

Clerk: Mrs. Ruby Cole
32 Old Road
Walgrave
Northampton
NN6 9QW

Tel: 07881 458801 / 01604 781834

E-mail: clerk@holcotvillage.co.uk

Website: www.holcotvillage.co.uk

Date: 13th November 2023

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 **20th November 2023** at 7.00pm, Church Room, Main Street, Holcot, Northampton NN6 9SP when the under mentioned business will be transacted.

AGENDA

- 23/210 Apologies:** *To receive and approve apologies for absence.*
- 23/211 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.*
- 23/212 Minutes:** *To receive and approve for signature the minutes of the Full Parish Council meeting held on Monday 18th September 2023 & Monday 16th October 2023.*
- 23/213 Declarations of Interest:** *Members to disclose any interests in relation to items on the agenda.*
- 23/214 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes.*
- 23/215 Correspondence:** *To note correspondence received and agree actions arising.*
30/10/23. Kai Lee - WNC. Email response to letter regarding Utility Companies and Contractors.
06/11/23. Email - NCalc with latest training opportunities.
08/11/23. Email - Race Harborough. Advance notice and request to place a water station by the footpath at Holcot Road on Sunday 03/03/2024
- 23/216 Planning:** *To receive and respond to new planning applications.*
02/11/2023. Application No. 2023/7498/FULL. Proposal Proposed Single Storey Front extension to existing garage to provide guest accommodation for the main dwelling. Location Swan Cottage Main Street Holcot NN6 9SP. Response by 23/11/2023.
- 23/217 New Parishioners:** *To note any new parishioners.*
- 23/218 Xmas Tree:** *To receive update from Cllr Matthews.*

- 23/219 Holcot Parish Plan (HPP)** *To receive proposal from Cllr Ferguson.*
- *Share the background to HPP.*
 - *Outline the proposed key areas of focus- and gain agreement.*
 - *Propose working party to finalise detail beneath each key area and request volunteers*
 - *Agree date for feedback to HPC.*
- 23/220 Parish Communications:** *Annual review.*

Updates and Decisions Arising

- 23/221 Road Safety and Highways:** *To receive update from Cllr Scordellis to include:*
- *Grant Funding for 3rd VASID*
 - *Funding of Future Works. Proposal put forward by Cllr Walker.*
- 23/222 Police Liaison:** *To receive update from Cllr Bailey.*
- 23/223 Climate Change/Sustainability:** *To receive update from Cllr Heasman.*
- 23/224 Village Hall:** *To receive information from Cllr Scordellis regarding a potential community weekday daytime social club.*

Finance/Governance

- 23/225 Policies:** *Council to consider and adopt previously circulated amended policies and governance documents. Data Protection, Records Retention, Data Breach, Subject Access Request, Grievance & Disciplinary, Staff/Employee Working Party. Future reviews to be spread throughout the years unless informed otherwise.*
- 23/226 Grants:** *To receive and note any application for parish council grant. Deadline 30/11/23*
- 23/227 Local Government Pay Awards:** *To note that national agreement has now been reached and Council to approve implementation and back pay to April 2023 accordingly.*
- 23/228 Staff/Employee Working Party:** *To determine which two Councillors are available to attend December and January meeting with Cllr Ferguson.*
- 23/229 Playground Potential Expenditure:** *To receive proposal from Cllr Ferguson.*
- *Matting 1.5M x 1M , 23mm thick £44.50 each. No installation available. Cllr Matthews to confirm how many are required.*
 - *2 x replacement goals, installation and delivery charge £8597.11. Council to assess funding opportunities.*
 - *Opportunity to request lottery funding for Climbing Wall/Monkey Challenge for playground through Finding Fitness. To consider viability and application for funding.*
- 23/230 Project proposals FY24/25:** *To collect Councillors ideas for projects and decide which to include in budget for financial year 2024/25.*
- 23/231 Reforecast FY23/24:** *To finalize reforecast for the remainder of the financial year 2023/24.*
- 23/232 Draft Budget FY24/25:** *To prepare a draft budget for financial year 2024/25.*
- 23/233 Payments:** *To approve invoices £340.90. Signatures required. To confirm which two signatories to authorise bank payments.*

| Ref | Payee | Description | Date | Method | Amount |
|-----|-------|-----------------|------------|--------|---------|
| 231 | Clerk | November Salary | 21/11/2023 | Online | £340.90 |

£340.90

- 23/234 Financial Report/Bank Reconciliation:** *To receive financial report and approve bank reconciliation. Signature required.*
- 23/235 Next Agenda Items:** *To request items for next agenda.*
- 23/236 Next Meeting:** *To confirm date of next meeting - 18th December 2023, 15th January 2024 in Church Room.*

Signed: *Ruby Cole*

Date: 13th November 2023