

RAVENSTONE PARISH COUNCIL

1 of 3

Clerk: Mr Julian Vischer
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Minutes of the meeting held on Thursday, 9th June 2016 at Ravenstone Village Hall at 7.30 pm

Present: Cllrs S. Bailey (in the Chair), R. Humphreys, H. Anderson and N. Brinner; P. Geary, D. Hosking. No members of the public.

Clerk J Vischer.

1. **Apologies** – Cllr R. Rook; Ward Cllr K. McLean

2. **Declaration of Members Interests** – None

3. **Approval of Minutes of the May Annual & Ordinary Meetings and any Matters Arising** not covered below

3.1. The minutes of the Annual Meeting were passed as an accurate record. Proposer Cllr Brinner, Seconder Cllr Humphreys. Unanimous.

3.2. The minutes of the May Meeting were passed as an accurate record. Proposer Cllr Humphreys, Seconder Cllr Brinner. Unanimous.

3.3. Matters Arising from the Annual Meeting –

3.3.1. Assets Register: Recreation Field has been added to Register; ‘Signposts’ or ‘finger posts’ – The Chair reported that there were no ‘signposts’ to be seen - Clerk to rectify Register; Cllr Humphreys had noted that the mass of old documents needed time to be gone through to see if any related to Recreation Field ownership. It was suggested to take the matter up with Land Registry. **Clerk**

3.3.2. Bank signatories not yet updated. **Clerk**

3.3.3. Play equipment damage / injury – MK Council confirmed that their insurance covers “defects or accidents” due to the equipment not being maintained properly. RPC’s Zurich Insurance covers Public Liability “on the playing field”.

3.3.4. Data Protection – BALC advises all parish councils to sign up to the register simply to avoid misinterpretation. This will require an annual fee of £35. It was agreed to sign up. **Clerk**

3.4. Matters Arising from the Ordinary May Meeting

3.4.1. Footpath following the course of the old Northampton to Bedford railway – the MKC footpath officer, Rosie Armstrong, had been pleased to be informed as the department was not aware. She would be monitoring developments with the Countryside Stewardship Scheme. The Clerk had written to the member of the public to thank him.

4. **Village Appearance**

4.1. *Verge protection at Cemetery gate (burial ground)* – Following the last meeting the Chair had suggested another more suitable village contractor for the works and offered to get in touch with him. No agreement had yet been reached; subsequently the clerk had been advised that it was preferable to carry out such works in the autumn. **Chair/Clerk**

4.2. *Turf repair to damaged verges in Common Street* – awaiting installation of the new play equipment. **Cllr Humphreys**

5. **Flood Mitigation**

There was still no sign of the new Storm Water Management Plan (SWMP) appearing on the Milton Keynes Council (MKC) website. The Chair had received an update from the officer responsible stating that he was still awaiting internal agreement to make the documents public. In the meantime the village petition demanding flood control measures had drawn 37 signatures and had been presented at the full MKC meeting on 8th June. Ward Councillors agreed to present to Committee on 11th July (at 18.30) – parish councillors were invited to attend and speak on behalf of the proposal.

6. Landscaping

- 6.1. New Landscaping Contract – The new contractor – Chris Page Services Ltd. – had informed the Chair that he had upgraded his public liability insurance cover to £5million at a cost of less than £2. However sight of the document was still outstanding. It was agreed to reimburse this cost but that the administrative costs outweighed the amount and that perhaps a way could be found to add this to a maintenance invoice. [*post-meeting note* – the Chair had subsequently forwarded a copy of the upgraded policy to the Clerk]

7. Recreation Field Improvements

- 7.1. Refund of fees – The remaining amount - £97.50 – had been received.
- 7.2. Start date for the work - is currently Monday 20th June and likely to be completed within that week. Stuart Howkins had agreed to oversee the start of work and general progress.
- 7.3. Picnic table – Cllr Bailey reported that the preferred bench was currently unavailable. If this was still the case following the improvement works it was agreed that the Clerk would order from the previously selected supplier online. **Cllr Bailey/Clerk**
- 7.4. Signage (noise) – it was agreed to leave this item until further notice.

8. Allotments

The Chair had received the following update following his request for information: *‘Conclusive heads of terms approved by both parties are with solicitors. Terms as previously discussed with the boundary to the handrail of the bridge. I have also asked the Merchant’s solicitor’s to review where they are with the lease renewal with the PC and have chased for a response but nothing so far.’* **Chair**

9. Finance - Cheques for approval & Balances –

- 9.1. The following payments were approved; Proposer Cllr Humphreys, Seconder Cllr Anderson:

<u>chq</u>	<u>Service</u>	<u>gross</u>	<u>VAT</u>
100684	Clerk's salary	133.51	
100685	admin expenses	16.00	
100686	Post Office (PAYE)	108.40	
100687	WEL Medical (defibrillator)	1,658.10	276.35
100688	Training fee (BALC)	<u>32.09</u>	
	Total	1,948.10	

Credits – SLA (landscaping grant) £1,900.

Available Funds at 27th May 2016: £14,570.

- 9.2. External Audit for signing off – The accounting statements were discussed and approved. Proposer Cllr Humphreys, Seconder Cllr Anderson.
- 9.2.1. The annual governance statement was discussed and approved subject to endorsement by the Internal Audit. Proposer Cllr Humphreys, Seconder Cllr Anderson.
- 9.3. Internal audit arrangements to remain as per previous years – using the local clerks’ network of cross-auditing (no fees apply).

10. Planning

Previous applications

- 10.1. 16/00622/FUL Yew Tree Farm Stoke Goldington Road, Erection of a single dwelling. *Application withdrawn*
- 10.2. 16/00661/DISCON Yew Tree Farm Stoke Goldington Road Details submitted pursuant to discharge of conditions 4 (flood risk assessment) and 8 (archaeological record) attached to application 14/00508/FUL. *Discharged*
- 10.3. 16/00725/LBC Yew Tree Farm Stoke Goldington Road, Listed building consent to re-thatch ridge and front elevation of roof. *Application refused*
- 10.4. 16/00900/DISCON, 16/00941/DISCON & 16/01069/DISCON all details pursuant to discharge of conditions for Yew Tree Farm application no 14/00508/FUL. *Pending*
- 10.5. **NEW** – none.

10.6. **OTHER to monitor** – [Bluebell cottage – MK Planning Enforcement Team had written to Mr Caplin requiring various minor changes and/or further Planning Applications; TPO on Ash Tree adjacent to brook (renewal required in July)

11. Correspondence - other than that circulated by email – The following items were noted –
Centenary Fields Programme for green spaces (commemorating World War 1)
Invitations to the Mayor's Annual Civic Service
MKYCAB April newsletter (YCAB is an international youth organisation)

12. Councillors/Residents Items

- 12.1. Better warning signage (at the junction of Mill Road and the Gayhurst road for traffic travelling south - *reported 12th December 2015*). '*under investigation*'. No update.
- 12.2. Planned visit by the new Head of Highways and Infrastructure – Ward Cllr Geary reported that a date had not yet been set but it was likely to take place at the end of the month or early July.
- 12.3. Defibrillators – Cllr Brinner reported that Mr R McGowan, from the Village Hall Committee, had recently received the defibrillator and cabinet ordered by RPC.
- 12.4. Broadband installation - Ward Cllr Hosking had been told by BT that there was a possibility of speeding up the installation process through petitioning residents and he was pursuing this avenue. **Ward Cllr Hosking**
- 12.5. **NEW** – Cllr Brinner complained of the poor quality of the recent re-surfacing of Stoke Road. Ward Councillors advised him to complain directly to MKC.

13. Date of Next Meeting - Thursday 14th July 2016 at 7.30pm at the Village Hall. Meeting closed 8.23pm.

signed

date