 **HOLLOWELL & TEETON**

 **PARISH COUNCIL**

 Gillian Greaves (Clerk)

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**DRAFT**

Minutes of the Ordinary Meeting of **Hollowell & Teeton Parish Council** held at Hollowell Village Hall on **Wednesday 17 November 2021 at 7.30pm.**

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

 **Cllr E Curtis (Vice Chairman)**

 **Cllr G Leah**

 **Cllr S McCubbin**

 **Cllr H Oswin**

 **Cllr M Tomalin**

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

**21/107 Receive and approve apologies for absence.** Apologies received from Cllr Eaton as self-isolating. The Chairman proposed, seconded by Cllr McCubbin and the Council **Resolved** to accept the apologies

**21/108 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None received.

**21/109 Receive and approve for signature the minutes of the Extraordinary meeting held on 6 October 2021.** Cllr Tomalin proposed seconded by Cllr Leah and the Council **Resolved** to approve the minutes and the Chairman signed them as a correct record of the meetings.

**21/110 Note any matters arising from the minutes not included on the agenda for report only.** None received.

**21/111 Public Participation. No members of the public present.** The Chairman reported on thesad passing of Jacqui Rycroft who had been Clerk to the Parish Council for over 17 years.

**21/112 Neighbourhood Watch and Police Liaison –** the Chairman reported that a number of black bags located on grass verges, apparently filled with cannabis. The Chairman has made a report of the fly tipping to West Northamptonshire Council Highways Department and these appear to have been removed. A report has also been made to the PCSO. The Chairman reported that there had been a theft in Hollowell of a rabbit hutch and vehicle hubs. CCTV has captured information which has been reported to the police. The Chairman raised concerns over motorbikes riders using the Stumps bridleway. This has been reported to Fix my Street and a further request made for “no motorbikes” signage which had been previously declined as a traffic order is required. The Chairman noted that a block traffic orders to prevent motor vehicles accessing bridleways for restrictive periods however this does not apply to motorbikes.

**21/113 Correspondence – requiring a response or a decision.**

1. **Northamptonshire Council: Rough Sleeping Estimate November 2021.** The Council agreed on a nil return for the survey and the Chairman agreed to send the response to West Northamptonshire Council.

**21/114 Consider continuing membership and subscription of Northants CALC for 2022/23.** The Chairman proposed that the Council retain the membership of Northants CALC, seconded by Cllr Leah and the Council **Resolved** to retain the membership of Northants CALC 22/23.

**21/115 Consider reappointing Northants CALC Internal Audit Services for 2022/23.** The Chairman proposed, seconded by Cllr Leah Council **Resolved** to retain Northants CALC Internal Audit services for 2022/23.

**21/116 Consider the retention of Northants CALC as the Councils Data Protection Officer for 2022/23.** The Clerk agreed to check with Northants CALC if the requirement for Councils to have a Data Protection Officer still applies and report back to the January meeting.

**21/117 Clerks Additional Hours of Work – Council to agree payment for 4 additional hours worked and mileage due to extraordinary meeting 6 October 2021.** The Council **Resolved** to approve 4 additional hours and mileage to the Clerk due to the extraordinary meeting held in October.

**21/118 Consideration of draft budget for 2022/23.** The Council considered the budget working papers and agreed a number of changes to budget headings and draft budget figures. The Clerk will make the amendments and resubmit the draft budget for consideration and decision at the January meeting.

**21/119 Consideration of draft precept for 2022/23.** Deferred until January meeting.

**21/120 Planning** – to consider any planning consultation papers, applications and completions received.

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| **Application No** | **Location** | **Description** |
| **WND/2021/0552** | **Old White Horse, Creaton Road, Teeton** | **Variation of condition 2.**The Chairman reported that the application had been approved by WNC and the Council noted the decision. |
| **WND/2021/0565** | **Ashfield, Welford Road, Hollowell, Northamptonshire, NN6 8NX** | **Demolition of existing dwelling and construction of replacement dwelling (retrospective).** No objections, No observations – Cllr Tomlin abstained.  |
| **WND/2021/0715** | **Clay Cottage, Hollowell Road, Creaton,****Northamptonshire, NN6 8NU** | **Conversion of building from office to residential****including increased size of mezzanine, enclosure for****plant and creation of raised deck area.**No Objections, No observations. – unanimous  |

**21/121 Pocket Park**

 **21/121/1 HPPAC -** receive an update from Cllrs Curtis and approve any action. Cllr Curtis had nothing further to report, however confirmed that HPPAC would shortly make the payment for the cost of the new swings.

 **21/121/2 Update on replacement swings and matting**. Purchase order raised, approximately a six-week lead in time which may result in installation difficulties due to ground conditions.

 **21/121/3 Monthly/Annual Report** Cllr Tomalin reported the bench and netball post for removal.

**21/122 Finance & Administration:**

 **20/122/1 To approve monthly payment of Clerks Salary by bank transfer.** The Council **Resolved** to approve the monthly payment of the Clerks salary by bank payment from December 2021 onwards.

 **20/122/2 To approve bank reconciliation as at 31 October 2021** – separate paper. The Chairman proposed, Cllr Oswin seconded and the Council **Resolved** to approve the bank reconciliation, signed as a correct by the Chairman

 **20/122/3 Receipts &** **Payments –** To note receipts and approve payments presented at the meeting. Invoices marked \*\* paid. Cllr Leah proposed, seconded by Cllr Oswin and the Council **Resolved** to approve the payments

 **Payments –**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MOP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | Spratton Parish Council  | Contribution towards Service 59/60 \*\* |  | £979.89 | Transport Act 1985, s.106A |
| BP | Total Gas & Power | Electricity Supply Invoice 249400651/21 \*\* | £33.07 | £64.60 | Highways Act 1980 |
| BP | G Greaves | Clerks Salary October/November |  | £ 370.44 | LGA 1972 s112 |
| BP | G Greaves  | Mileage for 6 October 26 miles @ 0.45p = £11.70 |  | £11.70 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE October/November  |  | £92.60 | LGA 1972 s112 |
| BP | Playground Supplies Ltd | Picnic benches and extra support and supply of grass matting. Invoice 6082 | £280.00 | £1,680.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP` | E-ON | Street Lighting Maint. Invoice 0108838 | £4.69 | £28.16 | Highways Act 1980 |
| BP | M Hazle  | Clearing out between fencing and roadside invoice #1071 |  | £200.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | Total Gas & Power | Electricity Supply Invoice 251737645/21 | £4.22 | £88.46 | Highways Act 1980 |

**21/123 To receive an update on the funding of local bus service 59/60 – Chairman to report.** The Chairman reported that it was unclear what the parishes would be requested to contribute towards the 59/60 bus service and he recommends that the Council puts forward a budget of £1,000. The final amount will be dependant the number of parish councils participating. District Councils have no funds to contribute although there is an example of councils in the Wellingborough area receiving funding towards a local bus service. If the Parish Councils cannot find the funding the service there is a possibility of the service being withdrawn in April 2022.

**21/124 West Northamptonshire Strategic Plan – Spatial Options Consultations.** The Chairman reported that there have been online and face to face exhibitions to seek views. Responses are to be submitted by December. Cllr Curtis agreed to post the consultation link on the parish Facebook page to encourage residents to complete the survey. The Chairman was delegated to submit a suitable response on behalf of the Councill.

**21/125 The Queen’s Platinum Jubilee (Jubilee weekend of the 2-5 June 2022) – Beacons: Council to consider event.** The Chairman reported that he had contacted the HS&HH Show committee to enquire if any event is being planned and is awaiting a response. Cllr Tomalin agreed to raise the issue at the next committee meeting and report back to the January meeting.

**21/126 Hollowell & Teeton Parish Council Contingency Preparedness.** The Chairman agreed to complete the Northants CALC return. Any further preparedness planning such as contingency planning to be considered as part of the Covid Policy review.

**21/127 Date of Next Meeting Wednesday 19 January 2022 at 7.30 pm.** Noted.

Meeting closed at 9.40pm.

**Signed: Date:**

**The Chairman**