

**RAVENSTHORPE PARISH COUNCIL**

**MINUTES OF MEETING HELD AT RAVENSTHORPE VILLAGE HALL ON  
Wednesday, 17 July 2019 at 8.00 pm**

**1 OPENING PROCEDURES**

- 1.1 **Present:** Cllr D Herbert, Cllr J Matts, Cllr J Jones, Cllr M Worthington, Cllr J Hewison, and Mrs C Holifield (Clerk). In the absence of the Chairman, it was unanimously resolved that the Vice Chairman, D Herbert, should chair the meeting.
- 1.2 **Apologies:** Apologies were received and accepted from Councillors R Marsh, P Hawkins, M Bishop and E Connor
- 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 20 June 2019 were approved and signed by the Chairman.

**3 PUBLIC TIME**

There were no members of public present.

**4. MATTERS ARISING - UPDATES**

- 4.1 The Clerk stated that she had chased BT for information as to when the telephone kiosk in Ravensthorpe would be refurbished. Whilst it was confirmed that the kiosk was still on the painting schedule no exact date could be given for the work to be carried out.
- 4.2 The Clerk stated that she had been informed by Ian Boyes of Highways that the work to repair the dip in the High Street would be carried out as soon as possible and he apologised for the delay in completing the work.
- 4.3 Cllr Worthington stated that the problem with dog fouling with the village had not improved. It was agreed that Cllr Connor would pass the spare can of spray to her so that she could highlight the problem. Cllr Matts stated that he had had problems getting in touch with the landowner of the field leading to the Top Ardles Wood but it was agreed that Cllr Connor should be tasked with putting up a sign on the gate alerting dog walkers to clean up after their dogs both in the field and in the Wood. The Clerk stated that she would be chasing The Woodland Trust for the signs for the entrances to the wood that had been promised.



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## 5 BUSINESS

### 5.1 Consideration of Quotation to remove lower branches of Parish Trees impeding mowing

The Clerk stated that Stephen Hartwell the mowing contractor had contacted her regarding the low branches of a number of Parish trees which impeded the mowing. He had provided a quotation of £130 for cutting off the lower branches of the horse chestnut and silver birch trees on the village green and the two cherry trees on the West Haddon Road green (details of which had been circulated to Councillors prior to the meeting). It was unanimously resolved to agree to this work being undertaken whilst further clarification was sought about a fifth tree in Dairy Field which might be causing difficulties.

### 5.2 Inconsiderate lighting of bonfires in Village

The Chairman stated that he had been in contact with the Environmental Health department of Daventry District Council in respect of the problems being caused to parishioners on the High Street by smoke and smells coming from bonfires being lit by a local landowner. It had been agreed that a letter would be sent by DDC to the person concerned highlighting the fact that the burning of the materials in question was not legal.

### 5.3 Consideration and Approval of Risk Assessment Policy for 2019/20

It was unanimously resolved to approve the updated risk assessment policy which had been circulated to Councillors by the Clerk for consideration prior to the meeting.

### 5.4 Consideration of changing numbering system for agendas/minutes

The Clerk stated that following her recent attendance on a NCALC training course, it appeared that the internal auditor was incorrect in stating that the numbering system for agendas/minutes should be changed. The Council's system of numbering was satisfactory and there was not requirement to change. After discussion, it was unanimously resolved to keep to the same system.

### 5.5 Consideration of DDC Community Governance Review 2019

The Clerk stated that the change of Parish boundary with Guilsborough to allow the possible future extension of Guilsborough's cemetery had been approved. In addition, a change of Parish boundary between Ravensthorpe and Teeton and Hollowell to include the garden of Gulliver's Lodge within the parish of Teeton and Hollowell was also approved.

### 5.6 Continued problems caused by vehicles parking on footpaths

Cllr Worthington stated that she was concerned about the continued parking on the pavements particularly outside the Village Hall where vehicles in some instances were being parked with all four wheels on the pavement preventing pedestrians from passing without having to go onto the road. After discussion, it was unanimously agreed that Cllr Worthington should devise some appropriate wording to be put on small cards which could then be placed on offending vehicles windscreens to alert the drivers of the problems that they are causing.

### 5.7 Clerk's Staff Appraisal

Cllr Matts stated that he and Cllr Herbert had met with the Clerk prior to the meeting to carry out the annual staff appraisal. No matters of concern had been reported on either side. It was agreed that the Council would consider increasing the Clerk's salary to pay scale 17 (in line with what she is being paid by Guilsborough PC) at the March 2020 meeting.



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**6 PLANNING****6.1 Planning applications**

None

**6.2 Planning Decisions****DA/2019/0244 – Lime Tree House, 19 Guilsborough Road, Ravensthorpe**

Front porch and new driveway and dormer extension

*Permission granted***DA/2019/0424 – 10 High Street, Ravensthorpe**

Change of use of Post Office at front of building to residential (resubmission of DA/2018/0264)

*Permission granted***7 FINANCE****7.1 Payments**

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

Payee	Amount £	Cheque Number
Mrs C Holifield – July Salary	272.20	Online
Clerk's Administration Expenses	18.00	Online
Stephen Hartwell – village mowing	405.00	Online
Cliff Giles – Pocket Park expenses	25.98	001300
NCALC -Training course fees	78.00	001301
E-on Street Light Maintenance (Apr to June 2019)	123.92	001302
E-on Street Light Electricity (Apr to 5 July 2019)	889.67	001303

**7.2 Income Received**

Bank interest of £4.55

**7.3 Balances at Bank**

The Chairman signed the bank reconciliation statement for the period ended 1 July 2019. Balance at bank was £27,611.25.


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**8 CORRESPONDENCE (for information only)**

- 8.1 DDC Community Governance Review 2019 – Final report – circulated to Councillors by email
- 8.2 NCC Rights of Way Improvement Plan – circulated to Councillors and Footpath Warden by email

**9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS**

- 9.1 **Pocket Park** – Ruth Rolls had provided a report complete with photos of the butterflies to be found in the Park which had been forwarded to Councillors prior to the meeting. She had requested that the Tree Warden look at an ash tree at the entrance to the Park (see note below)
- 9.2 **Allotments** – In the absence of Cllr Bishop no report was available.
- 9.3 **Highways** – Cllr Matts stated that he was pleased to report that a number of householders had taken note of the Parish Council's request in the Village Newsletter and vegetation had been cut back from the footpaths. It was agreed that the Clerk would put a note from the Council in the next Newsletter thanking them for their actions.
- 9.4 **Trees** – Cllr Herbert stated that he had inspected the ash tree which had been highlighted in Ruth Rolls' report. He stated that it had been dead for a good number of years and whilst he did not think that it was in any danger of falling down, he had emailed Mr Venton (Tree Officer) at DDC for his opinion.
- 9.5 **Street Lights** – The Clerk stated that she had signed the agreement on behalf of the Parish Council for a five year street light electricity supply contract with SSE with effect from 6 July 2019 but had nothing further to report.
- 9.6 **Village Hall/Playing Field** – Cllr Worthington stated that the Village Hall had made a considerable sum as a result of making teas for the Open Garden afternoon which had been tremendously well supported. She also stated that the first phase of the playground redevelopment had been completed and that the Playing Field Committee would be grateful to receive the donation promised by the Council. Clerk to liaise with Chairman of Playing Field Committee. Cllr Worthington also stated that the annual Beer Festival was being held on 20 July and it was hoped that further funds would be raised for the playground.

**10 ITEMS FOR NEXT MEETING'S AGENDA (18 September 2019 at 8.00 pm)**

- Parking on footpaths
- Speeding traffic entering and leaving the village using the Teeton Road

Meeting closed at 8.50 pm.

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