

**RAVENSTHORPE PARISH COUNCIL**

**MINUTES OF MEETING HELD REMOTELY BY VIDEO CONFERENCE  
Wednesday, 18 November 2020 at 8.00 pm**

**1 OPENING PROCEDURES**

- 1.1 **Present:** Cllr D Herbert (Chairman), Cllr R Marsh, Cllr M Worthington, Cllr J Jones, Cllr J Matts, Cllr P Hawkins, Cllr E Connor and Mrs C James (Clerk).
- 1.2 **Apologies:** The Chairman stated that since the Agenda had been sent out that he had received a letter of resignation from Cllr J Hewison.
- 1.3 **Declarations of Interest:**  
Personal: None  
Personal and Prejudicial: None

**2 MINUTES**

- 2.1 The Minutes of the ordinary meeting of the Parish Council held on 21 October 2020 were approved and signed by the Chairman (to be scanned to Clerk).

**3 PUBLIC TIME**

There were no members of the public present

**4. MATTERS ARISING**

- 4.1 **Update on traffic issues in village**  
The Clerk stated that she had contacted Ian Boyes of Highways and he had given instructions for the warning markers on the junction of East Haddon Road/High Street be turned round so that they face the oncoming traffic from the East Haddon direction.
- 4.2 Cllr Marsh stated that due to the second lockdown and the closure of the Village Hall he had yet to speak with Bob Pike regarding the inconsiderate parking on the pavement outside the Hall by some of the attendees at classes held there. He said he would follow this up. Cllr Worthington stated that when the Village Hall was re-opened it was hoped that this might alleviate some of the problems that had been caused.

**5 BUSINESS**

- 5.1 **Consideration of Parish Council's further response to Coronavirus pandemic**  
The Council agreed that there was no further action required at the present time.

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- 5.2 To consider and decide whether to take up NatWest's offer of a cash incentive to change banks**  
The Clerk stated that she had struggled to get information from the Co-op Bank and the Yorkshire Bank (also part of the incentive scheme) regarding the account that should be opened as the helpline telephone numbers were generally not being answered in less than 45 minutes. She stated that the Co-op had informed her that it would take up to 12 weeks to open an account which if successful the switch could then take place. NatWest had written to say that 64% of the available funds had already been allocated so she could not guarantee if the cashback incentive would still be available in 3 months' time,  
After discussion, it was resolved by a majority vote that the Clerk should attempt initially to open an account with the Co-op bank. Councillors who were already on the NatWest bank mandate agreed that they would provide any personal information that was required. It was agreed that the Clerk should be compensated for any additional hours that might be required to action the change of bank account.
- 5.3 Consideration and adoption of Publication Scheme**  
It was unanimously resolved to adopt the Publication Scheme that the Clerk had circulated prior to the meeting. To be uploaded to the website.
- 5.4 Consideration and approval of Budget for the year April 2021 to March 2022**  
Cllr Jones explained the figures in the working sheet budget document that had been circulated to Councillors prior to the meeting and asked for comments. It was agreed that the budget for the Pocket Park should be increased this year to £200 to cover additional expenditure for machine hire, etc. A copy of the final budget which the Council unanimously resolved to accept is attached as an appendix to these minutes.
- 5.5 Consideration and approval of Precept for year April 2021 to March 2022**  
It was unanimously resolved that a reduced Precept amount of £16,000 should be requested from Daventry District Council.
- 5.6 Consideration and approval of meeting dates for 2021**  
It was unanimously resolved that the Parish Council meetings would be held on the following dates in 2021: 20 January; 17 February; 17 March; 21 April; 19 May (Annual Meeting); 16 June; 21 July; 15 September; 20 October and 17 November.
- 5.7 Conclusion of Audit for year ended 31 March 2020**  
The Clerk stated that she had received the notice of conclusion of audit from the external auditors, PFK Littlejohn, together with their invoice for £240. She stated that no matters had been raised by the auditors and that she would be posting the relevant documentation on the website/noticeboard by 30 November 2020.
- 5.8 Action to be taken regarding misuse of telephone kiosk**  
Cllr Marsh stated that he had spoken to the parishioner who had been responsible for putting books in the kiosk during the lockdown period and explained that the kiosk was actually owned and operated by BT and could not be used as a temporary 'library'. The books had now been removed so that the kiosk could remain operational.



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**6 PLANNING**

**6.1 Planning applications**

**DA/2020/0930 – 19 Church Gardens, Ravensthorpe**

Work to trees subject to Tree Preservation Order DA293

No observations

**6.2 Planning Decisions**

None

**7 FINANCE**

**7.1 Payments**

The following invoices/items were approved by the Council for payment.

Payee	Invoice Number	Amount £	Payment method
Mrs C James– Clerk's salary	n/a	315.83	Online
Mrs C James - Clerk's Administration Expenses		18.00	Online
PKF Littlejohn – External Audit Fee	SB2020313	240.00	Online
SSE Swalec – Street Light Electricity (Oct)	n/a	252.41	Direct Debit

**7.2 Income Received**

None

**7.3 Balances at Bank**

The Chairman signed the bank reconciliation statement for the period ended 31 October 2020 (to be scanned to Clerk). Balance at bank was £26,231.85 of which £6,574.44 is the balance of the easement monies.

**7.4 Completion of Internal Finance Check**

Clr Connor stated that she had completed the internal finance checks for the period April to September 2020 and all was satisfactory.



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## 8 CORRESPONDENCE (for information only)

- Email received from parishioner via the website commenting on the apparent lack of Council action with regard to traffic problems, dog fouling and general untidiness of the village. *The Chairman stated that he had responded to the email explaining what action the Council had taken over the past months in respect of the matters raised and welcoming the parishioner to come forward with additional ideas for further action that could be considered.*
- Minutes of Parish and Town Councils meeting held by DDC on 29 October 2020 - noted

## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – Ruth Rolls most recent report and photos had previously been circulated to Councillors by email. See budget for further information.
- 9.2 **Allotments** – Following the resignation of Cllr Hewison, Cllr Connor agreed to take over the role of reporting on the allotments. She stated that they were all in order.
- 9.3 **Highways** – Cllr Matts stated he had nothing to report.
- 9.4 **Trees** – Cllr Marsh stated that apart from some fallen branches in the verge on the Teeton Road which were not causing a hazard he had nothing to report.
- 9.5 **Street Lights** – The Clerk stated that she had received no new reports of problems with street lights.
- 9.6 **Public Footpath Report** – Cllr Hawkins stated that with the help of the Chairman all footpaths had been walked and there were no problems apart from DL10 between Teeton Road and Church Gardens. The Chairman stated that he had spend several hours clearing this footpath which had been overgrown. It was agreed that a notice should be placed in the next Village Newsletter asking householders with gardens bordering pavements/footpaths in the village to ensure that trees/shrubs and general vegetation did not impede pedestrians/mobility scooter users and to cut back where necessary.
- 9.7 **Speed Awareness Device** – Data from the speed device had been circulated to Councillors prior to the meeting by the Chairman. The current location on The Green had not identified any particular speeding issues. Cllr Marsh stated he would move the device onto The High Street as previously agreed for the start of December.
- 9.8 **Village Hall/Playing Field** – Cllr Worthington stated the terrace area had been completed and the car park would be re-opened. She stated that the Playing Field had been successful in obtaining a £10,000 grant from DDC. The playing field and playground remained open and were operating under the Covid-19 guidelines.

## 10 ITEMS FOR NEXT MEETING'S AGENDA (20 January 2021 at 8.00 pm)

- Update on traffic issues
- Update on pavement parking problem
- Bank switch update

Meeting closed at 9.30 pm



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