

## RAVENSTHORPE PARISH COUNCIL

### MINUTES OF THE ORDINARY MEETING HELD ON Wednesday, 18 September 2024 at 7.30 pm At Ravensthorpe Village Hall, High Street, Ravensthorpe, NN6 8EH

#### 1 OPENING PROCEDURES

1.1 **Present:** Cllr D Hayes (Chair), Cllr M Bushell, Cllr M Worthington, Cllr T Hogben, Cllr R Marsh, Cllr J Matts (7.45pm), Cllr E Connor, Mrs C Holifield (Clerk) and Unitary Cllr P Bignell,

#### 1.2 Apologies:

Apologies were received and accepted from Cllr J Jones

#### 1.3 Declarations of Interest

Cllr Worthington declared a personal interest in the planning application at 6.1

#### 2 MINUTES

2.1 The Minutes of the Parish Council ordinary meeting held on 17 July 2024 were approved by the meeting and the Chairman signed the minutes accordingly.

#### 3 PUBLIC TIME

Unitary Cllr Bignell stated that the Police were undertaking a 8 week crime prevention campaign in Northampton town centre to coincide with the reopening of the regenerated Market Square and surrounding area. A celebration would be held over the weekend of 19/20 October in the town centre to mark the works that had been carried out. He stated that the go ahead had been given for construction of a new crematorium in Round Spinney to relieve the pressure on the current crematorium. He reminded any owners of hens, ducks, etc, kept in back gardens that new regulations would come into force on 1 October 2024 requiring all flocks however small to be registered with DEFRA.

#### 4 MATTERS ARISING

##### 4.1 Update on overgrown hedge on Teeton Road obstructing footpath

Cllr Bushell stated subsequent to a letter being sent by the Clerk the householder had now carried out further trimming to the hedge and that the footpath was now passable.

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**4.2 Update on meeting with Anglian Water representative regarding issues at Ravensthorpe reservoir**

The Clerk stated that John Taylor from Anglian Water currently responsible for Ravensthorpe reservoir had now agreed to meet with Councillors on 8 October. Time to be confirmed.

**5. BUSINESS**

**5.1 To consider the implementation of a heavy goods vehicle survey in Ravensthorpe**

The Chair stated that sufficient volunteers had come forward and that the proposed survey to count heavy goods vehicles travelling through the village would take place at the junction of Guilsborough Road, West Haddon Road and the High Street (weather permitting) on Monday, 30 September 2024.

**5.2 To consider and approve the purchase of a fixed solar panel unit for the TWM portable speed awareness device**

Cllr Marsh stated that a quotation for a fixed solar panel had been received from TWM and the cost including delivery and installation would be £600.40. Whilst expensive it was hoped that this would alleviate the need to manually charge the batteries on a weekly basis. It was resolved that the panel would be ordered and that it was likely that the panel would be fitted on an approved post on the Coton Road. Cost to come from the Easement money balance.

**5.3 To consider and approve additional street light upgrades to LED and installation of further part-night cells**

The Clerk had circulated a schedule of the remaining street lights that had not yet been upgraded to LED. Of these, 8 were the obsolete MBFU lights that could no longer be repaired (cost of upgrading these varied from £348 to £1,489 per light). The remaining 4 lights were newer and could be repaired if faults occurred. The Clerk stated that the cost of installing further part-night cells would be £39 (exc VAT).

After discussion, it was resolved that the Clerk would provide more information about the savings that would be achieved in changing to LED although she advised the Council that it would clearly take many years to recoup the costs of replacing some of the MBFU lights.

**6.1 Planning Applications**

**2024/3666/LBC – The Old Mill House, 20A High Street, Ravensthorpe**

Listed building consent for internal repairs to wall, floor and ceiling damaged by water leak

*The Council had no observations to make*

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## 6.2 Planning Decisions

None

## 7 FINANCE

### 7.1 Payments

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

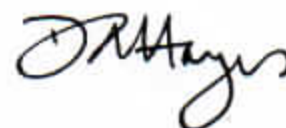
Payee	Invoice Number	Amount (£) (including VAT at appropriate rate where *)	Payment type
Mrs C Holifield – Clerk's Salary August 2024	n/a	440.11	Online
Mrs C Holifield – Office Expenses August 2024	n/a	24.50	Online
Stephen Hartwell – Mowing village	218/232	1,185.20*	Online
YU Energy – Street light Electricity July 24	5870	3,997.20*	Online
YU Energy – Street light Electricity July 24	3824	12.00*	Online
YU Energy – Street Light Electricity July 24	124445	162.00*	Online
YU Energy – Street Light Electricity July 24	1154350	82.44*	Direct Debit

Payee	Invoice Number	Amount(£) (including VAT at appropriate rate where *)	Payment type
Mrs C Holifield – Clerk's Salary – Sept 24	n/a	440.11	Online
Mrs C Holifield – Clerk's Expenses – Sept 24	N/a	20.00	Online
Stephen Hartwell – Mowing village	245	561.60*	Online
Glasdon – Dog Waste Bin replacement for Coton	SI893682	285.00*	Online
Ravensthorpe Village Hall – Hall Hire	0167	81.00	Online
PKF Littlejohn – External Audit Fee	SB20241099	252.00*	Online
HMRC – PAYE (April to June 24)	n/a	363.20	Direct Debit
WAVE – Allotment Water	13995962	36.89	Direct Debit
YU Energy – Street Light Electricity Aug 24	01956361	8.78*	Direct Debit
YU Energy – Street Light Electricity Aug 24	01956359	8.42*	Direct Debit
YU Energy – Street Light Electricity Aug 24	01956360	14.99*	Direct Debit
YU Energy – Street Light Electricity Aug 24	01956362	112.01*	Direct Debit

### 7.2 Income Received to 31 August 2024

Bank cashback of 91 pence

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### 7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the period ended 31 August 2024. Balance at bank was £18,416.66 of which £3,688.17 related to the balance of the Easement funds.

### 7.4 Completion of Limited Assurance Review by external auditor and conclusion of audit for 2023-24

The Clerk stated that the limited assurance review had been completed by PKF Littlejohn and Section 3 of the AGAR form (External Audit Report and Certificate) had been signed off. She stated that she had completed the required Conclusion of Audit form and this had been posted on the Noticeboard and the website.

### 7.5 Completion of Internal Audit Checks

Cllr Connor stated that she had carried out the internal audit checks and that all was satisfactory.

## 8 CORRESPONDENCE

- NCALC Notice of Annual Conference to be hold on 5 October 2024

## 9 COUNCILLORS' REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – Ruth Rolls had provided her report in writing prior to the meeting and this had been circulated to Councillors. She reported that volunteers had carried out various tasks during the summer and were planning other works for the autumn. Anyone interested in assisting to please get in touch.
- 9.2 **Allotments** – Cllr Hogben stated all was in order.
- 9.3 **Highways** – Cllr Matts stated that work on the potholes on Gullsborough Road was due to be carried out from 23 September. Council asked Unitary Cllr Bignell if he could find out why only the marked holes were being repaired and not new ones which evidently required attention as well.
- 9.4 **Trees** – Cllr Marsh stated he had nothing new to report.
- 9.5 **Street Lights** – The Clerk stated that she had received no new reports of problems with the lights.
- 9.6 **Footpaths** – Cllr Bushell stated that she had nothing new to report.
- 9.7 **Speed Awareness Device** – Cllr Marsh stated that he was still trying to download data from the new Coeval device.
- 9.8 **Village Hall Liaison** – Cllr Worthington stated that the refurbishment of the toilets had been carried out and the solar inverter was being replaced shortly.  
**Playing Field Liaison** – Cllr Worthington stated that a new path with lighting from the car park to the pavilion was planned. Bonfire Night will be held on Friday, 8 November. She stated that the new fencing around the children's play area had now been completed.
- 9.9 **Police Liaison Representative** – Cllr Bushell stated that she had attended an online meeting but that it did not provide any information relevant to the parish.

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**ITEMS FOR NEXT MEETING'S AGENDA TO BE HELD ON  
Wednesday, 16 October 2024 at 7.30 pm**

- Update on meeting with Anglian Water representative
- Review of Financial Regulations
- Update on HGV survey
- Update on Solar panel for TWM speed device
- Consideration of items for budget for 2025-26
- Update on new dog waste bin for Coton
- Parking on footpaths/verges

Meeting closed at 8.15 pm

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A handwritten signature in black ink, appearing to read 'J. Hayden', is located in the lower right quadrant of the page.