

RAVENSTHORPE PARISH COUNCIL

**MINUTES OF MEETING HELD REMOTELY BY VIDEO CONFERENCE
Wednesday, 17 March 2021 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 E Connor and Mrs C James (Clerk)
- 1.2 **Apologies:** None
- 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 17 February 2021 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 Annual Village Litter Pick**
The Chairman reported that there had been a number of volunteers and the litter pick had taken place as planned on 13 March 2021. Clerk to arrange collection of rubbish collected from the side of the Village Hall.
- 4.2 **Feedback following attendance on NCALC Emergency Planning Workshop course**
Cllr Marsh stated that, regrettably, he had not attended the workshop. Clerk agreed to get the course presentation information from NCALC for Cllr Marsh and he stated that he would provide an update together with details of any revisions to the existing Ravensthorpe/Coton Emergency Plan he felt were necessary and forward these to Councillors in advance of the April meeting.

5 BUSINESS

- 5.1 **Consideration of Parish Council's response to further Covid-19 lockdown**
The Council agreed that there was nothing further to do at the present time.
- 5.2 **Update on application for new bank account with Yorkshire Bank and switch from NatWest**
The Clerk stated that she had now received confirmation that the switch from NatWest to Yorkshire would take place on 18 March 2021. She stated that she had set up an internet banking facility and was awaiting the security token to operate online.



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- 5.3 Approval of payment of 10 hours overtime to Clerk for additional work carried out during period November 2020 to March 2021 in respect of the Council's decision to switch banks**
It was resolved that the Clerk should be paid 10 hours overtime to compensate for the additional work she had carried out to change bank accounts.
- 5.4 Procedure for taking completed Councillor nomination forms to the Elections Dept of West Northamptonshire Council**
The Clerk stated that she had an appointment to take all the completed forms to Daventry. It was agreed that Councillors would arrange to take the forms to the Chairman's house (by 31 March) and the Clerk would collect from there.
- 5.5 Consideration of information received from Jason Smithers of Highways regarding the 20mph pilot scheme**
The Chairman stated that Highways had commenced a pilot 20 mph scheme in West Haddon and depending on the outcome would offer the opportunity to other parishes to join the scheme in due course. He noted that he had yet to receive any response to the Council's previous requests for the High Street to be restricted to 20 mph.
- 5.6 Consideration of format of Annual Parish Meeting to be held on 21 April 2021 at 8.00 pm via Zoom video conference**
It was agreed that all the usual attendees should be invited to provide a short presentation via Zoom or, alternatively, provide a short written report to be read out by the Chairman.
- 5.7 Approval of annual payment of £110 to Nick Ellison for gardening the bank**
It was resolved to approve the payment of £110 to Mr Ellison for the excellent work he and his wife had carried out during the year. Cllr Matts stated that he felt that the Council should consider replacing the bench and litter bin below the bank as both were falling apart and not worth repairing. Agreed to be an agenda item for April.
- 5.8 Approval of annual payment of £80 to Ann Moss for cleaning the bus shelter**
It was resolved to approve the payment of £80 to Ann Moss and to check with her that she wished to continue to clean the shelter in the coming year.
- 5.9 Approval of Action on Climate Change Grant for Crabtree Pocket Park**
The Clerk stated that she and Ruth Rolls had submitted a partially successful grant application form to DDC. It has been agreed that expenditure of up to £320.88 would be reimbursed for the purchase of saplings, guards, canes and billhooks to restore the hedges as well as the purchase of a batbox. It was resolved that the grant form should be signed and accepted by the Clerk on behalf of the Council and it was also resolved that the Clerk should arrange the purchase of the items requested by Ruth as soon as possible so as to meet with the grant's stringent terms and conditions. It was also agreed that the Council should look to fund the purchase of a picnic bench for the park from the balance of the Easement monies as funding was not granted for this item.



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6 PLANNING

6.1 Planning applications

None

6.2 Planning Decisions

DA/2020/1172 – Sunnyside, Road to Coton, Coton, NN6 8RF

Demolition of existing conservatory. Construction of single storey rear extension to form garden room.

Permission granted

6.3 Planning Other

The Council discussed a possible infringement to a planning application at Plot 1, Tythe Farm, East Haddon. Cllr Marsh stated that the new building has a prominence which has a detrimental visual impact from the public footpath in Ravensthorpe parish. It was agreed in the first instance that the Clerk should liaise with East Haddon Parish Council to see what, if any, action the Council has taken.

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 March salary including additional hours	n/a	417.73	Online
Mrs C James - Office Expenses	n/a	35.82	Online
HMRC – PAYE (Jan-March 2021)		261.80	Online
SSE Swalec – Street Light Electricity (Feb 21)	various	226.30	Direct Debit
Nick Ellison – Gardening Bank	n/a	110.00	Online
Ann Moss – Cleaning Bus Shelter	n/a	80.00	Online
Northants CALC – Training Course fee	0933	38.00	Online
WAVE – Allotment Water (Dec-Feb 21)	8597148	29.85	Direct Debit

7.2 Income Received

Bank interest of 9p.

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7.3 Balances at Bank

The Chairman signed the bank reconciliation statement for the period ended 28 February 2021 (to be scanned to Clerk). Balance at bank was £23,509.94 of which £6,574.70 is the balance of the easement monies.

8 CORRESPONDENCE (for information only)

- Email from Jason Smithers of Highways regarding 20 mph pilot scheme

9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

9.1 **Crabtree Pocket Park** – see agenda item 5.9 above.

9.2 **Allotments** – Cllr Connor stated that all was satisfactory in the allotments. The Clerk stated that most of the tenants had paid following the annual rental request letter she had sent. One tenant had decided to give up her allotment but the sharer was keen to take over the whole allotment so this had been arranged and a new tenancy agreement had already been signed.

9.3 **Highways** – Cllr Matts stated that he had nothing new to report.

9.4 **Trees** – Cllr Marsh stated that 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** – The Chairman stated that an additional step had now been added to the stile in Cuffy's Field.

9.7 **Speed Awareness Device** – It was agreed that the device should be moved to the Gullsborough Road by Little Lane.

9.8 **Village Hall/Playing Field** – Cllr Worthington stated the new doors had been installed but that the Village Hall remained closed pending further Government announcements. She stated that floodlights had now been installed on the playing field and that the mats under the swings were going to be replaced.

10 ITEMS FOR NEXT MEETING'S AGENDA (21 April 2021 at 7.00 pm)

- Update on traffic issues
- Consideration and Approval of new picnic bench for Crabtree Pocket Park
- Consideration and Approval of new bench and litter bin for Village Green
- Consideration of adoption of Telephone Kiosk
- Revision of Emergency Plan

Meeting closed at 9.06 pm



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