

Clerk: Mrs. Ruby Cole
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Date: 11th May 2026

To: All Parish Councilors

From: Mrs R Cole, Clerk to Holcot Parish Council

Dear Councillor,

You are hereby summoned to attend the meetings of: Holcot Annual Parish Council meeting & Holcot Full Parish Council meeting to be held on **Monday 18th May 2026** at 7.00pm in the Church Room, Main Street, Holcot, Northampton NN6 9SP, when the under mentioned business will be transacted.

*Members of the public and press are welcome to attend these meetings.
These meetings may be recorded, filmed or broadcast without prior notice to the Parish Council,
provided that such activity does not impede the conduct or business of the meeting.*

AGENDA

Annual Parish Council Meeting

- 26/108 Election of Chair:** *To nominate and elect Chair*
- 26/109 Acceptance of Office for Chair:** *Present 'Declaration of Acceptance of Office' form for signature*
- 26/110 Apologies:** *To receive and approve apologies for absence*
- 26/111 Election of Vice Chair:** *To nominate and elect Vice Chair*
- 26/112 AGAR 2025/26 Annual Internal Audit Report:** *To receive and note the annual internal audit report as conducted by NCalc internal auditor Fiona Young, previously circulated*
- 26/113 AGAR 2025/26 Section 1:** *Annual Governance Statement. To approve and sign*
- 26/114 AGAR 2025/26 Section 2:** *Accounting Statements Year End. To approve and sign*
- 26/115 AGAR 2025/26 Certificate of Exemption:** *Council to certify themselves as exempt from external audit and approve and sign the certificate of exemption form for submission to PKF Littlejohn*

- 26/116 Explanation of Variances:** *To receive and note, previously circulated*
- 26/117 Exercise of Public Rights:** *Council to agree to set dates as commencing Tuesday 3rd June 2026 and ending on Monday 14th July 2026*
- 26/118 Councillors Roles:** *Appointment of Parish Councillor roles and sectors*
- 26/119 Meetings:** *To set and agree meeting dates for the year June 2026 - May 2027 as Mondays:*
15th June 2026
13th July 2026
August 2026 – No Meeting
21st September 2026
19th October 2026
16th November 2026
December 2026 – No Meeting
18th January 2027
15th February 2027
15th March 2027
19th April 2027
17th May 2027 Annual Parish Council Meeting & Full Parish Council Meeting
Tbc - Annual Parish Meeting date to be set between 1st March 2027 & 1st June 2027

AGENDA

Full Parish Council Meeting

- 26/120 Apologies:** *To receive and approve apologies for absence*
- 26/121 Public address to the council:** *Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representation through the chairman of the meeting. Actions/decisions can only be made for items listed on the agenda*
- 26/122 Declarations of Interest:** *To receive any dispensations or declarations of interest under the Council's Code of Conduct related to business items on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*
- 26/123 Minutes:** *To receive and approve for signature the minutes of the Full Parish Council meeting held on Monday 20th April 2026*
- 26/124 Actions Outstanding:** *To receive reports on actions outstanding from previous minutes*
- 26/125 Correspondence:** *To receive correspondence since last meeting*
20.04.26 Email NCalc - Membership Survey for Councillors. Expires 31.05.26
16.04.26 Email St Mary and All Saints Church, Holcot - Request to reconsider whether continued support for mowing can be maintained
- 26/126 Holcot Village Hall Association:** *To receive update on meeting between parish councillors and Village Hall Trustees 11.05.26*

- 26/127 Planning Notices:** *To receive and respond to new planning notices*
 28.04.26 Email Alan Siviter - Pegasus Group. DA/2020/0001 Overstone Green Application Update
 23.04.26 Standard Consultation (Amended Plans/Information). DA/2020/0001. Land To East Of Kettering Road Overstone. Proposal Outline application for an urban extension consisting of circa 1600 dwellings; works to accommodate a new section of A43 dual carriageway road; up to 5.73 ha of commercial land, including: a local centre (Use Classes A1/A3/A5/D1), assisted living/residential care home (Class C2), conversion of former agricultural buildings to a community hub (Classes D1/A3) and employment (Classes B1/B2/B8); a new 2-form entry primary school; public open space, including allotments and children's play space; structural landscape planting; and associated infrastructure including drainage features, footway/cycleways and access (part access unreserved for a roundabout access into the site off the A43). Comments by 23.05.26
- 26/128 New Parishioners:** *To note any new parishioners*

Regular Reports and Decisions Arising

- 26/129 Gardening Report:** *To receive update from Cllr Watson*
- 26/130 Friends of Holcot:** *To receive update from Cllr Higham*
- 26/131 Defibrillator:** *To receive status update from Cllr Higham.*
- 26/132 Green Hill Solar Farm:** *To receive update from Cllr Bailey*
- 26/133 Road Safety and Highways:** *To receive update from Cllr Hewitt/Cllr Bailey*
 S106 Monies
To note WNC engineers are going to add the centre line (Sywell Rd) to their lining list. To note WNC have requested from Police to collect more speed data, but the police have asked if this can be held off for a few months as it hasn't been long since previous data was collected
 Road Closure Sywell Road will be closed 29th June for 3 days at off peak times to carry out carry out drainage works
 Road Closure. Part of Moulton Road will be closed 12-15th July to allow Anglian Water to complete a connection
- 26/134 Holcot Car Boot & Farmer's Market:** *To receive update from Cllr Watson*
 Email 02.05.26 Resident - Car boot concern - parking in Sunny Bank
- 26/135 Police Liaison/Neighbourhood Watch:** *To receive update from Cllr Bailey*
- 26/136 Play Equipment Inspection:** *To receive update from Cllr Higham*
 Repair works carried on rocker
 Email 06.05.26. Holcot Playing Field Football Goals
- 26/137 VASID:** *To receive update from Cllr Higham*

Finance/Governance

- 26/138 Co-Option:** *To receive nominations for co-option - three vacancies at present*
- 26/139 Parish Online/Zoho Emails:** *Storage nearing quota : clerk@holcot-pc.gov.uk account - 5.00 GB*

26/140 Land Ownership & Assets: *King George's Field Holcot (Charity No. 1085108). To note correspondence received from the Charity Commission via the Council's solicitors dated 24.04.26 and to formally resolve to dissolve the charity known as King George's Field Holcot (Charity No. 1085108. To also note that the Council's solicitors have been instructed, as part of their initial quote and payment, to complete and submit the necessary application and associated documentation to the Charity Commission for removal of the charity from the Register of Charities and conclusion of the dissolution process.*

26/141 Insurance: *Renewal 01/06/2026 £702.61. Documentation previously circulated*

26/142 Parish Council Grants: *To discuss liaising with parishioners on allocation of available grant monies.*

26/143 Payments: *To approve current invoices £3575.94. To note receipts: WNC Precept 29.04.26 £11700 & HMRC 08.05.26 £938.65. Invoices to be signed by authorised signatories. To confirm which two signatories to authorise bank*

Ref	Payee	Description	Date	Method	Amount
441	Clerk	May Salary inc home working	19/05/2026	Online	498.40
442	HMRC	Employer Paye - NIC	19/05/2026	Online	9.81
443	Clerk	Photocopy Paper	19/05/2026	Online	22.02
444	Park Landscapes	April Mowing	19/05/2026	Online	801.30
445	SSE	Street Light Electricity April 2026	19/05/2026	Online	101.57
446	Clerk	Printer Cartridges	19/05/2026	Online	18.84
447	Playground Supplies	Rocker Repair	19/05/2026	Online	2070.00
448	ICO	Data Protection	31/05/2026	Direct	47.00
449	Unity Trust Bank	Monthly Bank Charge April	31/05/2026	Direct	7.00

£3,575.94

26/144 Financial Report/Bank Reconciliation: *To receive financial report and approve bank reconciliation, including year end. Signature required. To be signed by bank non-signatory*

26/145 Bank Account: *To approve transfer of surplus funds from current account into savings account*

26/146 Next Agenda Items: *To request items for next agenda*

26/147 Next Meeting: *To confirm next meeting date: 15th June 2026 - Church Room 7.00pm*

Clerks Notes: VAT Reclaim for the period 01.06.2025 TO 31.03.2026 for ££938.65 was submitted to HMRC 05/05/2026.

Signed: *Ruby Cole*

Date: 11th May 2026