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MINUTES

Minutes of Holcot Full Parish Council meeting held on **Monday 20th June 2022** at 7.00pm in the Church Room, Main St, Holcot, Northampton NN6 9SP

Councillors Present: Chair D Walker, Cllr K Bourner, Cllr C Ferguson, Cllr P Scordellis, Cllr P Matthews, Cllr C Bailey

Public Present: 1

22/132	Apologies: Cllr Bonsor and Clerk - Mrs Cole Resolved : The Council accepted Cllr Bonsor's absence Cllr Walker would take the minutes in Mrs Cole's absence	
22/133	Public address to the council: A parishioner addressed the council in respect of the background to their planning application	
22/134	Declarations of interest: Under the Council's Code of Conduct related to business on the agenda Resolved: None	
22/135	Minutes: Annual Parish Council and Full Parish Council meeting Monday 16th May 2022 Resolved: Minutes were approved and signed by Chair	
22/136	Actions Outstanding:	

22/089.4	PS	Liaise with Mrs Middleton and Cllr Townsend regarding planting of trees in hedges – 20.06.22 Complete. Ms Townsend has now resigned from the council. Cllr Ferguson will take on the liaison role with Mrs Wilson, Mrs Middleton and Ms Townsend as necessary regarding the tree canopy Fresh Action 22/136.1 Cllr Walker will request information from Ms Townsend Fresh Action 22/136.2
22/107.1	Clerk	AGAR Certificate of Exemption – Submit to PKF Littlejohn - Complete
22/109.1	Clerk	AGAR Annual Governance Statement – Submit to PKF Littlejohn - Complete
22/110.1	Clerk	AGAR Accounting Statements – Submit to PKF Littlejohn- Complete
22/111.1	CF	Update website - Complete

22/112.1	Clerk	Book Church room for set dates - Complete
21/118.1	KB	Advise Parishioner re mowing - Complete
22/120.1	Clerk	WND/2022/0270: Sunday Car Boot – Clerk to send response - Complete
22/120.2	Clerk	APP/Y2810/W/21/3289289258 Hillcrest – Clerk to send response - Complete
22/121.1	CF	To send welcome postcard to two new residents - Complete
22/122.1	JB	Contact Peterborough Diocese re permission at allotments
22/127.1	PS/JB	To authorise bank payments - Complete
22/130.1	Clerk	To place Health & Safety, S106 on next agenda - Complete

22/137	<p>Correspondence:</p> <p>a. 15 June – Reminder relating to Parish Councillors Register of Interests forms</p> <p>b. 16 June – Resignation of Ms Townsend. Cllr Walker advised of Trudi Townsend’s resignation</p> <p>Resolved: The Council agreed to go forward with the standard co-option process Action 22/137.a</p> <p>c. 17 June - Public asked to comment on modifications to Northampton’s local plan</p> <p>Cllr Walker will check relevance and respond accordingly Action 22/137.c</p>	<p>Clerk</p> <p>DW</p>
22/138	<p>Ukraine: The Council discussed any support requirements. It was confirmed that the support infrastructure is now in place.</p> <p>Resolved : No further action.</p>	
22/139	<p>Annual Parish Meeting:</p> <p>The event was successful face-to-face in the village hall on Tuesday evening. The Police officers were excellent and handled questions and comments well. Cllr Walker had already thanked them for participating.</p> <p>Learning points for next year – request police attendance and plan on that basis. To ensure everyone is aware, consider lamppost notices in addition to website and newsletter.</p>	
22/140	<p>HGV Survey</p> <p>The HGC survey undertaken on 7am-7pm on 9 June 2022 was successful. The Council reinforced Cllr Bailey’s thanks to everyone that took part. The Council agreed that this should be an approximately annual activity.</p> <p>Cllr Bailey outlined his report (appended), summarised as:</p> <p>Summary of results is as follows, I would say that some of our regular HGV visitors were missing and perhaps knew that this exercise was taking place.</p> <p>HGV’s over 7.5 tonnes - 34 plus 2 taking evasive action to avoid Crossroads. Total 36. Of these 9 claimed to have or seemed to have a valid reason to be there. Therefore 27 HGV’s possibly travelling through the Parish in breach of the limit.</p> <p>Coach and Bus journeys through the Parish - 27. These included school buses and</p>	

	<p>regular services but did include several where the Coach travelled from Brixworth to Sywell without stopping.</p> <p>The data we have gleaned is being shared with the Police and hopefully exercises like this will help reduce the unauthorised HGV traffic through the Parish.</p> <p>Resolved: Prepare a precis and publish to website road safety page and as a post. Action 22/140.1</p>	CB/CF
22/141	<p>Queen's Platinum Jubilee:</p> <p>Successful. The Council felt that the schedule came together well once a leader had been identified.</p> <p>The Clerk is to be asked by Cllr Walker to write letters of thanks to the Friends of Holcot maintenance and gardening groups for the fantastic work on getting the Jubilee gardens and tree planting ready Action 22/141.1</p>	Clerk
22/142	<p>Planning:</p> <p>a. WND/2022/0380: Location – Sargeant's Yard, Sywell Road, Holcot, Northamptonshire, NN6 9SN. Render finish to cover defects in brickwork Resolved: No objection Clerk to submit to WNC Planning Action 22/142a</p> <p>b. WND/2022/0430: Location - 32, Moulton Road, Holcot, Northamptonshire, NN6 9SH. Demolition of existing single storey rear extension. Construction of two storey side and rear extension and single storey front extension (revised scheme)</p> <p>Support, with reasoning</p> <ul style="list-style-type: none"> • equivalent houses on Moulton Road have similar changes from their original design • external insulation and rendering is current thinking • enhances the appearance of the property <p>Resolved: Clerk to submit to WNC Planning Action 22/142b</p> <p>c. WND/2022/0399: Location - 3, Brixworth Road, Holcot, Northamptonshire, NN6 9SJ. Construction of vehicular access</p> <p>Support, with following condition requests..</p> <ul style="list-style-type: none"> • the hedge break to the garden used as existing vehicle access is replaced • posts, similar to those already in place around Holcot, are placed alongside the crossover drive on the green to prevent vehicles (eg; gigaclear vans) driving over the new driveway, and similarly to minimise the opportunity for it to be used as a parking space on the green <p>Resolved: Clerk to submit to WNC Planning Action 22/142c</p> <p>d. WND/2022/0460 Location - The Hawthorns, Sywell Road, Holcot, Northamptonshire, NN6 9SN Resolved: No objection Clerk to submit to WNC Planning Action 22/142d</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

22/143	New Parishioners: None	
22/144	<p>Road Safety and Highways:</p> <p>General update – Cllr Scordellis</p> <p>Cllr Scordellis and Cllr Bailey met our new contacts from Highways. Communications commenced. Notes had been exchanged between parties and are being agreed as a starting point. Activities of note to include better signposting of 7.5t limits on A43, warning signage of horse riders on Hannington Road.</p> <p>Highways advised that the current contract is being run down, with the new supplier commencing work in September. No new work will be undertaken in the hiatus.</p> <p>Highways have already implemented the horse warning signs on Hannington Road since the meeting.</p> <p>There is no news on the chicane. Cllr Scordellis continues to chase monthly.</p> <p>Email to Police seeking help with speeding – Cllr Scordellis</p> <p>Subsequent to the Annual Parish Meeting, Cllr Scordellis wrote to the Police as suggested by PC Martin and PCSO Wright to seek help with our speeding issues. The response received was perceived as rude and unhelpful. Councillors agreed, and a strategy to engage the officer was confirmed.</p> <p>Cllr Scordellis will respond to the officer and try to elicit a better response Action 22/144.1</p> <p>Cllr Walker to write to Professional standards (Superintendent Natalee Wignall) cc PCC and CC pointing out that we were very disappointed by tone of the response from the Police, that it was disrespectful and unconstructive. It demonstrated a lack of collaboration. Cllr Walker will draft and circulate for all Councillors' input before sending Action 22/144.2</p> <p>Speedwatch – Cllr Bailey</p> <p>Speedwatch will be undertaken in the 30mph zone from 2 July for one month. Sites have been agreed with the Police, who have been very helpful.</p> <p>The sites have to be chosen carefully to ensure the radar gun does not target a car in another speed zone, the radar gun can track vehicles travelling in both directions. As a result, 4 sites and 5 zones have been identified.</p> <ol style="list-style-type: none"> 1. Sywell Road opposite Back Lane 2. Moulton Road by the alley travelling to the back of the houses principally targeting cars speeding through the village. 	<p>PS</p> <p>DW</p>

	<p>3. Brixworth road by the 30mph speed sign – principally targeting vehicles in the 40 mph zone coming over the reservoir, also vehicles travelling from Crossroads heading to Brixworth.</p> <p>4. Back Lane – this is a popular rat run when traffic is heavy taking no account of the danger presented by the children’s playground.</p> <p>Training will be provided. Sessions will last 30 minutes to 1 hour.</p> <p>A website post will be created seeking volunteers. Cllr Bailey to draft, Cllr Ferguson to post Action 22/144.3</p>	CB/CF
22/145	<p>Road Safety S106 Opportunities:</p> <p>In view of the probable allocation of further s106 monies to support road safety, the Council updated the wishlist of potential works prepared by the previous council, undertaking a basic MoSCoW prioritisation.</p> <p>The draft will be reviewed and approved at the September meeting, allowing Councillors to have time to consider options and further ideas.</p> <p>Resolved: Cllr Scordellis will update the draft Action 22/145.1 Clerk to include a consideration on the September agenda Action 22/145.2</p>	PS Clerk
22/146	<p>Police Liaison: Nothing to report – there have been no reported crimes in the last month.</p>	
22/147	<p>Community Payback:</p> <p>Cllr Ferguson updated on the work of Community Payback in the playing field.</p> <p>The playing field has another couple of weeks left before completion. The plan is to finish off any further painting/staining, and then do a last tidy up and cutting back of any edges around patios etc.</p> <p>She has been very impressed with the team members - they have been polite and hardworking. Cllr Walker said his experience confirmed this. Cllr Ferguson reported that the only downside has been the team is not consistent and we have had a number of no-show weeks. The supervisors have all been good and are easy to contact.</p> <p>On completion of the work in the playing field, Community Payback will work with the Church on the graveyard extension. They are concerned that they may not have wall-building skills available.</p>	
22/148	<p>Payments: To approve post agenda items £29.72 for Jubilee Garden and approve and authorise bank payments below totalling £1897.79</p> <p>Resolved: Payments approved. Cllr Walker & Cllr Scordellis to authorise at bank Action 22/148.1</p>	PS/DW

Ref	Payee	Description	Date	Method	Amount
120	Clerk	Salary - June & AMP	21/06/2022	Online	443.74
121	Park Landscapes	Mowing Services April/May	21/06/2022	Online	1296.00
122	Anglian Water (Wave)	Allotments Water Supply - 07/03/22 - 06/06/22	21/06/2022	Online	37.52
123	SSE	Electricity Supply 04/05/22 - 01/06/22	21/06/2022	Online	90.81
124	Heather Wilson	Jubilee Garden	21/06/2022	Online	29.72

£1,897.79

22/149	Financial Report: 31 May 2022 finance report and bank reconciliation approved. Bank Balance 30/05/2022 – Current £17,731.24. Reserve £8,041.30. Resolved: Cllr Bourner signed bank reconciliation at meeting	
22/150	Clerk's Contract: Resolved: Cllr Walker outlined the changes to the contract. Council approved Clerk's revised contract at meeting. The Council agreed to establish a Staffing Committee to replace the ad-hoc working group. It would deal with future contract changes, pay awards, disputes, appraisal etc. The Committee would meet as required, chaired by the Vice-Chair of the Council, with membership drawn from Councillors and recommendations made to full Council. Cllr Walker will sign the contract with the Clerk Action 22/150.1	DW
22/151	Next Agenda Items: New policies, payment of grants/contributions, co-option Resolved: Clerk to add to next agenda Action 22/151.1	Clerk
22/152	Next Meeting: The Council agreed to cancel the July meeting. Resolved: Next meeting - Monday 15 th August 2022 in the Church Room at 7.00pm. Clerk to notify Bookings Secretary of cancellation Action 22/152.1	Clerk

Meeting Closed: 8:55 pm

Action Points for Tracking

Ongoing Actions

22/122.1	JB	Contact Peterborough Diocese re permission at allotments
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Actions from Current Minutes

22/136.1	CF	Manage liaison with Mrs Wilson, Mrs Middleton and Ms Townsend re trees canopy
22/136.2	DW	Liaise with Ms Townsend re tree canopy
22/137.a	Clerk	Run co-option process
22/137.c	DW	Check relevance of Northampton Town Plan consultation and respond accordingly

22/140.1	CB/CF	Prepare a precis of the HGV survey results for the road safety page on the website and a post
22/141.1	Clerk	Write letters of thanks to the Friends of Holcot groups regarding the jubilee gardens and tree planting
22/142.1	Clerk	Make planning submissions x 4
22/144.1	PS	Respond to Police Officer's email
22/144.2	DW	Write to Superintendent Wignall
22/144.3	CB/CF	Publish a post regarding speedwatch seeking volunteers
22/145.1	PS	Update wishlist of potential s106 works and circulate as draft
22/145.2	Clerk	Include an item to review and approve the s106 wishlist on September agenda
22/148.1	PS/DW	To authorise bank payments
22/150.1	DW	Arrange signing of clerk's contract
22/151.1	Clerk	New policies, payment of grants/contributions, co-option to be included on next agenda
22/151.1	Clerk	Notify Bookings Secretary of cancellation of July meeting

Report from Cllr Bailey re HGV Survey (item 22/140)

Report to Parish Council on HGV Survey 9th June 2022

I believe the day was a success and I would like to start by thanking those who volunteered to undertake the exercise being:

[redacted – 15 people]

I would also like to thank the Police for attending as there is no doubt that this added credibility to the exercise and also had a deterrent effect on those HGV's who intended to ignore the weight restriction. One huge grab lorry that I would estimate weighed 44 tonnes did an about turn in Glebe Close rather than pass the Police and another seemed to dramatically turn into Poplars Lane rather than pass the crossroads. The police also set up a Speed Trap on the Brixworth road and although no speeders were caught I feel it will have a deterrent effect. We are holding a Community Speedwatch over a month from Saturday 2nd July, and would welcome any further offers of assistance.

Summary of results is as follows, I would say that some of our regular HGV visitors were missing and perhaps knew that this exercise was taking place.

HGV's over 7.5 tonnes 34 plus 2 taking evasive action to avoid Crossroads. Total 36

Of these 9 claimed to have or seemed to have a valid reason to be there.

There were 4 HGV's who may have been untaxed, photographic evidence was passed to the Police.

Therefore 27 HGV's possibly travelling through the Parish in breach of the limit.

Weights of HGV's where it could be established

44 Tonnes 3
32 Tonnes 7
28 Tonnes 1
26 Tonnes 2
18 Tonnes 13
16 Tonnes 1
14 Tonnes 1
12 Tonnes 4

Coach and Bus journeys through the Parish 27!

These included school buses and regular services but did include several where the Coach travelled from Brixworth to Sywell without stopping.

The data we have gleaned is being shared with the Police and hopefully exercises like this will help reduce the unauthorised HGV traffic through the Parish.