**HOLWELL PARISH COUNCIL**

**MINUTES OF AN ORDINARY PARISH COUNCIL MEETING**

**HELD ON TUESDAY 18TH APRIL 2023**

**IN THE HOLWELL PAVILION AT 7.00 P.M.**

**Present: Members of the public:**

Ms Yvonne Hart (Chairperson) Rosemary Gainsford

Mr Colin Everett Chris Williams (Conservative) Mrs Wendy Harris Louise Pearce (Lib Dem)

Mrs Susan Young

Mrs Ann Warner (Clerk)

1. **Apologies:**

Apologies were received from PCSO Heather Burrows and County Councillor David Barnard and Parish Councillor Martin Thurlow. These were accepted and approved by the Parish Council.

1. **Minutes:**

The minutes of the previous meeting which had been circulated to all the Parish Councillors were agreed to be a true record and were duly signed by the Chairperson Ms Yvonne Hart.

1. **Matters to report:**
   1. **Police update:** There was no Police representative at the meeting. The clerk reported that a report had been received from Hitchin Rural Police for the period April 2022-February 2023. This report includes the names of the Police officers and the areas they cover. A breakdown of recorded crime across the villages and rural locations in North Herts policed by the Hitchin Rural SNT is also included. ( A copy is attached)

* 1. **County and District Councillors Reports:** There was no report from the County Councillor and District Councillor.
  2. **Recreation Ground Issues:**

Parish Councillor Wendy Harris reported that the Pitch Power App. has been completed by Wendy and Peter Harris. This is an application for a grant for the monitoring/maintenance of the ground from the Football foundation. A report has been sent on the assessment of the pitch which will be the grounds for a successful application. There is a high demand for these grants and delivered on the first come bases.

**Pavilion update:-**

The Clerk was instructed to contact the Builder Allan and Sons regarding the outstanding snagging list and also to ask if he could repair the vandalised balustrade at the Pavilion.

It was agreed that a working party of Parish Councillors and clerk would do a clean-up of the Pavilion prior to the official opening on Monday 8th May at 10.00.

Ms Hart agreed to purchase the necessary items for the official opening. Ms Hart would also

ask Mr Ron Barrett to investigate the purchase of Fire Blanket and fire extinguishers for the Pavilion. After further discussions if was also agreed to investigate the purchase of a key safe for the Pavilion and security services.

The rubbish around the Pavilion is slowly being removed Ms Hart removed the majority of the rubbish and Nick Jones has helped move the larger items.

Ms Hart would speak to Dicon at Meadow Farm about removing the old goal posts as they need cutting down to smaller pieces and would also mention the harrowing of the recreation ground.

Mr Alex Ham has agreed to do some general maintenance jobs around the village for which we are very grateful.

They are :-

Varnish the balustrades around the Pavilion

Clean up the various benches around the village

Jet wash the area around the Pavilion

Paint the containers after they have been moved

Clean guttering of Pavilion

Play area – clean surfaces

Clean and repaint entrance gates to the village (to be agreed)

* 1. **Children’s Play Area:**

The clerk reported that e-mails have been sent to CPM Playgrounds Limited on a number of occasions with no success. The clerk would try again by telephone to get hold of Mr Bunker.

* 1. **Rights of Ways Update: access to play area from Holwell Road, (Definitive Map)**

The clerk and Parish Councillor Wendy Harris have introduced themselves to the current owners of St Peter’s House and explained the situation so far regarding the right of way.

Although they are unaware of this ongoing dispute, they have agreed to make enquiries regarding Mr Wenzerul’s current address so correspondence can continue. The clerk was instructed to notify the Rights of Way Officer, Richard Cuthbert.

* 1. **Highways:**

The potholes outside Lawton’s Farm have still not been repaired but the one outside No. 8 Holwell Road has been done.

**4. Finance: - Audit**

The Clerk presented the accounts for the year ended 31st March 2023. These were agreed to be a correct account of the Parish Council’s finances. These will now be sent to the internal auditor to review and sign off and then on to the Auditors PKF Littlejohn the external Auditor.

**CASTLE WATER -**dispute still on going. Meter has been read and witnessed by Mr Martin Thurlow and still no contact from the company.

**BULB ELECTRICITY now OCTOPUS – Parish Councillor Wendy Harris** reported that she had been in contact with the new supplier Octopus and after numerous calls, discussions and investigations that we do indeed owe this large bill for our energy consumption. This has arisen due to Direct Debits set too low and concerns of the meter readings. This amount is for the period April 2022 to April 2023.

The clerk was instructed to make the payment.

**The following payments have been made between meetings:**

PKF Littlejohn £600.00 Audit (2 years)

Coronation Mugs £295.20 for children of Holwell

SLCC £109.00 Subscription

Ms Hart £408.00 Jet washer/vacuum cleaner/bunting

HAPTC £197.35 Subscription

Ms Hart £109.20 Keys/Posters

Herts Fullstop HCC £356.27 Tables for pavilion

The Spotted Penguin £1,686.96 Chairs for Pavilion

**It was agreed that the following invoices should be paid.**

Octopus energy £2,525.57

Mr A Ham £ 750.00

HP ink £ 76.87

Mrs A Warner £ 500.00 clerk wages

**Money received between meetings**:

NH Lottery £4.00 April

NHDC £5,389.41 1st precept payment

1. **Correspondence:** All correspondence via e-mail and post had been circulated
2. **Matters for Special consideration:**

**Planning Applications:- none**

**7. Communal Garden:**

Parish Councillor Wendy Harris reported that she had a meeting with Parish Councillor Martin Thurlow and Mr Alex Ham regarding the garden and they agreed to make this a fruit garden with access for all parishioners to enjoy the fruits they produce.

**8. Next Meeting:**

The Next Meeting of the Parish Council will be held in the Pavilion on 23rd May 2023 at 7.00 p.m. which will be the Annual Parish and Annual General Meeting,

There being no further matters to be discussed, the meeting closed at 8.55 p.m.