 **HOLLOWELL & TEETON PARISH COUNCIL**

Gillian Greaves (Clerk) Tel: 07771980598

12 Berry Lane

Wootton

NN4 6JX

Email:**pc-clerk@hollowellandteeton.org.uk**

Web: [www.hollowellandteeton.org.uk](http://www.hollowellandteeton.org.uk)

**Minutes of the Meeting of Hollowell & Teeton Parish Council held in Hollowell Village Hall on Wednesday 20 September 2023 at 7.30pm.**

**Councillors: Cllr A Crisp (Chairman)**

**Cllr E Curtis**

**Cllr G Leah**

**Cllr S McCubbin**

**Cllr H Oswin**

**Clerk to the Council: Gillian Greaves**

**23/127 Receive and approve apologies for absence.** Apologies received from Cllr Eaton due to holiday arrangements. The Council **Resolved** to accept the apologies

**23/128 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None made. The Chairman provided a reminder to the Council on the Council’s policy on Code of Conduct and how it relates to pecuniary interests**.**

**23/129 Receive and approve for signature the minutes of the meeting held on 23 August 2023.** The Council **Resolved** to approve the minutes of the 23 August 2023 and the Chairman signed them as a correct record,

**23/130 Note any matters arising from the minutes not included on the agenda for report only.** None.

**23/131 Public Participation.** None present.

**23/132 Neighbourhood Watch and Police Liaison.** The Chairman reported that the Neighbourhood Beat Bus would be available on the Green, Hollowell on 21 September for members of the community to discuss any local policing issues.

**23/133 Correspondence – requiring a response or a decision.**

1. **Danny Moody. NCALC - Parish Online Website Package.** Noted.
2. **NCALC - Annual Conference 2023.** The Chairman and Cllr Curtis are attending the Annual Conference being held on Saturday 7 October at Moulton Community Centre.
3. **Nick Wilson, email dated 28 August 2023 – regarding grit bin.** The Chairman reported that a request had been received from Nick Wilson concerning the grit bin located on the Green, Teeton. The Chairman advised Mr Wilson that the grit bin is the responsibility of West Northamptonshire Council and he should contact the Council directly.

**23/134 Planning** – to consider any planning consultation papers, applications and completions received.The Council has received a number of planning updates from West Northamptonshire Council regarding amendment to current planning applications.

**23/135 Pocket Park**

**23/135/1 HPPAC -** receive an update from Cllrs Curtis and approve any action. No new information.

**23/135/2 Monthly/Annual Report -** receive the monthly report on the Pocket Park from Cllr Tomalinand agree actions to address issues raised. Deferred to next meeting.

**23/135/3 Pocket Park Maintenance - Update on hedgerows and grassed area.** Nothing to report.

**23/136 Village Clock Tower repainting.** The Chairmanreported that the work to repaint the clock tower has

been satisfactorily completed and the Council approved payment.

**23/137 Finance & Administration:**

**23/137/01 Bank reconciliation 31 August 2023 –** separate paper circulated prior to meeting.The Council **Resolved** to approve the bank reconciliation dated 31 August 2023.

**23/137/02 Budget monitoring report –** separate paper circulated prior to meeting. The Council noted the budget monitoring report.

**23/137/03 Receipts &** **Payments -** To note receipts and approve payments. The Council **Resolved** to approve the payments listed below.

**Receipts - NIL**

**Payments -**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MoP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP\* | Mark Hazle | Grass mowing invoice 1598 |  | £320.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP\* | Wicksteed Leisure Ltd., | Annual playground inspection invoice HOLL15 | £26.40 | £158.40 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | G Greaves | Clerks Salary September 2023 |  | £322,70 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE September 2023 |  | £80.80 | LGA 1972 s112 |
| BP | G Greaves | Clerks Travel Expenses September 2023 £11.70  Clerks home working allowance/phone/broadband £100.00 |  | £110.70 | LGA 1972 s112 |
| BP | Total Energy | Electricity Street Lights September 2023 Invoice 313237699/23 | £7.19 | £150.75 | Highways Act 1980 |
| BP | Mark Hazle | Grass Mowing Invoice 1672 |  | £320.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | Mark Draper, Painter & Decorator | Redecoration of clock tower invoice |  | £320.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |

**23/138 Renewal of Insurance.** The Clerk circulated the Council’s insurance renewal notice prior to the meeting for Councillors to consider. The Council **Resolved** to approve the premium of £686.40 and noted that this will be the final year of the three-year policy.

**23/139 WNC PSPO Dog Control Order – Redraft for Councillors to note and reconfirm H &T P C Policy.** The Council noted and reconfirmed H&TPC policy.

**23/139 Resolution to approve updated Asset Register. The Clerk agreed to circulate the asset register for Councillors to undertake a review of the council’s assets and report back at the November meeting.**

**23/140 Sewage Works ref 23/039, Cllr Curtis to update Councillors on the problem related to the reoccurring unpleasant smells in the area of Church Hill. Cllr Curtis updated the Council on the £2.4 million project being delivered by Anglian Water.**

**23/141 Street Light quotations, Council to re-consider options for street light No 10 Church Hill – Chairman to report.** The Chairman advised the Council that following the previous meeting it had become apparent that the quotation supplied by E-ON had expired and an updated quotation had been received. The Chairman proposed that the Council accept the revised quotation of £1,477 plus VAT to remove the existing broken street light and install a replacement lamp. The Council **Resolved** to approve the works and budget at £1,477 plus VAT (Cllrs Curtis and Leah abstained).

**23/142 Defibrillator update –** the Chairman reported that a defibrillator training session provided by CHT has been booked for Saturday 7 October 2023.

**23/143 Date of Next Meeting Wednesday 15 November 2023 at 7.30 pm.** Noted.

**23/144 Close.** The meeting closed at 8.55pm.

.

**Signed: Date:**

**Chairman**