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**HOLLOWELL & TEETON PARISH COUNCIL**

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**DRAFT**

Minutes of the **Extraordinary** Meeting of **Hollowell & Teeton Parish Council** held virtually on **Wednesday 24 February 2021 at 7.30pm**

Present: - Councillors: Cllr C Blake

 Cllr A Crisp (Chairman of the Council)

 Cllr E Curtis

 Cllr A Eaton MBE

 Cllr G Leah

 Cllr H Oswin

 Cllr M Tomalin

 Clerk Gillian Greaves

**21/001 Receive and approve apologies for absence.** None received**.**

**21/002 Receive declarations of interest under the Council’s Code of Conduct related to business on the agenda.** None.

**21/003 Public Participation.** None.

**21/004 Planning:**

**21/004/1 Application No: DA/2020/1136**

**Location: Teeton Hall, Creaton Road, Teeton, Northamptonshire, NN6 8LH**

**Description: Listed Building Consent for alterations to main house including removal of internal partitions, infilling of existing openings, alterations to and replacement of existing fireplaces.**

The Council reviewed the application and agreed there were no objections or observations to this application.

**21/004/2 Application No: DA/2021/0041**

**Description: Installation of 2 No. air source condenser units to rear of property.**

**Location: 3, Home Farm Yard, Hollowell, Northamptonshire, NN6 8RZ**

The Council reviewed the application and agreed there were no objections or observations to this application

**21/005 Tree Survey – Council to note report and determine any action required.** The tree survey report prepared by Maurice Fitch Treeworks Ltd., was circulated prior to the meeting. The Chairman highlighted the main findings of the tree survey report and the Council discussed and noted the recommendations. The Chairman reported that he was seeking a quotation from Maurice Fitch Treeworks Ltd to undertake the tree works that require completing within three months. A quotation for the tree works for the trees sited in and around the Jetty will also be requested to inform discussions with residents and Rights of Way Officers. The remaining trees will be reviewed in 12 months by the Council as recommended in the survey.

**21/006 Pocket Park: Annual Inspection Report – Councillor Tomalin to report and Council to determine any action required.** The annual inspection report carried out by Wicksteed Leisure Ltd., was circulated to Councillors prior to the meeting. Cllr Tomalin was satisfied that the inspection had been carried out satisfactorily and the Council discussed the recommendations of the report and assessed the action required.

 **Clatter bridge** – Cllr Curtis has contacted the manufacturer who have agreed to provide replacement logs. Playground Supplies have agreed to install these when they attend the Pocket Park to install benches. Cllr Curtis will establish if there will be any costs.

 **Timber swing** to be monitored and reassessed before the May meeting.

 **Multiplay** to be monitored and reassessed before the May meeting.

 **Mud** – comment on mud in and around the steam engine were discussed and it was agreed to clean the steam engine in the Spring, if necessary.

**21/007 Pocket Park: Replacement of Trees – Chairman to report and Council to decide on planting options.** The Chairman reported that the tree survey recommended that the Council replace the five felled trees previously sited in the Pocket Park. The Chairman proposed that five suitable replacement trees possibly Oak or Hornbeam be planted to commemorate the lives of five local residents. The Council agreed to undertake a site visit before the next meeting and recommend a suitable location.

**21/008 Pocket Park: Picnic Benches in Pocket Park – Clerk and Councillor Curtis to report on progress and Council to determine any action required.** Cllr Curtis reported that she had been in contact with Playground Supplies and arrangements have been made for the new picnic benches to be installed once the weather and ground conditions have improved in the Pocket Park. Before installation Cllr Curtis will consider suitable locations in the Pocket Park for all the benches and report back to the March meeting.

**21/009 Finance: Online Banking – Chairman to report on change of Bank Account and Council to determine any action required.** The Chairman updated the Council on progress with opening the new bank account with Unity Trust Bank and the arrangements to switch the funds and mandates from NatWest accounts to the new account. The Council agreed to retain £10.00 in the Council’s Business Account to keep the account open for the time being.

 **21/009/1 Approve the transfer of £500 from the Council’s NatWest account to open the Council’s new Unity Trust Bank.** An amount of £500 was required to be transferred from the Council’s NatWest Account to open the new account with Unity Trust Bank. Cllr Leah proposed, seconded by Cllr Curtis and the Council **Resolved** that the amount of £500 be paid from the Council’s NatWest Current Account to Unity Trust Bank as an opening balance.

**21/010 Finance: Consider S137 Grant Applications.** Deferred to March meeting.

**21/011 Finance: Funding to support the transport 60/59 Bus Service.** The Chairman reported that Government grant was continuing to support the bus service and negotiations to secure funding from local parish councils was still ongoing. Hollowell & Teeton Parish Council had not made their contribution and a further update would be considered at the March meeting.

**21/012 Election: Confirmation of Date – Clerk to report and Council to determine any action required.** The Chairman updated the Council on the process for Councillors standing for the local elections. Daventry District Council will issue the latest Electoral Register to the Clerk in the next few weeks. Electoral registration numbers will be available from the Clerk. The Clerk reminded Councillors of the briefing event on 3rd March at 5.30pm.

**21/013 Finance & Administration:**

 **21/013/1 Payments:** To approve payments: The Chairman proposed that the Council approve the payments presented at the meeting. Seconded by Cllr Leah and the Council **Resolved** to approve the payments.

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| **Ch/BP** | **Payee** | **Purpose** | **VAT** | **Amount** | **Powers** |
| BP | Wicksteed Leisure Ltd | Annual Safety Inspection  | £12.00 | £72.00 | Open Spaces Act 1906 ss 9&10 & Public Health Act 1987 s164 |
| BP | Total Gas & Power Ltd | Electricity Supply  | £4.66 | £97.73 | Highways Act 1980 |
| 1025 | Unity Trust Bank | New account opening amount  |  | £500.00 |  |
| BP | Maurice Fitch Treeworks Ltd | Tree Survey  | £60.00 | £360.00 | Highways Act 1980 |

**21/014 Date of Next Meeting Wednesday 17 March 2021.** Noted.

**Close –** the meeting closed at 8.40pm.

**Signed: Dated:**

**Chairman**