

# RINGSTEAD PARISH COUNCIL

Parish Office:  
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To: All Parish Councillors  
From: Mrs L Marshall, Clerk to Ringstead Parish Council

Date: 5<sup>th</sup> October 2017

Dear Councillor

You are hereby summoned and required to attend the Meeting of Ringstead Parish Council to be held in The Village Hall, High Street, Ringstead, Northamptonshire NN14 4DA on **Wednesday 11<sup>th</sup> October 2017** commencing at 7.30pm to transact the business listed below.

Members of the Public and Press are invited to attend and to participate in Public Open Time.

## AGENDA

- RPC17/203      **Public Open Time** (Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)
- RPC17/204      To Receive and approve apologies for absence
- RPC17/205      To receive Declarations of Interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests 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. Declarations must be made verbally at the appropriate time as well as entered in the Interest Book)
- RPC17/206      To receive and approve for signature the Minute of the Meetings held on the 13<sup>th</sup> & 19<sup>th</sup> September 2017\*
- RPC17/207      Review of Actions from previous meeting and to receive the Clerk's Report\*
- RPC17/208      To receive Report from Finance Committee and to consider any recommendations contained therein, specifically:-\*
- RPC17/208.1    To approve the implementation of new financial controls
- RPC17/208.2    To agree in principal the recommendation for a financial software package
- RPC17/209      To receive the Personnel Committee's Report and agree by resolution the appointment of Clerk/RFO and the appointment of a Village Hall Cleaner\* **To Follow**
- RPC17/210      To approve the purchase of a PC for the office\*
- RPC17/211      To receive and approve the Balance of Accounts\*
- RPC17/212      Chairman to approve and sign off the Bank Statements
- RPC17/213      To receive and approve the 2017/18 Monthly Budget Review\*
- RPC17/214      To receive, approve and accept the Half Yearly Budget Review for 2017/18\*
- RPC17/215      To approve the following invoices due for payment:

Please note that this is a public meeting and you may be filmed, recorded and published.  
Copies of all council papers are available to download at: [www.ringsteadpc.org.uk](http://www.ringsteadpc.org.uk)

Chq. No.	Payee	Net £	VAT £	Total £	Details
1323	ENC	162.90	32.58	195.48	Emptying Bins
1324	Wicksteeds Leisure	51.50	10.30	61.80	Replacement Swing Seat for Peace Park
1325	Anglian Water	23.30	0.00	23.30	Cemetery Water Bill
1326	Metrosigns	160.00	32.00	192.00	Revised Information Board & Banner
1327	Viking	149.92	29.98	179.90	Office & Village Hall Supplies
1328	NCALC	36.00	0.00	36.00	Clerk's Training
1329	Smiths Fire LLP	59.90	11.98	71.88	Village Hall Testing
1330	Graham Underwood	20.00	0.00	20.00	Mileage to Bedford x 2
1331	Women's Institute	50.00	0.00	50.00	Teas/Coffees/Cakes for Opening Ceremony
1332	Mike Patenall	60.00	0.00	60.00	Community Garden Maintenance
1333	Richard Phillips	25.00	0.00	25.00	Stanwick Hotel Voucher for Cleaner

- RPC17/216 To receive the proof for the Village Sign together with the quotations previously presented and to agree which sign to purchase\*
- RPC17/217 To consider and agree the installation of a security camera at the Community Garden to be funded by Mick George
- RPC17/218 To receive the tenders for the Grounds Maintenance Contract 2018 and award a contract\*
- RPC17/219 To receive the tenders for the tree works required and award a contract\*
- RPC17/220 To receive the tenders for the Community Garden maintenance and award a contract\*
- RPC17/221 To implement new parking scheme, assign Councillor(s) responsible and agree to have notices printed to the value of £50.00
- RPC17/222 To acknowledge and agree that when Cllr C Harris undertakes the risk assessments at the Peace Park if any minor works are required that he can undertake such works and be reimbursed for incidental costs to the value of £50.00
- RPC17/223 To receive the Neighbourhood Plan Report\*
- RPC17/223.1 To agree Councillor Representatives on Neighbourhood Plan Steering Group

**REPORTING - FOR INFORMATION ONLY**

- RPC17/224 Traffic Movement Report by Cllr G Slack
- RPC17/225 Lighting Report: Cllr C Marston to give verbal update
- RPC17/226 Open Spaces  
RPC17/226.1 Report from Cllr C Harris  
RPC17/226.2 Gladstone Street Recreation Ground Project  
RPC17/226.3 Problems encountered at the Football Field
- RPC17/227 Community Garden  
RPC17/227.1 Report from Cllr J Hornsey
- RPC17/228 Kinewell Trust Report by Cllr Ms K du Boulay
- RPC17/229 Date of Next Parish Council Meeting: Wednesday 8<sup>th</sup> November 2017 at 7.30pm

*L Marshall*

Mrs Linda Marshall  
Clerk to the Council

**\*Background information provided prior to meeting**

***The Agenda specifies the business that it is proposed to transact  
(Local Government Act 1972 Sch.12 para 10 (2)(b))  
and the Council cannot lawfully decide any matter which is not specified in the Agenda  
(Longfield Parish Council v Wright (1918) 88 LJ Ch 119)***