

**RAVENSTHORPE PARISH COUNCIL**

**MINUTES OF MEETING HELD REMOTELY BY VIDEO CONFERENCE  
Wednesday, 15 July 2020 at 8.00 pm**

**1 OPENING PROCEDURES**

- 1.1 **Present:** Cllr D Herbert (Chairman), Cllr R Marsh, Cllr M Worthington, Cllr P Hawkins, Cllr J Matts and Mrs C James (Clerk)
- 1.2 **Apologies:** Apologies were received and accepted from Cllr J Jones, Cllr E Connor and Cllr J Hewison.
- 1.3 **Resignation of Cllr Katie Bazini:** The Chairman noted, with regret, that he had been informed by Cllr Bazini that for personal reasons she wished to resign as Councillor. It was agreed that the Clerk would notify DDC and display the Notice of Casual Vacancy as soon as possible.
- 1.4 **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 17 June 2020 were approved and signed by the Chairman (to be scanned to Clerk).

**3 PUBLIC TIME**


There were no members of the public requesting access to join the meeting.

**4. MATTERS ARISING**

- 4.1 **Update on Dead Tree Branches on the Guilsborough Road**  
The Clerk stated that she had been in contact with Berry Bros and had reported to them the exact location of the offending tree and was awaiting a response as to what action the agent was going to take. To be chased up.

**5 BUSINESS**

- 5.1 **Consideration of Parish Council's further response to Coronavirus pandemic**  
The Council agreed that there was no further action that needed to be taken by the Council as the Covid 2020 group were doing an excellent job. It was not known if the Village Hall would have re-opened in time for the September meeting but legislation allowed for the meetings to be held remotely until March 2021. Chairman and Clerk to liaise over the summer period regarding venue.

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**5.2 Consideration of Highways Response to Council's request for further action on Traffic Management issues**

The Chairman outlined the response that the Council had received from Ian Boyes at Highways to the email that was sent to him. It was agreed that the Council should take up the offer of a site visit to discuss issues with him. Clerk to liaise with Mr Boyes, the Chairman and Cllr Matts for a suitable date as soon as possible.

It was also resolved that the Chairman should draft a letter to Chris Heaton-Harris MP to highlight the perceived disparity in action between built-up areas and rural villages. Clerk to send.

**5.3 Clerk's Annual Staff Appraisal and review/update of Employment Contract**

The Chairman stated that he and Cllr Marsh had met, in person, with the Clerk to carry out the annual staff appraisal. He stated that there were no issues raised by the Council in respect of the Clerk's performance but that she had highlighted that it appeared, from Clerk vacancies that had been advertised and a report into Clerk's hours that Danny Moody of NCALC had participated in, that she was paid fewer hours for her duties than other Clerks doing similar or lesser roles.

*Clerk left the meeting at this point so that the Council could consider the matter.*

On returning to the meeting, the Clerk was informed that following consultation with Danny Moody, it had been resolved to increase her monthly hours from 28 hours to 31 hours with immediate effect. The Clerk thanked the Council for their decision.

**5.4 Consideration as to whether further Council policies are required**

The Clerk stated that following on from the internal audit recommendations, she had now consulted with NCALC and had that morning received a response providing a list of policies that were either obligatory or recommended together with some policy proformas. It was agreed that the Clerk would spend time looking at these and draw up any necessary new policies for the Chairman to review before the September meeting.

**6 PLANNING**

**6.1 Planning applications**

None

**6.2 Planning Decisions**

**DA/2020/0144 – Botany Farm, West Haddon Road, Ravensthorpe**  
Variation of Condition 2 of Planning permission DA89/1429 (conversion of redundant farm buildings into residential dwellings) revised details Unit 1 including first floor accommodation and revised fenestration.

*Variation approved*

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- 9.3 **Highways** – Cllr Matts stated he had nothing new to report. See Matters Arising for other issues.
- 9.4 **Trees** – Following the resignation of Cllr Bazini, the Chairman asked for a volunteer to take over the role of Tree Warden. Cllr Marsh agreed that he would take on this role and the Chairman agreed to pass over the file relating the village trees.
- 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 he had started to walk the footpaths as shown on the map in the bus shelter which he confirmed was now out of date as had the previous Footpath Wardens name on (details to be changed). A discussion took place as to whether landowners should make stiles etc, dog friendly as the new stile entrance to what was Cuffys Fields was too difficult for some dogs to negotiate. Cllr Matts said that there was no such requirement and as long as access was available for walkers that was all that was required.
- 9.7 **Speed Awareness Device** – The Chairman stated that the new position on the East Haddon Road had revealed that most traffic was obeying the speed limits as it entered the village from this direction. It was agreed that the sign would now be moved onto the Guilsborough Road in the centre of the village.
- 9.8 **Village Hall/Playing Field** – Cllr Worthington stated that the Village Hall remained closed. The Village Hall had obtained a £10,000 grant from DDC and there were plans to put an extra terrace on the back of the Village Hall and to replace the fence with a view to making additional parking space available to compensate for that lost by increasing the terrace size.  
With regard to the Children's playground, Cllr Worthington stated that this was re-opening with a list of rules (with the onus on cleaning of equipment etc to be placed on users) and a limit on the numbers using it at any one time. She stated that during the closure, the committee had taken the opportunity to paint some of playground equipment.

10 **ITEMS FOR NEXT MEETING'S AGENDA (16 September 2020 at 8.00 am)**

- Update of Traffic issues following site visit and letter to MP
- Additional Council policies
- Update on dead tree branch overhanging Guilsborough Road

Meeting closed at 9.05 pm

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