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Date: 15<sup>th</sup> November 2022  
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 **21<sup>st</sup> November 2022** at 7.00pm, Church Room, Main Street, Holcot, Northampton NN6 9SP when the under mentioned business will be transacted.

## AGENDA

- 22/224 Apologies:** *To receive and approve apologies for absence*
- 22/225 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. Actions/decisions can only be made for items listed on the agenda.*
- 22/226 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*
- 22/227 Minutes:** *To receive and approve for signature the minutes of the **Full** parish council meetings held on **Monday 15<sup>th</sup> August 2022, Tuesday 27<sup>th</sup> September 2022 & Monday 17<sup>th</sup> October 2022***
- 22/228 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 22/229 Councillor Vacancy:** *To receive nominations for Co-option*
- 22/230 Correspondence:** *To note correspondence received and agree actions arising*  
*Email 11/11/2022 - CA-WN. Climate Change Newsletter*  
*Email 10/11/2022 - WNC Consultation on Traffic Management. Deadline 21/12/2022*  
*Email 07/11/2022 - NCalc. Meeting 23/11/2022 with WNC on how they engage with parish and town councils*  
*Email 04/11/2022 - Buckingham Palace. Card received thanking Holcot Parish Council for their condolence letter*  
*Email 31/10/2022 - NCalc Training Newsletter - Climate Conference 22/11/2022*

*Email 11/11/2022 - West Northamptonshire Bus Network Review. SCP request for information by 02/12/2022*

- 22/231 King Charles III Coronation:** *Saturday 6<sup>th</sup> May 2023. To discuss parish council involvement on marking the occasion and expenditure for budget*
- 22/232 Planning:** *To receive and respond to new planning applications*
- 22/233 Planning Service Peer Review:** *To receive update on meeting attended by Councillor Walker*
- 22/234 New Parishioners:** *To note any new parishioners*
- 22/235 Rural England Prosperity Fund:** *To receive update on meeting 03/11/2022 attended by Cllr Bailey*
- 22/236 Public Transport:** *To consider the need for public transport and express to WNC*
- 22/237 Parishioner Communications & Engagement:** *Annual Review*

### **To Receive Updates and Decisions Arising**

- 22/238 Police Liaison and Neighbourhood Watch:** *To receive update, and to note Lee Stevens as our new local Police officer working within the Neighbourhood Policing Team based at Brixworth*
- 22/239 Road Safety and Highways:** *To receive update*

### **Finance and Governance**

- 22/240 Parish Councillors Roles & Responsibilities:** *To review councillors allotted roles and responsibilities eg sectors*
- 22/241 Defibrillator:** *To consider purchase of second defibrillator, proposed by the Village Hall Association*
- 22/242 Grants:** *To consider grant applications received*
- 22/243 Local Government Pay:** *Council to approve pay award back-dated to April 2022*
- 22/244 Project proposals FY23/24:** *To collect Councillors ideas for projects and decide which to include in budget*
- 22/245 Draft Budget:** *To prepare a draft budget for FY23/24.*
- 22/246 Payments:** *To approve and authorise bank payments below totalling **£2745.62***

Ref	Payee	Description	Date	Method	Amount
148	Heather Wilson	Bulbs - Old School Site	22/11/2022	Online	£51.87
149	David Walker	Land Registry Documents	22/11/2022	Online	£6.00
150	Heather Wilson	Bulbs - 4 Village - Gateways	22/11/2022	Online	£146.97
151	Clerk	Nov Salary inc Home Working Allowance £10	22/11/2022	Online	£265.12
152	SSE	Street Light Electricity Supply 04/10/22 - 01/11/22	22/11/2022	Online	£90.81
153	SLCC	Society of Local Council Clerks - Clerk CiLCA	22/11/2022	Online	£410.00
154	Playground Supplies Ltd	Apparatus Maintenance	22/11/2022	Online	£150.00
155	Clerk	Stationery	22/11/2022	Online	£33.99
156	Heather Wilson	Queen's Tree Canopy - Top Soil	22/11/2022	Online	£60.86
157	Park Landscapes	Mowing Services Oct/Nov	22/11/2022	Online	£1,530.00

**£2,745.62**

- 22/247 To Receive Financial Report & Approve Bank Reconciliation:** *Circulated to councillors via email. Signature required*

- 22/248 Staffing/Employee Working Party:** *To resolve to replace the Staffing Committee with Staff/Employee Working Party, and update from meeting*
- 22/249 Next Agenda Items:** *Approve reforecast FY22/23 and budget FY23/24 (January), mowing contract*
- 22/250 Next Meeting:** *To confirm date of next meeting - Monday 19<sup>th</sup> December 2022 in Church Room*

Signed: *Ruby Cole*

Date: 15<sup>th</sup> November 2022