

# RAVENSTONE PARISH COUNCIL

Clerk: Mr Julian Vischer

## Minutes of the meeting held on Thursday, 8<sup>th</sup> September 2016 at Ravenstone Village Hall at 7.30 pm

**Present:** Cllrs R. Rook (in the Chair), S. Bailey, R. Humphreys, H. Anderson and N. Brinner; Ward Cllr P. Geary, One member of the public.

Clerk J Vischer.

1. **Apologies** – Ward Cllrs K. McLean, D. Hosking. These were accepted.
2. **Declaration of Members Interests** – None
3. **Approval of Minutes of the July Meeting and any Matters Arising not covered below**
  - 3.1. The minutes of the July Meeting were passed as an accurate record. Proposer Cllr Rook, Seconder Cllr Bailey. Unanimous.
  - 3.2. Matters Arising – None
4. **Village Appearance**
  - 4.1. Repair to damaged verges in Common Street – ongoing.
  - 4.2. Provision of new dog bin at North End - A dog bin was to be installed yesterday. Frequency of use to be monitored to adjust emptying schedule.
  - 4.3. Parking on pavements/verges – The Chair had spoken directly to the residents who had been parking on the pavements. This to be monitored. The article for the Gate News referring to the issue had not yet been submitted. **Chair**
5. **Flood Mitigation**

Ward Cllr Peter Geary undertook to have MKC draft a viable Project Plan by the end of September. **Ward Cllr Geary**
6. **Landscaping**

Clerk to ascertain that the maintenance of the planters had been included in the contract. [*post-meeting note* – the phrase ‘routine maintenance of flowerbeds’ appears in the landscape contract under Recreation Field]
7. **Recreation Field Improvements**
  - 7.1. Equipment installation – update & Opening Event – Cllr Anderson reported that the event had been planned for Sunday 11<sup>th</sup> September at 3pm. Ward Cllr Dransfield would attend on behalf of the Hockey Foundation.
  - 7.2. Land Registry – the Clerk reported that Land Registry had confirmed the area was not registered. A deed of transfer was to be searched for in parish documents and failing this the solicitor to be contacted with regard to ownership by right of maintenance. **Clerk**
  - 7.3. Picnic Table – awaiting erection. Stored at Cllr Humphreys house. Dave Haycock to be invited to install the slabs (8x600x600) to be set under the table. **Cllr Bailey**

In the meantime councillors agreed to trial positioning around the field.
  - 7.4. Noise, and balls in gardens – It was agreed that the Chair visit the resident concerned and advise that RPC would not be funding any additional fencing at the boundary of the Recreation Field and urge them to adopt a more reasonable approach to balls or Frisbees landing in the area of the Thatcher’s yard. Consideration to be given to discussing this matter with Smithsgore.
  - 7.5. Reappearance of moles – the Chair had informed the Clerk who had contacted the pest control contractor.
8. **Allotments**

The Chair had spoken to Smithsgore who advised that contractors were due imminently to begin further clearance and fencing at the northern boundary. Legal agreement with J Caplin was nearly complete and they would be contacting the SOMV solicitors to progress the lease agreement with RPC. **Chair**

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## 9. Finance - Cheques for approval & Balances –

9.1. The following payments were approved for both August and this meeting:

<u>chq</u>	<u>Service</u>	<u>gross</u>	<u>VAT</u>
100693	J Vischer - salary	136.05	
100694	Chris Page Services Ltd - 1655	1,670.00	
100695	Stoke G Pre-school (2015 re-issue)	100.00	
100696	Public Open Space (Play Equip)	13,788.00	2,298.00
100697	Garden Furniture Scotland (bench)	249.99	41.67
100698	J Darlow - annual	204.00	34.00
100699	J Vischer - salary	136.25	
100700	Post Office (PAYE)	112.20	
100701	J Vischer - admin	<u>32.00</u>	
	TOTAL	16,428.49	2,373.67

Available Funds at 27<sup>th</sup> June 2016: £13,473 (plus allocated reserves).

<u>BUDGET vs ACTUAL</u>	<u>SEPTEMBER</u>	
	<u>BUDGET</u>	<u>ACTUAL</u>
<u>INCOME</u>	18,806.00	6,503.50
<u>EXPD</u>		
ADMIN	3,278.00	1,301.85
MAINT	5,460.00	1,840.00
DONATIONS	750.00	0.00
PROJECTS	9,500.00	13,080.07
<u>TOTAL</u>	18,988.00	16,013.60

Approved Proposer Cllr Rook, Seconder Cllr Bailey. Unanimous.

- 9.2. External Audit update – Not released yet. However the clerk commented that he predicted the auditors might say something about the amount of reserves that were not specifically earmarked for anything. He had prepared a 'Earmarked Reserves' paper which was circulated. Councillors agreed to bring ideas to the early budget meeting in November.
- 9.3. Bank Signatories form – Cllr Bailey had yet to formally identify himself at the bank to allow the forms to be sent off.

**Cllr Bailey/Clerk**

## 10. Planning

### **Previous applications**

- 10.1. 16/01788/FUL Yew Tree Farm Stoke Goldington Road Ravenstone, Change of use and conversion of agricultural buildings to form 3 dwelling houses (use Class C3) with the erection of a new dwelling within the grounds.
- 10.2. 16/01789/LBC Yew Tree Farm Stoke Goldington Road Ravenstone, Listed building consent for change of use and conversion of agricultural buildings to form 3 dwelling houses (use Class C3) with the erection of a new dwelling within the grounds. Various issues regarding land boundaries and the rebuilding of one small outbuilding were discussed and clarified but it was agreed that developments should be closely monitored.
- 10.3. **OTHER to monitor** – [Bluebell cottage – alterations to conditions]
- 10.4. A new matter was raised about building activity at Northend. Chair to check whether this was an issue and if so to report to planning enforcement.

**Chair**

11. **Correspondence** - other than that circulated by email – The following items were noted – MK Youth Cabinet Elections leaflet; Clerks & Councils Direct magazine.

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## **12. Councillors/Residents Items**

- 12.1.** Trees impeding telephone lines at Abbey Way – the issue had been raised between meetings by a concerned resident. The Chair reported that this was indeed the case. It was agreed that the matter be reported to BT. **Clerk**
- 12.2.** Parishes Forum and NE Area ('Olney') Ward Forum meetings – Parishes: 22<sup>nd</sup> September and 8<sup>th</sup> December; Olney: 15<sup>th</sup> September and 7<sup>th</sup> December. The Olney Ward Forum meeting had been rearranged for 28<sup>th</sup> September at Lavendon. The Chair would attend. Cllr Anderson volunteered to attend the earlier Parishes Forum meeting on 22<sup>nd</sup> September. **Cllr Anderson/Chair**
- 12.3.** Planned visit by the new Head of Highways and Infrastructure – Ward Cllr P. Geary reported that 19<sup>th</sup> September had been set. The Chair to provide ward councilors with all reported matters. **Chair**
- 12.4.** Better warning signage (at the junction of Mill Road and the Gayhurst road for traffic travelling south - *reported 12<sup>th</sup> December 2015*). *'under investigation' (to be included in item 12.3 above)*. No update.
- 12.5.** Defibrillators – The equipment had been installed, but there had been no information concerning the proposed training session. **Cllr Bailey**
- 12.6.** Broadband installation – no update. The Clerk reported that Martyn Smith could address the November meeting. **Clerk**
- 12.7. NEW** - Cllr Anderson reported that there was another parking issue at North End where a white van that parked regularly did not leave much room to pass by. It was agreed that Cllr Anderson would visit the property on behalf of the Parish Council to point out the inconvenience. **Cllr Anderson**
- 12.8.** Cllr Anderson offered her apologies for the November and December meetings.

## **13. Date of Next Meeting** - Thursday 13<sup>th</sup> October 2016 at 7.30pm at the Village Hall.

Meeting closed 8.55pm

*signed*

*date*