 **HOLLOWELL & TEETON PARISH COUNCIL**

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**Minutes of the Meeting of Hollowell & Teeton Parish Council held in Hollowell Village Hall on Wednesday 28 September 2022 at 7.30pm.**

**Present: -**

**Councillors: Cllr E Curtis**

**Cllr A Crisp (Chairman)**

**Cllr A Eaton MBE**

**Cllr G Leah**

**Cllr S McCubbin**

**Cllr M Tomalin**

**Clerk to the Council: Gillian Greaves**

**Lauren Kneafsey Representative of The Qube.**

**DRAFT**

**22/107 Receive and approve apologies for absence.** Apologies accepted from Cllr Oswin due to personal reasons.

**22/108**  **Receive declarations of interest under the Council’s Code of Conduct related to business on the**

**agenda.** None declared

**22/109 Receive and approve for signature the minutes of the Extraordinary meeting held on 31 August**

**2022.** The Council **Resolved** to approve the minutes of the Extraordinary meeting held on 31 August

2022 and the Chairman signed them as a correct record of the meeting.

**22/110 Note any matters arising from the minutes not included on the agenda for report only.** None.

**.**

**22/111 Public Participation.**

1. **Representation from The Qube.** Lauren Kneafsey addressed the Council to introduceherself

and give an overview of The Qube which recently relocated to Teeton. Lauren advised the Council that the company were keen to foster good relations with the Council and the local community and there would be an open day at some point in the future. Councillors would be invited to attend, meet the staff and find out more about the organisation.

**22/112 Neighbourhood Watch and Police Liaison – receive an update from the Chairman.** The Chairman

reported that he was aware that Chiel Fire Officer Darren Dovy retires from the Fire & Rescue Service on 11 October 2022 and a replacement will be introduced in due course. The Chairman reported that he had attended a presentation on auto number plate recognition, ANPR fixed and mobile cameras. The prevention strategy on serious and violent crime in respect of 8 - 18-year-olds was also raised.

**22/113 Correspondence – requiring a response or a decision.** The Chairman gave an overview of the

programme of the 75th Anniversary of Northants CALC and advised on the events he was planning to

attend.

**22/114 Planning – to consider any planning consultation papers, applications and completions received.**

None received**.**

**22/115 Pocket Park**

**22/115/1 HPPAC – receive an update from Cllrs Curtis and approve any action.** Nothing further to report.

**22/115/2 Monthly/Annual Report – receive the monthly report on the Pocket Park from Cllr Tomalin and agree actions to address issues raised.** Cllr Curtis had obtained a response from Playground Supplies Ltd:

1. **Double Swing** – noted comments contained in annual report. Supplier contacted and advised that the double swing complies with the regulations. Manufacturer’s safety certificate to be obtained.
2. **Ariel Runway –** spring broken, and cable needs rectifying. Quote received from Playground Supplies Ltd., or £750 plus VAT. The Council **Resolved** to order the works from Playground Supplies Ltd., at the cost of £750 plus VAT.
3. **Multi Play Equipment, rotting board.** Quote had been obtained to undertake works but it was agreed by the Council to replace the board and fittings using voluntary labour.
4. **Jungle Trail –** noted comment contained in annual report. Supplier contacted and advised that the equipment complies with the regulations. Manufacturers safety certificate to be obtained.

**22/115/3 Maintenance of Hedgerows and Post and Wire Netting Fence update –** the Chairman reported that the 60 stakes had been delivered and was now in a position to be installed by the Chairman and Heygates Contractors in the near future. The Council discussed the disposal of the hedgerow cuttings. It further noted that 3 of the Oak trees had died but that Cllr McCubben had made good progress in growing the 2 small Oak trees and it should be possible to plant them out in the Pocket Park to replace 2 of the trees that had died.

**22/087 Finance & Administration:**

**22/087/01** **To approve bank reconciliation as at 30 June 2022 – separate paper**

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

|  |  |
| --- | --- |
| Receipts including starting balance 31.03.2022 | £13,717.90 |
| Payments | £3,081.02 |
| Receipts | £6,060.22 |
| Closing Position at 31. 08..2022 | **£13,034.59** |
|  |  |
| Unity Trust Bank Account C/A | £2,067.71 |
| Unity Trust Bank Account Reserve A/c | £11,849.78 |
| Less uncleared payments | £1,502.90 |
| Total | **£13,034.59** |

**22/087/02 Receipts &** **Payments –** To note receipts and approve payments of the cheques presented at the meeting. The Council **Resolved** to accept the receipts and approve the payments listed below.

**Payments –**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MOP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | G Greaves | Clerks Salary September 22 |  | £169.24 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE September 22 |  | £42.40 | LGA 1972 s112 |
| BP | G Greaves | Office Accommodation/ Broadband & admin |  | £85.00 | LGA 1972 s112 |
| BP | G Greaves | Clerks Mileage expenses September 22 |  | £11.70 | LGA 1972 s112 |
| BP | Total Energy | Electricity Street Lights Invoice 277167863/22 | £3.57 | £74.96 | Highways Act 1980 |
| BP | M Hazle | Mowing invoice: No #1361 |  | £310.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | Hassett fencing ltd | Posts invoice 240157 | £113.52 | £681.12 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | E-ON | Street lighting maintenance Invoice 114119 | £19.67 | £118.01 | Highways Act 1980 |

**22/117 AMP Working Group update on the Asset Management Project. The Chairman reported that he had added information onto the website that included parish council owned assets such as a map of the Pocket Park and could include street lights etc. The Chairman informed the Council that he would be attending an AMP virtual training meeting together with Cllr Leah. The application to apply for the Steam Rally Field to be considered as a community asset has been formally rejected by West Northamptonshire Council.**

**22/118 LGBCE – Electoral Review West Northants: Councillors to note. The Chairman gave a brief overview of the Local Government Boundary Changes and this was noted by the Council.**

**22/119 Draft Public Spaces Protection Order (PSPO) - Responsible Ownership of Dogs and Prohibition Of Smoking In Certain Places. Council to decide on access to Pocket Park by dogs.** The Chairman briefed the Council on the draft PSPO and the Council agreed to continue to review the policy at future meetings.

**22/120 Street Lighting – Review of Costs and Options for reduction –** the Chairman reported to the Council that the three-year framework contract for electricity supply would expire in 2024. However, the current arrangement was fixed until 31 October 2022 when the price would be fixed again for a further year. The Government support scheme and transition period is anticipated but the outcome is unknown at this time. The Chairman advised that in anticipation of the price increase he had contacted E-ON, the Council’s Street light maintenance contractor to request options and prices for alternative street lights to replace the current lanterns or install timer switches. The Council considered the options but did not think it cost effective at this time to change the street lanterns and proposed that further electricity supply prices be sort as and when available. To report further at the November meeting.

**22/121 22/088/04 National CALC, Development of policy and processes on Civility & Respect Pledge.** The Council considered the Civility & Respect Pledge Policy however there was insufficient support to take any further action.

**22/122 22/091 Conflict in Ukraine –** Cllr Curtis updated the Council that currently there are no Ukraine family’s resident within the parish**.**

**22/123 Renewal of Insurance – Review of Policy Requirements –** Cllr Curtis raised an issue concerning the requirements set out in the Council’s insurance policy relating to the regularity of the inspection of the play equipment. The Council discussed the current arrangements of a monthly inspection and agreed that this was sufficient.

**22/124 Date of Next Meeting Wednesday 16 November 2022 at 7.30 pm.** Noted by the Council.

**22/125 Close –** the meeting closed at 9.05 pm.

**Signed by: Date:**

**Chairman**