 **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 15 March 2023 at 7.30pm.**

**Councillors: Cllr E Curtis**

**Cllr A Crisp (Chairman)**

 **Cllr A Eaton MBE**

 **Cllr G Leah**

 **Cllr S McCubbin**

 **Cllr H Oswin**

 **Cllr M Tomalin**

**Clerk to the Council: Gillian Greaves**

**23/023 Receive and approve apologies for absence.** None.

**23/024 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None.

**23/025 Receive and approve for signature the minutes of the meeting held on 18 January 2023.** The Council **Resolved** to approve the minutes of the meeting held on 18 January 2023. The Chairman signed them as a correct record of the meeting.

**24/026 Note any matters arising from the minutes not included on the agenda for report only.** None.

**.**

**23/027 Public Participation.** None present.

**23/028 Neighbourhood Watch and Police Liaison –** receive an update from the Chairman. The Chairman reported that the Brampton’s PCSO had resigned and future funding for this role is under discussion. The Beat Bus was cancelled due to the bad weather and a new date will be announced in due course.

**23/029 Correspondence – requiring a response or a decision.**

1. **30January 2023, Tik Saunders, Hollowell Bonfire Night.** The Council noted that the Chairman had responded to the email to advise that the Parish Council have no involvement in the Hollowell Bonfire Night.
2. **February 2023, Northamptonshire Police, Fire and Crime Commissioner's February Newsletter.** The Council noted the contents.
3. **22 February 2023, West Northants Council, Pocket Park Information.** The Chairman reported that West Northants Council had contacted the Council concerning old records relating to Hollowell Pocket Park. The records had been held by the former Northamptonshire County Council Park Warden and they would be destroyed unless the Council wished to collect then. The Chairman reported that he had arranged to collect the documents. The documents included a management plan, photographs and other records relating to the development of the park.
4. **22 February 2023, West Northants Council, No Mow May (ref 23/009 To approve the grass mowing contract arrangements for 2023/4)** Previous correspondence concerning the No Mow May campaign had been discussed at the January meeting. A further email has been received from West Northamptonshire Council to ask the Council if they will consider taking part in the No Mow May. The Chairman reiterated that the Council already have an area within the Pocket Park that is designated as a no mow area. The Council have an existing contract agreed with a contractor that sets out the grass mowing arrangements.
5. **Local Government Boundary Commission, 7 March 2023, Invitation to comment on draft recommendations.** The Chairman reported that the next phase of the Local Government Boundary Review had been circulated. There are no changes to the Long Buckby Ward.
6. **South Northants Council – Welfare Support Survey.** The Council agreed that the Chairman should respond to the survey.

**23/030 Planning** – to consider any planning consultation papers, applications and completions received.

|  |  |  |
| --- | --- | --- |
| **Application No** |  **Location**  | **Description**  |
| **WND/2023/0033** | **Ascott Hills 39, Church Hill, Hollowell NN6 8RR** | **Construction of stable block (retrospective)** Decision: the Council determined that, whilst having no objection, Councillors are concerned that this development, without prior approval, sets a president for other unauthorised development to take place around the parish. |

**23/031 Pocket Park**

 **23/031/1 HPPAC –** receive an update from Cllrs Curtis and approve any action. Nothing to report.

 **23/031/2 Monthly/Annual Report –** receive the monthly report on the Pocket Park from Cllr Tomalinand agree actions to address issues raised**.** Cllr Tomalin that he had undertaken an inspection and the equipment was in good order. Previously a report had been received from a resident that the ground around the swing needed reinstating. Also, the bell on the traction engine is not ringing. Both items have been dealt with satisfactorily.

**23/032 Refurbishment of Village Sign (sited next to bus shelter) – resolve to approve refurbishment and**

 **budget, Cllr Eaton to report.** Cllr Eaton reported on the condition of the sign on the steam engine.

 The sign was originally from the Coach and Horses pub and required renovating. The cost of the specialist

 works, which involved sandblasting and polishing, were proposed by Cllr Eaton at a cost of £300 and

 additional work estimated at £100.00 was also approved. The Council **Resolved** to approve the works

 to be carried out by D&H Signs together with a budget of up to £400.00.

**23/033 Finance & Administration:**

**23/033/01** **To approve bank reconciliation as at 28.02.2023 – 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  | £12,272.07 |
| Receipts | £13,732.31 |
| Closing Position at 28.02.2023 | **£15,178.14** |
|  |  |
| Unity Trust Bank Account C/A  | £1,756.27 |
| Unity Trust Bank Account Reserve A/c | £13,421.87 |
| Total | **£15,178.14** |

 **23/033/02 Receipts &** **Payments –** To note receipts and approve payments.

**Receipts** **– HMRC VAT Return 11/01/2023 £1,348.75**

The Council **Resolved** to accept the receipts and approve the payments listed below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MOP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP\* | G Greaves | Clerks February Salary |  | £274.66 | LGA 1972 s112 |
| BP\* | HMRC | Clerks February PAYE  |  | £68.80 | LGA 1972 s112 |
| BP\* | Total Energy  | Electricity Street Lights Invoice 291474936/23 | £8.89 | £186.65 | Highways Act 1980 |
| BP | G Greaves | Clerks Salary March 23 |  | £274.86 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE March 23 |  | £68.60 | LGA 1972 s112 |
| BP | G Greaves | Clerks Expanses Mileage March 23 £11.70Office/broadband/phone allowance £85.00 |  | £96.70 | LGA 1972 s112 |
| BP | Total Energy  | Electricity Street Lights Invoice  | £7.84 | £164.87 | Highways Act 1980 |
| BP | Hollowell Village Hall  | Hollowell Hall Hire 2022/2023  |  | £72.00 | LGA 1972 s112 |
| BP | D&H Signs | Refurbish swing sign Invoice 7211 | £50.00 | £300.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| Charge | Unity Trust Bank | Service Charges 1.1.23 – 31.3.23 |  | £18.00 | LGA 1972 s112 |

**23/034 Highgate House, Creaton – Emergency Accommodation for Asylum Seekers. The Chairman to report. The Chairman reported on the Extraordinary Meeting held by Creaton Parish Council.**

**23/036 Funding of Bus Service 59 /60 – H & T Contribution for 2023/24: Chairman to report and Council to decide. The Chairman circulated a report regarding the bus service from John Hunt prior to the meeting. West Northamptonshire Council funding for the future continuation of the service is unclear. The Parish Council determined to continue with the funding for 2023-24 with objection from Cllr Oswin. A full review was agreed before considering funding the bus services post 2023-24.**

**23/035 Assets Survey – Review of Parish Council Assets: Councillor McCubbin to report. to decide. Cllr McCubbin reported that she had undertaken an inspection of the parish council assets and noted the following:**

**1. Notice Boards require staining – the Chairman and Cllr McCubbin to undertake works.**

**2. Village planters in good order.**

**3. Moss and weeds on areas of the concrete path.**

**4. Bus shelter/Clock – repainting of Clock Tower wood work required. Quotes to be obtained.**

**23/037 The Great British Spring Clean 2023, Council to decide if the wish to participate. The Parish was made aware of the scheme and agreed no further action.**

**23/038 Provision of a Defibrillator – Chairman to report. The Chairman reported that he had been made aware that a local resident was interested in providing the Parish with a defibrillator and had enquired on the preferred located. The Council discussed the matter and agreed the Bus Shelter would be the approved location. The Chairman agreed to notify the local resident of the Council’s decision.**

**23/039 Sewage Works, Cllr Curtis reported on the problem related to the reoccurring unpleasant smells in the area of Church Hill. Anglian Water have attended an reported that they have cleared blockages however it remains to be seen if this has resolved the problem.**

**23/040 Date of Next Meeting: Annual Meeting of the Parish Council Wednesday 17 May 2023 at 7.30 preceded by the Annual Parish Meeting at 7.15pm.** The Council noted the date.

**23/041 Close –** the meeting closed at 8.50pm.

**Signed by: Date:**

**Chairman**