 **HOLLOWELL & TEETON PARISH COUNCIL**

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Minutes of the Annual Meeting of Hollowell & Teeton Parish Council held in Hollowell Village Hall on Wednesday 15 January 2025 at 7.30pm.

Councillors: Cllr A Crisp (Chairman)

Cllr G Leah

Cllr S McCubbin

Cllr H Oswin

Clerk to the Council: Gillian Greaves

MoP Cllr Christine Ware, Brixworth Parish Council

**25/001 Receive and approve apologies for absence.** Apologies received from Cllr Curtis,Tomalin and Eaton due to personal circumstances. The Council accepted the apologies.

**25/002 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None received.

**25/003 Receive and approve for signature the minutes of the meetings held on 20 November 2024.** The Council **Resolved** to approve the minutes of the 20 November 2024 and the Chairman signed them as a correct record of the meetings.

**25/004 Note any matters arising from the minutes not included on the agenda for report only.**

**24/136 Critical Bleed Bag update.**  The Critical Bleed Bag has been received and installed in the defibrator case together with instructions.

**25/005 Public Participation.**

**Cllr Christine Ware (Brixworth Parish Council) – Bus Services 59/60.** Cllr Ware addressed themeeting and advised that she had taken over from John Hunt, Spratton PC who has now retired from the role. Brixworth Parish Council would now take on the role of administrator on behalf of WNC for the 2025/26 financial year. Cllr Ware set out why she thought the bus services 59/60 and the role of rural transport was so important in rural communities. She went on to explain the wider benefits of the service and the impact of Hollowell & Teeton Parish Council. withdrawing funding. Cllr Ware noted that there was no support at this time but agreed to provide information and data on future funding requests for the bus services 59/60.

**25/006 Neighbourhood Watch and Police Liaison – receive an update from the Chairman.** The Chairman reported that the Police, Fire & Crime Commissioner had submitted a recommendation to the recruitment panel that Ivan Balhatchet be appointed as Chief Constable. Vehicle and agricultural crime continue to be an issue in the area.

**25/007 Correspondence – requiring a response or a decision.** None received.

**25/008 Brixworth Parish Council 59/60 Bus Service Subsidy Invoice (£979.89) Council to determine response.** No proposal made therefore no further action.

**25/009 Resolve to approve Budget 2025/26.** The Council **Resolved** to set its budget for 2024-25 at **£16,676.00.**

**25/010 Resolve to approve Precept 2025/26.** The Council **Resolved** to set the precept for 2024-25 at **£14,909.00**.

**25/011 Resolve to approve Reserves Policy 2025/26.** Deferred to the March meeting.

**25/012 Pocket Park**

**25/012/1 HPPAC -** receive an update from Cllrs Curtis and approve any action. Nothing to report.

**25/012/2 Monthly/Annual Report -** **receive the monthly report on the Pocket Park from Cllr Tomalin and agree actions to address issues raised.** Item deferred as Cllr Tomalin absent from the meeting. The Chairman reported that he would refit the bell to the train as it has now been repaired.

**25/013 Planning – to consider any planning consultation papers, applications and completions received.**

Noting to report.

**25/014 Finance & Administration:**

**25/014/01 Accounts & Bank reconciliation 31 December 2024 –** separate paper circulated prior to meeting. The Council noted the amendment and **Resolved** to approve the bank reconciliation.

**25/014/02 Receipts &** **Payments -** To note receipts and approve payments. The Council **Resolved** to note the receipts and approve the payments.

**Receipts -** 4/12/2024 WNC Finance Grass Mowing Grant 2024 £615.21

31/12/2024 UTB Bank Interest £95.75

**Payments –**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MoP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | G Greaves | Clerks Salary Dec 2024 |  | £314.55 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE Dec 2024 |  | £78.60 | LGA 1972 s112 |
| BP | E-ON | Street Light Maint. invoice 127075 | £34.50 | £207.00 | Highways Act 1980 |
| BP | Unity Trust Bank | Service Charges Nov £6.00 Dec £6.00 Jan £6.00 2024 |  | £18.00 | LGA 1972 s112 |
| BP | G Greaves | Clerks Salary Jan 2025 |  | £314.55 | LGA 1972 s112 |
| BP | HMRC | Clerks PAYE Jan 2025 |  | £78.60 | LGA 1972 s112 |
| BP | G Greaves | Clerks Travel Expenses Jan 2025 £11.70 |  | £11.70 | LGA 1972 s112 |
| DD | ICO | Data Protection Fee |  | £35.00 | LGA 1972 s112 |
| BP | Total Energy | Electricity Street Lights Invoice various Sept – Dec 2024 | £8.82 | £560.35 | Highways Act 1980 |

**25/015 Street Lighting:**

**25/015/1 Updated UMS certificates – Chairman to update.** The Chairman updated the Council on matters relating to the updated UMS certificates and issues encountered. It has transpired that the Councils unmetered supply certificates and inventory contained a number of historic errors. The National Grid has amended and updated the UMS certificate which has been circulated as appropriate. There have been issues with billing for some time and enquiries have been made to the broker about terminating the current contract before the end of the term.

**25/015/2 Upgrade to LED – Chairman to report.** The Chairman reported that he had made an initial start to seek specifications and quotations for an upgrade to street lighting in the parish. E-ON the Council’s contractor for street lighting maintenance had reported difficulties obtaining information of the heritage light fittings, The Chairman hopes to be in a position to bring a report and recommendations to the next meeting of the Council,

**25/016 Date of Next Meeting Wednesday 19 March 2025 at 7.30 pm.** Noted.

**25/017 Note dates of future meeting dates –** noted**.**

**14 May 2024 (Annual Meeting)**

**16 July**

**17 September**

**19 November**

**21 January 2026**

**18 March**

**25/018 Close.** Meeting closed at 8.40pm.

**Signed:**

**Chairman Date**