

# 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](http://www.ringsteadpc.org.uk)  
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Minutes of an **Ordinary Meeting** of meeting of Ringstead Parish Council held on **Weds 14<sup>th</sup> August 2024** at 7.30p.m.

Present: Cllr I Grant, Cllr J Grant, Cllr Harris, Cllr Knight, **Cllr Phillips**, Cllr Slack

In Attendance Lisa Ritchie – Clerk to the Council

|  |  |
|--|--|
| <p><b>RPC24/0079 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>RPC24/0080 To Receive and approve apologies for absence</b></p> <p><b>RESOLVED</b> Apologies received and approved from Cllr K Boulay, Cllr S Boustred, Cllr A Twell.</p>  |  |
| <p><b>RPC24/0081 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> - No DOI received.</p>   |  |
| <p><b>RPC24/0082 To receive and approve for signature the Minute of the Meeting held on 10<sup>th</sup> July 2024.</b></p> <p><b>RESOLVED</b> Minutes from meeting on 10<sup>th</sup> July received and approved clerk to publish.</p>   |  |
| <p><b>RPC24/0083 Review of Actions from previous meeting and to receive the Clerk’s Report.</b></p>  |  |

| Action  | By Whom | Status  |
|---|---------|---|
| Publish Minutes                                 | Clerk   | Complete  |
| Explore adding camera/s to existing CCTV        | TK      | Ongoing   |
| Accept quote for works to cemetery chapel roof  | Clerk   | Complete  |
| Update RPC Grant award policy                   | Clerk   | Complete  |
| Investigate providing power to Community Garden | RP      | Its not financially feasible to get a supply fitted, ORRI can be approached if power is needed. |
| Respond to request regarding purchase of land   | RP      | Complete  |

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|  |                   |                                  |
|--|-------------------|----------------------------------|
| Request quote for works to Peace park from ROSPA   | Clerk             | Awaiting Quotation               |
| Request Grounds Maintenance contractor weedkiller application to path  | CH                |                                  |
| Accept quote for moving of memorial stone from RGR Memorials   | Clerk             | Now been completed by CO-OP      |
| Report peace park footpath on Fix my Street  | Clerk             | Unable to report as not NNC land |
| <b>RPC24/0084 To receive and approve the Balance of Accounts.</b>  |                   |                                  |
| <b>RESOLVED</b> Balance of accounts received and approved.   |                   |                                  |
| Treasurers Account 00347325  | 4,271.09          |                                  |
| Reserves Account 19036368  | 149,329.56        |                                  |
| TOTAL  | 153,600.65        |                                  |
| Less unrepresented payments  | 6.18              |                                  |
| Plus unrepresented receipts  | 182.13            |                                  |
| <b>TOTAL</b>   | <b>153,776.60</b> |                                  |
| <b>RPC24/0085 Chairman to sign off Bank Statements.</b>  |                   |                                  |
| <b>RESOLVED</b> Bank statements received and approved.   |                   |                                  |
| <b>RPC24/0086 A. To receive and approve the Monthly 2024/2025 Budget Review</b><br><b>B. To receive Report from Finance Advisory Committee.</b>  |                   |                                  |
| <b>RESOLVED</b> No concerns over budget, current Expenditure £33,265, Income £87,979 with a total revenue of £168,173.   |                   |                                  |
| The Cemetery Chapel roof, work has started and it is discovered that the battens are rotten, new expenditure will be circa £11,000, health and safety aspect means an emergency meeting will be held to approve spend.   |                   |                                  |
| <b>RPC24/0087 Receive and approve quotations for works after ROSPA</b>   |                   |                                  |
| <b>RESOLVED</b> Quotes not been received as yet, to add to September meeting agenda.   |                   | Clerk                            |
| <b>RPC24/0088 Approve request from Warmington PC to split cost of CiLCA study (1 hr per week)</b>  |                   |                                  |
| <b>RESOLVED</b> Approved that RPC will pay a cost of 1 hr salary per week for CiLCA study.   |                   |                                  |
| <b>RPC24/0089 Receive update regarding potential of using Ringstead Club as village hall and agree action.</b>   |                   |                                  |
| <b>RESOLVED</b> At the current time we are still awaiting update from owners of current village hall, the social club have kindly offered that we could use their space if we bought current village hall while refurbishments are being carried out. We will revisit once we have an update regarding current village hall. |                   |                                  |
| <b>RPC24/0090 Agree how we can communicate better with village.</b>  |                   |                                  |
| <b>RESOLVED</b> This item added to agenda for September as councillor who requested item not in attendance.  |                   | Clerk                            |

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|---|-------|
| <b>RPC24/0091 Approve Quote for replacement bin at Kinewell lake.</b>   |       |
| <b>RESOLVED</b> Quote has not been received as yet, to be added to September meeting agenda, it was discussed that RPC should share cost with Kinewell Trust. |       |
| <b>RPC24/0092 Approve updated Grant Awarding Policy.</b>  | Clerk |
| <b>RESOLVED</b> It was agreed to update as suggested and publish on website. <b>Clerk</b> to publish.   |       |
| <b>RPC24/0093 To acknowledge payments made and approve any outstanding Invoices.</b>  |       |
| <b>RESOLVED</b> No Invoice received this month for Community Garden Mtce,. Payment to be approved for Caretaker salary  |       |
| <b>RESOLVED</b> Caretaker salary approved, <b>Clerk</b> will contact contractor who does community garden maintenance.  | Clerk |
|   |       |

Aug-24 V1 05.08.2024

| 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 Recreation Ground | Staffing, Housekeeper Salary | 32          | LGA 1972, s112 |
| DD                        | HMRC          | £155.40 | £0.00  | £155.40 | Clerk PAYE   | Clerks PAYE                  | 31          | LGA 1972, s112 |
| DD                        | BT            | £41.35  | £8.27  | £49.62  | Broadband/telephone  | Broadband and Telephone      | 36          | LGA 1972, s111 |
| BACS                      | Lisa Ritchie  | £6.18   | £0.00  | £6.18   | Expenses   | Stationary                   | 37          | LGA 1972, s111 |
| BACS                      | The Defib Pad | £121.66 | £24.33 | £145.99 | Defibrillator Pads   | Health and Safety            | 84          | LGA 1972, s137 |

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|--------------------------------|-------------------|---------|--------|------------------|---|-------------------------------|----|--------------------|
| BACS                           | ROSPA Play Safety | £378.00 | £75.60 | £453.60          | Annual Inspection MUGA/Peace Park/Outdoor Gym | Open Spaces Annial inspection | 17 | LG(MP) A 1976, s19 |
| BACS                           | The Defib Pad     | £208.26 | £41.65 | £249.91          | Defibrillator Pads                            | Health and Safety             | 84 | LGA 1972, s137     |
| DD                             | Wave              | £63.50  |        | £63.50           | Rec Ground Water                              | Football Club Water Supply    | 87 | LG(MP) A 1976, s19 |
| DD                             | EON               | £75.80  | £3.79  | £79.59           | Rec Ground Electricity                        | Football Club electricity     | 88 | LGA 1972, s111     |
| DD                             | VALDA             | tbc     | tbc    | tbc              | 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       |
|                                |                   |         |        | <b>£2,582.71</b> |   |                               |    |                    |
| <b>Payments to be approved</b> |                   |         |        |                  |   |                               |    |                    |

|              |             |         |       |         |  |                              |    |                      |
|--------------|-------------|---------|-------|---------|--|------------------------------|----|----------------------|
| S/O          | Tony Knight | £495.73 | £0.00 | £495.73 | Caretaker Salary, from 22.04.2024, 5 hrs Village Hall, 5 hrs Recreation Ground | Staffing, Housekeeper Salary | 32 | LGA 1972, s112       |
| BACS         | A Harvey    | TBC     |       | TBC     | Community Garden Mtce  | Open Spaces community Garden | 14 | OSA 1906, s 9 and 10 |
| <b>TOTAL</b> |             |         |       |         |  |                              |    |                      |
|              |             |         |       | -       |  |                              |    |                      |

|          |        |
|----------|--------|
| Vat Code | *tbc   |
| 1- 20%   |        |
| 2 - 5%   | Signed |

Signed

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3 - Nil  
VAT

Printed

Printed

Date

Date

## RPC24/0094 Reporting

We are still waiting for a response from Faculty regarding application for church railing installation, **Clerk** will chase up response, as we are in danger of having to repay the grant.

We are still waiting for response from Environment agency, with respect to the trees at Kinewell Lake. **Clerk** will chase up response.

Kinewell trust are going to talk to Natural England and Northants ACRE to update management plan.

Bins now seem to be being emptied regularly.

There has been a Quinquennial completed, which mentioned steps being removed at war memorial, we have planned work there to be started imminently, The fence has been replaced as planned. There is a Yew Tree that needs to be removed as too close to church and another which needs action as growing over the lightning convector.

**Clerk** will contact Wilby Tree Surgeons for price.

Still being rubbish left in peace park,.

## RPC24/0095 Items for next agenda

**Quotes from ROSPA**

**Grant application from**

**How we communicate with village**

**Quote for replacement bin at Kinewell**

## RPC24/0096 Close meeting closed at 2020

**Date of Next Parish Council Meeting: Wednesday 11<sup>TH</sup> Sep 2024 at 1930**

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| Action                        | By Whom |
|-------------------------------|---------|
| Publish Minutes               | Clerk   |
| Publish Grant awarding policy | Clerk   |
| Chase Faculty                 | Clerk   |
| Chase Environment Agency      | Clerk   |
|                               |         |