

MINUTES- PARISH COUNCIL MEETING

Minutes of a meeting of the above-mentioned Parish Council held in the Lonegan Room, Leisure Centre Ravenshead on **Monday 20th April 26** commencing at 7pm.

Present Councillors Cllr M Smith (Chairman), S Bestwick-Vice Chairman, A Smith, S Harris, S Pickering, R Stevenson, and C Pitt

Clerk Belinda Kalka

160. Apologies-. Cllrs C Barnfather, T Barnfather, H Stoddart.

161. Declaration of Interest

Resolved No declaration of interests to be recorded.

162. Minutes of the Full Council Meeting of 16th March 2026

Resolved The minutes of the Full Council meeting of 16th March 26 be accepted as a true record and were signed by Councillor M Smith.
Proposed by Cllrs S Bestwick & A Smith- all in favour.

163. Minutes of the Planning Meetings of 13th April 2026

Resolved The minutes of the Planning Meetings of the 13th of April were accepted as a true record and were signed by Councillor M Smith
Proposed by Councillor M Smith & A Smith- all in favour.

164. Accounts & Finance

a. financial reports - for March 26 were distributed prior to the meeting.

b. Accounts March 26.

Resolved To approve the income of £90,793.44 for the month of March 26
To approve the expenditure of £138,983.46 the month of March 26

Proposed by Cllrs C Pitt & S Bestwick

e. **Booking Office- Report –**

The Clerks will liaise with the Booking Office to be proactive in filling any available time slots, particularly at prime time's where cancellations have occurred. A waiting list to be implemented.

Resolved To note information

d) **2025/26 Year-end accounts/ Internal Audit**

Internal Auditor –Internal Auditor Barry Woodcock took place on Thursday 16th April 2026

Resolved The Internal Auditor's Report 2025/26 dated 16th April 26 was presented at the meeting, all positive, without any risks identified.

2025/26 Year-end accounts- completion/signing of the AGAR- The Chairman read through all the statutory requirements on the AGAR section 1, numbers 1-9.

Resolved All Cllrs agreed that the correct systems/processes are in place and approved the 2025/26 year-end accounts.

The completion/signing of the AGAR (External Auditors forms) which was done in the presence of Clerk/Financial Officer B Kalka by Cllr M Smith.
2025/26 Accounts will be submitted to the External Auditor.

Proposed by Cllr C Pitt & S Bestwick.

- e) **Staff Salary/Reviews-** Salaries – were discussed in the closed session at the end of meeting. Sensitive details to be omitted for public viewing.

Handyman/Lengthsman salary review- WEF 1/4/26

Resolved Recommendation the following to Full Council.

Lengthsman salary to be increased from £[REDACTED] to £[REDACTED] per hour.

Handyman salary to be increased from £[REDACTED] to £[REDACTED] per hour.

Booking Office Secretary- salary review- WEF 1/4/26

Resolved Recommendation the following to Full Council.

Booking Office Salary to be increased from £[REDACTED] to £[REDACTED] per hour.

Clerks' Payroll-Councillors agreed to implement a 3.3% pay increase, as recommended by NALC, for both Clerks.

It was noted that [REDACTED] is now at the maximum point on the scale (SCP 23). The increase will be backdated to 1 April 2026.

- f) **Tarmac- Agreement for Grant-** Councillors considered the terms and conditions set out within the draft grant agreement between Ravenshead Parish Council and the Derbyshire Environmental Trust, in respect of funding awarded under the Landfill Communities Fund administered by Tarmac. Attention was drawn to the requirements relating to the allocation of LCF expenditure, the provision of a detailed cost breakdown, and the obligations outlined in Clauses 3.11 and 3.12 concerning eligible project costs and procurement conditions.

Following discussion, Cllrs confirmed that they were satisfied with the terms of the Agreement and that the conditions were acceptable to the Council.

Resolved The Agreement was duly signed on behalf of the Council by the Chairman, Martin Smith, and the Responsible Financial Officer, Belinda Kalka.

165. Accidents, Incidents & Policies

Date	Site of accident/incident	Staff member reported?	Nature of Accident/incident?	Action Taken
24/03/26	Sports Hall	A Rowbotham	Lost footing trying to move the equipment, stumbled onto the gate which closed and trapped his hand. Cut to the hand.	1 st aid provided and advised to attend a walk-in clinic to have it dress professionally.

25/03/26	Sports Hall	A Rowbotham	Tripped while moving backwards to take a shot during badminton. Fell on her right hand. Sore, swollen hand and slight nausea.	Ice pack provided. Members of the group made sure she got home safely.
29/03/26	Petanque	A Rowbotham	Son accidentally hit Father on the head whilst playing a game as he swung back. Father was standing too close.	None needed

3. Policies for Review

- P024- Equal Opportunities Policy -Date amendment only
- P029A/B- Staff Holidays -Date amendment only
- P032- Vexatious Complaints Policy -Date amendment only
- P034- social media Policy -Date amendment only
- P036- Adverse Weather Policy -Date amendment only

Resolved Councillors agreed the recommended date changes of Ravenshead Parish Council.

166. Matters Arising NB Public Session Time at approx. 7.30pm.

Police Matters -Cllr S Harris- would provide her update via email; this report will give details of the Ravenshead crimes which have occurred since the last meeting.

Resolved Information noted.

167. Ravenshead Leisure Centre.

- Howdens Game Changer programme submitted by the FA, application for new kitchen cupboards at the centre. We have been successful in our application.
- Shower maintenance -still experiencing water pressure/availability and temperature issues.
- Drainage at the rear of the building cleared. Works need to be done to the downpipe and one drain dug up to investigate further the blockage issue. Quote attached

Resolved Howdens Kitchen- Council discussed the Howdens kitchen project and noted that the initial plans received were over budget. Revised plans were subsequently prepared, resulting in additional costs of approximately £1,200. Councillors agreed to approve this expenditure, subject to confirmation from Howdens.

The Clerk will seek confirmation that the wall units are priced at trade rate and that the smaller units are supplied with knobs as specified.

Shower pressure/temperature are now within an acceptable range- to be monitored.

168. Play Areas/Lengthsman/Ravenshead Commoners.

Abbey Gates Park – The Clerk will contact Abbey Gates Primary School to follow up on the email regarding the tyre incident.

The school will be asked to provide details of any measures to prevent a similar occurrence and whether arrangements are in place to retrieve the tyres currently within a neighbouring property.

Resolved The Parish Council noted its willingness to work with the school to resolve the matter.

Haddon Road Park- Cllr A. Smith reported that a meeting had taken place with Cllr T. Barnfather and Proludic. It was confirmed that two items of equipment, as previously agreed, will be purchased: the bus and a small spider's web, at a total cost of £40,215.58.

Resolved The Clerk will confirm whether VAT is included in this figure.
Confirmation was received that wet pour surfacing is included around the spider's web.

The project will proceed subject to the Tarmac funding being secured

Leisure Centre Play Park- Cllr T Barnfather –would continue to do the weekly checks and litter picking of the playpark.

Resolved Weekly monitoring of all the park will continue, and any issues would be reported to the Clerks.
Section 106 funds have been ring-fenced.

Cornwater Common- Cllr C. Pitt -confirmed that he had done the first cut, however, signs that dog exercising in the area remains a concern.

Resolved Information noted

169. Ground Maintenance/Football/Petanque/Tennis Pitch Funding –Maintenance

- FF Maintenance fund received for 2025/26 season, 3rd year rate reduction. – Start of season pitch inspection complete and report received. Next due March 26.

Resolved Following the successful GBC Local Communities Fund for £18,450.00 works on court 2 are currently underway- completion by 25/4/26.

170. Village Matters/Litter Picks/Ravenshead in Bloom –S Harris. S Pickering
The next litter-picking session have been scheduled for
Friday 24th April, Saturday 30th May

Precinct barrel planting – Wednesday 3rd June 26 @2pm

Resolved The Clerk will circulate the numbers for the scheduled litter pick on Friday 24 April and issue a reminder.

Andy is preparing the new precinct barrel, which is expected to be in place by 3 June.

- It was discussed that during the handyman's periods of annual leave, Councillors will be informed so that litter picking on the leisure centre grounds and the emptying of bins can be arranged accordingly.

171. Leisure Centre Refurbishment -Cllr M. Smith will meet with Tomlinson's on 24 April to undertake a pre-snagging inspection.

One invoice due for the balance of professional fees.

Resolved Information noted

172. Local government Reorganisation- Cllr S Bestwick addressed the meeting and provided Cllrs with the latest update regarding the Local Government Reorganisation.

The Parish Council's view is to remain outside of the city. A decision from Central Government is expected to be made in July 2026

Resolved Information noted

173. Correspondence & Newsletter Information

- Ravenshead 60th Anniversary Event- Picnic 20th June 26 – Village Hall.
- Lagan Homes- request to use parking spaces

Resolved Request from Lagan Homes about the parking request. Monday – Friday, 7.30am - 4.30ish. Private vehicles, or Transit vans. Minimum movement during the day.

The 60th Anniversary event will be held on 20th June 2026 from 1.00pm to 5.00pm. At the Village Hall. A Bar is available at the Village Hall.

This will be a “bring your own picnic” event. There will be a children’s fancy dress competition with a 1960s-character theme. Pete Johnson will provide the music; a local historian will give a display and talk.

Lagan Homes- Cllr M. Smith read out correspondence received from Lagan Homes requesting the rental of 15 car parking spaces for use Monday to Friday.

Councillors discussed the request and agreed a charge of £1.50 per space per day.

The Clerk will inform Lagan Homes of the Council’s decision.

174. AOB

Gedling Local Plan- Cllrs M. Smith, S. Bestwick and S. Pickering reported that they have been working on the proposals.

A public drop-in session has been scheduled for Thursday 4 June, 6.00–9.00pm, to provide residents with an opportunity to speak with Councillors.

A template letter will be made available for residents to submit to Gedling.

Cllr S. Bestwick raised the possibility of appointing a consultant to assist with the process. Councillors agreed that this option be explored and that a quotation be obtained, to be presented at the May 26 Full Council meeting.

Parish Council- Website update -The Clerk would contact Sharpe IT again to clarify the recent quotation regarding the setting up charges. The aim is to create a more user-friendly and easier-to-navigate site, in a similar style to the Leisure Centre website.

Resolved It was agreed to proceed with an updated Parish Council website (same as the current Leisure Centre one)

- **Sports Hall- Guttering-** The Clerks will contact roofing companies to obtain quotations for investigation and repair works to the sports hall guttering.

Full Council Meetings scheduled.

APM

18th May 26@7pm

AGM

18th May [26@7.30pm](#)

175. Closure @ 8.45pm