**RAVENSTHORPE PARISH COUNCIL**

 Chair: Diane Hayes

Clerk: Mrs C L Holifield, 62 Watford Road, Crick, NN6 7TT

**NOTICE OF PARISH COUNCIL MEETING**

To the members of the Council, you are hereby summoned to attend

an ordinary meeting of Ravensthorpe Parish Council

**On Wednesday, 17 July 2024 at 7.30 pm**

**To be held in Ravensthorpe Village Hall, High Street, Ravensthorpe**

From: Carol Holifield

 Clerk: Carol Holifield

 Dated: 12 July 2024

**AGENDA**

**1 OPENING PROCEDURES**

* 1. Present
	2. Apologies

1.3 Declarations of Interest:

Personal

Personal and Pecuniary

*(Members should disclose any interest in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*

**2 MINUTES**

2.1 To approve and sign the Minutes of the ordinary meeting of the Parish Council held on 19 June 2024.

**3 PUBLIC TIME**

*Members of the public and press are invited to address the Council. The session will last for a maximum of 20 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chair of the meeting. Meeting will then be closed for public comment*

**4 MATTERS ARISING**

4.1 Update on solar powered speed awareness device– Cllr Marsh

1. **BUSINESS**

* 1. To consider correspondence from parishioner raising security concerns in respect of the new part-night cell LED street lights - Chair
	2. To consider any action required in respect of the Beech Tree on the Village green - Cllr Marsh
	3. To consider response from WNC Deputy Director of Public Transport in respect of HGV’s travelling through Ravensthorpe/Coton – Chair
	4. To consider action in respect of the ongoing maintenance of village benches – Chair
	5. To consider the Clerk’s Annual Staff Appraisal review – Cllr Connor
	6. To consider any action regarding the felling of the Walnut Tree in the Playing field (previously donated by the Parish Council) – Chair
	7. To consider items to discuss with representative from Anglian Water at proposed site meeting in August - Chair
	8. **Planning Applications**

**2024/3328/FULL and 2024/3269/LBC – Coton Lodge, West Haddon Road, Guilsborough**

Planning permission and Listed Building Consent for proposed change of use from holiday let (Use Class C1) to residential annexe (Use Class C3) and extension into existing barn (part retrospective) including internal and external alterations

* 1. **Planning Decisions**

None

**7**  **FINANCE**

**7.1 Accounts to be paid**

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Invoice number** | **Amount (£) includes VAT where applicable** | **Payment type** |
| Clerk’s Salary – July 2024 | n/a | 440.11 | Online |
| Clerk’s Office Expenses – July 2024 | n/a | 24.50 | Online |
| Stephen Hartwell – Mowing village | 211 | 561.60\* | Online |
| Coeval – Speed Awareness Device (see note) | 5870 | 3,997.20\* | Online |
| NCALC – Training session fee | 3824 | 12.00\* | Online |
| E-on – Street Light Maintenance  | 124445 | 162.00 | Online |
| SSE Energy – Street Light Electricity – June  | tbc | tbc | Direct Debit |
| SSE Energy – Street light Electricity – June  | tbc | tbc | Direct Debit |

*Note: Coeval invoice approved for payment in May, however, due to technical issues with the device that required further site visits payment delayed until problems resolved*

**7.2 Income Received (to 1 July 2024)**

Bank interest of £50.56, bank cashback of 5 pence and VAT refund of £2,583.24

**7.3 Balances at Bank**

Chair to approve bank reconciliation for the period ended 1 July 2024

**7.4 Submission of Annual VAT Return**

Confirmation of submission of annual VAT Return for period April 2023 to March 2024 and payment of refund of £2,583.24.

**8 CORRESPONDENCE (for information only unless an agenda item)**

* Email correspondence from parishioner raising security issues on the Guilsborough Road/Coton Road following the installation of the new part-night cell LED street lights in this area
* Email correspondence from parishioner raising concerns about a low branch of the Beech Tree on the Village Green

**9**  **COUNCILLORS REPORTS/RISK ASSESSMENTS**

9.1 Pocket Park – Ruth Rolls

9.2 Allotments – Cllr Hogben

9.3 Highways – Cllr Matts

9.4 Tree Report – Cllr Marsh

9.5 Street Lights – Clerk

9.6 Public Footpath report – Cllr Bushell

9.7 Speed Awareness Device – Cllr Marsh

9.8 Village Hall and Playing Field Liaison – Cllr Worthington

9.9 Police Liaison – Cllr Bushell

**10 ITEMS FOR NEXT MEETING’S AGENDA to be held on**

**Wednesday, 18 September 2024 at 7.30 pm**