

# 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 an **Ordinary Meeting** of meeting of Ringstead Parish Council held on **Weds 12<sup>th</sup> June 2024** at 7.30p.m.

Present: Cllr K Boulay, Cllr S Boustred, Cllr I Grant, Cllr J Grant, Cllr Harris, Cllr Knight, **Cllr Phillips**, Cllr A Twell.

In Attendance Lisa Ritchie – Clerk to the Council

<p><b>RPC24/0031 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).</b></p>		
<p><b>RESOLVED</b> No members of the public in attendance.</p>		
<p><b>RPC24/0032 To Receive and approve apologies for absence</b></p>		
<p><b>RESOLVED</b> No apologies received.</p>		
<p><b>RPC24/0033 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).</b></p>		
<p><b>RESOLVED</b> - DOI received from GS and TK with respect to agenda item RPC24/0050</p>		
<p><b>RPC24/0034 To receive and approve for signature the Minute of the Meeting held on 8<sup>th</sup> May 2024.</b></p>		
<p><b>RESOLVED</b> Minutes from meeting on 8<sup>th</sup> May received and approved clerk to publish.</p>		
<p><b>RPC24/0035 Review of Actions from previous meeting and to receive the Clerk's Report.</b></p>		
<b>Action</b>	<b>By Whom</b>	<b>Status</b>
Publish Minutes	Clerk	Complete
Update policies	Clerk	Complete
Review and update Finance Regs	Clerk/GS	Complete
Investigate getting a separate page on website for governance	Clerk	Ongoing
Write to Gladstone Street Residents regarding gate	Clerk	
Accept quote for flagpole	Clerk	Complete
Process change of ownership for ashes burial to take place	Clerk	Complete
Apply for faculty for Churchyard railings	RP/CH	Ongoing

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<b>RPC24/0036</b>	<b>To receive and approve the Balance of Accounts.</b>		
<b>RESOLVED</b>	Balance of accounts received and approved.		
<b>RPC24/0037</b>	<b>Chairman to sign off Bank Statements.</b>		
<b>RESOLVED</b>	Bank statements received and approved.		
<b>RPC24/0038</b>	<b>A. To receive and approve the Monthly 2024/2025 Budget Review B. To receive Report from Finance Advisory Committee.</b>		
<b>RESOLVED</b>	Full precept payment has been received, our current spend is £26,000, we have £36,000 in reserves and a working capital of £139,000/		
<b>RPC24/0039</b>	<b>Election of chair of the Finance Committee</b>		
<b>RESOLVED</b>	It was Resolved that Cllr G Slack is elected as chair of Finance Committee.		
<b>RPC24/0040</b>	<b>Election of the finance Vice chairperson.</b>		
<b>RESOLVED</b>	It was resolved that Cllr T Knight is elected as vice chair of Finance Committee.		
<b>RPC24/0041</b>	<b>Election of a third and fourth member of the finance committee.</b>		
<b>RESOLVED</b>	It was resolved that Cllr R Phillips and Cllr I Grant are elected as third and fourth members of Finance Committee.		
<b>RPC24/0042</b>	<b>Election of Planning Committee Chair and Planning Committee Vice Chair</b>		
<b>RESOLVED</b>	It was resolved that Cllr G Slack is elected as Planning Committee chair and Cllr T Knight as vice Chair.		
<b>RPC24/0043</b>	<b>Receive and approve Internal Audit.</b>		
<b>RESOLVED</b>	Internal audit received and approved.		
<b>RPC24/0044</b>	<b>Receive and approve Finance Regs.</b>		
<b>RESOLVED</b>	It was resolved to approve and adopt Finance Regulations, <b>Clerk</b> to publish.		Clerk
<b>RPC24/0045</b>	<b>To approve Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2024.</b>		
(i)	To approve Section 1 – Annual Governance Statement 2023/24.		
(ii)	To approve Section 2 – Accounting Statements 2023/24.		
(iii)	To note the dates for the exercise of public rights of inspection.		

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<p><b>RESOLVED</b></p> <p>(i) Section 1 Annual governance statement 2023/2024 received and approved (ii) Section 2 Accounting Statements received and approved. (iii) Dates for exercise of public rights, noted and approved, as 17/06/2024 to 26/07/2024.</p> <p><b>Clerk</b> to submit to External Auditor and display on website/noticeboard as required.</p>	Clerk
<p><b>RPC24/0046 Agree action to be taken with regards to potential purchase of current village hall from Co-op.</b></p> <p><b>RESOLVED</b> RP has been in communication with Agent for the Co op we are waiting for some clarity on what they propose.</p> <ul style="list-style-type: none"> <li>• New lease for 99yrs? (this would give us potential to carry out renovation works)</li> <li>• RPC to buy the hall?</li> <li>• Co-op to 'gift' the hall to RPC.</li> </ul> <p>RP will report back any developments.</p>	
<p><b>RPC24/0047 Agree and approve purchase of a fridge for Village Hall and Recreation Ground.</b></p> <p><b>RESOLVED</b> It was resolved to purchase two fridges, one for Village Hall and one for Recreation ground, <b>Clerk</b> to place order.</p>	Clerk
<p><b>RPC24/0048 Decide action with regards to Co-op funerals group in relation to cemetery purchases, due to ongoing issues.</b></p> <p><b>RESOLVED</b> It was agreed that we will write to Co-op and advise them we will no longer be able to accept any further requests from them. If any pre paid plans come up, then we will discuss these as needed.</p>	Clerk
<p><b>RPC24/0050 To receive and funding request for a Children's Nature Trail Event taking place in June.</b></p> <p><b>RESOLVED</b> Application discussed and due to the current policy we are unable to award more than £500. It was resolved that we want to support the community group and have awarded them this amount. <b>Clerk</b> to process.</p>	Clerk
<p><b>RPC24/0051 To receive and approve funding request from Axe &amp; Compass for event in 2025.</b></p> <p><b>RESOLVED</b> Concern raised as the application from a profit making group, it is suggested that we meet with the applicant and get more information as we would like to support event, but the applicant needs to meet criteria. <b>Clerk</b> to contact.</p>	Clerk

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<p><b>RPC24/0052 Receive and approve quotation for fixing new signs to outdoor gym equipment.</b></p> <p><b>RESOLVED</b> It is resolved to accept quote, <b>Clerk</b> to process.</p>	Clerk
<p><b>RPC24/0053 Agree fee to be charged for reassignment of burial plot, Rushden Town Council charge £40.00.</b></p> <p><b>RESOLVED</b> It is approved that we charge a fee of £40 for reassignment of burial plot. <b>Clerk</b> to add to Cemetery charges list and share form on website.</p>	Clerk
<p><b>RPC24/0054 Receive correspondence from resident regarding anti social behaviour at Recreation ground and agree action.</b></p> <p><b>RESOLVED</b> This is an ongoing issue, we have fitted CCTV and residents are reporting suspected drug driving and anti social behaviour to the police. RPC will write to residents and we will ask them to attend July meeting to gain opinions. 150 letters to be printed and given to Cllr AT.</p>	Clerk/AT
<p><b>RPC24/0055 Receive and agree action from ROSPA for Peace Park, Outdoor Gym and MUGA.</b></p> <p><b>RESOLVED</b> This is deferred to July Meeting.</p>	Clerk
<p><b>RPC24/0056 Agree and sign resolution for amending ORRI bank account.</b></p> <p><b>RESOLVED</b> To be completed outside of RPC meeting.</p>	
<p><b>RPC24/0057 To acknowledge payments made and approve any outstanding Invoices.</b></p> <p><b>RESOLVED</b></p>	

Jun-24

V2.05.06.2024

Payment Type	Payee	Net	VAT	Gross	Details	Budget	Budget Code	Spending Power
<b>Completed payments</b>								
S/O	Lisa Ritchie	£621.64	£0.00	£621.64	Clerks Salary , new rate from Nov 2023	Staffing, Clerk Salary	31	LGA 1972, s112
S/O	Tony Knight	£495.73	£0.00	£495.73	Caretaker Salary, from 22.04.2024, 5 hrs Village Hall, 5 hrs	Staffing, Housekeeper Salary	32	LGA 1972, s112

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					Recreation Ground			
DD	HMRC	£155.40	£0.00	£155.40	Clerk PAYE	Clerks PAYE	31	LGA 1972, s112
CARD	BT	£54.09	£10.82	£64.91	Feb / March Invoices	Broadband and Telephone	36	LGA 1972, s111
DD	Anglian Water	£21.00	£0.00	£21.00	Water Village hall	Village Hall Water	65	LG(MP)A 1976, s19
DD	EON	£155.39	£7.77	£163.16	Rec Ground Electricity	Football Club electricity	88	LGA 1972, s111
DD	VALDA	£151.75	£7.59	£159.34	Village Hall Electricity	Village Hall Electricity	61	LG(MP)A 1976, s19
DD	SSE	£249.10	£12.45	£261.55	Street Lighting Electricity	Street Lighting Electricity	44	PCA 1957, s3

**£1,942.73**

<b>Payments to be approved</b>								
BACS	Soft Surfaces	£4,171.00	£834.20	£5,005.20	Peace Park works	Peace Park Mtce	13	OSA 1906, s 9 and 10
BACS	Emma Hall Life Flower	£90.00	£0.00	£90.00	Community Gdn Mtce	Community Gdn Mtce	14	OSA 1906, s 9 and 10
BACS	A Harvey	£40.00	£0.00	£40.00	Community Gdn Mtce	Community Gdn Mtce	14	OSA 1906, s 9 and 10
BACS	ROSPA Play Safety	£187.20	£46.80	£234.00	Annual Inspection	Open Spaces, Annual Inspection	12	OSA 1906, s 9 and 10
<b>TOTAL</b>				<b>£5,369.20</b>				
Vat Code	*tbc							

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1- 20%
2 - 5%
3 - Nil VAT

Signed  
Printed  
Date

Signed  
Printed  
Date

<p><b>RPC24/0058 Reporting</b></p> <p>Garden waste bin at Cemetery still not being emptied, both CH and Clerk have tried numerous avenues to get this resolved. Will be chased again.</p> <p><b>Items for next agenda</b></p> <p>Dog bin at recreation ground, second bin needed ?</p>	
<p><b>RPC24/0059 2049 Close <u>Date of Next Parish Council Meeting: Wednesday 10 July 2024 at 1930</u></b></p>	

Action	By Whom
Publish Finance Regulations	Clerk
Publish Minutes	Clerk
Submit Annual Governance Return to External Auditor	Clerk
Publish Annual Governance documents on website	Clerk
Publish notice for the exercise of public rights on website and noticeboard	Clerk
Order Fridge for Village Hall and Recreation ground	Clerk
Write to Co-op group regarding cemetery purchases	Clerk
Make payment to Community Group in respect of their application	Clerk
Contact applicant for second grant RPC24/0051 with regards to their application	RP
Accept quote for fixing of signs to gym Equipment	Clerk
Update Cemetery charges to include reassignment of plot	Clerk
Write to residents of Gladstone street and Mountbatten way with regards to Anti Social behaviour in car park at recreation ground	Clerk/AT