 **HOLLOWELL & TEETON PARISH COUNCIL**

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Minutes of the Meeting of **Hollowell & Teeton Parish Council** held at Hollowell Village Hall on **Wednesday 15 September 2021 at 7.30pm.**

**Present: Councillors: Cllr A Crisp (Chairman)**

 **Cllr E Curtis (Vice Chairman)**

 **Cllr A Eaton OBE**

 **Cllr G Leah**

 **Cllr H Oswin**

 **Cllr S McCubbin**

 **Cllr M Tomalin**

**Also present: Gillian Greaves, Clerk to the Council**

 **3 members of the public**

**DRAFT**

**21/080 Receive and approve apologies for absence.** None received.

**21/081 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None declared.

**21/082 Receive and approve for signature the minutes of the meeting held on 21 July 2021.** Cllr Curtis raised a correction to the minutes which were amended. Cllr Tomalin proposed, seconded by Cllr Curtis and the Council **Resolved** to approve the minutes. The Chairman signed them as a correct record of the meetings.

**21/083 Note any matters arising from the minutes not included on the agenda for report only.** The Chairman reported that further to his update to the Council at the July meeting when the matter had been referred to the Rights of Way Team to determine any further action that there had been no further response.

**21/084 Parish Council Co-options – to consider co-option to fill Councillor vacancy. Cllr Tomalin to report.** Cllr Tomalin reported that he had not received any interest in becoming a parish councillor from Teeton residents. The Clerk confirmed that there had been no response from the Elections team, West Northamptonshire Council. The Council agreed to continue to monitor the situation.

**21/085 Public Participation.** A member of the public addressed the Council on behalf of several Teeton residents who had raised concerns about alleged breaches of the planning permission granted in respect of planning application DA/2020/0385 The Old White Horse. The matter had been referred to the Planning Authority and the Case Officer and Planning Enforcement Officer have been made aware of the situation. The Applicant addressed the Council and confirmed that they were aware of the issues and had been in discussions with the Planning Authority and subsequently an application for a variation of the original application has been submitted.

**21/086 Neighbourhood Watch and Police Liaison – receive an update from the Chairman.** The Chairman reported that the email alerts from the Fire and Rescue team on home safety were being circulated to identify those interested in having a fire safety check carried out. Recent reports of graffiti incidents in the Jetty and Church Hill. The Chairman had photographed and reported the graffiti to the Police but it was not a recognised tag. The What’s App link was proving successful. In the building up to FAFF the committee set up a What’s App group for the members to stay in touch and the membership has now been widened to all residents of the village so that alerts can be circulated.

**21/087 Correspondence – requiring a response or a decision.**

1. **Northants CALC Information about the Oxford-Cambridge Arc. Briefing paper circulated separately.** The Chairman reported that the Council needed to be aware of this new growth area as it will impact on Northamptonshire.

**21/088 Planning – to consider any planning consultation papers, applications and completions received.**

 **Application: WND/2021/0242**

 **Location: 1, Creaton Road, Hollowell, Northamptonshire, NN6 8RP**

 **Description: Creation of new vehicle access including dropped kerb**

The Chairman reported that there had been an additional document added to the planning application submission that showed the levels of the proposed parking space, although the Council was not required to comment on this.

 **Application:** **DA/2020/0385**

 **Location: Old White Horse, Creaton Road, Teeton, NN6 8LH**

**Description: Construction of detached double garage and workshop. Change of use of land to garden and retaining wall to road frontage.** The Council noted that a variation to the application had been made and will expect to be notified by West Northamptonshire Council.

**21/089 Pocket Park**

**21/071/1 HPPAC - receive an update from Cllrs Curtis and approve any action.** Cllr Curtis reported that the AGM of HPPAC had taken place and at the meeting they had received £2,400 from FAFF and this was being held in the HPPAC bank account towards any future Pocket Park maintenance requirements that may arise. Members of Guilsborough Parish Council are considering a new project to develop a new play area and have been in touch with Cllr Curtis to learn from Hollowell and Teeton’s experience of developing the Pocket Park. The picnic tables are due to be installed by Playground Supplies in the next week although the exact location is still to be decided. The Chairman will meet with Cllr Curtis and Playground Supplies to determine the location. It was agreed to ask Playground Supplies to replace the worn parts for the clatterbridge and also to deal with the warped middle section of the picnic bench that requires additional support.

**21/071/2 Monthly/Annual Report - receive the monthly report on the Pocket Park from Cllr Tomalin and agree actions to address issues raised.** Cllr Tomalin reported that the junior swing end posts were rotten and it was agreed to ask Playground Supplies to quote for works to replace the wooden posts with either metal or suitable alternative. The basketball pole also required removal and it was agreed to locate the picnic bench in this area. The Chairman reported that he had discussed the annual requirements of the maintenance of hedgerows and grassed area in the Pocket Park with Heygate Contracting and Elm Tree Garden Maintenance. The Chairman proposed that the works be undertaken at his direction by Heygate Contracting at a cost of no more than £450.00 excluding VAT and Elm Tree Garden Maintenance at a cost of no more than £200.00, seconded by Cllr Curtis and **RESOLVED** the Council to approve the works, contractors and budget as detailed by the Chairman.

**21/090 Finance & Administration:**

**20/090/1 To approve bank reconciliation as at 30 August 2021 – separate paper.** The Clerk reported that a duplicate payment of £60 had been made in error and the difference was noted on the bank reconciliation. A refund of £60 had now been received and could be viewed on the Council’s bank account. Cllr Curtis proposed, Cllr Oswin seconded and the Council **Resolved** to approve the bank reconciliation, signed as a correct by the Chairman.

|  |  |
| --- | --- |
| Receipts including starting balance | £20,760.30 |
| Payments  | £5,463.65 |
| **Closing Position at 30 August 21** | **£15,296.65** |
|  |  |
| Cash in NatWest Business Reserve Account  | £10.00 |
| Unity Trust Bank Account C/A | 3,158.65 |
| Unity Trust Bank Account Reserve A/c | 12,068.00 |
| **Total**  | **£15,236.65** |
| **Difference**  | **£60.00** |

**20/090/2 Receipts & Payments – To note receipts and approve payments of the cheques presented at the meeting. Invoices marked \*\* paid.** Cllr Curtis proposed, seconded by Cllr Oswin and the Council **Resolved** to approve the payments.

 **Receipts – nil**

 **Payments –**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MOP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | Maurice Fitch Tree Works Ltd | Tree Works Invoice 10622\*\* | £10.00 | £60.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | G Greaves | Clerks Salary August/Sept £332.80Home/office & broadband/Phone allowance £60.00 |  | £392.80 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE August/Sept £83.20 |  | £83.20 | LGA 1972 s112 |
| BP | Total Gas & Power | Electricity Supply invoice 244114986/21\*\* £67.86 invoice 246678052/21 £66.39  | £6.40  | £134.25 | Highways Act 1980 |
| BP | M Hazle(Elm Tree Garden Maintenance) | Grass Mowing – Invoices: #974 £310 \*\* #1008 £310  |  | £610.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| DD | TSO | Website Domain Renewal #6575126 | £1.39 | £8.34 | LGA 1972 s112 |
| BP  | BHIB | Annual Renewal of Insurance Policy |  | £628.20  | LGA 1972 s112 |

**21/091 Renewal of Insurance – Council to consider requirement for quotations.** The Clerk had obtained three quotations for the Council’s insurance for a one or a three-year term. The Council **Resolved** to accept the quotation from BHIB for a three-year term at £628.20 per annum.

**21/092 The Queen’s Platinum Jubilee (Jubilee weekend of the 2-5 June 2022) – Beacons: Council to consider event.**  Agreed to defer to November meeting.

**21/093 To receive an update on the funding of local bus service 59/60 – Chairman to report.** The Clerk confirmed that she had not received a request from Spratton Parish Council for the funding as agreed by the Council towards the cost of the local bus services 59/60. Deferred to the November meeting.

**21/094 74th Northants CALC Conference & AGM.** The Chairman is not available to attend the AGM, and it was **Resolved** that Cllr Oswin attend as the delegate with voting rights.

**21/095 West Northamptonshire Council - Overview and Scrutiny Work Programmes – Suggestions for Review.** The Chairman suggested that Councillors put forward suggestions to West Northamptonshire Council for the Overview and Scrutiny Work Programme. The Chairman considered that streetlighting should be reviewed as there is a disparity across the county.

**21/096 Date of Next Meeting Wednesday 17 November 2021 at 7.30 pm.** Noted.

**Meeting closed at 8.50 pm.**