

**HOLWELL PARISH COUNCIL**  
**MINUTES OF THE ANNUAL GENERAL MEETING**  
**HELD ON TUESDAY 24<sup>TH</sup> MAY 2022**  
**IN THE BOWLS CLUB AT 7.30 P.M.**

**Present:**

Ms Yvonne Hart  
Mr Colin Everett  
Mr Nigel Eaton  
Mr Martin Thurlow  
Mrs Wendy Harris  
Mrs Ann Warner (Clerk)

**Members of the Public:**

Philippa Wood  
Roy Izzard  
Derek Hooper  
Susan Young  
Colin Cropley  
Rosemary Gainsford  
Ray Blake

**1. To elect a chairperson:**

Mr Colin Everett proposed that Ms Yvonne Hart remain Chairperson for the forthcoming year and this was seconded by Mr Martin Thurlow and the motion was carried. Ms Hart thanked her co-Parish Councillors for their nomination and agreed to continue as Chairperson for Holwell Parish Council.

**2. Apologies:**

Apologies were received from Hertfordshire District Councillor Mr David Barnard, PCSO Heather Burrows and Alex Ham (groundsman). These were accepted and approved by the Parish Council.

**3. Minutes:**

The minutes of the previous meeting were agreed to be a true record and were duly signed by the Chair Ms Yvonne Hart.

**4. Reports from County and District Councillors:** There were no Councillors at the meeting, however County Councillor Mr David Barnard did send a report which is attached.

**5. Report from Police Authority:** There was no representative from the Police Authority. PCSO Heather Burrows did send apologies and also requested a possible venue for a Police Surgery 4 times a year. The clerk directed Ms Burrows to Mr Derek Hooper, treasurer of the Bowls Club and Mr Nigel Eaton who is on the village hall committee where meetings could be held. The clerk was asked to contact Ms Burrows and ask if she is unable to attend the meetings could a written report be sent.

**6. Matters arising from previous meeting:**

**Pavilion Update:**

The new build Pavilion is progressing well. The London Building Control company has been inspecting regularly. The clerk has arranged for the Fire Strategy drawings/emergency lighting and escape signage to be sent to Stuart Robinson of LBC for their next inspection. Slight changes to the main toilets have been made so that there is disabled access to both the Ladies and Men's toilets.

The clerk has applied for a grant from, the Southern Rural Committee to help with the purchase of tables/chairs, cooker and fridge freezer.

The clerk has also sent our safeguarding policy for children and adults to the committee to assist the grant process.

It was agreed that a combination lock should be purchased to replace the damaged gate lock at the entrance to the recreation ground from the car park. Repairs will also be made to the barrier.

**Grass cutting:**

Problems arising from grass cutting have now been resolved. Diccon from Meadow Farm has been helping Alex Ham with repairs to the mowers and village volunteers have been very kind and helpful by helping with the cutting of the recreation ground. This was very much appreciated.

Diccon of Meadow Farm advised the Parish Council that there was no need to replace the current grass cutting equipment and that he was willing to give advice and help with any repairs that needed doing.

It was agreed that a meeting should be arranged with the Football Club and Cricket Club to discuss their needs regarding the number of times the grass would need to be cut. If this is more than would normally be done then the Parish Council would need to charge for this service. Ms Hart agreed to make arrangements for the meeting.

It was also agreed that the containers should be moved away from the present site, nearer to the old shed which was removed. The base of the old shed would make it easier to exit the containers with the Gang mowers. Diccon and Nigel Eaton agreed to carry out this task.

**7. Right of Way-access to children's play area from Holwell Road – dating back to 2012**

The clerk has over the last 10 years been in contact with various officers at the RW department those include:

Nicholas Maddocks  
Simone Bell  
Anglia Simpkins  
Helen Denton  
Tom Ruzale

This Right of Way was found in the Parish Council's favour in 2017. However, an appeal was made by Mr Wenzelul. This has delayed the process.

The current Team Leader, Definitive Map & Enforcement officer Mr Richard Cuthbert has assured us that retraction of a Modification order is not an option and once they are received and, in this case, commenced, HCC is under a statutory duty to complete them.

This will go to a public inquiry should Mr Wenzelul not retract his objection.

The Parish Council will be moving this matter forward as quickly as possible to finally resolve this problem.

## 8. Highways: - Rands Meadow kerb

The Parish Council has received an e-mail from Mr Tim Hines, resident of Holwell who has concerns about the damage to the kerbs in Rands Meadow. Mr Hines believes this has been caused by the construction vehicles entering the new housing estate. Work has been done to the kerbs by Settle Housing to repair this damage but further damage has been done by the refuse carts trying to access the close. Parked cars obstructing their access.

Mr Thurlow agreed to report the damage to Highways.

**Concerns regarding trees in Recreation ground:** It was agreed to arrange a meeting with Mr Hines

## 9. Finance:

The clerk distributed the current financial statement and Asset Register for the year ended 31<sup>st</sup> March 2022 to all the Parish Councillors.

The accounts have been completed and the Internal Auditor Mrs Julie Writer has approved and signed the accounts.

Holwell Parish Council has ensured that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief with respect to the accounting statement for the 31<sup>st</sup> March 2022 that we have put in place arrangements effect financial management during the year for the preparation of accounts as required in Section 1 Annual Governance Statement 2021/22.

The Annual Government Statement 1 has been completed, approved and signed by the Chairperson Ms Yvonne Hart.

The Accounting Statement Section 2 has been completed by the Responsible Financial Officer Mrs Ann Warner and approved and signed on behalf of the Parish Council by the Chairperson Ms Yvonne Hart.

The following payments have been made:

Bulb Energy	£108.64	April
Bulb Energy	£108.64	May
Bulb Energy	£108.64	June
ICO	£35.00	Information Commissioner's office
Allan & Sons Limited	£39,008.40	2 <sup>nd</sup> Stage build Pavilion
F Lawtons & Sons	£480.00	hedge cutting
Ms Hart	£100.00	gate keys
HAPTC	£186.83	subscription
Allan & Sons Limited	£31,342.80	3 <sup>rd</sup> Stage build Pavilion
Money Received:		
NHDC	£20,000.00	grant towards Pavilion rebuild
Rands foundation	£25,000.00	grant towards Pavilion
Precept 1 <sup>st</sup>	£4,967.98	
Customs & Excise	£6,114.90	VAT refund

Holwell Bowls club	£500.00	contribution Electricity bill
Settle Housing Group	£50,000.00	Grant towards Pavilion
NHDC	£25,000.00	Grant towards Pavilion
Football Foundation	£4,190.00	1 <sup>st</sup> payment of grant 15% of total

**10. Planning Applications:** There were no planning applications

**11. Correspondence:** All correspondence has been circulated by e-mail to all the Parish Councillors

**12. Matters for special consideration:**

**20's Plenty** – Mrs Harris has been to a meeting with a Councillor from Pirton Parish Council regarding 20 mph speed limit through their village and asking if Holwell would be in support of this proposal and would join this group to push for 20 mph in Holwell. 20's Plenty are a group that would like to push for 20 mph in all villages. Holwell Parish Council have concerns regarding the amount of signage which would need to be put in place to enforce this proposal.

The Parish Council have decided to look into this further.

**Community Garden:** pending

**Next Meeting:**

The next meeting of the Parish Council will be on Tuesday 19<sup>th</sup> July 2022, and held in the Bowls Club at 7.00 p.m.

There being no further matters to discuss the meeting closed at 9.30 p.m.