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MINUTES

Minutes of the full parish council meeting of Holcot Parish Council held on **Wednesday 23rd February 2022 at 7.30pm 2022** at 7.30pm in the Main Hall, Holcot Village Hall, Back Lane, Holcot, Northampton NN6 9SL

Councillors Present: Chair D Walker, Cllr T Townsend, Cllr J Bonsor

Public Present: 3

Clerk: Ruby Cole

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| 22/029 | Apologies: Received from Cllr Bourner, Cllr Ferguson, Cllr Matthews & Cllr Scordellis Resolved: Approved by council | |
| 22/030 | Public address to the council: <ul style="list-style-type: none">• Holcot Car Boot have advertised their intention to re-open every Thursday, Saturday & Sunday from 31st March 2022. They do not have planning permission to open on Sunday's.• Traffic in Back Lane is increasing, with speed being the particular issue. Can anything be done?• Cars are parking by the War Memorial making it more likely that traffic is going to the right when entering Back Lane. Can anything be done?• The issue of the tree damage to residents property is ongoing, but resident wished to thank Council for their help in trying to resolve this. | |
| 22/031 | Declarations of interest: Under the Council's Code of Conduct related to business on the agenda Resolved: No declarations of interest | |
| 22/032 | Minutes: Meetings held on Monday 17th January 2022 and Extraordinary meeting held on Tuesday 8th February 2022 Resolved: Minutes could not be signed as quorum was not reached for each set of minutes. Deferred to March meeting. | |
| 22/033 | Councillor Resignation: Resignation of Cllr Stone accepted Resolved: Clerk to implement co-option process Action 22/033.1 | Clerk |

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| 22/034 | Actions Outstanding: | |
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| 21/205.1 | PM | To liaise with Friends of Holcot to make good pc notice board - Complete |
| 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 - 23.02.22 Ongoing |
| 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 - 23.02.22 Ongoing |
| 21/243.2 | TT | To seek costs for trees and provide firm proposal - Ongoing |
| 21/249.1 | JB | Cllr Bonsor to make enquiries of youth engagement with Holcot Hub - 23.02.22 Cllr Bonsor reported that there was interest from a couple of 9/10 year olds, but this age group was considered a bit young. Will revisit in a few months - Ongoing |

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| 22/002.1 | PS | To follow up possible consultant funding on receipt of details from resident - 23.02.22 Ongoing |
| 22/002.2 | DW | Pursue tree issue with Cllr Warren and WNC – 23.02.22 Cllr Walker has sent several communications. Awaiting suitable response - Ongoing |
| 22/006.1 | DW | To complete NCalc - Queen's Platinum Jubilee Survey - Complete |
| 22/008.1 | CF | To investigate Floodlighting of the Church - 23.02.22 The cost of this is £250 with volunteers, £500 without volunteers with £5k insurance of equipment to be covered within Holcot Parish Council Policy. Will consider in March - Ongoing |
| 22/008.2 | CF | To place on website and newsletter the opportunities to organise events for Queen's Platinum Jubilee - Complete |
| 22/008.3 | PM | To enquire with pub owners for bar, barn dance, etc at village hall - see agenda item 22/037 Complete |
| 22/008.4 | DW | To advise Cllr Bonsor that Council supported the Church's proposal to organise Sunday's events - Complete |
| 22/008.5 | DW | To ask Cllr Bonsor to investigate the idea of a Parish photo - see agenda item 22/037 Complete |
| 22/008.6 | TT | To consider the possibility of a tree planting event – see agenda item 22/037 Complete, new action |
| 22/009.1 | DW | To update by letter the police, WNC councillors and MP with recent HGV findings - Complete |
| 22/009.2 | Clerk | To place on next agenda - full day Traffic Survey at crossroads with volunteers during Spring - Complete |
| 22/009.3 | PS | Review the position of 7.5t signs at A43 roundabout – ongoing |
| 22/009.4 | Clerk | Existing batch of HGV letters to be followed up as appropriate - ongoing |
| 22/009.5 | TT | To contact Transport Manager at Whites Recycling regarding HGV's 23.02.22 Cllr Townsend reported that she has received a letter to say that although they were using the HGV's for delivery to Moulton College, this has now finished - Complete |

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| 22/009.6 | PS | Follow-up idea of HGV reporting with WNC if no response received - Ongoing |
| 22/010.1 | CF | Cllr Ferguson to send welcome card to new parishioners - Complete |
| 22/011.1 | Clerk | To notify NCalc of appointed councillors for Asset Mapping Project - Complete |
| 22/014.1 | CF | To investigate upgrade and repair of Gyrospiral - Complete |
| 22/017.1 | CF | To add Finance reports to website - Complete |
| 22/018.1 | Clerk | To submit precept form to WNC - Complete |
| 22/019.1 | DW/PS | To authorize payments at bank - Complete |
| 22/021.1 | DW/Clerk | To investigate and propose items for OLB - Ongoing |
| 22/022.1 | Clerk | To add items onto next agenda - Complete |
| 22/023.1 | Clerk | To book Holcot village hall 23 rd February - Complete |

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| 22/035 | <p>Correspondence: Actions arising from correspondence</p> <ol style="list-style-type: none"> 11.02.22 Sunday operation of Car Boot. Noted - no action at this time. Revisit at March meeting Action 22/035.1 08.02.22 Proposed carriageway priority narrowing - Sywell Road - Not parish council matter, part of consultation 08.02.22 Sgt Matt Moore - HGV's Holcot Parish - Clerk to respond to accept offer of Speed Survey in parish Action 22/035.3 06.02.22 Cllr Warren - HGV's Holcot Parish - He has asked for ANPR support 31.01.22 Metal detecting and permits/permissions - There is no parish council owned land other than the playing field. We are not inclined to allow detecting on playing field for practical reasons. Clerk to write response Action 22/035.5 27.01.22 Internal Audit - To be placed on next agenda Action 22/035.6 24.01.22 NCalc - Confirmation of £200 AMP Grant (£231.14) - Clerk has submitted | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 22/036 | <p>Planning: Application No: WND/2022/0070 32, Moulton Road, Holcot, Northamptonshire, NN6 9SH Single storey front/side extension and two storey side/rear extension</p> <p>Resolved: Council had no objections. Clerk to submit form to WNC Action 22/036.1</p> | Clerk |

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| 22/037 | <p>Queen's Platinum Jubilee: Thursday 2nd June 2022 – Sunday 5th June 2022 Cllr Bonsor has agreed to co-ordinate this event and prepare a final programme Action 22/037.1</p> <p>Potential/definite events are;</p> <p>Saturday morning 10.00 - Parish Photo Sunday - Songs of Praise on old school site or village hall Sunday - Big Lunch BBQ in playing field Sunday - Plant a tree in playing field (with a suitable plaque, tree supports etc), planted by a resident(s) who experienced the 1952 events (TT to determine plan Action 22/037.2) Memorial gifts for children to be considered Possible ticketed event for live band/open mic etc Floodlighting church</p> <p>Full details will be in 1st May newsletter, with website pre-promotion Action 22/037.3</p> | <p>JB</p> <p>TT</p> <p>JB</p> |
| 22/038 | New Parishioners: No new parishioners | |
| 22/039 | Full Day Traffic Survey: Deferred to next meeting | |
| 22/040 | <p>Litter Pick: Date set Sunday 10th April Resolved: Clerk to contact WNC for litter pick equipment and confirm date Action 22/040.1</p> | Clerk |
| 22/041 | Annual Parish Meeting: Deferred to next meeting | |
| 22/042 | <p>Road Safety and Highways:</p> <ul style="list-style-type: none"> Chicane works still in consultation. Signage works now set for 28th February 2022 | |
| 22/043 | Youth Engagement: Deferred to next meeting | |
| 22/044 | <p>Playing Field: The Gyro Spiral has been repaired and is operational. There are moles in the playing field Resolved: Clerk to obtain quote from mole catcher, and organise work if in-line with previous invoice Action 22/044.1</p> | Clerk |
| 22/045 | Police Liaison: Cllr Walker mentioned two potential burglary events in Back Lane | |
| 22/046 | Community Payback: Commencing 29 th April. | |
| 22/047 | United Charities: As Mrs Stone has resigned from Council, Cllr Bonsor to ask if she would remain as Trustee Action 22/047.1 | JB |
| 22/048 | <p>Payments: Total payments of £2,132.31 approved. Resolved: Cllr Walker & Cllr Bonsor to authorise bank payments Action 22/048.1</p> | <p>DW</p> <p>JB</p> |

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| 85 | Martin Wilson | Bench Repair | 73.52 |
| 86 | Northants Calc | Cllr Townsend – Training | 44.00 |
| 87 | Ruby Cole | February Salary | 208.80 |
| 88 | Cllr Ferguson | Printing Expenses | 3.00 |
| 89 | SSE | Electricity Supply 05/01/2022 – 01/02/2022 | 88.27 |
| 90 | Cllr Matthews | Keys – Parish Council Notice Board | 16.96 |
| 92 | Carter Jonas | Allotment Rental 30/09.2021 – 25/03/2022 | 71.00 |
| 93 | Ramprint | Newsletters – February | 117.00 |

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| 94 | Outdoor Places | Gryo Spiral Repair | 1,501.08 |
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| 22/049 | Financial Report: February 2022 report and bank reconciliation approved. Bank Balance 31/01/2022 = Current £13,177.96 31/03/2021 = Reserve £8,040.50. Available funds in current account = £11,045.65 Resolved: TT signed reconciliation at meeting | |
| 22/050 | Asset Register: Clerk requests that councillors clarify assets belonging to the parish council for finance for year-end auditing purposes - Deferred to next meeting | |
| 22/051 | Next Agenda Items: OLB, Asset Mapping, Parish Maintenance, Clerk's Renumeration, Risk Assessment, Road safety (speeding on Back Lane, parking at War Memorial), asset register, deferred items Resolved: Clerk to place on next agenda Action 22/051.1 | Clerk |
| 22/052 | Next Meeting: Monday 21 st March 7.00pm. The Council agreed to revert to the Church Room Resolved: Clerk to book Church Room Action 22/052.1 | Clerk |

Meeting Closed: 8.32pm

Action Points for Tracking

Ongoing Actions

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| 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 - 23.02.22 Ongoing |
| 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 - Ongoing |
| 21/243.2 | TT | To seek costs for trees and provide firm proposal (see also 22/037.2) - Ongoing |
| 21/249.1 | JB | Cllr Bonsor to make enquiries of youth engagement with Holcot Hub - revisit in a few months Ongoing |
| 22/002.1 | PS | To follow up possible consultant funding on receipt of details from resident - Ongoing |
| 22/002.2 | DW | Pursue tree issue with Cllr Warren and WNC - Awaiting suitable response – Ongoing |
| 22/008.1 | CF | To investigate Floodlighting of the Church – 23.02.22 The cost of this is £250 with volunteers, £500 without volunteers with £5k insurance of equipment to covered within Holcot Parish Council Policy -revisit in March Ongoing |
| 22/009.3 | PS | Review the position of 7.5t signs at A43 roundabout – ongoing |
| 22/009.4 | Clerk | Existing batch of HGV letters to be followed up as appropriate - ongoing |
| 22/009.6 | PS | Follow-up idea of HGV reporting with WNC if no response received - Ongoing |
| 22/021.1 | DW/Clerk | To investigate and propose items for OLB – Ongoing |

Actions from current minutes

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| 22/033.1 | Clerk | To implement co-option process |
| 22/035.1 | Clerk | Include planning item re Car Boot on March agenda |
| 22/035.3 | Clerk | To respond to accept offer of Speed Survey |
| 22/035.5 | Clerk | To write response regarding metal detecting and permits |
| 22/035.6 | Clerk | To place internal audit onto next agenda |
| 22/036.1 | Clerk | To respond to planning application WND/2022/0070 |
| 22/037.1 | JB | Prepare final programme, costings etc for Jubilee events |
| 22/037.2 | TT | Tree planting ceremony planning (aligned to Action 21/243.2) |
| 22/037.3 | JB | Programme in May newsletter and pre-promotion on website |
| 22/040.1 | Clerk | To arrange litter pick equipment |
| 22/044.1 | Clerk | To obtain quote from mole catcher and order work if in-line with previous cost |
| 22/047.1 | JB | To determine if Mrs Stone will remain a Trustee for the United Charities |
| 22/048.1 | DW/JB | To authorize bank payments |
| 22/051.1 | Clerk | Place items on next agenda |
| 22/052.2 | Clerk | Book Church room |