

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 12th March 2025** at 7.30p.m.

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

In Attendance Lisa Ritchie – Clerk to the Council

<p>RPC24/0218 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>RPC24/0219 To Receive and approve apologies for absence</p> <p>RESOLVED Apologies received from Cllr C Harris and Cllr S Boustred</p>																							
<p>RPC24/0220 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>RPC24/0221 To receive and approve for signature the Minute of the Meeting held on 12th and 19th February 2025.</p> <p>RESOLVED Minutes from meeting on 12th and 19th February received and approved clerk to publish.</p>																							
<p>RPC24/0222 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>Update website and get email address for new cllr</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Request via fix my street that village gateway on Station Road is maintained</td> <td>Clerk</td> <td>Ongoing awaiting response</td> </tr> <tr> <td>Appoint a solicitor to look at Kinewell Trust lease</td> <td>RP/GS</td> <td>Complete</td> </tr> <tr> <td>Update MPs office regarding enquiry</td> <td>Clerk</td> <td>Complete</td> </tr> <tr> <td>Arrange Meeting with NNC RPC and resident regarding station road flooding</td> <td>Clerk</td> <td>Awaiting response</td> </tr> </tbody> </table>			Action	By Whom	Status	Publish Minutes	Clerk	Complete	Update website and get email address for new cllr	Clerk	Complete	Request via fix my street that village gateway on Station Road is maintained	Clerk	Ongoing awaiting response	Appoint a solicitor to look at Kinewell Trust lease	RP/GS	Complete	Update MPs office regarding enquiry	Clerk	Complete	Arrange Meeting with NNC RPC and resident regarding station road flooding	Clerk	Awaiting response
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<p>RPC24/0223 To receive and approve the Balance of Accounts.</p> <p>RESOLVED Balance of accounts received and approved.</p> <table border="0"> <tr> <td>Treasurers Account 00347325</td> <td>£</td> <td>10,098.04</td> </tr> <tr> <td>Reserves Account 19036368</td> <td>£</td> <td>100,465.02</td> </tr> <tr> <td>TOTAL</td> <td>£</td> <td>110,563.06</td> </tr> <tr> <td>Less unrepresented payments</td> <td>£</td> <td>100.49</td> </tr> <tr> <td>Plus unrepresented receipts</td> <td></td> <td></td> </tr> <tr> <td>TOTAL</td> <td>£</td> <td>110,462.57</td> </tr> </table>	Treasurers Account 00347325	£	10,098.04	Reserves Account 19036368	£	100,465.02	TOTAL	£	110,563.06	Less unrepresented payments	£	100.49	Plus unrepresented receipts			TOTAL	£	110,462.57	
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<p>RPC24/0224 Chairman to sign off Bank Statements.</p> <p>RESOLVED Bank statements received, approved and signed.</p>																			
<p>RPC24/0225 A. To receive and approve the Monthly 2024/2025 Budget Review B. To receive Report from Finance Advisory Committee.</p> <p>RESOLVED. No concerns over budget, any lines which have gone over have been agreed by council. We are awaiting details of Salary costs. There is a VAT reclaim due at end of March. The income from Recreation ground is lower than expected, but this is due to losing a regular team rental. Its still covering costs. Big budget outgoing in 2025 will be second phase of repairing chapel roof. Clerk to get this work started as soon as possible in new financial year. We cannot claim back the insurance cost from ORRI as we own the building. We have also been made aware that TSB will be closing the ORRI account, so Clerk needs to open another account. We also need to make a provision for Pension contributions, no staff are liable for auto enrollment, but we should as best practice have a scheme should they wish to join.</p>	Clerk																		
<p>RPC24/0226 Receive and approve Sexual Harassment Policy.</p> <p>RESOLVED Sexual Harassment Policy received and approved, Clerk to publish</p>	Clerk																		
<p>RPC24/0227 Receive and approve email regarding Code of Conduct template and agree action.</p> <p>RESOLVED Approved that Clerk to update Code of Conduct and present for adoption at April meeting.</p>	Clerk																		
<p>RPC24/0228 Receive and approve memorial application for plot 352/353.</p> <p>RESOLVED This memorial is approved, Clerk to send Invoice and update funeral director.</p>	Clerk																		
<p>RPC24/0229 Approve offer from resident to accept walnut tree sapling to be planted at Kinewell lake.</p> <p>RESOLVED Due to this being a non native species, it is agreed it is more appropriate to plant this at Gladstone Street Recreation Ground, Clerk to inform resident.</p>	Clerk																		
<p>RPC24/0230 Receive update on Gladstone Street Parking matters, and agree any further action.</p>																			

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RESOLVED Whilst we are supportive of measures to improve access and parking to Gladstone street, as we do not own the land we cannot initiate works. There are options available which may mean disruption to circa 5 vehicles, but a referendum is needed with residents (by NNC) to establish what their wishes are. Other concerns raised by member of public that both path and road are in poor state of repair.,

RPC24/0231 Approve quotation for works at Kinewell, for which grant was obtained.

Clerk

RESOLVED Quotations approved, there is an extra amount of £11 which Clerk will Invoice Kinewell for and pay submitted Invoices.

RPC24/0232 To acknowledge payments made and approve any outstanding Invoices.

RESOLVED

Clerk

Mar-25 v1 05.03.2025

Payment Type	Payee	Net	VAT	Gross	Details	Budget	Budget Code	Spending Power
Completed Payments								
DD	BT	£53.77	£10.78	£64.57	Broadband/telephone, Fibre 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	£447.87	£22.39	£470.26	Village Hall Electricity	Village Hall, Electricity	61	LGA 1972, s111
BACS	H J Horticulture	£4,899.68	£979.94	£5,879.62	Grounds Mtce Sep	Open Spaces/grass Hedge cutting	60	OSA 1906, s 9 and 10
DD	SSE	£257.40	£12.87	£270.27	Street Lighting Electricity	Street Lighting Electricity	44	PCA 1957, s3
TOTAL				£6,705.72				
Payments to be approved								
BACS	Staffing	tbc	0	tbc	Salaries	Caretaker Salary, Clerk Salary,	31/32	LGA1972 s112
A Harvey	Community Garden Mtce	tbc		tbc	Community Gdn Mtce	Open Spaces Community Garden	14	OSA 1906 s9 and 10

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DD	EON	tbc		tbc	Electricity Recreation Ground	Football Club, Electricity	88	OSA 1906, s 9 and 10
BACS								
				£0.00				
Vat Code	*tbc							
1 - 20%								
2 - 5%	Signed							
3 - Nil	Printed							
VAT	Date							
	Signed							
	Printed							
	Date							
Income Receipts								
86	£90.00	£0.00	£90.00		Village Hall Hire			
87	£72.00	£0.00	£72.00		Village Hall Rent			
88	£120.00	£0.00	£120.00		ORRI RENT			
84	£91.00	£0.00	£91.00		Recreation Ground Bookings			
83	£500.00	£0.00	£500.00		Cemetery Purchase			
82	£910.00	£0.00	£910.00		Cemetery Purchase			
80	£65.00	£0.00	£65.00		Village Hall Hire			
81	£18.00	£0.00	£18.00		Village Hall Hire			
74	£52.00	£0.00	£52.00		Village Hall Hire			
75	£72.00	£0.00	£72.00		Village Hall Hire			
76	£65.00	£0.00	£65.00		Recreation Ground Bookings			
77	£65.00	£0.00	£65.00		Recreation Ground Bookings			
79	£144.90	£0.00	£144.90		Interest			
			£2,264.90					
TOTAL				0				
RPC24/0233 FOR REPORTING ONLY								
<p>Poplar trees at Kinewell Lake do belong to the Environment agency and they will carry out necessary works.</p> <p>Kinewell trust are going to lease land at back of number 1 Kinewell close, to resident. RPC wants confirmation that this will not be accessed from garden at 1 Kinewell Close</p> <p>Kinewell trust have confirmed that the fencing that has disappeared from rear of 3 Kinewell Close, will be reinstated, if no action by end of month then legal action will be taken.</p>								

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It seems that we are able to claim on insurance work churchyard tree works, after damage during storm. Clerk to take this forward.	
RPC24/0234 Items for next agenda Updated code of conduct.	
RPC24/0235 CONFIDENTIAL ITEM FOR DISCUSSION WITHOUT MEMBERS OF PUBLIC	
RPC24/0236 Close 2040 <u>Date of Next Parish Council Meeting:</u> Wednesday 9th April 2025 at 1930	

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