

RINGSTEAD PARISH COUNCIL

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

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



Minutes of an **Ordinary Meeting** of meeting of Ringstead Parish Council held on **Weds 11th Dec 2024** at 7.30p.m.

Present: Cllr K Boulay, Cllr S Boustred, Cllr I Grant, Cllr J Grant, Cllr C Harris, **Cllr R Phillips** Cllr G Slack, Cllr A Twell

In Attendance Lisa Ritchie – Clerk to the Council

<p>RPC24/0160 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).</p> <p>RESOLVED No members of the public in attendance.</p>																										
<p>RPC24/0161 To Receive and approve apologies for absence</p> <p>RESOLVED No apologies received.</p>																										
<p>RPC24/01162 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).</p> <p>RESOLVED - No DOI received.</p>																										
<p>RPC24/0163 To receive and approve for signature the Minute of the Meeting held on 12th Nov 2024.</p> <p>RESOLVED Minutes from meeting on 12th Nov received and approved clerk to publish.</p>																										
<p>RPC24/0164 Review of Actions from previous meeting and to receive the Clerk’s Report.</p> <table border="1"> <thead> <tr> <th>Action</th> <th>By Whom</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Publish Minutes</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Accept quote for supply and installation of Christmas tree</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Gain permission for works to trees in Churchyard</td> <td>CH</td> <td>Ongoing</td> </tr> <tr> <td>Update Community Group regarding request</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Process backdated salary</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Publish training statement of intent</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Update website and mailing group for FAC</td> <td>Clerk</td> <td>Complete</td> </tr> </tbody> </table>			Action	By Whom	Status	Publish Minutes	Clerk	Complete	Accept quote for supply and installation of Christmas tree	Clerk	Complete	Gain permission for works to trees in Churchyard	CH	Ongoing	Update Community Group regarding request	Clerk	Complete	Process backdated salary	Clerk	Complete	Publish training statement of intent	Clerk	Complete	Update website and mailing group for FAC	Clerk	Complete
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Draw up leaflet for potential village hall site, for residents input	RP	Ongoing	
Access CCTV for recreation ground	GS	Ongoing	
Get costings for security company	RP	Complete	
The urgent tree works in Churchyard is approved by diocese. CH will request Wilby Tree Surgeons attend to complete works.			
RPC24/0165 To receive and approve the Balance of Accounts.			
RESOLVED Balance of accounts received and approved.			
Treasurers Account 00347325	£ 3606.45		
Reserves Account 19036368	£125017.52		
TOTAL	£128623.97		
Less unrepresented payments	£ 576.00		
Plus unrepresented receipts			
TOTAL	£128047.97		
RPC24/0166 Chairman to sign off Bank Statements.			
RESOLVED Bank statements not received, will be signed at January meeting.			
haRPC24/0167 A. To receive and approve the Monthly 2024/2025 Budget Review			
B. To receive Report from Finance Advisory Committee.			
RESOLVED Spot checks carried out, no concerns raised. With regards to 2025-2026 budget, all budget lines will have an increase of 3.1% except for salaries which will be set at between 5 and 10% due to increase in NI			
Deed and lease line been increased by £2000 for Kinewell lease			
Tree works line been increased by £3000 for tree works at Kinewell and Churchyard			
Land Property risk amount been increased to £9000			
RPC24/0168 Receive and approve 2025/2026 Budget.			
RESOLVED Budget for 2025/2026 received and approved, Budget figure for 2025/2026 agreed as £121,515.98.			
RPC24/1169 Receive and approve external audit.			Clerk
RESOLVED External Audit received and approved. Clerk to publish on website as required.			
RPC24/0170 Approve RPC support for Petition from resident businesses requesting 15 min parking bay.			
RESOLVED It is agreed that RPC will support the Petition from resident businesses requesting 15 min parking bay when this is available.			
RPC24/0171 To accept the draft referendum leaflet regarding the new village hall.			

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<p>RESOLVED Discussion took place regarding the draft referendum leaflet, any amendments to be sent to RP or Clerk for amendment.</p>	
<p>RPC24/0172 To consider the quotation from a security firm to carry out mobile checks on two occasions on a Saturday night for three months at the Gladstone Street playing field for the sum of £1300 + vat.</p> <p>RESOLVED Cllr Philips has got some costings, which are reasonable, but there is a minimum term contract of 3 months, concern about how sustainable this is, bearing in mind we have offered to put a gate up, which was not supported by residents. It was decided to continue to monitor the situation.</p>	
<p>RPC24/0173 To resolve the ownership of the Poplar trees on Kinewell lake site.</p> <p>RESOLVED It is believed these trees are in fact the property of the Environment Agency, KB will take this forward and report back to January Meeting.</p>	KB

<p>RPC24/0174 To acknowledge payments made and approve any outstanding Invoices.</p>								
<p>RESOLVED Payments acknowledged and outstanding Invoices approved for payment.</p>								
<p>Dec-24 v1 3.12.2024</p>								
Payment Type	Payee	Net	VAT	Gross	Details	Budget	Budget Code	Spending Power
<p>Completed Payments</p>								
DD	BT	£53.77	£10.75	£64.52	Broadband/telephone, Oct Inv	Broadband and Telephone	36	LGA 1972, s111
DD	EON	£34.21	£1.71	£35.92	Electricity Recreation Ground	Football Club, Electricity	88	OSA 1906, s 9 and 10
DD	Valda Energy	£328.78	£16.44	£345.22	Village Hall Electricity	Village Hall, Electricity	61	LGA 1972, s111
BACS	Wicksteed	£100.00	£20.00	£120.00	Fit signs to gym equipment	MUGA Mtce	77	OSA 1906, s 9 and 10

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DD	SSE	£257.40	£12.87	£270.27	Street Lighting Electricity	Street Lighting Electricity	44	PCA 1957, s3
BACS	PKF Littlejohn	£315.00	£63.00	£378.00	External AUDIT	External Audit	34	LGFA 1982, s12
TOTAL				£1,213.93				
Payments to be approved								
BACS	Staffing	1053.97	0	1053.97	Salaries	Caretaker Salary, Clerk Salary	31/32	LGA197 2 s112
BACS	Smiths Fire	£68.00	£13.60	£81.60	Fire Extinguish Service	Fire and Ilfe Safety	83	LGA 1972, s137
BACS	Smiths Fire	£201.00	£40.20	£241.20	Fire Extinguisher Replacement	Fire and Ilfe Safety	83	LGA 1972, s137
BACS	Mowern an	£480.00	£96.00	£576.00	Community Orchard	Maintenanc e	96	OSA 1906, s 9 and 10
BACS	Playscap e	£2,130.00	£426.00	£2,556.00	Remedial works after ROSPA	Open Spaces, Peace Park	13	OSA 1906, s 9 and 10
BACS	Salaries	tbc		tbc	Backdated increase to Apr 2024	Staffing, Salaries	31	LGA197 2 s112
BACS	A Harvey	£115.00		£115.00	Community garden mtce	Open spaces, Community Garden	14	OSA 1906, s 9 and 10
BACS	EON	£9.00	£1.80	£10.80	Street Light repair	Streetlightin g, mtce	26	PCA 1957, s3
				£4,634.57				
Vat Code	*tbc							
1 - 20%								
2 - 5%	Signed				Signed			
3 - Nil VAT	Printed				Printed			

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	Date				Date	
Income						
Receipts						
59	03.12.20 24	£78.00	£0.00	£78.00	03.12.2024	Recreation Ground Bookings
60	03.12.20 24	£54.00	£0.00	£54.00	03.12.2024	Village Hall Hire
61	03.12.20 24	£26.00	£0.00	£26.00	03.12.2024	Village Hall Hire
62	02.12.20 24	£120.00	£0.00	£120.00	03.12.2024	ORRI RENT
57	20.11.20 24	£27.00	£0.00	£27.00	21.11.2024	Village Hall Hire
56	18.11.20 24	£72.00	£0.00	£72.00	18.11.2024	Village Hall Hire
58	10.11.20 24	£157.56	£0.00	£157.56	26.11.2024	Interest
52	06.11.20 24	£52.00	£0.00	£52.00	06.11.2024	Village Hall Hire
53	06.11.20 24	£72.00	£0.00	£72.00	06.11.2024	Village Hall Hire
54	06.11.20 24	£500.00	£0.00	£500.00	06.11.2024	Annual Rent for Chapel
55	01.11.20 24	£120.00	£0.00	£120.00	06.11.2024	ORRI RENT
49	29.10.20 24	£52.00	£0.00	£52.00	29.10.2024	Recreation Ground Bookings
TOTAL		£1,330.56				
RPC24/0175 Reporting						
Annual fire inspection at Village hall been carried out and an extinguisher replaced.						
There is a large amount of rubbish at the rear of village hall, it is suggested that we hire a skip in the new year to clear it. To be added to next meeting agenda, its deemed the cost will be in the region of £300.						
There has been a Dinghy dumped at Kinewell Lake						
The new priest has been appointed and will be inducted in January.						

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<p>We have received correspondence from Cinema, stating that as hall was used in the day time on a cinema booking day, there was no heating, a refund has been requested. Council agreed this was appropriate. Clerk to process.</p> <p>RPC24/0176 Items for next agenda</p> <p>Poplar trees Kinewell, EA ownership.</p> <p>Skip for village hall.</p>	
<p>RPC24/0176 Close meeting closed at 2025</p> <p><u>Date of Next Parish Council Meeting:</u> Wednesday 8TH January 2025 at 1930</p>	

Action	By Whom
Publish Minutes	Clerk
Contact Wilby Tree Surgeons	CH
Publish external Audit	Clerk
Investigate Poplar trees ownership with EA	KB