

Clerk: Mrs. Ruby Cole
32 Old Road
Walgrave
Northampton
NN6 9QW

Tel: 07881 458801 / 01604 781834

E-mail: clerk@holcot-pc.gov.uk

Website: www.holcot-pc.gov.uk

MINUTES

Minutes of Holcot Full Parish Council meeting held on **Monday 22nd September 2025** at 7.00pm,
Church Room, Main Street, Holcot, Northampton NN6 9SP

Present:

Councillors: Chair - Cllr Chris Bailey, Vice Chair - Cllr Tony Hewitt , Cllr Lesley Burns,
Cllr Paul Higham, Cllr Adrian Hanrahan

Public: 0

Clerk: Ruby Cole

25/210	Apologies: Cllr D Watson, Cllr J Watson, Ward Cllr Cecile Irving-Swift. Resolved: Council accepted the above apologies.	
25/211	Public address to the council: None.	
25/212	Declarations of Interest: None.	
25/213	Minutes: Full parish council meeting Monday 18th August 2025. Resolved: Minutes approved. Chair signed at meeting.	
25/214	Actions Outstanding: See end of document for full update.	
25/215	Correspondence: 08.09.25 Northamptonshire ACRE - Rural Housing Roadshow 30.09.25 Invite. No-one available to attend. 08.09.25 WNC - Local Transport Plan Supporting Strategies (Active Travel Strategy, Rail Action Plan and Mobility Hub Action Plan) - Stakeholder Event. 30.09.25. No-one available to attend. 02.09.25 Resident - Tree at crossroads. Potentially dangerous as starting to encroach cables. Noted. Clerk has reported on FixMyStreet. Highways to action within 28 days of status update. 01.09.25 WNC - Planning made clearer: views sought on what's required to submit planning applications. Closing Date 31.10.25. Noted. Has been placed on parish council website.	

	26.08.25 WNC - Prepare for the unexpected: join September's emergency planning campaign. Residents encouraged to complete survey. Closing date 05.10.25. Has been placed on parish council website. 21.08.25 WNC - Northamptonshire Day to be marked with countywide event 25.10.25. Noted. Has been placed on parish council website.	
25/216	Planning: <ul style="list-style-type: none"> WNC Approval 18/08/2025 - 2025/2014/FULL Full Planning Permission. Holly Tree Farm, Poplars Lane, Holcot NN6 9SW. Insertion of a new window at ground floor level (retrospective). Noted. WNC Approval 19/08/2025 - 2025/2201/LBC Listed Building Consent. (Alteration). Holly Tree Farm, Poplars Lane, Holcot. NN6 9SW. Insertion of a new window at ground floor level (retrospective). Noted. 	
25/217	Agricultural Feature on Crossroads: Deferred to next meeting.	
25/218	New Parishioners: None.	
25/219	Maintenance Handyperson: Nick Brimelow has been contacted and has agreed to carry out parish maintenance work.	
25/220	Christmas Tree lights: Cllr Higham to liaise with Pete Matthews on status with a view to approaching Nick Brimelow to erect lights. Action 25/220.1	PH
25/221	Remembrance Sunday 09.11.2025: Cllr Bailey will lay poppy wreath. Resolved: Expenditure approved. Clerk to order. Action 25/221.1	Clerk

Regular Reports and Decisions Arising

25/222	Defibrillator: Batteries expire 30.11.25. Cllr Higham has contacted directly via the weblink to notify.	
25/223	Green Hill Solar Farm: 30.08.25 Cllr Gordon Dunsmuir - Parish Council Responses. Clerk has forwarded letters sent by Holcot Parish Council. 10.09.25 2025/3341/DCO. Green Hill Solar - Nationally Significant Infrastructure Project (NSIP) - Consultation for input into local impact report by 01/10/25. Cllr Bailey has drafted a response. Resolved: Councillors approved draft response. Clerk to send. Action 25/223.1	Clerk
25/224	Road Safety and Highways: No update at present.	
25/225	Police Liaison Representative: Cllr Burns still to register. Also to register with Northamptonshire Talking and Neighbourhood Watch. Action 25/225.1	LB
25/226	Play Equipment Inspection: Meeting due to take place 26.09.25 with Darren from Playground Supplies & Cllr Higham to discuss apparatus repair.	

Finance/Governance

25/227	SSE: New contract commences 01.10.25. Invoices awaited for streetlight electricity supply for period June 25 - September 25. Resolved: Expenditure for period June 25 - September 25 approved.	
25/228	Grants: Expenditure details received from St Mary & All Saints' Church & Holcot Hub Youth Club. New applications to open 1 st November with decisions being made at the January 2026 parish council meeting. Resolved: Clerk to place details on parish council website. Action 25/228.1	Clerk
25/229	Co-Option: No nominations received.	

25/230	I.T. Requirements: Now that the parish council have their own .gov website as advocated by the Government, Councillors considered transfer of ownership of existing parish council website (the village website) to another party. Resolved: Councillors agreed to transfer ownership. Holcot Village Hall Association were considered to be the best option to take ownership as they are already linked to the village website. To be actioned at next meeting when Cllr D Watson is present. Clerk to place on agenda.	
25/231	Land Ownership & Assets: Awaiting confirmation from the solicitors that the Old School Site has been registered with the land registry. Holcot Village Hall building and King George V Field to be placed on asset list. Resolved: Clerk to place Holcot Village Hall and King George V Field on asset list. Action 25/231.1	Clerk
25/232	Staff/Employee Working Party: Cllr Hewitt & Cllr to meet 06/10/25 ahead of Clerk appraisal.	
25/233	Payments: Invoices £1525.29. Second instalment of precept due imminently. SSE electricity invoices due. Mowing grant expected. Resolved: Approved. Invoices signed by Cllr Higham & Cllr Hewitt at meeting. Cllr Bailey & Cllr Hewitt to authorise at bank. Action 25/233.1	CB TH

Ref	Payee	Description	Date	Method	Amount
378	D Ashworth	Flagpole Accessories	23/09/2025	Online	49.97
379	Clerk	September Salary inc home working & NPA	23/09/2025	Online	457.51
380	SLCC	Annual Conference	23/09/2025	Online	114.00
381	Park Landscapes	August Mowing	23/09/2025	Online	582.00
382	Anglian Water	Allotment Water 07/06/25 - 06/09/25	23/09/2025	Online	108.07
383	Andrew Granger & Co	Allotment Rent 25/03/25 - 28/09/25	23/09/2025	Online	71.00
384	WNC	Elections May 25	23/09/2025	Online	132.16
385	HMRC	Paye - NIC	23/09/2025	Online	4.58
386	Unity Trust Bank	Monthly Bank Charge August	30/09/2025	Direct	6.00

£1,525.29

25/234	Financial Report/Bank Reconciliation: Unity Trust Current Account - 31.08.2025 £9871.03 Unity Trust Instant Access Savings Account - 31.08.2025 £18,514.33 Resolved: Approved. Cllr Hanrahan signed bank reconciliation at meeting.	
25/235	Next Agenda Items: Agricultural Feature on Crossroads. Reforecast. Grants. Website - Transfer of Ownership. Clerk to place on agenda. Action 25/235.1	Clerk
25/236	Next Meeting: Monday 20 th October, 7.00pm - Church Room	

Meeting closed: 20.16

Future Meetings: 20th October 2025

17th November 2025

15th December 2025 tbc

19th January 2026

16th February 2026

16th March 2026

20th April 2026

Tbc - Annual Parish Meeting (between 01.03.2026 & 01.06.2026 (Village Hall))

18th May 2026 Annual Parish Council Meeting & Full Parish Council Meeting

Action Points for Tracking**Ongoing Actions**

25/161.4	LB	Road Safety and Highways: To acquire VASID batteries from D Walker
25/161.5	CB	Road Safety and Highways: To change speed sign image
25/181.1	DW	Friends of Holcot - Gardening Group: To work with Heather to ascertain how this could be managed cheaply and effectively
25/182.1	Clerk	Village Hall Parking: To send list of requirements to Holcot Village Hall Association. Awaiting Councillors feedback on draft.

New Actions This Meeting

25/220.1	PH	Christmas Tree lights: Cllr Higham to liaise with Pete Matthews on status with a view to approaching Nick Brimelow to erect lights.
25/221.1	Clerk	Remembrance Sunday 09.11.2025: To order poppy wreath.
25/223.1	Clerk	Green Hill Solar Farm: 2025/3341/DCO. To send response.
25/225.1	LB	Police Liaison Representative: To register. Also to register with Northamptonshire Talking and Neighbourhood Watch.
25/228.1	Clerk	Grants: To place details on parish council website.
25/231.1	Clerk	Land Ownership & Assets: To place Holcot Village Hall and King George V Field on asset list.
25/233.1	CB/TH	Payments: To authorise at bank.
25/235.1	Clerk	Next Agenda Items: Agricultural Feature on Crossroads. Reforecast. Grants. Website - Transfer of Ownership. Clerk to place on October agenda.

**Actions Outstanding from Holcot Parish Council meeting
Monday 18th August 2025**

25/161.4	LB	Road Safety and Highways: To acquire VASID batteries from D Walker	Ongoing
25/161.5	CB	Road Safety and Highways: To change speed sign image	Ongoing
25/165.1	CB	Urban Highway Grass Mowing 2025: To contact Park Landscapes	Complete
25/161.3	Clerk	Road Safety and Highways: Gallaghers. New Action. Clerk to enquire of traffic cones placed outside one of his entrances	Complete
25/181.1	DW	Friends of Holcot - Gardening Group: To work with Heather to ascertain how this could be managed cheaply and effectively	Ongoing
25/182.1	Clerk	Village Hall Parking: To send list of requirements to Holcot Village Hall Association. Awaiting Councillors feedback on draft.	Ongoing
25/186.1	Clerk	Correspondence: WNC - Draft Northampton Local Cycling and Walking Infrastructure Plan Consultation. To re-submit original comments	Complete
25/189.1	Clerk	NCalc Environment Champions: To register Cllr D Watson	Complete
25/191.1	JW	Maintenance Handyperson: To contact Nick Brimelow to gauge interest	Complete
25/196.1	Clerk	Play Equipment Inspection: To contact D Hawthorn for repair recommendations	Complete
25/198.1	Clerk	Co-Option: To advertise vacancy on website	Complete
25/202.1	Clerk	Policies: To place adopted policies on website	Complete
25/203.1	Clerk	National Pay Awards: To implement back pay 1 st April 25 - 31 st August 25	Complete
25/205.1	PH/TH	Payments: To authorise at bank	Complete
25/208.1	Clerk	Next Agenda Items: Clerk contract, Clerk appraisal	Complete