

RAVENSTHORPE PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON

Wednesday, 19 April 2023 at 7.00 pm

At Ravensthorpe Village Hall, High Street, Ravensthorpe, NN6 8EH

1 OPENING PROCEDURES

1.1 **Present:** Cllr R Marsh, Cllr D Hayes, Cllr E Connor, Cllr J Matts, Cllr T Hogben, Cllr J Jones, Mrs C Holifield (Clerk) and one member of the public

1.2 **Apologies:**

Apologies were received and accepted from Cllr M Worthington, Cllr M Bushell and Unitary Cllr P Bignell

1.3 **Declarations of Interest**

None

2 MINUTES

2.1 The Minutes of the Parish Council meeting held on 15 March 2023 were approved by the meeting and the Chairman signed the minutes accordingly.

3 PUBLIC TIME

The Chairman welcomed Mr Michael Waller to the meeting and invited him to speak. Mr Waller stated that he had attended to answer any questions the Council may have in respect a proposed change to the planning application at Lingles Farm. Currently, the permission was for 13 dwellings but it was proposed to apply for outline planning permission for 4 dwellings in total: 2 self-build houses and 2 bungalows.

Item 5.4 of the agenda was brought forward for discussion by the Council at this point.

4 MATTERS ARISING

4.1 **Update on removal of ivy from Street Lights**

Cllr Matts stated that Simon Barnett had commenced work on the three lights but that the task had proved more onerous than first envisaged and that he would be assisting Simon with his telehandler to remove the remainder of the ivy and it was hoped to complete this task within the next week. Clerk to contact E-on to assess the street lanterns once complete.

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5. BUSINESS

5.1 Consideration of email from WNC in respect of 'No Mow May' campaign and update on decision by PCC re mowing churchyard

Cllr Matts stated that the PCC had agreed that the graveyard to the north side of the Church would not be mown. Unfortunately, the mowing contractor had already done the first cut of the year but would not be cutting again this season. Situation to be reviewed. With regard to all other grass areas in the Parish, it was resolved that these should continue to be mown as in previous years.

5.2 Chairman to sign allotment tenancy agreement for new tenant

The Clerk and Chairman both signed the tenancy agreement for Mr Bridger to take over allotment plot 2. Clerk stated that the annual rental payment had already been made.

5.3 Update on plans for use of Jubilee monies (possible fruit tree planting in Top Ardles Wood)

Cllr Hayes stated that she and the Chairman had met with Ruth Rolls and Matthew George of the Woodland Trust to discuss the future management plan for the wood. It was planned to coppice much of the growth at the lower end of the wood and in the main ride to improve the views of the reservoir. She stated that the Woodland Trust had reservations about the planting of fruit trees as they would be worried about the biodiversity as most fruit trees available to purchase were not of native stock. Cllr Hayes stated that she, Mr & Mrs Wiseman and Ruth Rolls would be holding a meeting to decide how best to go forward with the planting of trees using the Jubilee monies. The purchase of a substantial bench to be located in Top Ardles Wood was a popular choice and they would be looking into this.

The following item was brought forward and discussed after Public Time

5.4 Consideration of email from developers in respect of a proposed change to the existing planning permission at Lingles Farm (from 13 dwellings to 4 dwellings)

Mr Waller was asked why the change to the original planning permission was being sought. He stated that fewer dwellings would alleviate the parking issues and substantially reduce traffic movements which had previously been of concern to the Parish Council. It would also result in less hard standing areas. Fewer dwellings also corresponded with the outcome of the most recent Housing Needs survey. When asked whether there would be a possibility of further plots being developed on the site at a later date, he stated that there would be no scope for further development. Whilst the Council had some reservations that affordable homes would not be accommodated in the new scheme, Councillors were pleased that a much smaller development was now being envisaged for the site.

Mr Waller left the meeting after this item was concluded

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5.5 Update on repair to noticeboard

The Chairman stated that no work had been carried out on the noticeboard to date. In the absence of Cllr Worthington who had contacted the carpenter it was agreed to take this item forward to the next meeting for further review.

6 PLANNING

6.1 Planning Applications

WND//2023/0164 – The Cottage, 2 Coton Road, Ravensthorpe
Installation of Wooden Storage Shed

The Council considered the application and made the following observation:

The Council would like to see the location of the wooden storage shed moved to the back corner of the site if this were possible

6.2 Planning Decisions

None

6.3 Planning Other (not in our Parish)

The Chairman gave an update on the planning application (revised) WND/2022/0906, Plot 1, Tythe Farm, East Haddon which although supported by the Planning Officer was rejected at Planning Committee meeting. It was agreed that the Chairman would draft a letter to the Head of Planning regarding the Parish Council's dissatisfaction with the communication between Planning and local Councils.

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 April	n/a	413.71	Online
Mrs C Holifield – Office Expenses April	n/a	22.50	Online
Stephen Hartwell – Mowing	06	562.32*	Online
Ravensthorpe Village Hall – room hire	0013	128.25	Online
E-on – Street Light Maintenance (Jan-Mar 23)	117339	90.29*	Online
Ravensthorpe Village Hall – Coronation donation	n/a	370.00	Online
SSE Swalec – Street Light Electricity (Mar 23)	Various	196.08*	Direct debit

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7.2 Income Received (to 31 March 2023)

Allotment rentals of £70 and a postal charge refund of £2.50

7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the year ended 31 March 2023. Balance at bank was £27,118.42 of which £4,775.45 related to the balance of the Easement monies and £5,379.31 to a CIL payment.

7.4 Completion of AGAR Certificate of Exemption Form

The Clerk stated that as both gross income and expenditure were below the £25,000 threshold there was no requirement for an external audit and the Council did not wish to undertake a limited assurance review. It was resolved that the Council would complete the AGAR certificate of exemption form and this was signed by the Chairman and the Clerk.

7.5 Approval of setting up Direct Debit with HMRC for payment of PAYE/NIC

It was resolved that the Clerk should set up a direct debit for future payments of PAYE/NIC with HMRC.

7.6 Bank Mandate

The Clerk stated that it had been confirmed by Virgin Money that David Herbert had finally been removed from the bank mandate. However, a further form was required to be completed in respect of removing him as a user of the internet banking service. The required form was duly completed and signed by all signatories.

8 CORRESPONDENCE

- Email from Kingston Real Estate re possible change to planning permission at Lingles Farm (see agenda item above).

9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – No report available. Ruth Rolls to report at Annual Parish meeting following.
- 9.2 **Allotments** – Cllr Hogben stated that all was in good order and provided the Clerk with his bi-monthly checklist.
- 9.3 **Highways** – Cllr Matts stated that he had nothing to report apart from the perennial potholes.
- 9.4 **Tree Report** - The Chairman stated that he had nothing to report.
- 9.5 **Street Lights** – The Clerk stated that she had not received any new reports of faulty lights. She stated she was waiting for the ivy to be removed so that she could ask E-on to check these three lights and provide quotation for replacements if required.

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- 9.6 **Footpath report** – In the absence of Cllr Bushell there was no report available. Cllr Connor stated she had recently walked a number of the footpaths and all was in order.
- 9.7 **Speed Awareness Device** – The Chairman stated that the Council should perhaps consider applying for a grant from the Police Fire and Crime Commissioner under the Safer Roads scheme with the intention of getting an additional fixed solar powered speed device. Agenda item for May.

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

Wednesday, 24 May 2023 at 7.30 pm – Please note this is the Annual Meeting

- Election of Chairman/Vice Chairman
- Roles of Councillors and others
- Adoption of Standing Orders and Financial Regulations
- Approval of Risk Assessment Policy
- Consideration of street light upgrades if information available
- Repair to Noticeboard

Meeting closed at 7.55 pm

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