

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

Tel: 07881 458801 / 01604 781834

E-mail: [clerk@holcotvillage.co.uk](mailto:clerk@holcotvillage.co.uk)

Website: [www.holcotvillage.co.uk](http://www.holcotvillage.co.uk)

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Date: 8<sup>th</sup> April 2024

To: All Parish Councilors

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 **15<sup>th</sup> April 2024** at 7.00pm, Church Room, Main Street, Holcot, Northampton NN6 9SP when the under mentioned business will be transacted.

*Members of the public and press are welcome to attend this meeting.  
This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council,  
provided that such activity does not impede the conduct or business of the meeting.*

## **AGENDA**

- 24/089 Apologies:** *To receive and approve apologies for absence.*
- 24/090 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.*
- 24/091 Minutes:** *To receive and approve for signature the minutes of the Full Parish Council meeting held on Monday 18<sup>th</sup> March 2024.*
- 24/092 Declarations of Interest:** *Members to disclose any interests in relation to items on the agenda.*
- 24/093 Councillor Vacancy:** *To receive nominations for Co-option and make co-option. To determine next steps as necessary.*
- 24/094 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes.*
- 24/095 Correspondence:** *To note correspondence received and agree actions arising.*
  - 08/04/2024 Help shape the future of biodiversity in West Northamptonshire*
  - 03/04/2024 Police Fire & Crime Commission's election on May 2<sup>nd</sup> - Danielle Stone*
  - 30/03/2024 Police Fire & Crime Commission's election on May 2<sup>nd</sup> - Ana Savage Gunn*
  - 24/03/2024 Jitty from graveyard to Rectory Lane*
  - 21/03/2024 Requests for parking restrictions*

- 24/096 Planning:** *To receive and respond to new planning notices.*
- 24/097 New Parishioners:** *To note any new parishioners.*
- 24/098 King Charles III - Official Portrait:** *The portrait has been received. To agree public location to be displayed.*
- 24/099 Local Plan Consultation :** *To agree approach for review and comment.*
- 24/100 Parish maintenance:** *To consider maintenance activity for spring.*
- *Churchyard/Rectory Lane jitty*
  - *Bin on Moulton Road*
  - *Councillors ideas and requests*
- 24/101 WW1 Memorial Bench:** *To receive update.*
- 24/102 Parish Plan:** *To receive update and agree next steps.*
- 24/103 Community Engagement:** *To review drop-in session at White Swan 28<sup>th</sup> March.*
- 24/104 Litter Pick:** *Sunday 24<sup>th</sup> March 2024. To review event.*
- 24/105 Green Hill Solar Farm:** *To receive update.*

### **Updates and Decisions Arising**

- 24/106 Road Safety and Highways:** *To receive update to include*
- *3<sup>rd</sup> VASID implementation.*
  - *Sywell Road Chicane.*
  - *Community Speedwatch.*
  - *Tractors Travelling Through Holcot.*
- 24/107 Road Safety - Working Party:** *To receive update from meeting with Cllr Larratt and Cllr Warren, and next steps.*
- 24/108 Highways Performance:** *To receive update.*
- 24/109 Police Liaison Representative:** *To receive update from Cllr Bailey.*

### **Finance/Governance**

- 24/110 Mowing:** *To note mowing contract received from Kier/WNC for this season. To note Clerk will sign the contract and make the claim of £372.06 once season ends.*
- 24/111 Allotments:** *To note £243.38 net to be claimed for 23/24.*
- 24/112 2023/24 AGAR:** *To note PKF Littlejohn external auditor instructions received 18<sup>th</sup> March 2024.*
- 24/113 Accounts Summary 2023/24:** *To approve year end accounts summary.*
- 24/114 Annual Parish Meeting:** *Tuesday 30<sup>th</sup> April 2024 7.00pm at Holcot Village Hall. To confirm attendees.*
- 24/115 Chair's Annual Parish Meeting Report :** *Review and comment on draft.*
- 24/116 Annual General Meeting:** *Wednesday 15<sup>th</sup> May 2024 briefing.*
- 24/117 Reforecast: 2024/2025:** *To review and confirm forecast FY 24/25.*
- 24/118 Payments:** *To approve invoices £1687.79. Signatures required. To confirm which two signatories to authorise bank.*

Ref	Payee	Description	Date	Method	Amount
266	Clerk	April Salary	16/04/2024	Online	£352.11
267	Northants Calc	Membership Fees	16/04/2024	Online	£593.99
268	Anglian Water - Wave	Allotment Rent 07/12/23 - 06/03/24	16/04/2024	Online	£10.10
269	Park Landscapes	March Mowing	16/04/2024	Online	£558.00
270	Eon Energy Solutions	Street Lights ¼ ending March 24	16/04/2024	Online	£93.60
271	Clerk	Reimburse Annual Microsoft Charge	16/04/2024	Online	£79.99

**£1,687.79**

**24/119 Financial Report/Bank Reconciliation:** *To receive financial report and approve bank reconciliation. Signature required.*

**24/120 Next Agenda Items:** *To request items for next agenda.*

**24/121 Next Meeting:** *To confirm date of next meeting - Annual Meeting of the Parish - Tuesday 30th April 2024 7.00pm at Holcot Village Hall.  
Wednesday 15<sup>th</sup> May 2024 - Annual General Meeting & Full Parish Council Meeting - Church Room 7.00pm*

Signed: *Ruby Cole*

Date: 8<sup>th</sup> April 2024