

## RAVENSTHORPE PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON  
Wednesday, 20 September 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 M Bushell, Cllr M Worthington, Cllr E Connor and Mrs C Holifield (Clerk).

### 1.2 Apologies:

Apologies were received and accepted from Cllr Jones, Cllr Marsh and Unitary Cllr Bignell.

### 1.3 Declarations of Interest

None

## 2 MINUTES

2.1 The Minutes of the Parish Council extra ordinary meeting held on 16 August 2023 were approved by the meeting and the Chairman signed the minutes accordingly.

## 3 PUBLIC TIME

There were no members of the public present.

## 4 MATTERS ARISING

### 4.1 Update on upgrade to Street Lights

The Clerk stated that the upgrade to the street lights was nearly complete but that E-on would be returning on 10 October 2023 to finish work on the overhead connections.

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

Cllr Matts stated that he had had not purchased a new water trough as the repair he had carried out to the existing trough was holding up. Matter to be revisited if further leaks occur.

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## **5. BUSINESS**

### **5.1 Consideration and approval of payment to Information Commissioner for annual Data Protection Fee.**

It was resolved to continue with the annual data protection afforded by the Information Commissioner. Payment of £35 would be taken by direct debit.

### **5.2 Consideration to be given to holding a Community Event in place of Annual Parish Meeting in 2024**

The Chairman had circulated a paper prior to the meeting for consideration. It was agreed that the Council would look at holding an event on a Saturday morning inviting all village organisations/groups to attend so that residents can interact with them on a less formal basis. To be taken forward into 2024.

### **5.3 Consideration of approval of use of the surplus Jubilee Funds**

The Chairman had circulated a paper prior to the meeting. It was hoped to spend the majority of the surplus funds on a new memorial bench for Top Ardles Wood and looking to plant some further trees. It was agreed the Clerk would contact The Woodland Trust to see whether this would be permissible.

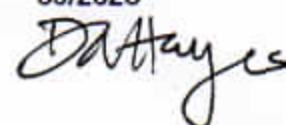
### **5.4 Approval of purchase of replacement dog poo bin for Coton Road**

It was resolved to approve the purchase of a replacement dog poo bin for the Coton Road at a cost of £153.82. This had been ordered by the Clerk in advance of the meeting due to the environmental problems that had ensued when the previous bin had 'disappeared' with dog walkers leaving poo bags on the ground instead. Cllr Matts had installed the bin on receipt.

### **5.5 Consideration of any action to be taken in respect of the Beech Trees on the Village Green**

Cllr Marsh had looked at the Beech Trees in advance of the meeting and reported to the Clerk that whilst one of the trees does overlap a resident's property to a limited extent the overlapping growth is high up and must have been present for a substantial amount of time. He felt that should the resident wish to cut back a few feet of the overhanging branches this would not be a problem as it would not significantly alter the shape of the tree but did not think that the Council should take responsibility to undertake the work.

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**5.6 WNC Community Governance Review – consideration to be given to change of Parish Boundaries and number of Councillors on the Parish Council**

It was resolved that there was no requirement to change the parish boundaries. With regard to the number of Councillors and the breakdown between the Ravensthorpe and Coton ward, the matter was deferred to the next meeting as Cllr Jones (Cllr for Coton) was absent. With regard to the current vacancy for a Councillor for the Coton ward, Councillors felt it would be preferable for the vacancy to be filled by a resident in Coton if the number of Councillors remained unchanged.

**5.7 Consideration as where to locate the new 20 mph Advisory Signs**

It was resolve to delegate the positioning of the signs to Cllrs Matts and Marsh.

**6 PLANNING**

**6.1 Planning Applications**

None

**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 Sept 23	n/a	413.71	Online
Mrs C Holifield – Office Expenses Sept 23	n/a	20.00	Online
Stephen Hartwell – Mowing	98	624.36*	Online
Glasdon – Dog Poo Bin	S1870565	153.82*	Online
Information Commissioner – Data Protection Fee	Z3398394	35.00	Direct Debit
WAVE – Allotment Water	12495632	39.71	Direct Debit
SSE Swalec – Street Light Electricity (Aug 23)	Various	185.65*	Direct Debit

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## 7.2 Income Received (to 31 August 2023)

None

## 7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 31 August 2023. Balance at bank was £27,027.71 of which £4,775.45 related to the balance of the Easement monies and £5,379.31 to a CIL payment.

## 7.4 Business Savings Account

The Clerk stated that she had applied for a savings account online but Virgin Money required a new bank mandate to be completed. In view of the fact that two of the signatories were not available this item to be taken forward to the next meeting.

## 8 CORRESPONDENCE

- Email from parishioner regarding overhanging branches of the Beech Tree on Village Green (see agenda item above).

## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

9.1 **Pocket Park** – Ruth Rolls provided her report to Councillors prior to the meeting. It was agreed that a new recycled plastic bench would be purchased for the Pocket Park from the Easement monies in the Spring.

9.2 **Allotments** – Cllr Hogben stated that all was in good order. It appeared that the badger might be causing some damage to allotment holder crops.

9.3 **Highways** – Cllr Matts stated that whilst he had reported the damage to the side of the road coming from the Causeway into the village nothing had been done. Someone had circled the area in white paint. Clerk to check with Highways to see why no repair had been carried out.

In addition, Clerk stated that she had had a few complaints from residents about the overhanging vegetation opposite the Village Hall which was making crossing the High Street at this point a safety issue due to lack of visibility. Matter had been reported to 'Fixmystreet' but no action had been considered necessary by Highways after inspection. Clerk to take this up with Highways Liaison Officer.

9.4 **Trees** – No report available.

9.5 **Street Lights** – No report of any problems

9.6 **Footpaths**– Cllr Bushell stated that all was in order except the footpath between Church Gardens and Teeton Road which was very overgrown and complaints received.. Clerk to liaise with Mowing Contractor to see what he could do to clear the path. Cllr Worthington stated that she would have a word with the landowner regarding the overgrown vegetation on the footpath on the East Haddon Road at the junction with West Haddon Road.

- 9.7 **Speed Awareness Device** – No report available  
9.8 **Village Hall Liaison** – Cllr Worthington stated that she had no new updates.  
9.9 **Playing Field Liaison** – Cllr Worthington stated that she had no new updates.

**ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON:  
Wednesday, 18 October 2023 at 7.30 pm**

- Update on use of Jubilee Funds to purchase bench/trees for Top Ardles Wood
- Internal Finance Checks
- 6 monthly budget report
- Bank mandate for Savings Account
- Review of number of Councillors for Coton

Meeting closed at 8.15 pm

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A handwritten signature in black ink, appearing to read 'D. Hays', is located in the lower right quadrant of the page.