 **HOLLOWELL & TEETON PARISH COUNCIL**

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**Minutes of the Meeting of Hollowell & Teeton Parish Council held virtually on Wednesday 20 January 2021 at 7.30pm.**

**Present: - Councillors: Cllr C Blake**

 **Cllr A Crisp (Chairman)**

 **Cllr E Curtis**

 **Cllr G Leah**

 **Cllr H Oswin**

 **Cllr M Tomalin**

**Clerk to the Council: Gillian Greaves**

**20/173 Acceptance of apologies for absence.** Apologies received from Cllr Eaton due to issues relating to joining the virtual meeting. The Chairman proposed the apologies were accepted, seconded by Cllr Leah and the Council accepted the apologies.

**20/174 Receive declarations of interest.** None received.

**20/175 Approval of Minutes of 18 November 2020.** Cllr Curtis proposed the Council accept the minutes of the meeting held on the 18 November 2020. Cllr Leah seconded the proposal and the Council **Resolved** to approve the minutes of the meeting held 18 November 2020 and signed by the Chairman as a correct record of the meeting.

**20/176 Matters arising from the minutes not covered elsewhere on the agenda.** None.

**20/177 Public Session.** None.

**20/178 Neighbourhood Watch and Police Liaison –** receive an update from the Chairman. The Chairman reported that there had been a concern reported by residents about the text messages received relating to the COVID 19 vaccine which turned out not to be suspicious.

**20/179 Correspondence – requiring a response or a decision.**

**20/179/1 Office of National Statistics, Census 2021.** The Council noted the information. The information had been made available locally on noticeboards, Village Link and would be shared Hollowell and Teeton Facebook.

 **20/179/2 Northamptonshire County Council TTRO (20/21) W401 – Creaton Road. Teeton.** The Council noted the information relating to the road closure.

**20/180 Planning** – consider any planning consultation papers, applications and completions received.

 **20/180/1 Application No: DA/2020/0476**

**Description:** Demolition of existing garage and equestrian stable barn and construction of new garage (with gym and home office) and stables for personal use, erection of tennis court, swimming pool and associated landscaping works, including new low-level boundary walls.

 **Location:** Teeton Hall, Creaton Road, Teeton, NN6 8LH.

The Council discussed the application and agreed to make no objections and no observations.

 **20/180/2 Application No: DA/2020/0754**

 **Description:** Demolition of existing stables and construction of an

 American barn and manege for the breeding and training of horses.

 **Location:** Stables, Spratton Road, Teeton, Northamptonshire.

The Council discussed the application and agreed to make no objections and no observations.

**20/181 Pocket Park**

**20/181/1 HPPAC -** receive an update from Cllrs Oswin and Curtis and approve any action. Cllrs Oswin and Curtis had nothing further to report.

 **20/181/2 Picnic Benches in Pocket Park –** to decide action and any budget issues.Cllr Curtis had received quotations from Playground Solutions Ltd., to:

1. Provide extra support to the existing tables including straighten the warped slates as much as is possible £425 excluding VAT.
2. Remove the existing tables and install the new tables in the same location £1,095 excluding VAT.
3. Install two new tables at two fresh locations with grass matting to prevent wear £975 excluding VAT. At a site to be determined.

The Council discussed the options, Cllr Curtis proposed, seconded by Cllr Leah to proceed with options a and c and the Council **Resolved** to approve the works and the budget of £1,400 plus VAT. The Council agreed that the damaged bench in the Pocket Park be removed and one of the new picnic benches sited there, the other to be determined following a site visit.

 **20/181/3 Monthly/Annual Report -** receive the monthly report on the Pocket Park from Cllr Tomalinand agree actions to address issues raised**.** Cllr Tomalin reported that other than the area was very muddy there was nothing further to report at this time.

 **20/181/4 Annual Safety Inspection of Pocket Park –** to receive the latest annual safety inspection report. Cllr Tomalin reported that the inspector from Wicksteed Playgrounds had attended the pocket park and expected the report to be with the Council in the next week or so.

 **20/181/5 Maintenance of hedgerows and grass area –** Chairman to report on any additional works. The Chairman reported that he had nothing to report and would update at the next meeting. A resident had reported a unsafe tree on the bridle path near the Pocket Park. The land owner, Thornby Farm had been contacted and were dealing with the matter.

**20/182 Resolution to approve the budget for 2021/22.** The Clerk circulated a draft budget paper prior to the meeting. The Council discussed the draft budget. The Chairman proposed, seconded by Cllr Curtis and the Council **Resolved** to set its budget for 2021/22 at £14.373.00.

**20/183 Resolution to set the precept for 2021/22.** The Council discussed the draft budget and setting the precept. The Chairman proposed, Cllr Curtis seconded and the Council set the **Resolved** to set the precept at £11,000 2021/20, seconded by Councillor Blake and the Council.

**20/184 Finance & Administration:**

 **20/184/1 Resolution to approve bank reconciliation as at 30 December 2020** –

The bank reconciliation was circulated prior to the meeting. The reconciliation was proposed as correct by Cllr Leah, seconded by Cllr Tomalin and the Council **Resolved** to approve the bank reconciliation, signed by the Chairman.

|  |  |
| --- | --- |
| Receipts including starting balance  | £28,951.65 |
| Payments | £10,370,41 |
| Closing Position at 30 December 2020 | £18,581.24 |
| Cash in Current Account  | £1,500.00 |
| Plus cash in Business Reserve Account  | £17,081.24 |
| **Total**  | **18,581.24** |

 **20/184/2 Resolution to approve** **receipts &** **payments -** To note receipts and payments presented at the meeting. Cllr Leah proposed that the Council note receipts and approve payments of the cheques presented at the meeting. Seconded by Cllr Oswin and the Council **Resolved** to note the receipts and approve payment of the following payments.

 **Receipts –**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Payee** | **Details** | **Amount** |
| 30/10/2020 | NatWest | Bank Interest  | £0.14 |
| 26/11/2020 | Northants County Council | Urban Highway Grass Mowing Grant  | £392.24 |
| 30/11/2020 | NatWest  | Bank Interest | £0.14 |
| 08/12/2020 | HMRC | Vat Return | £1008.20 |

 **Payments –**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **C/BP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | G Greaves | Clerks Salary Dec/Jan including 8 additional hours  |  | £401.36  | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE Dec/Jan |  | £100.40 | LGA 1972 s112 |
| BP\*\* | Total Gas & Power | Electricity Supply Invoice 225810667/20 | £4.07 | £85.61 | Highways Act 1980 |
| BP | E-ON | Street Light Maintenance Invoice 102543 | £19.91 | £119.48 | Highways Act 1980 |
| DD | ICO | Data Protection Renewal Fee |  | £35.00 |  |
| BP  | Total Gas & Power | Electricity SupplyInvoice 227710433/21 | £4.58 | £96.47 | Highways Act 1980 |

 BP\*\* paid prior to meeting.

 **20/184/3 Online Banking** – Chairman & Cllr Leah to update the Council. The Chairman reported since the last meeting further enquires had revealed that the Coop Bank no longer provides a suitable account for the Council. The Chairman proposed, seconded by Cllr Leah and the Council **Resolved** to make an application to Unity Bank for a current account and business reserve account with three authorised signatories, Cllr A Crisp, Cllr G Leah and Cllr H Oswin, with the Clerk named on the account.

 **20/184/4 Urban Highway Grass Mowing Grant 2021 -** approve an application to Northamptonshire Highways to claim a sum of £392.24 towards the cost of carrying out this work. The Council discussed the application and agreed to apply for the Urban Highway Grass Mowing Grant for 2021.

**20/185 Tree survey, approve contractor and budget –** Chairman to report. The Chairman reported a quotation for the tree survey had been received from Maurice Fitch Tree Works Ltd., for £360 including VAT and that the survey would be completed in the next few weeks. The Chairman proposed, seconded by Cllr Leah and the Council **Resolved** to approve the tree survey quotation.

**20/186 Consider S137 Grant Applications – applications circulated prior to meeting.**

1. **Application from “We are Hopewell” for £149.99 grant funding for mobile phone.**

The Council considered the application for S137 grant from “We are Hopewell” which was for funding to purchase a replacement contact phone. The Chairman proposed, seconded by Cllr Blake and the Council **Resolved** to provide funding of £149.99 for the S137 Grant.

1. **Application from “Hollowell Village Hall Committee” for £130.00 grant funding towards cost of providing small food hamper to vulnerable parishioners.**

The Council considered the applications for S137 grant from Hollowell Village Hall Committee for funding of £130.00 to support the cost of providing hampers to vulnerable parishioners. The Chairman proposed, seconded by Cllr Blake and the Council **Resolved** to provide funding of £130.00 for the S137 Grant.

**20/187 Consider application for funding £979.89 to support the transport 60/59 Bus Service.** The Chairman gave an overview of the current circumstances relating to the future funding of the 59/60 bus service. The Chairman proposed that the Council fund the services for £979.89 as one-off payment, seconded by Cllr Curtis, the Council **Resolved** to fund the bus service for £979.89. Cllrs Oswin, Tomalin and Blake voted against the proposal.

**20/188 To appoint a Police Liaison Representative to act as a single point of contact with Northamptonshire Police*.*** The Chairman advised that as the Neighbourhood Watch Coordinator for the parish he would be willing to undertake this roll. The Council agreed that the Chairman be appointed as the Council’s Police Liaison Representative to act as a single point of contact with Northamptonshire Police.

**20/189 Reporting of Issues affecting Highways within Hollowell & Teeton Parish -** Cllr Leah to brief Council on concerns and Council to determine action. Cllr Leah reported that there were number of issues relating overgrown hedgerows and pot holes in the parish and he felt that a more regular reporting of these matters to the appropriate authority by the parish council would raise the issue and get the remedial works carried out promptly. The Chairman reported that he was the Council’s Highways representative and that any repairs etc, should be reported via Fix my Street in the first instance. The Chairman advised he would be happy to take up any repair issues that were not resolved.

**20/190 Clerk’s Contract – Additional Employment.** The Clerk reported that she had been offered additional employment with Blisworth Parish Council and was seeking the Council’s approval. The Council raised no objections.

**20/191 Date of Next Meeting Wednesday 17 March 2021.** Noted.

**Meeting closed at 9 pm.**

**Signed Dated:**

**Chairman**