

**RAVENSTHORPE PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING HELD ON**

**Wednesday, 17 July 2024 at 7.30 pm**

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

**1 OPENING PROCEDURES**

1.1 **Present:** Cllr D Hayes (Chair), Cllr M Bushell, Cllr M Worthington Cllr J Jones, Cllr T Hogben, Cllr R Marsh, Cllr J Matts, Cllr E Connor, Mrs C Holifield (Clerk) and Unitary Cllr P Bignell and one member of the public

1.2 **Apologies:**

None

1.3 **Declarations of Interest**

None.

**2 MINUTES**

2.1 The Minutes of the Parish Council ordinary meeting held on 19 June 2024 were approved by the meeting and the Chairman signed the minutes accordingly.

**3 PUBLIC TIME**

Unitary Cllr Bignell stated that the public consultation for the Local Transport Plan was now live and encouraged Councillors to respond online. He stated that Sandy Lane in Duston was now open again to cars only. West Northants was to host a stage of the Men's Tour of Britain Cycle race on 7 September 2024. Franklins Gardens was also to host matches for the Women's Rugby World Cup.

The member of the public stated that she wished to make representations about the part-night cells which had been fitted to the recently upgraded LED light numbers 3 and 4 on the Guilsborough Road near the junction with Church Hill. She stated that she believed that the darkness caused security issues for residents in this area and would like the Council to consider reverting to the lights being on all night.

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#### **4 MATTERS ARISING**

##### **4.1 Update on solar powered speed awareness device**

Cllr Marsh stated that the device was now working correctly but he was having problems downloading data and was awaiting a call from the engineer to assist him.

#### **5. BUSINESS**

##### **5.1 To consider correspondence from parishioner raising security concerns in respect of the new part-night cell LED street lights**

Further to the representation made in person and by correspondence, the Council discussed the merits of the part-night cells and whether the decision to install them should be reversed. It was resolved that there was insufficient evidence to support any suggestion of increased security problems and given the very small amount of traffic passing through Ravensthorpe during the midnight to dawn hours that the part-night cells should remain.

##### **5.2 To consider any action to be taken in respect of the Beech Tree on the Village Green**

Cllr Marsh stated that following correspondence from a parishioner about a low level branch of the Beech Tree, he had inspected the tree and had spoken with the parishioner and agreed that the offending branch which was not particularly strong but overhanging her garden could be removed.

##### **5.3 To consider response if available from WNC Deputy Director of Transport in respect of HGV's**

Unitary Cllr Bignell had previously forwarded the response he had received from the DD of Transport for WNC which was as expected in that no action would be taken to look at the issue of HGV's until the Western Relief Road was fully opened.

##### **5.4 To consider action in respect of ongoing maintenance of village benches**

Following discussion, it was resolved that no action was needed apart from giving the wooden benches a brush to remove any loose debris and, if the mowing contractor had not done so, to strim around the base of the benches.

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**5.5 To consider the Clerk's Annual Staff Appraisal review**

Cllr Connors stated that she and Cllr Marsh had carried out the Clerk's annual Appraisal review and that all was satisfactory. She stated she would be providing the Clerk with a letter updating the terms of her employment contract to include the pay increase from April 2023 and to note that a further increase was awaited to be backdated to April 2024. The Chair thanked the Clerk on behalf of the Council for her continued service.

**5.6 To consider any action regarding the felling of the Walnut tree in the Playing Field (previously donated by the Parish Council)**

The Council considered the letter received from the Playing Field Committee regarding the felling of the Walnut tree without prior consultation. It was not clear where the commemorative plaque was (to check with Glyn Lewis). It was resolved that the Council would fund the cost of a suitable replacement tree and if necessary source a replacement plaque.

**5.7 To consider items to discuss with representative from Anglian Water at proposed site meeting in August**

The Clerk stated that she was arranging a site meeting with John Taylor on 14 August. Cllrs Hayes and Bushell to attend. Items for discussion to include: reservoir picnic car park payment machine on Hollowell Road, consequent problems of visitors parking on side of roads blocking gateways, general litter in the area, cutting back of vegetation on Causeway and in the Coppice on Coton Road junction, graffiti on new pumping station.

**6.1 Planning Applications**

**2024/3328/FULL and 2024/3269/LBC – Coton Lodge, West Haddon Road, Guilsborough**

Planning permission and Listed Building Consent for proposed change of use from holiday let (Use Class C1) to residential annexe (Use Class C3) and extension into existing barn (part retrospective) including internal and external alterations

*The Council had no observations to make*

**6.2 Planning Decisions**

None

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## 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 July 2024	n/a	440.11	Online
Mrs C Holifield – Office Expenses July 2024	n/a	24.50	Online
Stephen Hartwell – Mowing village	211	561.60*	Online
Coeval – Speed Awareness Device	5870	3,997.20*	Online
NCALC – Training session fee	3824	12.00*	Online
E-on – Street Light Maintenance	124445	162.00*	Online
SSE Energy – Street Light electricity part-night	1154350	82.44*	Direct Debit
SSE Energy – Street Light electricity fixed	1183866	158.17*	Direct Debit

### 7.2 Income Received to 1 July 2024

Bank interest of £50.56, bank cashback of 5 pence and VAT refund of £2,583.23.

### 7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 30 June 2024. Balance at bank was £26,169.84 of which £3,688.17 related to the balance of the Easement funds.

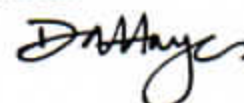
### 7.4 Submission of Annual VAT Return

The Clerk stated that she had submitted the annual VAT 126 return and an amount of £2,583.24 had been already been repaid to the Council by bank transfer.

## 8 CORRESPONDENCE

- Email correspondence from parishioner raising security issues on the Guilsborough Road/Coton Road following the installation of the new part-night cell LED street lights in this area
- Email correspondence from parishioner raising concerns about a low branch of the Beech Tree on the Village Green

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## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – No report available
- 9.2 **Allotments** – Cllr Hogben stated all was in order.
- 9.3 **Highways** – Cllr Matts stated that he had nothing new to report
- 9.4 **Trees** – Cllr Marsh stated he had nothing further to report (see agenda item 5.1 above). Clerk stated that the dog poo bin in Coton could not be repaired so a replacement would need to be sourced. To liaise with Cllr Jones.
- 9.5 **Street Lights** – The Clerk stated that she had received no new reports of problems with the lights.
- 9.6 **Footpaths** – Cllr Bushell stated that the householder had cut back the vegetation on the Teeton Road but it was still difficult for pedestrians to pass on the footpath. It was resolved that a letter would be sent to the householder to ask for more to be cut back.
- 9.7 **Speed Awareness Device** – Cllr Marsh stated that he was awaiting further instruction in order to download data from the Coeval device. Clerk still chasing TWM regarding information in respect of a solar panel for the mobile device.
- 9.8 **Village Hall Liaison** – Cllr Worthington stated that it was a quiet time for the Village Hall and the refurbishment of the toilets was going to be taking place.  
**Playing Field Liaison** – Cllr Worthington stated that the beer festival event had been very successful. Funds raised yet to be calculated but expected to have done well. Only downside was some juvenile delinquency on the Friday evening graffitiing the signs and the sides of the pavilion. New fencing to be installed around the Children's Play Area imminently and it is hoped to replace the old matting under the play equipment soon.
- 9.9 **Police Liaison Representative** – Cllr Bushell stated that she had nothing to report this month as she had been unable to attend the planned online meeting due to log-in problems which had now been resolved.

### ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON Wednesday, 18 September 2024 at 7.30 pm

- Update on meeting with Anglian Water representative
- Update on Hedge on Teeton Road
- Review of Financial Regulations
- HGV survey
- Solar panel for TWM speed device

Meeting closed at 8.30 pm

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