

RAVENSTHORPE PARISH COUNCIL

**MINUTES OF MEETING HELD REMOTELY BY VIDEO CONFERENCE
Wednesday, 21 April 2021 at 7.00 pm**

1 OPENING PROCEDURES

- 1.1 **Present:** Cllr D Herbert (Chairman), Cllr R Marsh, Cllr M Worthington, Cllr J Jones, Cllr J Matts, Cllr P Hawkins Cllr E Connor and Mrs C Holfield (Clerk)
- 1.2 **Apologies:** None
- 1.3 **Declarations of Interest:**
Personal: Cllr Matts stated he had a personal interest in the planning application for The Old Forge.
Personal and Prejudicial: None

2 MINUTES

- 2.1 The Minutes of the ordinary meeting of the Parish Council held on 17 March 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 Parish Council Elections**
The Clerk stated that she had been informed by the Elections Office that there would be no requirement for an election to be held for the Parish Council. 8 nominations had been received leaving a vacancy in the Coton Ward to be filled after 6 May 2021
- 4.2 **Update on Bank account switch from NatWest Bank to Yorkshire Bank**
The Clerk stated that the switch had taken place and the accounts previously held with NatWest had been closed. She had also received notification that the cash incentive of £1,530 had recently been received into the new account.
- 4.3 **Update on Climate Change Grant for Crabtree Pocket Park**
The Clerk stated the application for a climate change grant for the Pocket Park had been submitted and approved by DDC with purchases of the items claimed for having to have been made by 31 March 2021. An amount of £281.38 had now been received in respect of the purchases made.



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5 BUSINESS

- 5.1 Consideration of Parish Council's response to Covid-19 restrictions**
The Council agreed that there was nothing further to do at the present time.
- 5.2 Consideration and approval of purchase of new picnic bench for Pocket Park from easement monies**
Details of alternative benches which had been selected by Ruth Rolls as being appropriate for use in the Pocket Park had been circulated prior to the meeting. After discussion, it was resolved that the Elite round bench from Wooden Supplies at Harlestone Firs should be purchased if available. Clerk to liaise with Ruth Rolls
- 5.3 Consideration and approval of purchase of new bench for The Green**
Cllr Matts stated that he thought the existing bench should be replaced with one of similar size (1.8m to 2m) and be of solid wood construction. It was agreed that the Clerk would investigate and send details of suitable replacements for consideration at the May meeting.
- 5.4 Consideration and approval of purchase of new litter bins/dog poo bins for Ravensthorpe**
Cllr Worthington stated that there had been a problem with people using the bin in the bus shelter to dispose of dog poo bags. As this bin was emptied by Ann Moss rather than the Council, a sign had been put up asking people to use the other litterbins (one across the road). After discussion, it was resolved to replace the litter bin on The Green. Cllr Worthington had circulated details of a 'Trojan' bin which was made of recycled plastic and she thought was supplied by Glasdon at a price of £110. Clerk to investigate and to order a new bin.
- 5.5 Consideration of adoption of BT Telephone Kiosk in Ravensthorpe**
Cllr Marsh stated that he thought it would be good idea for the Council to adopt the telephone kiosk in Ravensthorpe which was rarely if ever used and to turn the kiosk into a book club site. After discussion, it was agreed that he would talk to Karen Blakelock to see whether she/or others would be interested in maintaining the kiosk for this purpose.
- 5.6 Consideration and approval of payment of annual Northants CALC membership fee and internal audit fee**
It was resolved to pay the annual membership fee and internal audit fee amounting to £580.01.
- 5.7 Consideration of revision of Ravensthorpe and Coton Emergency Plan**
It was agreed that Cllr Marsh with the assistance of Cllr Worthington would update the plan as far as they were able to and then send the revised copy to the Clerk for any final amendments and for it to be approved at the May meeting.



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6 PLANNING

6.1 Planning applications

DA/2021/0002 – Old Forge House, High Street, Ravensthorpe
Demolition of existing conservatory. Construction of replacement conservatory

DA/2021/0003 – Old Forge House, High Street, Ravensthorpe
Listed Building consent for demolition of existing conservatory.
Construction of replacement conservatory

No Observations

DA.2021/0188 – The Old Vicarage, Church Hill, Ravensthorpe
Single storey rear extension#

DA/2021/0189 – The Old Vicarage, Church Hill, Ravensthorpe
Listed building consent for single storey side extension and partial removal of internal wall

No Observations

6.2 Planning Decisions

DA/2018/0549 (Amended) – Lingles Farm, West Haddon Road, Ravensthorpe
Demolition of existing commercial buildings. Construction of 13 dwellings associated access and landscaping works

Planning permission approved

6.3 Planning Other (not in our Parish)

DA/2021/0131 Plot 2, Tythe Farm, Holdenby Road, East Haddon
Variation of Condition 2 (approved plans) of planning permission
DA/2015/0459 (demolition of agricultural barn and construction of two dwellings and garages) – to change design and enlarge scale (including footprint and height) of approved dwelling, to swap approved garage element from west to east side, raise its roof height and include a two storey rear extension element with insertion of two rear dormer windows

The application has been withdrawn and the Council will not proceed further with a formal decision



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Cllr Marsh stated that he would like to email the Planning Officer about the Planning Application DA/2018/0157 and DA/2020/1148 for Plot 1 (almost identical) for which it appeared no decision had yet been made. The Council agreed that he should do this on behalf of the Council.

7 FINANCE

7.1 Payments

The following invoices/items were approved by the Council for payment

Payee	Invoice Number	Amount £	Payment method
Mrs C Holifield – Clerk's April salary	n/a	315.83	Online
Mrs C Holifield - Office Expenses	n/a	30.60	Online
E-on Street Light Maintenance (Jan-Mar 21)	104615	123.92	Online
SSE Swalec – Street Light Electricity (Mar 21)	various	247.95	Direct Debit
Northants CALC – Annual Membership and internal audit fee for 2021/22	01130	580.01	Online
Stephen Hartwell – Village Mowing	10	492.00	Online
Woodland Craft Supplies – Billhooks etc	15332	188.05	Online
Ashridge Nurseries – Saplings	100161023	68.50	Online
Nestbox Company – Bat Box	NBC12354	43.50	Online

7.2 Income Received

DDC Climate Change Grant of £281.38 and allotment rentals totalling £370,

7.3 Balances at Bank

The Chairman signed the bank reconciliation statement for the period 31 March 2021. Balance at bank was £22,727.27 of which £6,574.70 is the balance of the easement monies.

7.4 Receipts and Payments Account for year ended 31 March 2021

The Clerk presented the unaudited receipts and payments account for the year ended 31 March 2021 showing total receipts of £21,002.30 and total expenditure of £15,751.11

7.5 Approval of Certificate of Exemption – AGAR 2020/21 Part 2

The Clerk stated that as both receipts and expenditure for the year had been below the £25,000 threshold there was no requirement for an external audit unless the Council wished to pay for one. It was resolved that an external audit was not required and that the Council approved the completion of the Certification of Exemption AGAR 2020/21 Part 2. Clerk and Chairman to sign.



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8 CORRESPONDENCE (for information only)

- NCALC Update March/April Edition – previously circulated by email


9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Crabtree Pocket Park** – Ruth Rolls had circulated a detailed report for the Parish Meeting which was circulated to Councillors.
- 9.2 **Allotments** – Cllr Connor stated that all was satisfactory in the allotments.
- 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. The Chairman stated that street light number 35 in Church Gardens had not been working properly. Clerk to report.
- 9.6 **Public Footpath Report** – Cllr Hawkins stated that he had nothing to report.
- 9.7 **Speed Awareness Device** – The Chairman stated that he had downloaded data for the two month period when the device had been located on the Teeton Road. This showed the median speed was below 30 mph. The high readings were either late at night or very early in the morning. Data would now be collected from it's new location in the Guilsborough Road.
- 9.8 **Village Hall/Playing Field** – Cllr Worthington stated the new doors had now been fitted to the Village Hall. The Playing Field Committee had received the balance of the grant from DDC and would be replacing the mats under the swings in the next few weeks.

10 ITEMS FOR NEXT MEETING'S AGENDA (19 May 2021 at 8.00 pm)

- Completion of relevant documentation for Councillors following election process
- Co-option of Councillor for Coton vacancy
- Roles and responsibilities of Councillors
- Adoption of revised Emergency Plan
- Purchase of Bench for The Green
- Adoption of BT Kiosk
- Approval of AGAR Audit forms

Meeting closed at 7.55 pm


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