 **HOLLOWELL & TEETON PARISH COUNCIL**

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Minutes of the Meeting of Hollowell & Teeton Parish Council held in Hollowell Village Hall on Wednesday 13 March 2024 at 7.30pm.

Councillors: Cllr A Crisp (Chairman)

Cllr E Curtis

Cllr A Eaton MBE

Cllr G Leah

Cllr S McCubbin

Cllr H Oswin

Cllr M Tomalin

Clerk to the Council: Gillian Greaves

**24/036 Receive and approve apologies for absence.** None received.

**24/037 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None given.

**24/038 Receive and approve for signature the minutes of the extraordinary meeting held on 7 February 2024.** The Council **Resolved** to approve the minutes and the Chairman signed them as a correct record.

**24/039 Note any matters arising from the minutes not included on the agenda for report only.** None.

**24/040 Public Participation.** None present.

**24/041 Neighbourhood Watch and Police Liaison – receive an update from the Chairman.** The Chairman reported on the elections for the Northamptonshire Police, Fire & Crime Commissioner being held on Thursday 2 May 2024. The Chairman reported that concerns had been raised locally on reports of poisonous bait.

**24/042 Correspondence – requiring a response or a decision.**

**WNC Alan Burns West Northants Community Spring Clean Month.** Noted.

**SNH Beat Bus for March 2024.** Noted.

**West Northamptonshire Parish Council, and Kier Tree planting project – invitation to take part.** Cllr Tomalin reported on the Tree Strategy seminar he had recently attended which concerned an increase in tree planting and agreed to keep the Council updated on the matter.

**24/043 Planning** – to consider any planning consultation papers, applications and completions received.

1. **Update:** The Chairman reported that he had received a number of updates from WNC Planning dept., concerning application 2024/0150/FULL – noted.

|  |  |  |
| --- | --- | --- |
| **Application no** | **Location** | **Description** |
| **2024/0150/FULL** | **Rosemount 18 Church Hill Hollowell NN6 8RR** | **Demolition of existing dwelling and erection of replacement dwelling** |

1. **Rural Area Settlement Hierarchy (RASH), (WNC Local Plan): Chairman to report and Council to determine response to questionnaire.** The RASH (WNC Local Plan) was circulated to councillors prior to the meeting. The Chairman gave an overview of the questionnaire and the Council agreed a separate response to the questionnaire as it related to Hollowell and Teeton..

**24/044 Pocket Park**

**24/044/1 HPPAC -** receive an update from Cllrs Curtis and approve any action. Nothing to report.

**24/044/2 Monthly/Annual Report -** receive the monthly report on the Pocket Park from Cllr Tomalinand agree actions to address issues raised. Cllr Tomalin reported that the plastic sleeve on the zip wire is frayed and requires trimming back.

**24/044/3 Complaint received concerning dog fouling in the Pocket Park. Council to consider monitoring report and further action. The Chairman reported that since the last meeting of the Council when it was agreed to monitor the situation relating to dog fouling in the pocket park, he had not been made aware of any further incidents. As such no changes to the Dog Fouling policy were recommended and the situation would continue to be monitored.**

**24/045 Finance & Administration:**

**24/045/01 Bank reconciliation 29 February 2024–** separate paper circulated prior to meeting.The Council **Resolved** to approve the bank reconciliation dated 29 February 2024.

**24/045/02 Receipts &** **Payments -** To note receipts and approve payments. The Council **Resolved** to approve the payments listed below

**Receipts - none**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| BP | G Greaves | Clerks Salary March 2024 plus 4 additional hours |  | £346.70 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE March 2024 |  | £86.80 | LGA 1972 s112 |
| BP | G Greaves | Clerks Travel Expenses March 2024 £11.70 |  | £11.70 | LGA 1972 s112 |
| BP | G Greaves | Clerks Homeworking/phone/broadband allowance Oct – Mar 24 |  | £100.00 | LGA 1972 s112 |
| BP | Total Energy | Electricity Supply Invoice | £10.25 | £215.13 | Highways Act 1980 |
| BP | Hollowell Village Hall | Hollowell Hall Hire Oct 2023/March 2024 |  | £84.00 | LGA 1972 s112 |
| BP | Unity Trust Bank | Bank Charges Jan-Mar 24 (31.3.2024) |  | £18.00 | LGA 1972 s112 |

**24/046 Parish Council Domains Helper Service – Chairman to report and Council to determine response:**

**Cllr Oswin reported that she is attending a seminar on 22 March 2024 to find out more about the new requirements and is aware that there is a government grant of £100 that the Council may be able to claim. Cllrs Oswin will report back to the May meeting detailing any recommendations for the Council to consider.**

**24/047 Consider the Tree Survey Report, quotation for remedial works and agree any action. The Council considered the recommendations made in the tree survey report from Maurice Fitch Tree Works Ltd. The Chairman reported that a resident has agreed to make a contribution of £150.00 towards the cost of works to the Indian Bean tree and the Council Resolved to approve the works in Orchard Close, Hollowell by removal of the Indian Bean Tree and undertake the maintenance to the Cherry Tree at a cost of £225 plus VAT.**

**24/048 Changes to Street Lighting UMS Procedure: Chairman to report and Council to determine response. The Chairman reported to the Council the situation relating to the updated Unmetered Supply Certificates (UMS) / and Meter Point Administration Numbers (MPAN) issued by National Grid which had been submitted to Total Power to enable TP to calculate billing and the notification from ESPG and Total Power of the requirement for the Council to appoint a Meter Administrator to calculate electricity consumption and manage the change from Non-Half Hourly (NHH) to Half Hourly (HH) UMS later this year.**

**24/049 Portrait of King Charles III – Chairman to brief and Council to decide whether to order. The**

**Chairman proposed that the Council acquire a free portrait of King Charles III to be displayed a place to be determined, seconded by Cllr Leah, the Council Resolved by majority vote to acquire the portrait – Cllrs Crisp, McCubbin, Leah, Eaton & Tomalin For and Cllrs Oswin and Curtis Against.**

**24/050 Public Bus Service 59 / 60: Chairman to report on changes to service provider and Council to note. The Chairman updated the Council on the bus service 59/60. Stagecoach will be operating the bus service using the same bus timetable as previously. WNC has secured Government funding to maintain the 59/60 bus service.**

**24/051 Date of the Annual Parish Meeting followed by the Annual Meeting of the Parish Council Wednesday 15 May 2024 at 7.30 pm.** Noted that the Annual Parish Meeting will commence at 7.15 pm followed by the Annual Meeting of the Parish Council at 7.30 pm.

**24/052 Close.** Meeting closed at 8.50pm.

**Signed: Date:**

**Chairman**