

HOLWELL PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING

HELD ON TUESDAY 23RD MAY 2023

HOLWELL PAVILION AT 7.30 P.M.

Present:

Ms Yvonne Hart
Mr Colin Everett
Mrs Wendy Harris
Mrs Susan Young
Mrs Ann Warner (Clerk)

The clerk distributed the Declaration of Acceptance of Office for all the Parish Councillors to sign and was witnessed by the Proper Officer of the Council Ann Warner.

Ms Hart thanked all Councillors for standing again. There were no other candidates standing at the election. Therefore, no costs were incurred by the Parish.

1. To elect a chairperson:

Mrs Wendy Harris proposed that Ms Yvonne Hart remain Chairperson for the forthcoming year and this was seconded by Mr Colin Everett 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. To elect a Rands Educational Foundation representative from the Parish Council

Mr Colin Everett proposed that Mrs Wendy Harris be nominated as the Parish Council representative. This was seconded by Ms Yvonne Hart and the motion was carried.

3. Apologies:

Apologies were received from Hertfordshire County Councillor Mr David Barnard, North Hertfordshire Councillor, Louise Peace, PCSO Heather Burrows, Alex Ham and Mr Martin Thurlow. These were accepted and approved by the Parish Council.

4. Minutes:

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

5. Reports from County and District Councillors: There were no Councillors at the meeting.

6. Report from Police Authority: There was no representative from the Police Authority.

7. Matters arising from previous meeting:

Pavilion Update:

A very successful opening of the New Pavilion on Monday 8th May 2023. A large number of residents attended and they were very complimentary about the new build. A great deal of interest in hiring the Pavilion for events was generated at this opening. The Parish Council will be looking into the cost of hiring out the facility against others in the area. Susan Young and Wendy Harris will investigate. Special rates will be given to Holwell residents.

The predicted rain never came and everyone had a good time. Tea, coffee, lollies and cake were provided and Coronation mugs were given out to the children of the village.

The opening ceremony was conducted by Vice Chairman Allen, North Hertfordshire Council who unveiled the plaque listing the names of those who gave grants that made this project possible. No funds were used from the village precept. Vice Chairman Allen said the village should be very proud of this lovely Pavilion. Ms Hart, Chairperson of the Parish Council gave a speech outlining the hard work that went into this project and thanking all those involved. Ms Hart gave special thanks to the Clerk Ann Warner who without her determination, commitment and hard work, this building would not have been possible. Ms Hart presented the clerk with a bunch of flowers.

Those that gave grants were as follows:

North Hertfordshire District Council	£50,000
Settle Housing	£50,000
John Rands Educational Foundation	£25,000
Football Foundation	£25,000

A grant of £500.00 has been received from County Councillor David Barnard towards the cost of resurfacing the side entrance to the Pavilion.

The Cricket Club are also applying for a grant to resurface this area.

Recreation Ground:

Ms Hart reported that the recreation ground equipment was in need of serious maintenance or replacement. It was agreed that Ms Hart would speak to Diccon at Meadow Farm for his expert advice.

On behalf of the Parish Council, Wendy Harris has applied to the Football Foundation for a grant to expertly manage and maintain the recreation ground. A Pitch Power application has been completed and the Parish Council is awaiting the outcome. If successful this would give financial support and expertise advice for the next 6 years.

Children's Play Area:

CPM Play Grounds Limited have completed the repairs of the play equipment. There are some wear on the safety surface around the climbing frame and Mr Bunker will be giving us a quote for the work. Mr Bunker also suggested that it would be advisable if someone could wash down the swings on a regular basis as there is no other way of discouraging the bird droppings as the tags above do not seem to work.

8. Rights of Way – access to children's play area from Holwell Road – (Modification order Definitive Map)

A letter has been received from the current owner's solicitors requesting paperwork relating to this access. The clerk was instructed to provide the necessary information. The clerk has also informed the Rights of Way team at North Hertfordshire Council.

9. Highways: The clerk has again reported the road damage outside Ashcroft Farm. Reference: 401003453861.

Footpath 6 – Colin Everett reported that footpath 6 Pirton Road to Hambridge Way, Pirton was unpassable at the point of the old landfill site. The Clerk was instructed to report this.

10. Finance:

The clerk distributed the current financial statement for the year ended 31st March 2023 and current financial statement to 23rd May 2023. The Financial Regulations and Standing Orders and Financial risk Assessment were reviewed and all Parish Councillors were in agreement that all was in order.

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 31st March 2023 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 2022/23.

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 financial transaction were carried out between meetings:

MONIES RECEIVED BETWEEN MEETINGS:-

Holwell Bowls Club – contributions to electric	1,500.00
Holwell Bowls club – annual rent	30.00

Hitchin Town – Hounds football	300.00
NHDC lottery	4.00

PAID BETWEEN MEETINGS:

ICO – DIRECT DEBIT	35.00
ANN WARNER – WAGES	300.00
SIGNS OF THE TIMES – PAVILION SIGN	326.04
OCTOPUS - ELECTRICITY BILL – DIRECT DEBIT	95.39
MS Y HART – FIRE BLANKET/ EXTINGUISHER	195.00
MRS JULIE WRITER – INTERNAL AUDITOR	150.00
CASTLE WATER	2,295.99
MR ALEX HAM – GROUNDMAN	804.00

11. Planning Applications: - Ref: 22/01687/FP Amendments: Land on the North Side of Pirton Road Holwell SG5 3SN. Nine dwellings and associated access.

The Parish Council response is the same as before. The Parish Council object on the same grounds as before.

12. Correspondence: All correspondence has been circulated.

13. Matters for special consideration: Community Garden- pending

Recreation Ground Trees – the clerk will arrange for the annual inspection

14. Next Meeting: The next meeting of the Parish Council will be held on Tuesday 18th July 2023 at 7.00p.m. in the New Pavilion.