

RAVENSTHORPE PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING HELD ON

Wednesday, 17 April 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 R Marsh, Cllr M Worthington, Cllr J Jones, Cllr T Hogben, Cllr J Matts, Cllr E Connor, Mrs C Holfield (Clerk) and Unitary Cllr P Bignell.

1.2 **Apologies:**

None

1.3 **Declarations of Interest**

Cllrs Hogben and Connor declared an interest in agenda item 5.2. Cllr Matts declared an interest in agenda item 5.7.

2 MINUTES

2.1 The Minutes of the Parish Council ordinary meeting held on 20 March 2024 were approved by the meeting and the Chairman signed the minutes accordingly.

3 PUBLIC TIME

Unitary Cllr Bignell stated that the new WNC Local Plan was now open for consultation and he encouraged the Council to make comments. He stated that the impact on Ravensthorpe should be minimal with just the possibility of some 'windfall' houses being built. He stated that he had spoken to Nick Henstock the Deputy Director of Transport at WNC and he had promised a response regarding HGV's. He notified the Council of the imminent closure of Coton Road for pothole repairs which the Council was already aware of. He gave his apologies for the Annual Village Event but stated he would provide a report which could be made available to parishioners.

4 MATTERS ARISING

4.1 **Update on contact with Anglian Water re Ravensthorpe reservoir car park**

The Clerk stated that the person responsible for Ravensthorpe at Anglian Water was still on maternity leave but that her email requests had now been passed to another colleague for reply. However, nothing further had been heard so it was unlikely that they would take up the offer to attend the Annual Parish Event.

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4.2 Update on purchase of new bench for Pocket Park

The Clerk reported that she had liaised with Ruth Rolls and had ordered a 2 seater recycled plastic bench which had now been delivered and installed. The purchase would come from the balance of the Easement monies being held.

5. BUSINESS

5.1 Consideration of action to be taken in respect of Annual Village Event to take place on Saturday, 27 April 2024

The Chair stated that arrangements for the event which was being hosted by the Council were progressing well. Various groups in the village were being represented. Refreshments and cakes would be available free of charge. Event to start at 10.30 am.

5.2 To consider and approve, if appropriate, an increase in the annual rental amount for the allotments

It was resolved to leave the annual payment at £35 for this year but to reconsider the amount payable in 2025.

5.3 To consider and approve, if appropriate, an increase in the annual rental amount for the Teeton Road Pit

It was resolved to increase the rental amount to £50 per annum.

5.4 To consider and approve, if appropriate, an increase in the annual rental for the West Haddon Road pit

It was resolved to increase the rental amount to £100 per annum.

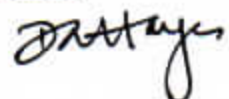
5.5 To consider ongoing payments for clearing bus shelter and gardening the bank following advice received from NCALC

After discussion, it was resolved that the Council would increase the amount paid for clearing the bus shelter to £100 per annum. The amount paid for gardening the bank would remain at £110 for the coming year.

5.6 To consider and approve the annual membership of NCALC including payment for provision of internal audit and Data Protection Officer service

It was resolved to make the annual payment of £668.92 to continue membership and to obtain the services of an internal auditor and DPO.

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5.7 To consider response, if available, from WNC Deputy Director of Transport in respect of HGV's travelling through Ravensthorpe

Unitary Cllr Bignell stated that he had yet to hear from Nick Henstock of WNC Transport in respect of his enquiries about HGV's but that he had spoken to him recently to remind him that the Council were expecting a reply. To be taken forward to May meeting.

5.8 Update on complaint raised with SSE regarding changes to electricity account for street lights and new fixed contract with Yu Energy

The Clerk stated that she had finally managed to get her complaint allocated to a person who had knowledge of unmetered supplies who would be looking at the invoices going back to December to ensure that the new LED lights had been taken account of and that the electricity charges had been correctly calculated.

The Clerk stated that she had now received the three year contract documentation from the broker Clear Utility Solutions (as recommended by NCALC) to commence on 1 July 2024 (day following expiry of existing contract) with Yu Energy and it was resolved that she should sign and return as had previously been agreed.

6.1 Planning Applications

2024/1635/FULL – The Yews, 32 High Street, Ravensthorpe

Single storey rear extension, first floor extension and fenestrational changes.

The Council had no observations to make

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.

18/2024



Payee	Invoice Number	Amount (£) (including VAT at appropriate rate where *)	Payment type
Mrs C Holifield – Clerk’s Salary April 2024	n/a	440.11	Online
Mrs C Holifield – Office Expenses April 2024	n/a	20.00	Online
Stephen Hartwell – Mowing village	149	562.32*	Online
E-on – Street Light Maintenance (Jan to March)	123321	166.20*	Online
NCALC – Annual membership and audit	3717	668.92*	Online
NBB Recycled Furniture – Pocket Park bench	4026118	414.00*	Card Payment
E-on Energy – Replace street light Number 8	123454	894.20*	Online
E-on Energy – Replace street light number 43	123455	852.00*	Online
HMRC – PAYE (Jan to March)	n/a	330.00	Direct Debit
SSE Energy – Street Light electricity	Various	176.66*	Direct Debit
SSE Energy – Street Light electricity	Various	73.75*	Direct Debit

7.2 Income Received to 31 March 2024

Virgin Money compensation amount of £75 and bank interest of £22.75.

7.3 Balance at Bank

The Chairman signed the bank reconciliation statement for the year ended 31 March 2024. Balance at bank was £24,435.88 of which £4,775.45 related to the Easement funds.

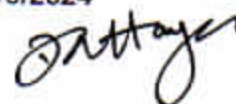
8 CORRESPONDENCE

- NCALC Update March/April edition circulated to Councillors
- WNC Local Plan Reg 18 consultation – documents circulated to Councillors]

9 COUNCILLORS’ REPORTS AND RISK ASSESSMENTS

- 9.1 **Pocket Park** – No report available but Ruth Rolls had circulated details of the various volunteer Working Parties
- 9.2 **Allotments** – Cllr Hogben had nothing new to report
- 9.3 **Highways** – The Clerk stated that she had received the WNC Highways Verge mowing contract for the 2024-5 season with a grant available of £515.75. It was resolved that the Clerk should sign the agreement and return. It was noted that the Coton Road would be closed on 23 April to carry out pothole repairs
- 9.4 **Trees** – Cllr Marsh stated that the 6 month period for work to be carried out on the trees in Little Lane had almost expired but it was reported that works had been carried out this week. Cllr Matts stated that he had now spoken to Will Spencer about the overhanging trees on the East Haddon Road by the Washbrook.

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- 9.5 **Street Lights** – The Clerk stated that work had been completed in respect of repairing street light number 8 on the Guilsborough Road and street light number 43 in Dairy Field.
- 9.6 **Footpaths** – Cllr Bushell stated that due to the extremely wet weather she had not been able to inspect the footpaths.
- 9.7 **Speed Awareness Device** – Cllr Marsh stated that the device was still on the East Haddon Road. The Clerk stated she was still awaiting confirmation of the date that Kier would be installing the fixed pole but would now chase as 8 weeks had passed since payment for the work.
- 9.8 **Village Hall Liaison** – Cllr Worthington stated that there had been very good interest in the table tennis facility and that two sessions a week were being held. A quiz night was being held on 19 April and sales of tickets were good.
- Playing Field Liaison** – Cllr Worthington stated that representatives from the Playing Field committee would be attending the Annual Village Event. The annual Lottery tickets would be going on sale in May.

**ITEMS FOR NEXT MEETING'S AGENDA (ANNUAL MEETING) TO BE HELD ON:
Wednesday, 22 May 2024 at 7.30 pm**

- Election of Chairman and Vice Chairman
- Roles and Responsibility of Councillors
- Appointment of Police Liaison Representative
- Result of internal audit
- Completion of AGAR forms
- Annual Risk Assessment
- Fixed Asset Schedule
- Adoption of Standing Orders
- HGV's in Village
- Update on Annual Village Event
- CPRE membership
- Website fees
- Annual Norton Security protection

Meeting closed at 8.20 pm

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