

# RINGSTEAD PARISH COUNCIL

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Minutes of the meeting of Ringstead Parish Council held on Wednesday 12<sup>th</sup> April 2017 at 7.30pm.

Present: Cllr R Phillips  
Cllr J Hornsey  
Cllr R Talbot  
Cllr R Hall  
In Attendance: County Councillor Sylvia Hughes

Cllr Ms K du Boulay  
Cllr G Slack  
Cllr C Marston  
Cllr C Harris  
Mrs L Marshall (Clerk to the Council)

|   | Action |
|---|--------|
| <p>RPC17/063: Public Open Time: Mr Derrick Simms advised that he was there to represent Dr Kenneth Dornan. He read out a letter that Mr Dornan had written to the Council querying the accuracy of the previous months' minutes. The Council gave their thanks to Mr Simms.</p> <p>RPC17/064: To Receive and approve apologies for absence:<br/><b>RESOLVED:</b> To accept Cllr G Underwood's absence from the meeting as he had pre-booked plans.</p> <p>RPC17/065: To receive Declarations of Interest: There were no Declarations of Interest noted.</p> <p>RPC17/066: To receive and approve the Minute of the Meetings held on the 8<sup>th</sup> March 2017.<br/><b>RESOLVED:</b> That the minute be signed by the Chairman as a correct record of the meeting.</p> <p>RPC17/067: County Cllr Sylvia Hughes<br/>Cllr S Hughes then advised that she had circulated her annual report and said that she would be happy for this to be incorporated in our annual meeting. The Clerk advised that she was in receipt of it.</p> <p>Various discussions took place regarding the drainage system in Ringstead, especially at the bottom of Raunds Hill and on Carlow Road and Chapel Street. The sewage problem in the village was also discussed at some length. Discussions then took place regarding potential future developments and how this will impact on the current drainage and sewage system. Cllr S Hughes advised that she would look into this further and chase for the gully emptying; but that she would also contact District Cllr Rosalie Beattie and ask her to liaise directly with the planning department of ENC and request that she be advised immediately of any future development pre-application meetings. It was agreed that at some point in the future a survey of the whole system would need to be undertaken.</p> <p>Discussions then took place about hardcore footpath to Raunds and how overgrown it becomes, and the further proposed Brick Kiln developments in Raunds. Cllr S Hughes said that she would look into the further as well. It was noted that the path was classed as a "safe refuge" and therefore didn't qualify for the regular programme of maintenance.</p> <p>Discussions then moved on to Traffic Calming, and Cllr G Slack advised that he had met with Sarah Barnwell of Highways. He confirmed the following points from his meeting:-</p> <ul style="list-style-type: none"> <li>• It was recommended that the entrance gates on Station Road be painted white;</li> <li>• There will be no problem moving the start of the 30mph to where the entrance gates are on Station Road –this is going to the next highways meeting for approval;</li> <li>• It is unlikely that we will get a 20mph zone on Church Street, but it has been suggested to have white lines painted on the road to give the visual impression of a narrower road;</li> <li>• Highways will look at double yellow lines on the main junctions in the village;</li> <li>• Highways will look at trying to move the 30mph further back on Raunds Hill;</li> <li>• Regarding the Denford Road end, apparently the speed limit was meant to have been reduced</li> </ul> |        |

some time ago – Sarah Barnwell will look into this – initially going for 30mph but if not, then 40mph and if not, then 50mph;

- Sarah Barnwell was concerned that the entrance from Denford Road was too narrow for the standard entrance gates – but she will go back to highways and look at this further;
- It was confirmed that Highways won't do "build outs" or 20mph zones until after the national report on speed limits is out;

Thanks was given to Cllr G Slack for his hard work. Cllr S Hughes asked to be copied into correspondence between Cllr G Slack and highways, and said that she would chase the issues raised and will also mention the drains to Sarah Barnwell.

Cllr G Slack concluded that the service strips on Mountbatten Drive are owned by Highways – he said that they would let you tarmac them, but not shingle. He advised that if we get any queries about this then we are to direct them to Sarah Barnwell.

Cllr S Hughes left the meeting at 8.20pm. Thanks was given for her attendance.

RPC17/068: Review of Actions from previous meeting and to receive the Clerk's Report.

**RESOLVED:** Clerk's report received and accepted. The Clerk confirmed that she had still not received a response from Anglian Water.

RPC17/069: To receive and approve the Balance of Accounts.

**RESOLVED:** That the bank reconciliation be agreed, with an account balance as at 31.03.17 of £7,666.82.

RPC17/070: Chairman to approve and sign off the Bank Statements.

**RESOLVED:** The Chairman approved and signed the bank statements.

RPC17/071: To receive and approve the 2016/17 Final Budget Review.

**RESOLVED:** That the Final Budget Review be accepted.

RPC17/072: To consider and approve the *virement* of the Council's over-spend in the financial year 2016/17.

**RESOLVED:** That the Council *vire* the sum of £6,832.66 from the under-spent items in the financial year 2016/17.

RPC17/073: To receive and approve the 2017/18 Budget Review.

**RESOLVED:** That the Budget Review be accepted.

RPC17/074: To receive and approve the draft Annual Return.

**RESOLVED:** That the figures as produced by the Clerk be accepted, save for an adjustment to the Asset Register giving an amended figure of £300,252.

RPC17/075: To consider forming a Finance Committee.

**RESOLVED:** That a Finance Advisory Committee be formed. Cllrs R Phillips; G Slack & R Talbot agreed that they would join. Clerk to set up an initial meeting.

RPC17/076: To approve the following invoices due for payment:

| Chq. No. | Payee            | Net £    | VAT £  | Total £  | Details                                  |
|----------|------------------|----------|--------|----------|--|
| 1282     | ENC              | 325.78   | 65.16  | 390.94   | Emptying Bins                            |
| 1283     | Mike Pattenall   | 86.35    | 0.00   | 86.35    | Paint for Village Entrance Gates         |
| 1284     | NCALC            | 709.76   | 0.00   | 709.76   | NCALC Subs & Internal Audit              |
| 1285     | SLCC             | 118.00   | 0.00   | 118.00   | SLCC Membership                          |
| 1286     | Denton Tavara    | 140.00   | 28.00  | 168.00   | Payroll to March 31 <sup>st</sup> 2017 * |
| 1287     | Linda Marshall   | 77.06    | 0.00   | 77.06    | Mileage/Stamps/Copying/Training          |
| 1288     | Richard Phillips | 56.98    | 0.00   | 56.98    | Replacement Hand Dryer at VH & Key Safe  |
| 1289     | MJC Electrical   | 249.00   | 49.80  | 298.80   | Installation of Defibrillator            |
| 1290     | E.on             | 255.36   | 12.77  | 268.13   | Electricity Supply for Street Lighting   |
| 1291     | Andrew Hawley    | 1,008.00 | 201.60 | 1,209.60 | Lamps for Street Lights                  |

**RESOLVED:** That in accordance with the Council's Standing Orders and Financial Regulations that the above payments be made. The cheques were signed.

RPC17/077: To receive and accept the *virement* of funds in the sum of £96.00 in respect of the latest invoice from Denton Tavera from the Council's reserves.

**RESOLVED:** That the Council *vire* the sum of £96.00 from its reserves in payment of the above invoice.

RPC17/078: To approve the cost of providing entrance gates on Denford Road being from £314 per side of road for a preferred supplier.

**RESOLVED:** Following discussion that the Council approve a spend of approximately £500 per side with Cllr G Slack to seek funding from Awards for All for this project.

RPC17/079: To approve the cost of temporary local signage at 6 x £18.

**RESOLVED:** That the Council would purchase 6 signs and that it would *vire* the funding from its reserves.

RPC17/080: To consider the forthcoming Anglian Water works and road closures.

**NOTED:** No further action to be taken.

RPC17/081: To consider response received from ENC on the query of litter picking in the village.

**NOTED:** No further action to be taken.

RPC17/082: To discuss and confirm date and structure of Annual Parish Meeting: suggested date Wednesday 24<sup>th</sup> May 2017 at 7.30pm in the Village Hall.

**RESOLVED:** To hold the APM on the 24<sup>th</sup> May. The Clerk is to invite village groups.

RPC17/083: To consider action to be taken regarding the centre hedge at the cemetery and the opening of the new site.

**RESOLVED:** That the centre hedge would not be removed, but instead it would be tidied up. Consideration is now to be given to the opening of the new section, with plans and costings to be sought in readiness for the next financial year. A working party was formed with Cllrs R Phillips, J Hornsey, R Hall & C Harris.

## REPORTS

RPC17/084: AED (Defibrillator): Cllr R Talbot reported that the training had been planned for the 26<sup>th</sup> April and that the date had been advertised in The Messenger. He advised that we do have a first responder in the village, we also have a couple of trained first aiders and we have a couple of ex-paramedics. He said that he didn't feel that we should have a list of volunteers who are defibrillator trained, it should simply be left that those who want the training have it, but that no list be held. He advised that he will make some signage for the defibrillator.

RPC17/085: Traffic Movement Advisory Committee: Following the report by Cllr G Slack earlier, he further reported that Dr David Watt who had led on the Speed Watch Campaign had stood down. Cllr G Slack that said he was trying now to get it sorted; but has just 4 volunteers at present covering a 7 hour period throughout the whole of the three weeks. Discussions took place. Cllr G Slack will send the spreadsheet he has to everyone to see if they can assist. Cllr Mrs C Marston will also send her list of contacts to him.

RPC17/086: Lighting: Cllr C Marston reported that Balfour Beattie had been in the village and have now repaired all of the lower cost lights. She advised that we were now in the position of going through the spreadsheet and prioritising which lights should be attended to in which order.

RPC17/087: Open Spaces: Cllr C Harris reported that we have now had two grass cuts. He advised that the bench in the Peace Park had been damaged but he has now repaired this. He further advised that following an inspection of the Peace Park it was noted that some pantiles on an adjacent property were falling off – Cllrs C Harris and R Phillips sectioned off the area concerned for the safety of the park users, and the Clerk wrote a letter to the resident of the property. It was noted that a response had been received and that the works had been undertaken to make safe the area of tiling concerned that very weekend. Cllr C Harris concluded that he has not instructed anyone for the tree survey yet; but asked if we should liaise directly with the surveyors. This was agreed. Cllr C Harris to obtain a quote. Cllr Ms K du Boulay to also forward her contact for Cllr C Harris to obtain a comparison quote from.

RPC17/088: The Village Garden: Cllr J Hornsey reported that works had not advanced as he would have hoped – he said that he would have liked the planting to be done by the end of April, but clearly this will not happen. He advised that the benches have arrived and will be installed this Friday. Regarding the gardening, he advised that he had received one quote of £7,600 and then a second quote of £6,300. From discussions it was agreed that he would go ahead with the £6,300 quote, but that he and Cllr R Phillips would meet again first with the contractor to discuss the planting in further detail. Cllr J Hornsey then reported that the information sign is still being worked on by Cllr G Underwood. He advised that if we can get the village sign for under £4,000 then we will remain in budget.

RPC17/089: Kinewell Trust: Cllr Ms K du Boulay reported that she had been contacted regarding the EA landing stage (where the poplar trees are) being reinstated. She advised that she had just raised her concerns about litter. She advised that the dog bin in the car park has still not been replaced, but she will go back to the committee regarding this. Cllr Ms K du Boulay concluded her report advising of an incident that had taken place with one of the Trust's volunteers and one of the residents of Kinewell Close. The incident was noted by the Parish Council and the Clerk advised that she had already been in touch with the solicitors asking if they could send a letter to Ryan & Frost reminding them that their clients shouldn't be undertaking any works on the disputed land until the issues had been resolved.

RPC17/090: Website Update: The Clerk reported that the new website was now up and running. She asked if everyone could take the time to look at it and advise her if any amendments or updates were felt necessary.

RPC17/091: Kinewell Boundary Dispute: The Clerk reported that from recent discussions and meetings; the Particulars of Claim will shortly be issued by our solicitors and served upon the other side. She advised that as soon as she receives confirmation she will of course let everyone know.

RPC17/092: Date of Next Parish Council Meeting: Wednesday 10<sup>th</sup> May 2017 at 7.30pm.

Meeting Closed: 9.50pm

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_