

RINGSTEAD PARISH COUNCIL

Parish Office:
The Village Hall
9 High Street
Ringstead
Northants NN14 4DA

Telephone: 01933 622176
E-mail: clerk@ringsteadpc.gov.uk
Web: www.ringsteadpc.gov.uk



To: All Parish Councillors

31.03.2025

From: Ms L Ritchie, Clerk to Ringstead Parish Council

Dear Councillor

You are hereby summoned and required to attend an **Ordinary Meeting** of Ringstead Parish Council to be held at the Village Hall conference on **Weds 9th April 2025** commencing at 7.30 pm to transact the business listed below.

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

AGENDA

To remind Councillors of the requirement to ensure that their [Register of Interests](#) is up to date at all times.

RPC24/0237 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).

RPC24/0238 To Receive and approve apologies for absence.

RPC24/0239 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).

RPC24/0240 To receive and approve for signature the Minute of the Meeting held on 12th March 2025.*

RPC24/0241 Review of Actions from previous meeting and to receive the Clerk's Report.*

Action	By Whom	Status
Publish Minutes	Clerk	Complete
Request contractor to start works on second phase of roof replacement at Cemetery chapel	Clerk	Complete
Publish Sexual Harassment policy	Clerk	Complete
Update code of conduct for adoption at April Meeting	Clerk	Complete
Update funeral directors regarding memorial application	Clerk	Complete
Update resident regarding walnut tree	Clerk	Complete
Invoice Kinewell trust for amount not covered by grant	Clerk	Complete

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.gov.uk

V2 02.04.2025

--	--	--

- RPC24/0242 To receive and approve the Balance of Accounts.*
- RPC24/0243 Chairman to sign off Bank Statements.*
- RPC24/0244 A. To receive and approve the Monthly 2024/2025 Budget Review
B. To receive Report from Finance Advisory Committee.
- RPC24/0245 Receive and approve Code of Conduct.*
- RPC24/0246 Receive and approve quotation for Cemetery Chapel roof.*
- RPC24/0247 Receive and approve application for funding from RCG.*
- RPC24/0248 Receive and agree action with regard to electrical supply for street lights and village hall.*
- RPC24/0249 Agree increase in caretaker salary from 1 April 2025 to £12.21 p/h.
- RPC24/0250 Agree and discuss outsourcing payroll function.
- RPC24/0251 **Closed meeting Confidential Item.**
- RPC24/0252 Receive list of payments made and approve any outstanding Invoices.

Apr-25

v1 01.04.2025

Payment Type	Payee	Net	VAT	Gross	Details	Budget	Budget Code	Spending Power
Completed Payments								
DD	BT	£53.89	£10.78	£64.67	Broadband/telephone, Mar Inv	Broadband and Telephone	36	LGA 1972, s111
DD	Wave	£21.00	£0.00	£21.00	Village Hall Water	Village Hall Water	65	LG(MP)A 1976, s19
DD	Valda Energy	£493.99	£24.70	£518.69	Village Hall Electricity	Village Hall, Electricity	61	LGA 1972, s111
DD	SSE	£232.47	£11.62	£244.09	Street Lighting Electricity	Street Lighting Electricity	44	PCA 1957, s3
DD	Wave	£19.12	£0.00	£19.12	Water Supply Chapel	Cemetery Chapel Mtce	24	LG(MP)A 1976, s19
BACS	Mowerman	£1,700.00	£340.00	£2,040.00	Kinewell Works	Kinewell Mtce	51	OSA 1906, s 9 and 10
BACS	JJB Grab Hire	£1,311.00	£262.20	£1,573.20	Kinewell Works	Kinewell Mtce	51	OSA 1906, s 9 and 10
CARD	Amazon	£74.13	£14.83	£88.96	Cleaning Materials Village Hall	Village Hall Mtce	16	LG(MP)A 1976, s19
TOTAL				£4,569.73				
Payments to be approved								
BACS	Staffing	£1,780.15	£0.00	£1,780.15	Salaries	Caretaker Salary, Clerk Salary, PAYE	31/32	LGA1972 s112

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.gov.uk

V2 02.04.2025

BACS	Parish Online	£100.00	£20.00	£120.00	Membership	Annual Membership	38	LGA 1972, s111
BACS	NCALC	£636.92	£0.00	£636.92	Membership	Membership	17	LGA 1972, s111
BACS	NCALC	£346.50	£69.30	£415.80	Internal Audit	Internal Audit	34	LGA 1972, s111
BACS	NCALC	£12.00	£2.40	£14.40	Data protection fee	Data protection fee	89	LGA 1972, s111
BACS	EON	£178.00	£35.60	£213.60	Street Lighting Mtce to March 2025	Street Lighting Mtce	26	PCA 1957, s3
BACS	Scribe Accounts	£561.60	£112.32	£673.92	Annual Fee	Office Expenses, Finance Package	49	LGA 1972, s111
BACS	Clear Insurance	£3,676.67	£0.00	£3,673.67	Annual Insurance	RPC Annual Insurance	10	LGA 1972, s111
TOTAL				£7,528.46				

Vat Code	*tbc
1 - 20%	
2 - 5%	
3 - Nil VAT	

Signed
Printed
Date

Signed
Printed
Date

Income Receipts

94	26.03.2025	£18.00	£0.00	£18.00	26.03.2025	Village Hall Hire
93	21.03.2025	£52.00	£0.00	£52.00	21.03.2025	Village Hall Hire
91	20.03.2025	£36.00	£0.00	£36.00	20.03.2025	Village Hall Hire
89	11.03.2025	£63.00	£0.00	£63.00	20.03.2025	Village Hall Hire
90	11.03.2025	£18.00	£0.00	£18.00	20.03.2025	Village Hall Hire
92	10.03.2025	£118.49	£0.00	£118.49	20.03.2025	Interest
85	05.03.2025	£0.00	£0.00	£0.00	20.03.2025	Village Hall Hire
86	05.03.2025	£90.00	£0.00	£90.00	05.03.2025	Village Hall Hire
87	05.03.2025	£72.00	£0.00	£72.00	05.03.2025	Village Hall Rent
88	03.03.2025	£120.00	£0.00	£120.00	05.03.2025	ORRI RENT
TOTAL				£587.49		

RPC24/0253 FOR REPORTING ONLY

RPC24/0254 Items for next agenda

RPC24/0255 Close Date of Next Parish Council Meeting: Wednesday 14th May 2025 at 1930

Ms L Ritchie
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)

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.gov.uk

V2 02.04.2025