

RAVENSTHORPE PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING HELD ON
Wednesday, 17 November 2021 at 8.00 pm
At Ravensthorpe Village Hall, High Street, Ravensthorpe, Northants**

1 OPENING PROCEDURES

1.1 **Present:** Cllr D Herbert (Chairman), Cllr R Marsh, Cllr J Matts, Cllr E Connor, Cllr J Jones, Cllr D Hayes, Mrs C Holifield (Clerk)

1.2 **Apologies:**

Apologies were received and accepted from Cllr M Worthington and from District Cllr P Bignell.

1.3 **Declarations of Interest**

Personal: Cllr Matts declared an interest in the agenda item 4.4 in respect of HGV's.

Personal and Pecuniary: Cllr Connors declared in interest in agenda item 5.4 as an allotment tenant.

2 MINUTES

2.1 The Minutes of the ordinary meeting of the Parish Council held on 20 October 2021 were approved by the meeting and the Chairman signed the minutes accordingly.

3 PUBLIC TIME

There were no members of public present.

4 MATTERS ARISING

4.1 **Update on Pedestrian Signage for Causeway on Coton Road**

The Clerk stated that she had asked Highways to go ahead with adding a sign advising of pedestrians on the road to the existing signpost just before the Causeway as you approach from Ravensthorpe. The Chairman again reported to FixmyStreet that the signs at the Causeway were being obscured by vegetation.


19/11/2021

4.2 Update on Anglian Water's response to cutting back vegetation on Causeway and junction of Coton Road with Hollowell Road leading to reservoir picnic carpark.

The Clerk stated that she had been informed by Anglian Water that the task had been completed. After discussion, it was agreed that insufficient vegetation had been removed for safe visibility and that the Clerk should again liaise with Anglian Water to see if a further cut could be undertaken.

4.3 Update on removal of litter bin from bus shelter

Cllr Marsh stated that he had now removed the litter bin from the bus shelter and would dispose of it.

4.4 Update on action being taken in respect of HGV's travelling through Ravensthorpe/Coton

The Clerk stated that she had forwarded a report prepared by the Chairman requesting a reduction of weight limits on the Parish roads to her contact at Highways and had been informed that the matter would be investigated. To be taken forward to January meeting.

4.5 Update on publication/distribution of Emergency Plan

The Clerk stated she had taken advice from West Northants Council and had been informed it was not necessary to publicise the plan on the website. It would suffice that all Councillors and anyone who had volunteered their services in the event of an emergency had a copy. Clerk to liaise with Cllr Worthington regarding distribution.

4.6 Update on problems with parking

The Chairman stated that there were still occasions when vehicles were seen to be parking on pavements even though the matter had been raised in the Village Newsletter. He continued to place notices on the windscreens of offending vehicles to advise drivers of the relevant laws.


5 BUSINESS

5.1 Approval of Parish Council meeting dates for 2022

It was resolved that the meeting dates for 2022 would be as follows:

19 January, 23 February, 23 March, 20 April (including Annual Parish Meeting), 18 May (Annual General Meeting), 22 June, 20 July, 21 September, 26 October, 23 November.

All meetings on a Wednesday with a start time of 8.00 pm except 20 April which would be 7.00 pm to facilitate the APM at 8.00 pm.


19/11/2022

5.2 Consideration and approval to quotation from Stephen Hartwell for the continuation of the Village and Verge Mowing Contract for the 3 year period 2022-2024

The Council considered the quotation received from Mr Hartwell of £426 for a village cut and £47 to mow the Pocket Park paths (4% increase on current contract) with a request for an inflationary review at the end of each year given the current uncertain economic climate.

The Council resolved under Section 16.2 of the Financial Regulations to suspend regulation 10.1(h) the requirement to obtain 3 quotations for this contract. It was then resolved to award a three year contract for the period 2022-2024 to Mr Hartwell as his work is excellent and has been appreciated by all parishioners of Ravensthorpe and Coton.

It was resolved that at the end of this contract period however, quotations from 3 or more contractors would be requested.

5.3 Consideration of Council's response to the West Northamptonshire Strategic Plan – Spatial Options Consultation (deadline 6 December 2021)

Following discussion, it was resolved that the Council would comment about the proposed additional housing in Long Buckby which it was felt was not sustainable with the current infrastructure and would impact negatively on surrounding villages such as Ravensthorpe. Cllr Marsh to liaise with Clerk over final submission.

5.4 Consideration and approval of increase to pit rents and allotment rents

After discussion, it was resolved to make the following increases with effect from the next payment date:

West Haddon Pit to £80 per annum
Teeton Road Pit to £40 per annum
Allotments to £35 per annum

It was resolved to review these rentals in three years.

5.5 Consideration of report from E-on into the state of the street lights in Ravensthorpe/Coton and, if appropriate, approval to upgrade some lanterns

After consideration of the inspection report carried out by E-on and subsequent recommendations, it was resolved to replace street light numbers 6 on the Guilsborough Road and numbers 32 and 35 in Church Gardens. The total cost of this work would be £3,077 (excluding VAT and any discount). An amount of £2,500 had been budgeted for street light repairs and in addition to this it was resolved that the cash incentive received from changing banks during the year would be used for the balance of the cost.



19/11/2022

5.6 Consideration of purchase of additional speed awareness device

Cllr Marsh asked whether the Council should consider budgeting for the purchase of an additional device. After discussion, it was decided that a further device was not necessary at the present time.

5.7 Consideration of request from Ravensthorpe Playing Field Committee to fund purchase of new goalposts.

A request from the Playing field Committee for the Council to fund or contribute towards the purchase of a set of new goalposts at a cost of £2,864 (report circulated to Councillors prior to the meeting) was considered. It was resolved that the Council would not provide funds for this purpose but would consider requests in the future to fund playground equipment.

5.8 Consideration of request to fund the purchase of a cabinet for the storage of newspapers ordered by residents

Cllr Marsh stated that as the current distributors of the newspapers were retiring from this duty in January, a request had been made by the Village Hall for the Council to fund purchase of a waterproof storage cabinet that could be placed outside the Hall for parishioners to collect their daily papers (details circulated to Councillors prior to the meeting). After discussion, it was resolved to fund the purchase of a suitable cabinet up the value of £400.

5.9 Consideration of any action to be taken in respect of celebrating the Queen's Platinum Jubilee in 2022

Matter to be taken forward to January meeting when a better idea of what other groups in the village might be organising.

5.10 Consideration and approval of budget for 2022/23

Cllr Jones presented the proposed budget for the financial year 2022/23 which had been circulated in advance to Councillors. It was resolved to approve the budget (attached as a schedule to these minutes).

5.11 Consideration and approval of Precept amount for 2022/23

It was resolved that the precept amount to be requested for 2022/23 would remain unaltered at £16,000 for the year.

6 PLANNING

6.1 Planning Applications

None



19/1/2022

6.2 Planning Decisions

WND/2021/0048 and 0298– The Old Vicarage, Church Hill, Ravensthorpe

Planning application and Listed building consent for conversion of stables to home gym/habitable room

Application and Consent granted

WND/2021/0046 – 1 Chequers Lane, Ravensthorpe

Single and two storey side extension, front porch and new decking area to rear

Application granted

7 FINANCE

7.1 Payments

The following invoices/items were approved by the Council for payment by the method stated:

Payee	Invoice Number	Amount (£) including VAT where applicable	Payment type
Mrs C Holifield – Clerk's Salary	n/a	321.98	Online
Mrs C Holifield – Administration Expenses	n/a	18.85	Online
Swalec – Street Light Electricity (Oct)	Various	244.86	Direct Debit
NCALC Training Course	1680	44.00	Online
Cartridge Save – printer cartridge - reimburse Clerk	ZBC007	11.50	Online

7.2 Income Received

Bank rebate of 49 pence.

7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 31 October 2021. Balance at bank was £27,794.74.



19/1/2022

8 CORRESPONDENCE

- Email from Parishioner complaining about leaves on pavements in Church Gardens (see 9.3)
- Email from Parishioner requesting Parish Council provide funds for the purchase of a cabinet for storage of newspapers to be delivered to village (see 5.8)

9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – Report from Ruth Rolls had not been received in time for the meeting.
- 9.2 **Allotments** – Cllr Connor stated that all was in order at the allotments.
- 9.3 **Highways** – Cllr Matts stated that he had nothing new to report apart from accumulations of leaves on the roads in particular on Orchard Close/Long Lane junctions. Clerk to enquire whether a further sweep of the village could take place as had been undertaken in Church Gardens following a request from a parishioner.
- 9.4 **Tree Report** – Cllr Marsh stated he had nothing new to report
- 9.5 **Street Lights** – It was agreed the Clerk would consult E-on about vegetation obscuring the light on street lantern number 12 on the Guilsborough Road and street light number 13 on East Haddon Road junction.
- 9.6 **Footpath report** – Cllr Matts to speak to WNC Footpath Officer about the overgrown Headland on the footpath to West Haddon.
- 9.7 **Speed Awareness Device** – The Chairman reported that speeds of up to 60 mph had been recorded whilst the device had been located close to the Causeway. Device to be moved to the Teeton Road once re-opened.
- 9.8 **Village Hall/Playing Field Liaison** – Cllr Worthington had provided a written report to state that the Village Hall was operating as normal and that the Playing Field had had a very successful bonfire night.

**ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON:
Wednesday, 19 January 2022 at 8.00 pm**

Meeting closed at 9.15 pm



19/1/2022

Ravensthorpe Parish Council Budget Calculation for 2022/23

Estimated Balance at Bank as at 31 March 2022 (excludes balance of Easement monies not for general use)		15950
Estimated Income for 2022/23		
Allotments/Pit Rents		500
VAT refund (calculated on basis that lights will be replaced)		2500
Mowing Allowance		516
Bank interest		2
TOTAL		19468
 Budgeted Expenditure		
Street Light Electricity	3500	
Street Light Maintenance contract	500	
Street Light Repairs	2500	
NCALC plus Internal Audit Fee	600	
Village Hall Rent	150	
Village Mowing (including Pocket Park)	5340	
Insurance Premium	380	
Clerk's Salary	5423	
Clerk's Expenses/Office costs	300	
Councillor/Clerk Training	100	
Annual Subscriptions	125	
Clearing Bus Shelter	80	
Gardening Bank	110	
Tree and hedge maintenance	300	
Allotment Water	110	
Donations (Long Buckby Library/CAB)	500	
Pocket Park Expenses	200	
Street furniture maintenance	150	
Contingency Fund	3000	
S137	100	
TOTAL	23468	
 PROPOSED PRECEPT FOR 2022/23		16000
 Esmated Bank Balance 31 March 2023		
Reserves	8000	
Contingency for Street Lights	4000	



19/1/2022