

RAVENSTHORPE PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON Wednesday, 14 January 2026 at 7.30 pm At Ravensthorpe Village Hall, High Street, Ravensthorpe, NN6 8EH

1 OPENING PROCEDURES

1.1 **Present:** Cllr D Hayes (Chair), Cllr J Matts, Cllr E Connor, Cllr M Bushell, Cllr C Durrant, Cllr R Marsh and Mrs C Holifield (Parsh Clerk)

1.2 Apologies:

Apologies were received and accepted from Cllr Worthington, Cllr Jones and Unitary Cllr Morton.

1.3 Declarations of Interest

None

2 MINUTES

2.1 The Minutes of the Parish Council ordinary meeting held on 3 December 2025 were approved by the meeting and the Chair signed the minutes accordingly.

3 PUBLIC TIME

There were no members of the public present.

4 MATTERS ARISING

4.1 Update in respect of WN Community Resilience Project

The Clerk stated that she had lodged the Council's interest in the project and that Marie Hepplewhite, Assistant Emergency Planning Officer for WNC would be attending the Parish Council meeting on 18 March 2026 to provide further details.

4.2 Update in respect of grass mowing contract tenders

The Clerk stated that she had contacted 5 mowing contractors to get prices for the contract. Two positive responses had been received, one contractor replied stating he was too busy to take on extra work and 2 had failed to respond. Based on the quotes received to date it was likely that the contract would be awarded to Thompson Groundcare Ltd of Guilsborough but matter to be taken forward to February meeting for final decision.

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5. BUSINESS

5.1 To consider and approve Budget for 2026-27

The Clerk and Cllr Jones had liaised prior to the meeting and a budget working sheet and precept calculation had been forwarded to Councillors for their consideration. After discussion, it was resolved that the mowing contract budget, the street light repair budget and the contingency budget would each be reduced by £1,000 from the figures provided. It was additionally resolved that the Easement monies would now be included within the general fund and £2,800 would be added to the contingency budget as a result. The calculation for the budget amount to be spent in 2026-27 was £29,907.

5.2 To consider and approve Precept request for 2026-27

It was resolved to request a Precept amount of £22,000 for the 2026-27 financial year. Clerk to send duly completed PR1 Request Form to WNC on 15 January 2026.

5.3 To consider procedure for Clerk's Annual Staff Appraisal Review

It was resolved that the Chair and Cllr Bushell would formulate a procedure for the Clerk's annual staff appraisal for 2026 and going forward.

5.4 To consider request from parishioner to make application to British Heart Foundation for a 'free' defibrillator for Coton

It was resolved to make application for a 'free' defibrillator. Cllr Jones to liaise with the parishioner in respect of making the application and assessing the best location for the device.

It was further agreed that the Clerk would contact Martin Wilkes to ensure that the defibrillator outside the Pub was still fully functional.

6.1 Planning Applications

2025/4902/S73 – The Old Mill House, 20A High Street, Ravensthorpe
Variation of Condition 2 (Plans) to include additional addendum with respect to paint finish and quarry tile finish 2024/3666/LBC (Listed Building Consent for internal repair to walls, floor and ceiling damaged by water leak).

The Council had no observations

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 (£) includes VAT where applicable | Payment type |
|---|----------------|---|--------------|
| Clerk's Salary – January | n/a | 513.85 | Online |
| Clerk's Expenses – January | n/a | 27.74 | Online |
| Ravensthorpe Village Hall – room hire | 0301 | 121.50 | Online |
| E-ON – Street Light Maintenance | 6018813965 | 153.60* | Online |
| YU Energy – Street Light Electricity (Dec 25) | 03385215 | 226.19* | Direct Debit |
| WAVE – Allotment Water | 15898063 | 63.70 | Direct Debit |
| HMRC – PAYE/Employers NIC (Oct to Dec 25) | n/a | 486.57 | Direct Debit |

7.2 Income Received to 31 December 2025

£50 Pit Rent and £32.92 bank interest.

7.3 Balance at Bank

The Chair signed the bank reconciliation statement for the period ended 31 December 2025. Balance at bank was £18,171.15 of which £2,803.37 related to the balance of the Easement fund.

8 CORRESPONDENCE

- Email from parishioner regarding planning application 2025/3708/FULL – dealt with by Clerk
- Email from parishioner regarding the possibility of making application for a 'free' defibrillator for Coton (see agenda item 4.4 above)
- Email from WNC regarding forthcoming consultation for Local Plan – to be taken forward to February meeting

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9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Crabtree Pocket Park** – No report available. Clerk stated she had sent a letter to the owners of Grove Farm regarding their dogs entering and fouling in the Pocket Park but had received no response.
- 9.2 **Allotments** – Cllr Connor stated that all was satisfactory
- 9.3 **Highways** – Cllr Matts stated that he had completed the Survey forwarded to the Council by Kier.
- 9.4 **Trees** – Cllr Marsh stated he had nothing new to report. Clerk had written to the landowner's son about the trees overhanging the highway by the brook on the East Haddon Road.
- 9.5 **Street Lights** – The Clerk stated she had not received any reports of faulty lights.
- 9.6 **Rights of Way** – Cllr Durrant stated that he had nothing to report.
- 9.7 **Speed Awareness Devices** – Cllr Marsh stated that both devices were working and he would try extracting further data at the end of January.
- 9.8 **Village Hall Liaison** – In the absence of Cllr Worthington no report available.
Playing Field Liaison – In the absence of Cllr Worthington no report available.
- 9.9 **Police Liaison Representative** – Cllr Bushell stated that she and the local PCSO were going to carry out further early morning speed checks in the village. She stated she would be attending the Annual Conference for PLR's on 16 June. She advised the Beat Bus would be in the Village on 14 May and 26 November. It was agreed that this would be advertised in the Village Newsletter.
- 9.10 **Climate and Nature Champion** – The Chair stated that she had been contacted by Jane Sharp to let her know that she had been attending online meetings etc regarding the role.

ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON Wednesday, 14 January 2025 at 7.30 pm

- Defibrillator for Coton
- Local Plan Consultation
- Decision on Mowing Contractor
- Request for Weight Limit on roads through Ravensthorpe/Coton
- Clerk's Staff Appraisal – procedure for 2026

Meeting closed at 8.30 pm

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