

**RAVENSTHORPE PARISH COUNCIL**

**MINUTES OF MEETING HELD AT RAVENSTHORPE VILLAGE HALL ON  
Wednesday, 18 March 2020 at 8.00 pm**

**1 OPENING PROCEDURES**

- 1.1 **Present:** Cllr R Marsh (Chairman), Cllr J Hewison, Cllr J Jones, Cllr M Worthington, Cllr P Hawkins, Cllr E Connor and Mrs C Holifield (Clerk)
- 1.2 **Apologies:** Apologies were received and accepted from Cllr Bazini, Cllr Matts and Cllr Herbert
- 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 19 February 2020 were approved and signed by the Chairman.

**3 PUBLIC TIME**

There were no members of the public present.

**4. MATTERS ARISING**

- 4.1 The Chairman stated that Cllr Matts had attended the Planning Committee meeting at DDC in respect of Anglia Water's planning application for the new pumping station and had relayed the Council's objections to the application. He stated that following a vote the application had been granted but that it had not been a unanimous decision.
- 4.2 The Chairman stated that the annual litter pick had taken place on 14 March. Turnout was quite poor in comparison with previous years possibly due to the current situation but that he wished to thank those that did attend for volunteering to keep the community litter free. Clerk stated that she had made arrangements with DDC for the collection of the bags outside the Village Hall.
- 4.3 The Chairman stated that he and Bob Pike (Village Hall Chairman) had held a meeting with Mat Wilkes of the Post Office to discuss the feasibility of the Post Office offering a service for 2 hours per week using the Village Hall as the venue. The Service would be provided by the Post Master at Crick and the preferred day would be a Friday morning. It was hoped that a service could be running by June but due to the coronavirus pandemic things may have to be delayed. Further discussions to take place about the logistics etc.



## 5 BUSINESS

- 5.1 **Consideration of any further action to be taken in respect of complaints made to DDC about Norse refuse lorries speeding through Ravensthorpe**  
The Clerk stated that she had been in touch with DDC and that the concerns about the speeding bin lorries had been passed to the Norse Manager and that all drivers had been warned to keep below the speed limit. It was agreed that should anyone witness a refuse lorry travelling at excessive speed that the vehicle registration and time of event should be passed to Clerk who would then contact Norse.
- 5.2 **Consideration of donation request of £200 from Daventry Citizens Advice Bureau**  
Whilst a decision had been made to donate £50 to the CAB at the February meeting, more detailed information about the usage of the service by Ravensthorpe residents was now to hand. In the light of this information which indicated that the service had significantly benefited residents, it was resolved to donate £150 in the 2020/21 financial year to Daventry CAB.
- 5.3 **Consideration and approval of increase of Clerk's salary to next scale point (16 to 17) as agreed at the last staff appraisal meeting**  
It was resolved that the Clerk's hourly salary rate should be increased from scale point 16 to scale point 17 (£12.39).
- 5.4 **Consideration of annual membership of Northamptonshire ACRE at a cost of £35**  
Following discussion, it was agreed that the Council would not benefit from membership of this association.
- 5.5 **Update on speed awareness device and review of data retrieved**  
The Clerk stated that following concerns raised regarding the battery life, TWM had sent an engineer to check the device and he had found a fault in the settings which would affect the battery life which he had rectified. Chairman to check on new battery that had been fitted and liaise with Clerk before cheque for payment (to be approved at the meeting) was sent out
- 5.6 **Approval of DDC Housing Needs Survey final report for Ravensthorpe**  
The Chairman stated that Catherine Day of DDC required the Council's approval of the final report (previously circulated to Councillors) before it could be adopted. It was resolved that the report was acceptable and required no amendments. Clerk to inform Ms Day.
- 5.7 **Consideration of Parish Council's response to Coronavirus pandemic**  
Following discussion, it was resolved that the Annual Parish Meeting due to be held on 22 April should be postponed. It was also resolved that the ordinary Parish Council Meeting due to be held on 22 April should not be held in public. Further advice to be sought from NCALC.

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It was further resolved that in response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.

## 6 PLANNING

### 6.1 Planning applications

**DA/2020/0144 – Botany Farm, West Haddon Road, Ravensthorpe**  
Variation of Condition 2 of Planning Permission DA89/1429 (Conversion of redundant farm buildings into residential dwellings) revised details Unit 1 including first floor accommodation and revised fenestration.

*No observations*

**DA/2019/1036 and DA/2020/0073 – 10 High Street, Ravensthorpe**  
Listed Building Consent and Planning application for replacement of 3 windows and a door with 3 timber windows on front elevation and internal alterations to ground floor.

*No observations*

**DA/2020/0160 – Cultra, 1 Coton Road, Ravensthorpe**  
Demolition of existing dwelling. Construction of new dwelling, garage and granny annexe.

*The Parish Council considers that the documents provided are inadequate to assess the effect of the proposed changes in the street scene and therefore the Council are unable to make further observations at this time.*

### 6.2 Planning Decisions

None



## 7 FINANCE

### 7.1 Payments

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

| Payee  | Amount<br>£ | Cheque<br>Number |
|--|-------------|------------------|
| Mrs C Holifield – Clerk's March salary                   | 272.20      | Online           |
| Clerk's Administration Expenses                          | 30.40       | Online           |
| HMRC – PAYE (Jan to March 20)                            | 204.00      | 001312           |
| Nick Ellison – Gardening the Bank                        | 110.00      | 001313           |
| Ann Moss – Cleaning Bus Shelter                          | 80.00       | 001314           |
| E-on – Street Light repair (Number 38 Coton)             | 384.00      | 001315           |
| TWM Traffic Control Systems Ltd – Speed Awareness Device | 3,469.80    | 001316           |
| SSE Swalec – Street Light electricity (Jan 20)           | 229.23      | Direct Debit     |
| WAVE – Allotment Water                                   | 20.42       | Direct Debit     |

### 7.2 Income Received

Allotment rents totalling £210 and the Highways Mowing Allowance for the 2019/20 season of £515.75.

### 7.3 Balances at Bank

The Chairman signed the bank reconciliation statement for the period ended 29 February 2020. Balance at bank was £22,114.35 of which £6,568.81 is the balance of the easement monies.

## 8 CORRESPONDENCE (for information only)

- DDC Settlements and Countryside Local Plan (Part 2) 2011-2029 – hard copy (to be given to Cllr Connor)

## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – Ruth Rolls most recent report had previously been circulated to Councillors by email. Chairman stated that he would have a word with neighbouring landowner about the dog fouling situation in the park.
- 9.2 **Allotments** – No report available. The Clerk stated that she was in the process of finding a tenant for the recently vacated allotment.
- 9.3 **Highways** – No report available.
- 9.4 **Trees** – Cllr Herbert had provided a report to the Clerk to state that he had found no new issues with the village trees.

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- 9.5 **Street Lights** – The Clerk stated that she had received a report that a junction box was hanging loose on street light no 30 on Teeton Road and she would report this.
- 9.6 **Village Hall/Playing Field** – Cllr Worthington stated that due to the coronavirus pandemic the Village Hall had now been closed to the public for the foreseeable future. With regard to the Playing Field, it was at present unclear whether the usual fundraising events would be able to go ahead later in the year.
- 10 **ITEMS FOR NEXT MEETING'S AGENDA (22 April 2020)**
- Issues with dog control in the village.

Meeting closed at 9.00 pm.

A handwritten signature in black ink, appearing to read 'T. Mansel', is written across the page.

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