 **HOLLOWELL & TEETON PARISH COUNCIL**

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Minutes of the Meeting of Hollowell & Teeton Parish Council held in Hollowell Village Hall on Wednesday 19 July 2023 at 7.30pm.

Councillors: Cllr A Crisp (Chairman)

 Cllr G Leah

 Cllr S McCubbin

 Cllr H Oswin

 Cllr M Tomalin

Clerk to the Council: Gillian Greaves

**23/086 Receive and approve apologies for absence.** Apologies received from Cllr Eaton and Curtis due to holiday arrangements. The Council **Resolved** to accept the apologies.

**23/087 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None declared.

**23/088 Receive and approve for signature the minutes of the meetings held on 17 May and 28 June 2023.** The Council **Resolved** to approve the minutes of the 17 May and 28 June 2023 and the Chairman signed them as a correct record of the meetings**.**

**23/089 Note any matters arising from the minutes not included on the agenda for report only.** None.

**23/090 Public Participation.** None present.

**23/091 Neighbourhood Watch and Police Liaison – receive an update from the Chairman.** The Chairman reported that the 3rd Police Liaison Representative AGM had been held on 27 June 2023. The Chief Constable briefed the meeting on the Road Policing unit and where the crime statistic can be found on line. A briefing was given on the Neighbourhood Alert System “Northamptonshire Talking”. The Police, Fire and Crime Commissioner is awaiting the appointment of a replacement Chief Fire Officer.

**23/092 Correspondence – requiring a response or a decision.**

* + - * 1. **Oak saplings** – the resident has been contacted and advice given.
				2. **WNC Town and Parish June Briefing –** noted.
				3. **NCALC Briefing on LAPS –** the Chairman attended the briefing and gave an overview of the briefing to Councillors on the West Northamptonshire Council Local Area Partnerships.
				4. **WNC Consultation on Social Housing Allocation.** The Chairman briefed the Council and invited Councillors to take part in the consultation by completing an online survey by 24 September 2023. Individuals can also comment on the West Northamptonshire Council website.

**23/093 Planning** – to consider any planning consultation papers, applications and completions received.

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| **Application No** | **Location** | **Description** |
| **2023/5417/FULL** | **Ascott Hills, 39 Church Hill, Hollowell, NN6 8RR** | **Retention of field store – APPROVED subject to 2 conditions being met.** **Decision noted.**  |
| **WND/2023/0033** | **Ascott Hills, 39 Church Hill, Hollowell, NN6 8RR** | **Construction of stable block (retrospective) APPROVED** **Decision noted**  |
| **WND/2023/0031** | **Ascott Hills, 39 Church Hill, Hollowell, NN6 8RR** | **Demolition of existing dwelling and construction of new dwelling. Decision -awaited. Noted.**  |

**23/094 Pocket Park**

 **23/094/1 HPPAC -** receive an update from Cllrs Curtis and approve any action. HPPAC donated £95 to the Council as a donation towards the cost of the replacement swing seat. The Council **Resolved** to accept the donation and thanked HPPAC.

 **23/094/2 Monthly/Annual Report -** receive the monthly report on the Pocket Park from Cllr Tomalinand agree actions to address issues raised. See 23/094/4.

 **23/094/3 Approve contractor and budget for annual inspection of play equipment.** The Clerk reported that she had received a quotation for an annual inspection from Wicksteed Leisure for £132.00 plus vat. The Council **Resolved** to approve Wicksteed Leisure Ltd., as contractor to undertake the inspection of the play area for a fee of £132.00 plus vat.

 **23/094/4 Update on replacement swing and works to the activity trail repair to playframe net.** The Chairman reported that Cllr Curtis has inspected the replacement swing and is satisfied. The Chairman reported that the zip wire matting has perished and revealed bare patches. The Chairman has fitted the replacement activity trail playframe net. It was also noted that the oak trees planted a few years ago are growing satisfactorily.

**23/095 Finance & Administration:**

**23/095/01 Bank reconciliation 30 June 2023 –** separate paper circulated prior to meeting.The Council **Resolved** to approve the bank reconciliation dated 30 June 2023.

**23/095/02 Receipts &** **Payments -** To note receipts and approve payments. The Council **Resolved** to accept the receipts and approve the payments listed below.

 **Receipts 1 June 2023 HPPAC £95.00 donation**

 **7 June 2023 WNC Grass Mowing Grant 2022 £392.24**

 **30 June 2023 A G Crisp £10.00 Payment**

 **30 June 2023 Unity Trust Bank Interest £67.41**

 **Payments –**

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| **MoP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | G Greaves | Clerks Salary July 2023 |  | £279.90 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE July 2023 |  | £69.80 | LGA 1972 s112 |
| BP | G Greaves | Clerks Travel Expenses July 2023 |  | £11.70  | LGA 1972 s112 |
| BP | Total Energy  | Electricity Street Lights July 23 Invoice119028  | £35.20 | £211.20 | Highways Act 1980 |
| BP | Playground Supplies Limited | Supply & fit swing seat Invoice 6311 | £19.00 | £114.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | E-ON | Street Light Maintenance invoice 119028 | £35.20 | £211.20 | Highways Act 1980 |
| BP | D & H Signs and Display  | Defibrillator Signs invoice 7264 | £15.00 | £90.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | Playdale Playground Ltd. | Replacement vertical rope and fittings for playframe net. Invoice 51458 | £16.27 | £97.63 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | Unity Trust Bank  | Service Charge  |  | £18.00 | LGA 1972 s112 |
| BP | E-ON | Street Light electrical testing invoice 119214 | £167.40 | £1,004.40 | Highways Act 1980 |

**23/096 Defibrillator update –** the Chairman reported that the defibrillator has been installed, registered and an electrical certificate obtained. The possibility of providing training sessions has been circulated locally on social medial and potentially there are 12 people interested in attending. It is hoped that once the training session date has been decided more candidates will come forward and register to take part. The total cost of the course is £175 although there may be a possibility of other training providers offering free places and this will be investigated. The Council agreed that a training session in September would be preferable to August and Resolved to approve a budget of £175 plus vat.

**23/097 Resolution to approve updated Asset Register.** Deferred to September meeting.

**23/098 Asset Survey Update – Cllr McCubbin to reported that everything was satisfactory and wanted to note that the notice boards in Teeton and Hollowell had recently been treated by the Chairman and now looked in very good order.**

**23/099 Village Clock Tower repainting, Chairman to update. The Chairman reported that the contractor had advised that the works should be completed in the next two weeks, subject to weather conditions.**

**23/100 Sewage Works ref 23/039, Cllr Curtis to update Councillors on the problem related to the reoccurring unpleasant smells in the area of Church Hill. To date no further reports of smells. Cllr Curtis has liaised with the site manager of the works on progress.**

**23/101 Review of the state of vegetation along The Jetty Footpath CY6, Cllr McCubbin to report.** Cllr McCubbin reported that the area was overgrown with weeds and required attention. The Council **Resolved** to approve a budget of £150 towards clearance of this area. The Clerk was asked to request the Council’s mowing contractor to arrange to clear the footpath.

**23/102 Community Governance Review – Council to consider action and response.** The Council noted the review,

**23/103 WNC Dog Control Notices – Chairman to report.** The Chairman reported that a number of dog control order notices have been posted around Hollowell by unknown persons. One notice was posted in the incorrect location and has now been re-posted by the Chairman to the correct location in the Churchyard. Other signs relating to dogs on leads and no smoking – these signs have been removed as they are not actions covered by the Hollowell & Teeton Dog Control Policy – a copy of which can be found on the Council’s website.

**23/104 Hedgerow along Creaton Road, Hollowell –** The Chairman reported he was aware of a report being made to West Northamptonshire Council of fly tipping and two reports of overgrown hedgerows along the Creaton Road. The Chairman has been in touch with Heygates Contracting and is now aware that the hedgerow in this area has been trimmed.

**23/105 Street Light Inspection –** the Chairman reported that E-ON have undertaken the electrical testing of 31 of the Council’s Street Lights and the invoice for the work has been presented for payment. E-ON have reported that they were unable to test street light number 10 sited at the top of Church Hill as the lamp is hanging on a bracket. E-ON recommended the street light is replaced with a new column and lamp at a cost of £1,432.00 plus vat. The Council considered the matter and requested the Clerk to obtain a further quotation from E-ON to remove the street light and make good the area. To be considered further at the September meeting.

**23/106 “Love Parks Week” – Council to determine response.** The Council noted the event.

**23/107 Date of Next Meeting Wednesday 20 September 2023 at 7.30 pm.** Noted.

**23/108 Close.**  The meeting closed at 8.20pm.