Holcot Parish Council

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MINUTES

Minutes of Holcot Full Parish Council meeting held on **Monday 19th October 2026** at 7.00pm, Church Room, Main Street, Holcot, Northampton NN6 9SP

Present:

Councillors: Chair - Cllr Chris Bailey, Vice Chair - Cllr Tony Hewitt , Cllr Paul Higham, Cllr Deryck Watson

Public: None

Clerk: Ruby Cole

26/235	**Apologies:** WNC Ward Councillor Cecile Irving-Swift.	
26/236	**Public address to the council:** None .	
26/237	**Minutes:** Full parish council meeting Monday 21 September 2026. **Resolved:** The minutes were approved and signed by the Chair at the meeting.	
26/238	**Declarations of Interest:** None.	
26/239	**Actions Outstanding:** See end of document for full update.	
26/240	**Correspondence:** 07.10.26. West Northamptonshire Youth Council - Cake & Debate Event 23.11.26. Noted. 07.10.26. Rt. Hon. Stuart Andrew MP - Upcoming Community Events. Noted. 01.10.26. Phoenix Community Transport - Supporting Patient Transport Needs for Holcot Residents. Noted.	
26/241	**Planning Notices:** None.	

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26/242	**West Northamptonshire Council Local Plan - Regulation 19 Consultation:** The consultation closes on 16 November 2026. The Clerk had prepared a draft response to the WNC Regulation 19 Local Plan consultation, highlighting issues and concerns relevant to the parish. The draft had previously been circulated to Councillors. **Resolved:** Council approved the response. Clerk to submit the response to WNC Planning Team. ***Action 26/242.1***	**Clerk**
26/243	**New Parishioners:** None.	
26/244	**Remembrance Sunday - 8 November 2026:** Cllr Bailey to attend the 11.00 am service and lay the poppy wreath provided. ***Action 26/244.1***	**CB**
26/245	**Christmas Tree lights:** Cllr Hewitt advised that any necessary repairs are currently being carried out and will then be erected by Friday 4th December.	

Regular Reports and Matters for Decision

26/246	**Gardening Report:** Update received from Cllr Watson. Cllr Watson carried out an autumn inspection on 17 October. The remaining plants are reasonably well spaced in most areas, although some may require more ongoing maintenance than would be ideal in the context of the "care in perpetuity" condition attached to the permission granted by the highways authorities. The two pieces of agricultural equipment have been cleaned and oiled, although their condition remains worn, consistent with their age. The Council would welcome continued regular maintenance by the owner, with the aim of keeping the equipment in at least its current condition. Cllr Watson proposed to consider options for the future of the site over the winter and to explore the potential costs to the parish, together with any implications for residents' Council Tax through the annual precept.	
26/247	**Defibrillator:** Cllr Higham will continue to monitor and chase for the Village Hall defibrillator battery pads.	
26/248	**Green Hill Solar Farm:** An update was received from Cllr Bailey. There was nothing further to report following the granting of development consent. The following correspondence was noted: • Email 8 October 2026 notifying the Council of the Secretary of State's decision to grant consent. • Email 8 October 2026 from the Rt Hon Stuart Andrew MP. The Clerk had prepared a draft response to the Green Hill Solar Farm Planning Team expressing the Council's disappointment with the decision and highlighting potential community benefits that could possibly be secured for the Council as a result of the development. The draft had previously been circulated to Councillors. **Resolved:** Council approved the response. Clerk to submit it to Green Hill Solar Farm. ***Action 26/248.1***	**Clerk**
26/249	**Road Safety and Highways:** Nothing to report.	

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26/250	**Holcot Car Boot & Farmer's Market:** Update received from Cllr Watson. The planning application remains pending, and no further update has been received. Car boot sales are not currently being advertised beyond the end of October. The situation will be monitored over the next couple of weeks. If further car boot sales are advertised or take place, the planning authorities will be notified and asked to take appropriate action. Photographs will be taken as evidence if the activities continue. The potential impact on the highway and the omission of this issue from the Local Plan were highlighted as relevant concerns. The objective remains to prevent unauthorised activity rather than simply gather evidence after the event.	
26/251	**Police Liaison/Neighbourhood Watch:** Nothing to report.	
26/252	**Play Equipment:** Nothing to report.	
26/253	**Vehicle Activated Speed Indicator Device (VASID):** Cllr Higham reported that no response had been received from the supplier regarding the proposed diagnostic testing and potential repair of the Parish Council's sign, including the possibility of converting it to solar power. Cllr Higham will monitor as necessary.	
26/254	**Land Ownership & Assets:** King George V Charity Account. The Council noted the email dated 14 October 2026 from the Charity Commission regarding access to the King George V charity account. **Resolved:** The Clerk is to be appointed as the charity's authorised contact and that a copy of these minutes, together with the required personal and contact details, should be sent. ***Action 26/254.1***	**Clerk**
26/255	**S106 Monies:** Nothing to report.	

Finance/Governance

26/256	**Co-Option:** No nominations received. It was suggested that an item be included in the village newsletter to encourage residents to come forward and volunteer. A concern was raised that repeated appeals for volunteers had so far been unsuccessful. It was suggested that the Parish Council and the Village Hall Committee consider issuing a joint message highlighting the important role they play in the village and the need for new volunteers to ensure their continued operation. Cllr Bailey & Cllr Watson to draft the joint message. ***Action 26/256.1***	**CB** **DW**
26/257	**Electricity Supply:** The standing charges for the street lighting electricity supply remain a concern, as they currently exceed the cost of the electricity actually consumed. The matter was raised again at the SLCC conference, but the response received so far indicates that this is how the charges are structured. Further emails have been sent to the two relevant contacts, and a response is awaited. No reply had been received in time for the meeting.	

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26/258	**Training and Conferences:** The Clerk provided feedback on attendance at the following conferences: • Northants CALC Annual Conference – 3 October 2026: The conference included speakers covering a range of topics, including planning matters and neighbourhood plans. As the Parish Council does not currently have a neighbourhood plan, much of the content was of limited relevance to the Clerk's role. However, the conference provided useful information on wider local government issues. • SLCC National Conference – 13 October 2026: The conference covered a variety of topics, with presentations from prominent and knowledgeable speakers, including those discussing charitable trusts and other matters relevant to parish councils. Although much of the content was geared towards larger towns and councils, the event was a valuable opportunity to hear from experienced speakers, broaden knowledge and network with fellow clerks from across the country.	
26/259	**Clerk Resignation:** The Clerk's resignation, emailed to the Chair on 29 September 2026, was discussed. The Clerk expressed concern that the proposed changes to meeting arrangements would not sufficiently reduce her workload. Councillors discussed the possibility of moving to quarterly meetings. The Clerk confirmed that her resignation remained in place but agreed to revisit the matter at the November meeting. The Chair confirmed that the resignation had not yet been accepted.	
26/260	**Northamptonshire Police, Fire and Crime Commissioner Fund:** Deferred to next meeting.	
26/261	**Parish Council Grants:** No applications received for 2026/27 financial year.	
26/262	**Payments and Receipts**: Receipts comprised the second precept instalment of £11,700.00 and savings account interest of £92.94. Payments totalled £1,653.86. **Resolved:** Receipts were noted and payments were approved. Cllr Higham and Cllr Watson signed the invoices at the meeting. Cllr Bailey and Cllr Hewitt are to authorise the payments through the bank. ***Action 26/262.1***	**CB** **TH**

Ref	Payee	Description	Date	Method	Amount
484	Clerk	Oct 2026 Salary inc home working	20/10/2026	Online	514.30
485	HMRC	Oct 2026 Employer Paye - NIC	20/10/2026	Online	12.19
486	SSE	Street Light Electricity Sept 2026	20/10/2026	Online	94.27
487	Park Landscapes	Mowing to Sept 26	20/10/2026	Online	875.10
488	Eon	Street Lights ¼ ending Sept 2026	20/10/2026	Online	76.80
489	Royal British Legion	Poppy Wreath	20/10/2026	Online	25.25
490	Clerk	Travel Expenses SLCC Conference	20/10/2026	Online	48.95
491	Unity Trust Bank	Monthly Bank Charge Sept 2026	31/10/2026	Direct	7.00

£1,653.86

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26/263	**Financial Report/Bank Reconciliation:** Unity Trust Current Account – 30.09.26 £20,647.43. Unity Trust Instant Access Savings Account – 30.09.2026 £19,002.93. **Resolved:** Approved. The bank reconciliation was approved and signed at the meeting.	
26/264	**Next Agenda Items:** Reforecast, budget, parish council documents. PFCC Grants. Clerk to place on agenda. ***Action 26/264.1***	**Clerk**
26/265	**Next Meeting:** Full Parish Council Monday 16 November 2026.	

Meeting closed: 19.45

Future Meetings: 16 November 2026
18 January 2027
15 February 2027
15 March 2027
19 April 2027
Tbc - Annual Parish Meeting date to be set between 01 March 2027 & 01 June 2027
17 May 2027 Annual Parish Council Meeting & Full Parish Council Meeting

Action Points for Tracking

Ongoing Actions

26/217.2	DW	VASID: To investigate whether the fault can be identified by accessing the VASID data via PC or mobile. Cllr Watson to monitor.	Ongoing
26/226.1	TH/DW	Staff/Employee Working Party: To organise Clerk appraisal.	Ongoing

New Actions This Meeting

26/242.1	Clerk	West Northamptonshire Council Local Plan - Regulation 19 Consultation: To submit response to WNC Planning.
26/244.1	CB	Remembrance Sunday - 8 November 2026: To attend the 11.00 am service and lay the poppy wreath provided.
26/248.1	Clerk	Green Hill Solar Farm: To submit response to Green Hill Solar Farm.
26/254.1	Clerk	Land Ownership & Assets: King George V Charity Account. To submit details
26/256.1	CB/DW	Co-Option: To submit article in village newsletter.
26/262.1	CB/TH	Payments and Receipts: To authorise the payments through the bank.
26/264.1	Clerk	Next Agenda Items: Reforecast, budget, parish council documents. Reforecast, budget, parish council documents. PFCC Grants.

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Actions Outstanding from Holcot Parish Council meeting Monday 21st September 2026			
25/277.1	TH	Christmas Tree lights: Not all the lights are working and these need to be checked by the supplier Mushroom Lighting. Cllr Hewitt to make contact to check and renew any items not working. Cllr Hewitt to arrange with Paul Butler.	See Agenda
26/207.1	Clerk	Planning Notices: To submit Council objection to WNC Planning	Complete
26/209.1	Clerk	Remembrance Sunday 08.11.2026: Clerk to order Poppy Wreath.	Complete
26/213.1	Clerk	Road Safety and Highways: To complete and submit form for Cllr Hewitt to be representative.	Complete
26/216.1	CB	Play Equipment: To update Charlie on the position.	Complete
26/217.1	PH	VASID: To contact King Transport Equipment Ltd regarding repairs	See Agenda
26/217.2	PH	VASID: To investigate whether the fault can be identified by accessing the VASID data via PC or mobile. Cllr Watson to monitor.	Ongoing
26/218.1	Clerk	Land Ownership & Assets: To implement annual returns for King George V Field.	See Agenda
26/221.1	Clerk	Mowing: To notify suppliers of contract awarded.	Complete
26/225.1	Clerk	Payroll Fee and Contract Changes: Clerk to send signed contract to DM Payroll Services.	Complete
26/226.1	TH/DW	Staff/Employee Working Party: To organise Clerk appraisal.	Ongoing
26/228.1	Clerk	Parish Council Documents: To contact the Church Warden to request any parish council documents held there. Meeting to be held 16.11.2026.	Place on Agenda
26/229.1	Clerk	Grants 26/27: Related policies etc to place on parish council website.	Complete
26/229.2	PH	Grants 26/27: Related policies etc to place on village website	Complete
26/231.1	TH/CB	Payments: To authorise at bank.	Complete
26/233.1	Clerk	Next Agenda Items: To place WNC Local Plan Reg 19, PFCC Grants. Remembrance Sunday on next agenda.	Complete

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