

## RAVENSTHORPE PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON  
Wednesday, 19 July 2023 at 7.30 pm  
At Ravensthorpe Village Hall, High Street, Ravensthorpe, NN6 8EH

### 1 OPENING PROCEDURES

1.1 **Present:** Cllr D Hayes (Chairman), Cllr J Matts, Cllr T Hogben, Cllr J Jones, Cllr R Marsh, Cllr M Bushell, Cllr M Worthington, Cllr E Connor, Unitary Cllr P Bignell, Mrs C Holifield (Clerk) and two members 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 21 June 2023 were approved by the meeting and the Chairman signed the minutes accordingly.

### 3 PUBLIC TIME

The Chairman welcomed the members of the public to the meeting both Mr Michael Waller (Developer) and his Planning Advisor stated that they were attending to answer any questions the Council might have regarding the revised planning application for Lingles Farm. It was stated that the original plan for 13 dwellings was being reduced to just 4 dwellings as more in keeping with the location. This would also alleviate the parking and increased traffic issues that had concerned the Council previously.

After a brief question and answer session, it was resolved to bring forward agenda item 6.1. (see minute below)

*The two members of public left the meeting at this point.*

### 4 MATTERS ARISING

4.1 **Update on repair to Pocket Park noticeboard**

The Clerk reported that Yiannis Pissas had now repaired the noticeboard by replacing the Perspex window and had submitted his invoice for payment.

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#### **4.2 Update on purchase of new water trough for allotments**

Cllr Matts stated that he had yet to purchase the trough but would do so during the summer break. He stated that the repair he had carried out to the existing trough was still holding up.

### **5. BUSINESS**

#### **5.1 Consideration to be given to switching off street lights from midnight to dawn using separate photocells at an approximate cost of £50 per light**

The Council considered the information supplied to them prior to the meeting about the part night photocells. After discussion, it was resolved to fit the photocells to each of the upgraded lanterns (as agreed at the June meeting) as this would result in an approximate 50% reduction in electricity costs.

#### **5.2 Consideration to be given to making application to Northants Police, Fire and Crime Commissioner for a grant under the Road Safety Community Fund to purchase of solar powered static device to be located on the East Haddon Road**

Cllr Marsh outlined details of the quotes received for a solar powered device and stated that the Clerk had arranged a site visit from Steven Barber of Highways Regulations to look at existing posts or a site for a new post. This would take place on 20 July. It was resolved that the Council should take advantage of the Fund available and make an application. It was further resolved that this would be left to Cllr Marsh and the Clerk to organise.

#### **5.3 Feedback on Clerk's Annual Staff Appraisal Review**

Cllrs Matts and Connor stated that they had held the Clerk's annual staff appraisal review prior to the meeting. They reported that there a few administrative issues relating to the formal notification by the Council to the Clerk of changes to her contract of employment in respect of hours worked and hourly rate of pay. Cllr Connor agreed to draft the appropriate document. The Chairman on behalf of the Council thanked the Clerk for the work she had carried out over the past year.

### **6 PLANNING**

#### **6.1 Planning Applications**

**2023/5732/OUT – Lingles Farm, West Haddon Road, Ravensthorpe**  
Outline application (all matters reserved except access) for the erection of 4 dwellings (2 self builds and 2 bungalows) with associated workshop/stables/hay barn building, access and landscaping works.

The Council considered the application and had no observations to make

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## 6.2 Planning Decisions

None

## 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 23	n/a	413.71	Online
Mrs C Holifield – Office Expenses July	n/a	27.75	Online
Stephen Hartwell – Mowing	42	562.32*	Online
Yiannis Pissas – Repairs to Noticeboards	296	90.99	Online
E-on – Street Light Maintenance (April to June 23)	119050	210.00	Online
HMRC – PAYE on Clerk's Salary (April to June 23)	n/a	310.20	Direct Debit
SSE Swalec – Street Light Electricity (June 23)	Various	190.86	Direct Debit

### 7.2 Income Received (to 30 June 2023)

VAT refund of £1,568.18

### 7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 30 June 2023. Balance at bank was £30,458.99 of which £4,775.45 related to the balance of the Easement monies and £5,379.31 to a CIL payment.

### 7.4 Submission of Annual VAT return

The Clerk stated that she had submitted the VAT return for the year ended 31 March 2023 and that a refund of £1,568.18 had been received into the Council's bank account.

### 7.5 Business Savings Account

The Clerk stated that she could open an online savings account linked to the existing Virgin Money current account. The current rate of interest was 1%. It was resolved that the Clerk would open an account.

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## 8 CORRESPONDENCE

- Local Area Partnership presentation material from NCALC Zoom meeting held on 26 June 2023 – Clerk gave a brief update regarding the meeting which she had attended on behalf of the Council

## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – No report available.
- 9.2 **Allotments** – Cllr Hogben stated that all was in good order. Cllr Matts stated that the disabled access had now been improved and that the PCC had 'ringed' the ivy growing on the trees bordering the allotments and it was in hand to repair the churchyard wall. He further stated that there had been no complaints to the effect of not mowing the north side of the Churchyard.
- 9.3 **Highways** – Cllr Matts stated that he had nothing to report.
- 9.4 **Trees** - Cllr Marsh stated that he had nothing to report.
- 9.5 **Street Lights** – No reports of any problems
- 9.6 **Footpaths**– Cllr Bushell stated that all was in order except for brambles etc impeding entrance to the footpath to the Millenium Wood on the Coton Road. As this was not an official footpath but a goodwill gesture by the landowner to allow access to the Wood it was agreed that Cllr Bushell could just trim back the vegetation at the entrance with secateurs to improve access.
- 9.7 **Speed Awareness Device** – Cllr Marsh stated that the speed device was now located on the Teeton Road
- 9.8 **Village Hall Liaison** – Cllr Worthington reported that the Village Hall would be closed soon for a week for refurbishment. Kitchen improvements should soon be finished and the new chairs would be arriving in August (old ones sold)
- 9.9 **Playing Field Liaison** – Cllr Worthington reported that the Beer Festival and Family Day on 14/15 July was well supported despite the poor weather on Saturday. Repair work to the windows and the fire door had now been completed. Adam Gooch (Chair of the Playing Field Committee) would like to attend the September Council meeting.

### ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON:

Wednesday, 20 September 2023 at 7.30 pm

- Update on grant application for solar speed awareness device
- Consideration of holding a Community Event to replace the Annual Parish Meeting in 2024
- Update on purchase and installation of water trough in allotments
- Update on use of Jubilee Funds to purchase bench/trees

Meeting closed at 8.20 pm

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