

Minutes of The Ordinary Meeting of Hollowell & Teeton Parish Council held on January 13th 2016 in Hollowell Village Hall at 7.30 pm

Present: A. Crisp (Chair), M. Tomalin, B. Wenden, S. McCubbin, H. Oswin, E Curtis, H Kinch, A Eaton and F Keable (Clerk)

01.2016 Apologies:

None received.

02.2016 Written requests for dispensations for agenda items

None received.

03.2016 Declarations of interest for items on the agenda

None received.

04.2016 Public Forum

No public present

The Chairman started that he wished to acknowledge the work undertaken by Councillor Eaton and the team of volunteers from the Hollowell Steam Rally, in providing the Christmas Lunch for residents of the Parish.

The Chairman reported that two recent incidents, affecting residents on Church Hill, Hollowell, had been responded to by parishioners and thanked Councillor McCubbin for her actions in providing accommodation for one of the families affected by a fire. In addition, the communications facilitated by Councillor Curtis had resulted in a substantial cash donation from parishioners to that family.

05.2016 Approval of the minutes from the previous meetings on November 18th 2015 and December 9th 2015.

The draft minutes were circulated prior to the meeting, the Chairman asked if any amendments were required to the minutes of the meeting on November 18th? There were none, Cllr Oswin proposed that the minutes are adopted and Cllr Curtis seconded the proposal, all agreed. The Chairman asked if any amendments were required to the minutes of December 9th? There were none and Cllr Tomalin proposed that the minutes are adopted, Cllr Oswin seconded the proposal and all agreed.

06.2016 Neighbourhood Watch and police liaison – chairman to report

The Chairman reported that he had received the Safer Community Team newsletter which included details of all local crimes. There had been two recorded crimes in Teeton but in general the crime rate was low. The policing team at Brixworth is still being re-organised; there are now only two PCSO for our area. The Police & Crime Commissioners Office has arranged an inter-agency meeting in Daventry planned for Feb 22nd to discuss local issues. Cllr Wenden reported that two Neighbourhood Watch signs in Teeton need replacing, the Chairman agreed to arrange this.

07.2016 Pocket Park

07.2016/1 To receive the monthly report - Councillor Wenden

Cllr Wenden reported that the pocket park is very wet underfoot. The play equipment appears to be in good order but the ground conditions are very muddy.

07.2016/2 Annual inspection – Clerk and Councillor Wenden to report on action required.

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Cllr Wenden reported that the ground conditions are too bad to bring any machinery onto the park. The work required by the annual inspection will be completed as soon as ground conditions allow.

07.2016/3 HPPAC – Cllrs Curtis and Oswin to report.

There will be no update from HPPAC until the next meeting in March.

08.2016 Hedgerow maintenance- Cllr Curtis and Cllr McCubbin to report and Council to decide on action.

Cllr McCubbin reported that two people had been out to look at the work required to the pocket park hedge but neither had provided a quote as yet. Cllr Curtis has not received any further quotes either. It was agreed that a plan of action will need to be taken at the next meeting and more quotes will be obtained so that a decision on whether to lay the hedge, cut it down to a manageable height or scrub it out and replant it can be made in time for the Spring season.

09.2016 Planning

09.2016/1 New applications

DA/2015/1082 Construction of rear dormer with Juliet balcony (retrospective) at 37, Church Hill, Hollowell, Northamptonshire, NN6 8RR

The Clerk reported that she had spoken to the planning officer regarding the above application; DDC had concerns regarding the Juliet balcony and have advised the applicant that the balcony is likely to be refused. There is an option to change the balcony to a high level window but the applicant has not yet amended the application.

09.2016/2 Completions – None

09.2016/3 The Poplars, Creaton Road, Hollowell – Cllr McCubbin to report and Council to determine any action required

Concerns were discussed regarding the temporary track that runs across the paddock at the Poplars. The track was originally laid to enable easy access during construction of the extension. The building work has now almost been completed but the track is still in situ. The Property Owner, Mr Adam Cooper, had advised the Clerk & Chairman by email (sent 16/11/15) of his intention to revert the track to grass / pasture, but will need to wait until the growing season next Spring to achieve this to ensure the soil dressing and grass seed have a chance to be successful. He would like to leave a narrow pair of tyre tracks into the field to enable the odd occasion when he needs to use the paddock gate i.e. move the horses etc. Cllr Oswin proposed that the council write to Daventry District Council to seek confirmation that the track will be removed. Cllr Tomalin seconded the proposal and all agreed.

Chairman to action.

10.2016 Finance – Clerk to report and council to decide on actions

10.2016/1 Receipts

None received

10.2016/2 Payments

To approve payment of the following cheques that were signed between meetings, plus those presented at the meeting. The Clerk reported that cheque number 777, issued to Eon Energy, had not been cashed and Eon were claiming this had not been received. It was agreed to cancel the original and to issue a replacement cheque

Details	Amount	Cq Number
F Keable Salary Dec	£155.16	790
HMRC Dec	£38.00	791
ICO annual fee	£35.00	792
Eon Light maintenance - December	£119.48	793
Eon Light maintenance reissue of Septembers invoice	£119.48	794
F Keable Salary Jan	£155.16	795

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HMRC Paye	£38.80	796
Eon Electricity supply	£201.20	797
A Eaton – pocket park work August 15	£60.00	798

10.2016/3 Bank reconciliation as at December 31st 2015

Receipts inc starting balance £19895.40 less payments £6681.82= **£13213.58**

Cash in Current Account £1500 plus cash in Business Account £13041.86

Less Uncashed cheques £1328.28= **£13213.58**

10.2016/4 Budget and Precept 2016-2017 – Council to discuss and finalise budget and precept demand for 2016/2017

The Clerk circulated a draft budget for 2016/2017 which showed that the council has spent well within the budget for 2015/2016. The Clerk advised that although the streetlight replacement programme was now complete there is likely to be an increase in the mowing costs due to having to source a new contractor. This would mean that the budget remained in line with the current financial year and therefore the precept demand should remain the same.

The Chairman proposed that the draft budget is approved for the year 2016-2017; this was seconded by Cllr Wenden and agreed by all.

The Chairman proposed that the precept demand for 2016/2017 should stay at its current level of £10,100. This was seconded by Cllr. Oswin agreed by all. The Clerk will send in the precept demand for £10,100.

10.2016/5 External Audit - To confirm that the council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit Clerk to report.

Cllr Kinch proposed that the council agree to opt in to the sector led procurement of the external audit. The proposal was seconded by Cllr Wenden and agreed by all.

11.2016 Highways

11.2016 Footpath maintenance – The Jitty, Hollowell. Cllr McCubbin to report and council to decide any action.

Cllr McCubbin reported that there is a fence panel lying at an angle across the footpath. Cllr McCubbin also voiced concerns regarding the impact that resurfacing the jitty will have on neighbouring gardens. It was agreed that the Cllr McCubbin would liaise with the residents and Nick Wedgbrow from NCC.

12.2016 Mowing – Cllr Eaton and Cllr Wenden to report on the progress to change mowing contractor.

It was Resolved that the council would go out to tender to seek a mowing contractor for the coming season. It was agreed that an advert would be placed on the parish council website seeking tenders; information will also be listed regarding the mowing contract and schedule. The clerk will be the initial contact for enquiries and will also email a list of local contractors advising them that the tender is open.

Any interested parties will then be referred to Cllr Eaton for further information. It was agreed that the closing date would be March 1st 2016 to enable a decision to be made at the March meeting.

13.2016 DDC Town and Parish Council meeting 17th December 2015 – Chairman to report.

The Chairman attended the above meeting on 17th December 2015. The main topics covered were Daventry Care & Repair, S.106 agreements and how they relate to Cil and the Amey / Enterprise contract with Daventry District Council.

14.2016 Correspondence received

Eon – Insurance details Clerk to retain for information.

Clerks & Councils Direct - Taken by Chairman

The Chairman reported that Michael Venton, DDC Landscape Planning Officer, had informed the Clerk by email on 9 December 2015 that: *‘following the failure of one of the TPO Cedar Trees in the garden of Beech house and subsequent damage to the adjoining Holly Cottage, works have been done to clear the fallen material and remove any immediately unsafe branches. I have visited*

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the site this week to discuss the trees with both parties but in particular the owner of Beech House Mrs Wells. Having reassessed the remaining Cedar I am concerned over the lack of balance and isolated position of the remaining tree. Despite the work done I am concerned over the viability of the tree as an individual specimen which it was never meant to be. Both property owners are very concerned over the potential for failure of this tree given what recently happened. Given the very real concerns and the concerns over the viability and potential safety issues of the tree I recommend the remaining tree is felled and a replacement planted. Mrs Wells would very much like to plant another Copper Beech which would be appropriate and could develop as an individual tree, it would be subject to the TPO protection as would the replacement tree to the front of Holly House probably a Field Maple, both of which would provide superb autumn colour but being deciduous better able to cope with the winds in winter unlike the Cedars. Given the current weather issues we are having I would suggest the remaining tree is felled as a matter of urgency to avoid it being subject to any future bad weather.

This would take the form of emergency works without a TPO application given the issues I have outlined above, allowing replacement Beech and Maple to be planted this planting season (up to March 2016).

I would not generally suggest removal of a tree without an application, but given the recent history, isolated position of the remaining tree, concerns of the two properties and the potential for stormy weather I cannot see any sensible reason for delaying the works'.

The Chairman stated he was aware that all three trees, subject of the original TPO, had been removed.

15.2016 Resolution to set the dates of future meetings.

Cllr Wenden proposed that the following meeting dates are set for 2016;

March 16th, May 18th (Subject to 2016 election) July 13th, September 14th, November 16th 2016

The proposal was seconded by Cllr Curtis and agreed by all.

16.2016 Meeting closed at 8.50pm