

**RAVENSTHORPE PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING HELD ON  
Wednesday, 21 July 2021 at 8.00 pm  
At Ravensthorpe Village Hall, High Street, Ravensthorpe, Northants**

**1 OPENING PROCEDURES**

1.1 **Present:** Cllr D Herbert (Chairman), Cllr J Matts, Cllr E Connor, Cllr J Jones, Cllr M Worthington, Cllr R Marsh and Mrs C Holifield (Clerk)

1.2 **Apologies:** Cllr D Hayes

**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 on 16 June 2021 were approved by the meeting and the Chairman signed the minutes accordingly.

**3 PUBLIC TIME**

There were no members of public present

**4 MATTERS ARISING**

**4.1 Update on Parish Councillor vacancies**

The Clerk stated that she had received no interest to date in respect of the advertised Councillor vacancies. It was agreed that the notices should remain on the website and the noticeboard but as the Council had 7 Councillors and only required 3 to be quorate it was unlikely to cause a problem.

**4.2 Update on Telephone Kiosk In Coton**

Cllr Jones stated that following the Clerk's request, BT had painted the telephone kiosk since the last meeting and it was looking much better.

**4.3 Update on Bench for Village Green**

Cllr Matts stated that he had placed the new bench on the Village Green and would sort out some fixing bolts for it. The old bench was not re-usable and was destroyed.

  
15/9/2021

**4.4 Update on replacement Signboard in Top Ardles Wood**

The Clerk stated that she had contacted The Woodland Trust and that the cost of a new board had been budgeted for in the coming financial year so there would be a delay in getting it replaced.

**5 BUSINESS**

**5.1 Consideration of Adoption of revised Ravensthorpe and Coton Emergency Plan**

A revised Emergency Plan for Ravensthorpe and Coton (updated contact details etc) was circulated to Councillors prior to the meeting and after Cllr Worthington suggested a couple of amendments to contacts, it was resolved to adopt the new plan.

**5.2 Clerk's Annual Staff Appraisal**

Cllr Marsh stated that he and Cllr Matts had carried out the Clerk's annual staff appraisal review prior to the meeting and that all was satisfactory. It was resolved to increase the Clerk's pay scale from 17 to 18 (£12.73 to £12.98) backdated to 1 July 2021.

**5.3 Consideration of commemoration of residents' 100<sup>th</sup> birthday**

After discussion it was resolved that it would not be appropriate for the Council to mark residents' birthdays or other personal milestones and that this should be left to family members/neighbours/friends, etc.

**5.4 Consideration of where to put the new litter bin**

Cllr Matts brought the recently ordered litter bin to the meeting and it was evident that the wrong colour bin had been delivered. Clerk to liaise with Broxap to exchange the bin for the correct colour. It was agreed that the bin would be sited near to the telephone pole on the Green so as not to be located too close to the bench.

**5.5 Re-adoption of General Data Protection Policies**


It was resolved to adopt the General Data Protection policies which had been circulated by the Clerk prior to the meeting.

**6 PLANNING**

**6.1 Planning Applications**

**WND/2021/0080 – Land off Long Lane, Ravensthorpe**

Construction of building to be used for storage of animal feed, equipment and animal shelter

  
15/9/2021

The Council considered the application and made the following objections/observations:

1. *The building is excessively large for the size of the plot*
2. *The building will have a significant visual impact in an area of Special Scientific Interest (even at the lower height of 3.5 metres)*
3. *The building is entirely unnecessary for the animals that are to be kept on the plot. Primitive and Rare breeds of sheep are best not housed and when housed their space requirements are much less than modern breeds of sheep and they do not eat significant quantities of hay. The ground is free draining.*
4. *The existing buildings on the site are perfectly adequate for the purposes the applicant requires (it appears that the consultant used has not visited the site to view these)*
5. *The plot of land is not sufficiently large enough to cater for the number of livestock (including horses) that the applicant proposes and if overstocked animal welfare issues could be a problem.*
6. *The application, if granted, could lead to unwarranted further development*

**WND/2021/0231 – 11 Church Gardens, Ravensthorpe**  
Work to trees subject of Tree Preservation Order DA293

*No observations.*

## 6.2 Planning Decisions

**DA/2021/0347 – Hill View, 57 High Street, Ravensthorpe**  
Construction of detached garden room.

*Planning permission granted*

## 7 FINANCE

### 7.1 Payments

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



15/9/2021

| Payee                                       | Invoice Number | Amount (£) including VAT where applicable | Method       |
|---|----------------|---|--------------|
| Mrs C Holifield – July salary               | n/a            | 315.83                                    | Online       |
| Mrs C James – Administration Expenses       | n/a            | 18.00                                     | Online       |
| Broxap – New Litter Bin*                    | n/a            | 232.74                                    | Online       |
| Swalec – Street Light Electricity May 2021  | Various        | 240.36                                    | Direct Debit |
| E-on – Street Light Maintenance             | 106321         | 123.92                                    | Online       |
| Stephen Hartwell – Mowing village           | 34/41          | 984.00                                    | Online       |
| West Northants Council – Elections Expenses | 241539         | 168.00                                    | Online       |

\* It was resolved that the Broxap invoice would not be paid until the litter bin had been exchanged (see 5.4 above)

## 7.2 Income Received

The Clerk stated that a bank rebate of 7 pence had been received.

## 7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 31 June 2021. Balance at bank was £26,215.01.

## 7.4 Submission of Annual VAT Return

The Clerk stated that she had submitted the annual VAT return for the period ended 31 March 2021 and anticipated a refund of £1,430.17.

## 8 CORRESPONDENCE

- Parish and Town Council Forum to be held on 2 July 2021 (circulated by email)

## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – Report had not been received as at the date of the meeting.
- 9.2 **Allotments** – Cllr Connor stated that all was in order at the allotments. She stated that she had done some investigation into the ownership of the fences and these belonged to the neighbouring householders. She would speak to one of the allotment tenants regarding cutting back of encroaching stinging nettles.
- 9.3 **Highways** – Cllr Matts stated that the single track road between the reservoir car park and Teeton Top was deteriorating rapidly at the edges and needed attention from Highways. Clerk to report. It was agreed that the Clerk would contact Anglian Water to request that they cut back the overgrown hedgerow etc at the Hollowell turn off the Coton Road.

*T. D. [Signature]*

15/9/2021

- 9.4 **Tree Report** – Cllr Marsh stated that he had nothing to report. Cllr Connor stated that she had been approached by a householder regarding a dead tree in the Highways hedgerow opposite the Garage which if it were to fall would damage overhead cables.
- 9.5 **Street Lights** – The Clerk stated that she had received no reports of faulty street lights this month.
- 9.6 **Village Hall/Village Playing Field Liaison** – Cllr Worthington stated that the Village Hall had opened up for Village Teas for the Garden Day and had also held it's first Coffee Morning on the Terrace. With regard to the Playing Field, the mats under the swings had been taken up ready for the installation of the new ones. Consideration was being given to opening up the Pavilion but there were issues with cleaning the venue which needed to be resolved.
- 9.7 **Speed Awareness Device** – The Chairman stated that the data from the device whilst it had been located on the East Haddon Road showed the average speed of just under 30mph. It was resolved to move the device to a location on the Coton Road.
- 10 **ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON 15 September 2021 at 8.00 pm**

Meeting closed at 9.00pm



15/9/2021