

RAVENSTHORPE PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON

Wednesday, 18 October 2023 at 7.30 pm

At Ravensthorpe Village Hall, High Street, Ravensthorpe, NN6 8EH

1 OPENING PROCEDURES

1.1 **Present:** Cllr D Hayes (Chairman), Cllr J Matts, Cllr T Hogben, Cllr M Bushell, Cllr M Worthington, Cllr E Connor, Mrs C Holifield (Clerk) and Unitary Councillor P Bignell. Matthew George of The Woodland Trust and three members of the public were also present.

1.2 Apologies:

Apologies were received and accepted from Cllr Jones and Cllr Marsh.

1.3 Declarations of Interest

None

2 MINUTES

2.1 The Minutes of the Parish Council ordinary meeting held on 20 September 2023 were approved by the meeting and the Chairman signed the minutes accordingly.

3 PUBLIC TIME

Matthew George from The Woodland Trust gave an update on what was happening in Top Ardles Wood. Maintenance of the wood including coppicing of the willow and hazel on a cyclical basis and thinning out the trees would continue to be carried out by The Woodland Trust with volunteer groups assisting when required. With Ash dieback disease present, it was possible that some of the required thinning would occur naturally. The thinning would help to diversify the number of species present in the woodland as it would allow a regeneration of the ground area. A discussion took place regarding the placing of a new Jubilee Memorial bench but it was agreed that The Woodland Trust would arrange to replace the two existing benches which were in poor condition and that it may be preferable for the proposed Jubilee bench to be placed somewhere else in the village. Matthew also agreed to look into the access to the Wood from The Hollows as the landowner who was currently giving permissive access via his field at the top of the Coton Road could withdraw this access at any time.

Matthew George left the meeting at this point

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The three members of the public said they were present to hear the planning applications. One member expressed his concerns about the application for Holly Cottage as the proposed works could not be carried out without access to his property and he had not been consulted. (It was agreed to bring forward item 6.1 after Public Time)

Unitary Cllr Bignell stated that the Customer Service Team at WNC were be trained to answer planning queries to try to relieve pressure on the Planning Department. He said the Warm Space initiative with grants of up to £1,500 was available to local organisation to apply for. He further stated that WNC had committed to replacing all existing street lights to LED over a period of years. However, this did not affect the Parish Council which was responsible for it's own lights. Lastly, he confirmed that the Public Protection Order for Public Spaces was being extended.

4 MATTERS ARISING

4.1 Update following attendance at NCALC annual conference

The Chairman stated that she had attended the conference. The key speech from Danny Moody of NCALC was on the impact of Artificial Intelligence on Parish Councils.

4.2 Update on location of new 20mph advisory signs

Cllr Matts stated that he had put 3 of the new 20mph advisory signs on the Guilsborough Road and 3 on the High Street.

5. BUSINESS

5.1 Consideration of any action to be taken following the presentation by The Woodland Trust in respect of ongoing maintenance of Top Ardles Wood

Following the presentation by Matthew George it was agreed that no action was required by the Parish Council. Chairman stated she would look at alternative locations for the Jubilee bench.

5.2 WNC Corporate Governance Review – consideration to be given to number of Councillors on Parish Council and ratio between Ravensthorpe and Coton

In the absence of Cllrs Jones and Marsh, it was resolved to take this matter forward to November meeting.

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5.3 Consideration of correspondence from parishioner in respect of planting up public footpath between Church Gardens and Teeton Road

Cllr Matts stated that he had met with Stephen Hartwell and agreed with him to cut back the footpath so that it was 3 feet wide at all points as was legally required. He stated that he would speak to the parishioner.

5.4 Consideration of correspondence from parishioner re problems with off road parking on the Teeton Road

The problems of parking on the verges obstructing the footpath and driveway access on the Teeton Road were discussed. It was resolved that the Clerk would contact the Highways Liaison Officer to arrange a site meeting.

5.5 Meeting dates for Parish Council meetings in 2024

The following dates were agreed, all Wednesdays at 7.30 pm:
17 January, 21 February, 20 March, 17 April, 22 May, 19 June, 17 July, 18 September, 16 October, 20 November.

5.6 Consideration of any large items of expenditure to be included in budget for Precept for 2024/25

No items were suggested.

6 PLANNING (*this item was brought forward and discussed after Public Time*)

6.1 Planning Applications

2023/6885/FULL – Land adjacent to Silver Birches, West Haddon Road, Ravensthorpe

Proposed new dwelling on land adjacent to Silver Birches

The Council felt that the property proposed was too large seemingly crammed into a small plot with little garden for the size of the house - this is contrary to S8 of the Village Design Statement which clearly states that new development should not be allowed if it is too large in scale and massing for the plot. There would also be problems with parking due to a lack of spaces for the size of the property. The Council would also draw attention to S1 of the Village Design Statement which states that Ravensthorpe's settlement patterns vary greatly between old and new areas of the village and development should be sympathetic to its location in the village.

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2023/6824/FULL – Holly Cottage, 24 High Street, Ravensthorpe

Two storey extension to west end of property (replacing existing single storey outbuilding. Two storey extension to North (rear) of property (replacing existing single storey utility room)

The Council considered the application and had no observations.

The three members of the public left the meeting at this point

6.2 Planning Decisions

None

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 at appropriate rate where *)	Payment type
Mrs C Holifield – Clerk's Salary October 23	n/a	413.71	Online
Mrs C Holifield – Office Expenses October 23	n/a	20.00	Online
Stephen Hartwell – Mowing	111	563.32*	Online
E-on – Street Light Maintenance (July to Sept 23)	120276	210.00*	Online
HMRC – PAYE (July to Sept 23)	n/a	310.20	Direct Debit
SSE Swalec – Street Light Electricity (Sept 23)	Various	185.65*	Direct Debit

7.2 Income Received to 30 September 2023

2nd half of annual Precept of £16.000 and refund from E-on of £16

7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 30 September 2023. Balance at bank was £33,606.46 of which £4,775.45 related to the balance of the Easement monies and £5,379.31 to a CIL payment.

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7.4 Business Savings Account

The Clerk stated that she had applied for a savings account online but Virgin Money required a new bank mandate to be completed. In view of the fact that two of the signatories were not available this item to be taken forward to the next meeting.

7.5 Internal Finance Checks

Cllr Connor stated that she had carried out the internal finance checks and all was satisfactory

7.6 Half Year Budget Report (April to September 2023)

The Clerk presented the half year budget report which had previously been circulated to Councillors.

8 CORRESPONDENCE

- Email from parishioner regarding overgrown vegetation on footpath between Church Gardens and Teeton Road and parking problems on Teeton Road (see agenda items above)
- Email from Buckby Library Hub giving an update report (circulated to Councillors)

9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

9.1 **Pocket Park** – No report available

9.2 **Allotments** – Cllr Hogben stated that all was in good order.

9.3 **Highways** – Cllr Matts stated that he would be reporting the collapsed camber on the Coton Road by the Causeway.

9.4 **Trees** – No report available.

9.5 **Street Lights** – No report of any problems

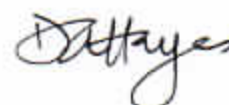
9.6 **Footpaths** – Cllr Worthington stated that she had spoken with the householder and the overgrown vegetation blocking the pavement on the East Haddon Road would be dealt with shortly.

9.7 **Speed Awareness Device** – No report available

9.8 **Village Hall Liaison** – Cllr Worthington stated Cliff Giles would be taking over as Treasurer. Village Hall Committee looking for new members. The kitchen refit was nearly completed.

Playing Field Liaison – Cllr Worthington stated that the Committee were still looking at the works to be done to the children's play area including new safety matting and fencing. The Bonfire event would be going ahead on Friday 3 November and the Playing Field Committee wanted to avoid the parking problems that were experienced last year. Cllr Worthington stated that she would contact Glyn Lewis, Police Liaison Representative to see whether he could assist with obtaining traffic signs/bollards and would liaise with Adam Gooch.

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**ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON:
Wednesday, 22 November 2023 at 7.30 pm**

- Location of Jubilee Memorial Bench
- Setting of Budget for 2024/25
- Setting of Precept for 2024/25
- Bank mandate for Savings Account
- Review of number of Councillors for Coton

Meeting closed at 8.30 pm

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A handwritten signature in black ink, appearing to read "J. Hayer". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.