

Clerk: Mrs. Ruby Cole
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Date: 9th June 2025

To: All Parish Councilors

From: Mrs R Cole, Clerk to Holcot Parish Council

Dear Councillor,

You are hereby summoned to attend the meeting of Holcot Parish Council to be held on **Monday 16th June 2025 at 7.00pm** in: Youth Wing, Holcot Village Hall, Back Lane, Holcot, Northampton NN6 9SL when the under mentioned business will be transacted.

*Members of the public and press are welcome to attend these meetings.
These meetings 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

- 25/149 Apologies:** *To receive and approve apologies for absence*
- 25/150 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*
- 25/151 Minutes:** *To receive and approve for signature the minutes of the Annual Parish Council and Full Parish Council meetings held on Monday 19th May 2025*
- 25/152 Declarations of Interest:** *Members to disclose any interests in relation to items on the agenda*
- 25/153 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 25/154 Correspondence:** *To note correspondence received since last meeting and agree actions arising*
- 05.06.25 Police: Beat Bus Sunday 29.06.25 3pm to 5pm - Outside Welford Primary School, Brixworth*
- 04.06.25 Northants Acre: Events*
- 02.06.25 Woodlands Trust: Invitation to Apply for Free Tree Packs for Your Community*
- 28.05.25 Resident: Unsatisfactory response from Kier regarding road defects*
- 25/155 Planning:** *To receive and respond to new planning notices*

- 25/156 Local Plan Briefing:** *To receive update on meeting attended by Cllr Higham & Cllr Watson*
- 25/157 New Parishioners:** *To note any new parishioners*
- 25/158 Defibrillator:** *To receive status update*

Updates and Decisions Arising

- 25/159 Green Hill Solar Farm:** *To receive update from Cllr Hewitt/Cllr Bailey*
- 25/160 Parish Maintenance :** *Friends of Holcot/Gardening Group. To review works etc*
- 25/161 Road Safety and Highways:** *To receive updates including*
- *Working party update*
 - *Traffic management funding*
 - *HGV's - New signage Gallaghers*
 - *Results of speed data collection carried out by Police*
 - *Speed monitor message on Brixworth Road coming into Holcot*
 - *Road closure: Walgrave Road. 18.06.25 8:00am - 28.06.25 6:00am. Carriageway surface dressing/sweeping & lining*
 - *Roadworks: Holcot Road. 07.07.25 9:00am - 11.07.25 5:00pm. Utility Asset Works National Grid*

Finance/Governance

- 25/162 Electricity Supply:** *Expiry date of contract Sept 2025. To receive update*
- 25/163 Councillor Roles & Responsibilities:** *To consider any amendments*
- 25/164 Councillor Forms:** *Reminder - Councillors have a legal requirement to submit their declaration of acceptance of office, expenses, register of interests & code of conduct forms. To note those not received*
- 25/165 Urban Highway Grass Mowing 2025:** *Confirmation letter and copies of the Parish requirements/specifications for the 2025 Mowing Season received 21.05.2025 from WNC Kier. Council to consider whether to enter into agreement, sign contract and to raise invoice for the amount of £808.11*
- 25/166 Parish Council Meeting Venue:** *Council to consider options and to respond to correspondence received from D Ashworth - Church room. To note correspondence received from P Scordellis - Village Hall*
- 25/167 Outgoing Councillors:** *Clerk had sent forms to outgoing councillors confirming compliance of records destruction. To note signed forms received*
- 25/168 Training:** *To note that all councillors are advised to attend the 'Off To A Flying Start' course organised by Northants Calc*
- 25/169 Insurance:** *To note renewal confirmed with Clear Councils Insurance £697.09*
- 25/170 Land Ownership:** *To receive update from Cllr Hewitt*
- *Event parking on playing fields*
- 25/171 I.T. Requirements:** *To confirm website and email communication details*
- 25/172 Bank Signatories:** *To receive update*
- 25/173 Payments:** *To note previously approved payment £697.09 (ref 361) for insurance made since last meeting. To approve current invoices £1252.25. Invoices to be signed by authorised signatories. To confirm which two signatories to authorise bank*

Ref	Payee	Description	Date	Method	Amount
362	Clerk	May Salary inc home working	17/06/2025	Online	£385.75
363	SSE	Street Light Electricity 01/04/25 - 30/04/25	17/06/2025	Online	£48.61
364	Park Landscapes	Mowing Services - May	17/06/2025	Online	£762.00
365	Anglian Water	Allotment Water Supply 07/03/25 - 06/06/25	17/06/2025	Online	£49.89
366	Unity Trust Bank	Monthly Bank Charge	30/06/2025	Direct	£6.00

£1,252.25

- 25/174 Financial Report/Bank Reconciliation:** *To receive financial report and approve bank reconciliation. Signature required*
- 25/175 Reforecast: 2025/2026:** *To review and confirm reforecast FY25/26*
- 25/176 Next Agenda Items:** *To request items for next agenda*
- 25/177 Next Meeting:** *Council to determine month of summer recess if appropriate. To confirm date of next meeting. To confirm date of next meeting: 21st July 2025 and venue*

Signed: *Ruby Cole*

Date: 9th June 2025