc notice board. Cllr Matthews has reported that Friends of Holcot will repaint the notice board and arrange for new lock to be fitted. – no new lock required, only new keys - Ongoing
21/219.3	JB	Discuss a firm proposal with the Cobbald family and present to council – decision by family, and firm proposal to be gained - Ongoing
21/230.1.1	Clerk	To submit signed contracts to Great Annual Savings - Complete
21/232.2	PS	To liaise with M Barratt from Kier and appropriate highways liaison regarding Chicane costings once finalised and the funding shortfall, involving one other Councillor - Agenda Item 22/009 - Ongoing
21/242.1	DW	To collate views on WNC Spatial Options Consultation and circulate - Complete
21/242.2	DW	Contact David Aarons and Mike Warren - Complete
21/243.1	All	Consider options for Queens Platinum Jubilee - Agenda Item 22/008
21/243.2	TT	To seek costs for Trees and provide firm proposal - Ongoing
21/249.1	JB/CF	Cllr Bonsor to make enquiries of youth engagement with Holcot Hub. Cllr Ferguson to place on website consequently - Ongoing
21/255.1	JB/PS	To authorise on bank website - Complete

21/257.1	DW	Arrange event to prepare action plan for OLB - Complete
21/258.1	Clerk	To place lighting review on next agenda - Complete
21/259.1	Clerk	To book Church room for January meeting - Complete

22/006	<p>Correspondence:</p> <ul style="list-style-type: none"> 13/01/22 NCalc - Queen's Platinum Jubilee Survey - The deadline for completion is 5pm Monday 24 January - Cllr Walker to complete Action 22/006.1 13/01/22 WNC - Tree Policy and Strategy Task and Finish Group 2 February 2022 6pm - remote meeting over Zoom - submit any written response to the core questions by 1 February 2022 - no further action 11/01/22 Resident - damage to property due to a branch break from a tree on what is thought to be Highway land - see action 22/002.2 08/01/22 WNC Planning - Removal of Neighbour comments from on-line Planning Search. All the comments will re-appear on the on-line planning register from Jan 17th for new applications. Noted 	DW
22/007	<p>Planning: DA/2020/0001 Amended-Land To East Of Kettering Road, Overstone, Northamptonshire</p> <p>Notification had been received regarding funding from the applicant for off-site village traffic calming schemes as part of the planning amendment and minor change to the Overstone roundabout. Updated documents were submitted to WNC Planning 12/01/2021 to support Holcot receiving an appropriate share of the monies.</p> <p>There were no further comments from Councillors or residents regarding this amendment.</p> <p>Summary from Cllr Scordellis as sector responsible for Road & Safety attached to the end of the minutes.</p>	
22/008	<p>Queen's Platinum Jubilee: Thursday 2nd June– Sunday 5th June 2022</p> <p>Various ideas have been put forward, although someone to lead the event has not been forthcoming. The village hall has been kept free for the whole 4 days for the Parish. Anyone who wishes to use the hall for this event will be able to use it without hire charge. Insurance will be under the parish council.</p> <p>Ideas discussed</p> <ul style="list-style-type: none"> Songs of Praise Sunday morning BBQ inviting the whole village Sunday afternoon. A Parish photo Naming Ceremony for the Old School Site Roses for gardens – resident to make enquiries Floodlight the Church Barn Dance Live music and bar Tree planting event Fete Beacon lighting <p>Actions agreed were:</p> <p>1. Cllr Ferguson to investigate Flood Lighting of Church Action 22/008.1</p>	CF

	<ol style="list-style-type: none"> 2. Cllr Ferguson to place on website and newsletter the opportunities to organise events Action 22/008.2 3. Cllr Matthews to make enquiries with pub about arranging an event (barn dance or similar) Action 22/008.3 4. Cllr Walker to advise Cllr Bonsor that the Council supported the Church's proposal to organise Sunday's events – a 'Songs of Praise' and a Big Jubilee Lunch/BBQ Action 22/008.4 5. Cllr Walker to ask Cllr Bonsor to investigate the idea of a Parish photo Action 22/008.5 6. Cllr Townsend to consider a tree planting event Action 22/008.6 <p>Canopy Trees – Cllr Townsend reported that it is likely that trees will be planted in the playing field. The Council debated who the landowner is for permission, with assertions that no further permission is required as the field falls under the ambit of the Council.</p>	<p>CF</p> <p>PM</p> <p>DW</p> <p>DW</p> <p>TT</p>
22/009	<p>Road Safety and Highways:</p> <p>HGVs – the report was submitted by resident. Council appreciated the time and effort to undertake this.</p> <p>It was agreed that;</p> <ol style="list-style-type: none"> 1. The Council will update by letter the police, WNC councillors and MP with our recent HGV findings Action 22/009.1 2. A full day Survey at the crossroads with volunteers will be undertaken in the Spring – add to February agenda Action 22/009.2 3. Review the position of 7.5t signs at A43 roundabout and determine whether there are improvements possible Action 22/009.3 4. No further letters will be sent, but existing batch will be followed up as appropriate, particularly Raybells Action 22/009.4 5. Cllr Townsend has already spoken to the Transport Manager at Whites Recycling regarding the HGV's coming through the Parish. She was told that they were working at Moulton College. There was a question as to why they would be continuing to work there. Cllr Townsend will follow up based on information provided by resident Action 22/009.5 6. The idea for a WNC-level reporting process for HGVs flouting the regulations was suggested to the Officer responsible. A response has not been received - follow-up may be required Action 22/009.6 <p>Flooding - Highways have agreed to expose the grips/services to enable the clearing of the ditch along Sywell Road, and to clear pipes</p> <p>Chicane - Sywell Road Consultation letters have been sent. Response due from consultees to Highways by 4 February.</p> <p>Road signs - Due to be installed starting this week</p> <p>Summary from Cllr Scordellis as sector Councillor responsible for Road Safety attached to the end of the minutes.</p>	<p>DW</p> <p>Clerk</p> <p>PS</p> <p>Clerk</p> <p>TT</p> <p>PS</p>
22/010	<p>New Parishioners: It was noted that two addresses had new occupants. Rose Cottage & Home Farm</p> <p>Resolved: Cllr Ferguson to send welcome cards Action 22/010.1</p>	CF
22/011	<p>Asset Mapping: Councillors required for a working group to be engaged with Northants CALC Asset Mapping Project (AMP) for the parish.</p> <p>Resolved: Cllr Walker, Cllr Matthews & Clerk appointed. Clerk to notify NCalc Action 22/011.1</p>	Clerk

22/012	Lighting review post upgrade: Councillors agreed that the lighting upgrade had been successful. Resident suggested to reduce the operating hours of some of the lights to reduce costs in view of the increase in price. However, we have a fixed contract with SSE until 2025 Resolved: No further action at the present time													
22/013	Youth Engagement: Cllr Bonsor not present – deferred to next meeting													
22/014	Playground Apparatus Repair: Cllr Ferguson reported that the initial cost for the repair has now increased. The contractors had come out and stripped the Gyrospiral and discovered that a new bearing was required. Prices ex VAT. <table><tr><td>Original Parts (still required)</td><td>£375.45</td></tr><tr><td>Original installation visit</td><td>£300</td></tr><tr><td>New Parts Required</td><td>375.45</td></tr><tr><td>New Installation</td><td>£300</td></tr><tr><td>Less discount</td><td>-£100</td></tr><tr><td>Total</td><td>£1,250.90</td></tr></table> Resolved: Council agreed the renewed quote. Cllr Ferguson to make enquiries regarding the upgrade Action 22/014.1	Original Parts (still required)	£375.45	Original installation visit	£300	New Parts Required	375.45	New Installation	£300	Less discount	-£100	Total	£1,250.90	CF
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22/015	Police Liaison: Cllr Bourner not present – deferred to next meeting													
22/016	Reforecast: Cllr Walker and the Council went through the forecast for the remainder of the FY 2021/2022 Resolved: Approved by Council.													
22/017	Draft Budget: Cllr Walker and the Council finalised the budget for the FY 2022/2023 Resolved: Approved by Council. Both Forecast and budget will be added to the website Action 22/017.1	CF												
22/018	Precept: Final precept amount to remain at £17,500 for FY 2022/2023 as previous year Resolved: Chair & Clerk signed the precept form at meeting on approval by the Council. Clerk to submit to WNC Action 22/018.1	Clerk												
22/019	Payments: December payments totalling £1073.10 approved via email as no meeting. £18.00 payment for quarterly bank service charge 31/12/2021 noted. Mowing grant income received of £372.06 for last year noted. Resolved: December payments noted. January payments below totalling £333.96 approved. Cllr Walker & Cllr Scordellis to authorize online at the bank website. Action 22/019.1	DW PS												

Ref	Payee	Description	Amount
82	Clerk	December Salary plus 1 hour HGV work	219.24
83	SSE	Electricity Supply 02/12/2021 – 04/01/2022	70.88
84	Eon	Street Light Maintenance ¼ ending December 2021	43.84

22/020	<p>Financial Report: December 2021 & January 2022 reports and bank reconciliation approved. Bank Balance 07/01/2022 = Current £13,511.92 31/03/2021 = Reserve £8,040.50. Available funds in current account = £13,177.96</p> <p>Resolved: Cllr Matthews signed December & January bank rec at meeting</p>	
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No public present for private Agenda Item 22/021

22/021	<p>OLB: The working party have met and produced an action plan – circulated to councillors 10/01/22. The action plan was approved.</p> <p>The Council agreed that preparatory items should be purchased in April, with a budget in the region of £150. The Clerk and Cllr Walker will propose items.</p> <p>Action 22/021.1</p>	Clerk DW
22/022	<p>Next Agenda Items: United Charities, Annual Parish Meeting, HGV Survey, Litter Pick, Community Payback, Youth Engagement, Jubilee, Asset Register, Youth Engagement</p> <p>Resolved: Clerk to place on agenda Action 22/022.1</p>	Clerk
22/023	<p>Next Meeting: Wednesday 23rd February 7.30pm</p> <p>Resolved: Clerk to book Main Hall, Holcot Village Hall Action 22/023.1</p>	Clerk

Clerk's Notes

Bench Repair: Materials have been paid for and collected by Martin Wilson
Covid Recovery Grant: Circulated to councillors for information
Mowing Grant: This has now been sorted and payment expected imminently
Training: Cllr Scordellis responded and is booked on 'Responding to Planning Applications' June 2022
Clerk has been confirmed a place on the CiLCA course commencing March 2022
DA/2019/0144 Land To The West Of Mercedes Avenue, Brixworth: Even though no correspondence has been received to clerk – she has noticed that this has recently been dismissed by the Planning Inspectorate

Meeting Closed: 9.33pm

Action points for tracking

Ongoing Actions

21/205.1	PM	To liaise with Friends of Holcot to make good pc notice board.
21/219.3	JB	Discuss a firm proposal with the Cobbald family and present to council – decision by family, and firm proposal to be gained –
21/232.2	PS	To liaise with M Barratt from Kier and appropriate highways liaison regarding Chicane costings once finalised and the funding shortfall, involving one other Councillor. Awaiting detail after consultation completes
21/243.2	TT	To seek costs for trees and provide firm proposal
21/249.1	JB	Cllr Bonsor to make enquiries of youth engagement with Holcot Hub

Actions from Current Minutes

22/002.1	PS	To follow up possible consultant funding on receipt of details from resident
22/002.2	DW	Pursue tree issue with Cllr Warren and WNC
22/006.1	DW	To complete NCalc - Queen's Platinum Jubilee Survey
22/008.1	CF	To investigate Floodlighting of the Church
22/008.2	CF	To place on website and newsletter the opportunities to organise events for Queen's Platinum Jubilee
22/008.3	PM	To enquire with pub owners for bar, barn dance, etc at village hall

22/008.4	DW	To advise Cllr Bonsor that Council supported the Church's proposal to organise Sunday's events
22/008.5	DW	To ask Cllr Bonsor to investigate the idea of a Parish photo
22/008.6	TT	To consider the possibility of a tree planting event
22/009.1	DW	To update by letter the police, WNC councillors and MP with recent HGV findings
22/009.2	Clerk	To place on next agenda - full day Traffic Survey at crossroads with volunteers during Spring
22/009.3	PS	Review the position of 7.5t signs at A43 roundabout
22/009.4	Clerk	Existing batch of HGV letters to be followed up as appropriate
22/009.5	TT	To contact Transport Manager at Whites Recycling regarding HGV's
22/009.6	PS	Follow-up idea of HGV reporting with WNC if no response received.
22/010.1	CF	Cllr Ferguson to send welcome card to new parishioners
22/011.1	Clerk	To notify NCalc of appointed councillors for Asset Mapping Project
22/014.1	CF	To investigate upgrade and repair of Gyrospiral
22/017.1	CF	To add Finance reports to website
22/018.1	Clerk	To submit precept form to WNC
22/019.1	DW/PS	To authorize payments at bank
22/021.1	DW/Clerk	To investigate and propose items for OLB
22/022.1	Clerk	To add items onto next agenda
22/023.1	Clerk	To book Holcot village hall 23 rd February

Summary from Cllr Scordellis as Councillor responsible for Road & Safety

HPC meeting 17th January 2022 agenda items 22/007 and 22/009 - updated briefing re Highways aspects

Overstone Green		
22/007	Revision to planning application received 16/12	This revision included news that applicant had agreed to £200,000 to fund traffic-calming in adjacent villages = a success for our intervention in Dec 2020 where we challenged, with evidence, their traffic consultant's report which had concluded that there would be no impact on surrounding villages. Action taken: response sent 12th Jan (cc all HPCouncillors): (1) providing evidence for Holcot to receive an 'appropriate share' of this funding (2) requesting that funds be released when work started and not in a series of tranches as occupation progressed (as has been case for Overstone Leys)
21/88	Brixworth Rd Verge/reservoir parking	Wooden poles installed early Nov
21/239	HGV's	The agreed trial-continuation of letter-writing to vehicle-owners identified by Chris Bailey has completed - separate assessment provided by CB circulated separately to Councillors
Maintenance		
	Pavement repairs	All areas in Walgrave Rd, Main St, & Brixworth Rd agreed in 23rd July site-meeting have been completed since last HPC meeting
21/67i	Repairing worn existing white lines within Parish	Agreement in principle with HW to resolve these at same time as new 'SLOWS' (see below)
Traffic calming measures funded by Overstone Leys S106		
21/90	Civils and related road markings at Walgrave Rd 30mph 'gateway'	Completed November.
	Enhanced/additional signage on all approaches to village	Last info from HW was in November: "The signing works are imminent but I don't have a date. I will try and get a definitive date." Chased 5th January. Response 17/1: "The signing work will be done next week (it may start this week but not completed)."
	New 'SLOW' road markings to accompany above new signage	HW agreed that they will fund these, and will be installed ASAP after signage (exact location must be aligned with signs, whose locations subject to minor adjustment during work due to utilities etc)
21/232.2	Chicane on Sywell Rd	Last info from HW was in November: "The consultation letters will be out this week. I will send you a copy alongside the mailing list for info as soon as they go." This hadn't arrived, and relevant resident confirmed 5/1/22 he also had received nothing, so sent chaser sent that day. Response 17/1: "Please see the attached letter and mailing list that are going out tomorrow." [Mailing list omitted all 3 Holcot farmers & their main agri-contractor - corrections sent]
Sywell Rd flooding 2021:		
	Re-cutting of drainage 'grips' in verge down the hill from east	Work was due in November. After chasing on 5th January, was completed 7th Jan, but site-inspection with HW on 13th Jan showed poor workmanship which HW agreed to resolve
	Ditch adjacent to Poplars Farm land	To enable Tom Middleton to safely clear ditch, HW had agreed: (1) to identify, and mark on surface, location of utilities near/in it (2) to clear ditch themselves around junction box located in ditch. (3) To flush pipe under carboot-sale tarmaced entrance Due in November, not done. Following chaser of 5th Jan, site-visit with HW on 13th Jan revealed that HW have revised plan to expose (ie, not mark) the utilities. We repeated request (in writing) that HW inform TM as soon as complete.
		Site-visit also highlighted a new puddle in tarmaced layby just east of Washbrook area - this was draining across roadway. This means that the contents of the full length of the northside ditch are again going into the drain which blocked last winter and caused the flood. HW agreed to flush the pipe under that layby
Advisory 20mph schemes		
At a virtual meeting in early 2021, there was mention of an experiment in West Haddon with an advisory 20mph scheme. Enquired with our new HW contacts (replacements for Ian Boyes etc since Apr21) about the outcome and they replied "still in the trial phase and we are currently collating a list of villages who would potentially like to be involved when / if the scheme is rolled out." Replied "please include Holcot" (including brief background of Holcot's 20mph application refused by Police).		