

RINGSTEAD PARISH COUNCIL

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

Telephone: 01933 622176
Mobile: 07557682549
Web: www.ringsteadpc.org.uk
E-mail: clerk@ringsteadpc.org.uk



Minutes of meeting of Ringstead Parish Council held on **Weds 10th April 2024** at 7.30p.m.

Present: Cllr Boulay, Cllr I Grant, Cllr J Grant, Cllr Harris, Cllr Knight, **Cllr Phillips**,
Cllr Slack, Cllr A Twell.

In Attendance Lisa Ritchie – Clerk to the Council

<p>RPC23/0249 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>RPC23/0250 To Receive and approve apologies for absence</p>		
<p>RESOLVED . Apologies received and approved from Cllr S Boustred.</p>		
<p>RPC23/0251 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 - DOI for AT agenda item number RPC23/0266 DOI for TK agenda item number RPC23/259</p>		
<p>RPC23/0252 Receive update from NNC Councillor</p>		
<p>RESOLVED No Update as NNC Councillor not in attendance.</p>		
<p>RPC23/0253 To receive and approve for signature the Minute of the Meeting held on 13th March 2024.</p>		Clerk
<p>RESOLVED Minutes from 13TH March received and approved, Clerk to publish.</p>		
Action	By Whom	Status
Publish Minutes	Clerk	Complete
Get costings for fridges for Village Hall and Recreation ground	Clerk/TK	
Update ORRI Account details	Clerk/IG	Ongoing, Paperwork completed and sent
Accept quotation for CCTV	Clerk	Complete

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Write to Kinewell Trust	Clerk/RP	Complete, no response received						
Update Standing order for Housekeeper Salary	Clerk	Complete						
Make outstanding payments	Clerk	Complete						
Contact Co Op regarding memorial	Clerk	Complete, no response received						
Contact Contractor regarding roof at Chapel	Clerk	Ongoing						
<p>RPC23/0254 To receive and approve the Balance of Accounts.</p> <p>RESOLVED</p> <p>Balance of Accounts received and approved.</p> <table> <tr> <td>Reserves Account</td> <td>£ 95,662.08</td> </tr> <tr> <td>Treasurers Account</td> <td>£ 5,850.74</td> </tr> <tr> <td>TOTAL</td> <td><u>£ 101,512.82</u></td> </tr> </table>			Reserves Account	£ 95,662.08	Treasurers Account	£ 5,850.74	TOTAL	<u>£ 101,512.82</u>
Reserves Account	£ 95,662.08							
Treasurers Account	£ 5,850.74							
TOTAL	<u>£ 101,512.82</u>							
<p>RPC23/0255 Chairman to sign off Bank Statements.</p> <p>RESOLVED Bank statements received and approved, signed off by Chairman.</p>								
<p>RPC23/0256</p> <p>A. To receive and approve the Monthly 2023/24 Budget Review</p> <p>B. To receive Report from Finance Advisory Committee</p> <p>RESOLVED</p> <p>Current expenditure £ 79,405.00</p> <p>Current Income £99,457.00</p> <p>Income is circa £9,300 higher than predicted, due to Football ground income, insurance claim and VAT reclaim.</p> <p>We also have Cemetery Chapel roof to spend on this year, and the Peace Park works, which have rolled over from last year due to weather conditions.</p> <p>RP also thanked Cllr Slack for all his work on the finances over the year.</p>								
<p>RPC23/0258 Investigate and resolve what action to be taken regarding the future of the village hall.</p> <p>RESOVLED We have several options.</p> <ul style="list-style-type: none"> • Current hall owned by Co-op - Purchase or renew lease • Social Club, to be investigated 								

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<ul style="list-style-type: none"> • Potential development off Denford Road • Original Planning Application could possibly be considered at Kinewell Lake or Peace Park <p>There is a possible option of brownfield site at old location of Greenback Terrace garages, whilst this is not owned by RPC, its another avenue to explore.</p>	
<p>RPC23/0258 Decide action with regards to cleaning hours for Village hall and football pavilion.</p> <p>RESOLVED It is agreed that the village hall being used every day now, and there is not enough time in Caretaker current hrs to prepare/check for next user and carry out cleaning.</p> <p>It is agreed that hrs to increase to 5 for Village Hall and 5 for Recreation ground, to be reviewed after a trial period. Clerk to update salary standing order for Caretaker.</p>	Clerk
<p>RPC23/0260 Agree to contact co-operative society to consider future of village hall.</p> <p>RESOLVED It was agreed RP will contact co operative society with regards to future of village hall. Now we have had correspondence from them with backdated invoices being received and paid we hopefully have a channel of communication with them.</p>	
<p>RPC23/0261 Investigate and resolve finance arrangements for ORRI.</p> <p>RESOLVED Cllr I Grant has now been sent a postal copy form and managed to access an online copy form to get this moving forward.</p>	
<p>RPC23/0262 To agree hire rate for Kinewell trust to use village hall for meetings.</p> <p>RESOLVED It was agreed that Kinewell trust will not be charged for using hall for their meetings as RPC is the owner of Kinewell Lake.</p>	
<p>RPC23/0263 To agree change of tilte for Domestic from housekeeper to caretaker.</p> <p>RESOLVED It was agreed to change title to Caretaker for current housekeeper role, Clerk to update Scribe and all future references going forward.</p>	Clerk
<p>RPC23/0264 To agree if RPC will install a gate at recreation ground and agree budget.</p> <p>RESOLVED It was agreed that we need to get costings to install a gate as RPC have told village this will happen. CCTV needs to be monitored and added to agenda. AT will get cost for gate.</p>	AT
<p>RPC23/0265 To agree increase in clerk salary scale to SCP 22 from appraisal.</p> <p>RESOLVED It was agreed to increase clerk salary from SCP 21 to SCP 22 from appraisal, Clerk to amend payments as required.</p>	Clerk
<p>RPC23/0266 Agree and approve a response to the communication from Gladman "Land west of Denford Road, Ringstead - Indicative Development Framework Plans.</p>	Clerk

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RESOLVED It was agreed that Clerk to respond to initial contact from Gladman, to acknowledge receipt, not much more can be done until more information is received or an application is submitted.

RPC23/0267 Consider and agree request from Village Social Club ‘Could we request an informal meeting between yourselves and representatives from the Ringstead Village Social Club Committee to discuss a proposal of using the current Ringstead Village Social Club room as a venue to move the Village Hall to and utilise our facilities and building space.

RESOLVED It was agreed that a RP will meet with the social club on site to see what is available and how it could possibly work. We need to get a working party together to explore possibilities, RP, JG, AT, RP and KB all happy to do this. Social club will come back with dates for meeting.

RPC23/0268 Receive payments made and outstanding payments from FAC.

RESOLVED Payments received, one additional Invoice from Parish Online and A Harvey.

S/O	Lisa Ritchie	£610.89	£0.00	£610.89	Clerks Salary , new rate from Nov 2023	Staffing, Clerk Salary	31	LGA 1972, s112
S/O	Tony Knight	£347.01	£0.00	£347.01	Cleaner Salary, from 01.04.2024, 2 hrs Village Hall, 5 hrs Recreation Ground	Staffing, Housekeeper Salary	32	LGA 1972, s112
DD	HMRC	£152.73	£0.00	£152.73	Clerk PAYE	Clerks PAYE	31	LGA 1972, s112
CARD	SSE Energy Solutions	£486.25	£24.31	£510.56	Street Lighting Electricity	Street Lighting Electricity	44	PCA 1957, s3
CARD	Valda Energy	£381.31	£19.07	£400.38	Village Hall Electricity	Village Hall electricity	61	LG(MP)A 1976, s19
BACS	Sidey Design Architecture	£855.00	£171.00	£1,026.00	Planning Application	Village Hall Business Case	82	LGA 1972, s112
BACS	Anthony Knight	£151.09	£0.00	£151.09	Recreation Ground works	Recreation Ground works	86	LGA 1972, s112
BACS	Clear Insurance Management Ltd	£2,906.63	£581.33	£3,487.96	Annual Insurance	RPC Annual Insurance	10	LGA 1972, s111
BACS	Colliers	£75.00	£15.00	£90.00	Village Hall Rent	Rent 2009-2024	16	LGA 1972, s112
BACS	Northants ACRE	£35.00	£7.00	£42.00	Annual Membership	Annual membership	18	LGA 1972, s143

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BACS	Raunds Electrical	£155.09	£31.02	£186.11	repair to Security Light	Health & Safety	84	
DD	Anglian Water	£16.00	£0.00	£16.00	Water Village hall	Village Hall Water	65	LG(MP)A 1976, s19
DD	Total Gas and Power	£734.87	£36.74	£771.61	Village Hall Electricity	Village Hall Electricity	61	LGA 1972, s111
DD	Total Gas and Power	£686.75	£34.34	£721.09	Village Hall Electricity	Village Hall Electricity	61	LGA 1972, s111
				£8,513.43				
	Payme nts to be approv ed							
BACS	A J Harvey	£65.00	£0.00	£65.00	Community GdnMtce	Open Spaces, Community Gdn	14	
BACS	Parish Online	£100.00	£20.00	£120.00	Parish Online	Membership		
	TOTAL							

RPC23/0269 FOR REPORTING ONLY

OPEN SPACES Works all complete at Peace Park. Mowing has started and there has been no damage to new surface, so been installed to correct height. Still having issues with rubbish in Peace park despite there being two bins available.

The memorial that has been placed incorrectly still has not been moved, Clerk has chased and chased, its agreed to put item on next meeting agenda, to discuss future of working with the Co-op.

The garden waste bin at Cemetery not been emptied, normally NNC Invoice us for this each year, but it seems that the process has changed, **Clerk** to investigate.

Works to fence in churchyard has not started as yet, **CH** will chase.

RECREATION GROUND There is a water leak from faulty stop cock, Colsons have given price of £128.00 to replace, **Clerk** to accept quote to get works done asap.

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<p>KINWELL LAKE Kinewell trust have met with National England, and its agreed the management plan needs updating.</p> <p>Potential that more boardwalks will be installed.</p> <p>Kinewell trust have requested that they store some documents in the Council Office, they will purchase a small filing cabinet to keep them in. This is approved by RPC.</p>	
<p>RPC23/0270 Items for next agenda</p> <p>Proposal to cease trading with Co op group funeral division, due to ongoing issues</p> <p>Re elections</p> <p>Policies</p>	
<p>RPC23/0271 Close</p> <p>Meeting closed at 2039hrs, next ordinary meeting of RPC Weds 8th Mayl 2024 730pm.</p>	

Action	By Whom
Publish Minutes	Clerk
Update Standing Order for Caretaker Salary	Clerk
Update future references to Housekeeper to Caretaker	Clerk
Get costings for gate at Recreation ground	AT
Update clerk salary payment to SCP 22	Clerk
Acknowledge receipt of contact from Gladman	Clerk
Meet with Social Club regarding potential village Hall	RP. JG. AT, KB
Arrange green waste collection at cemetery	Clerk
Chase works in Churchyard	CH
Contact Contractor regarding roof at Chapel	Clerk