

RAVENSTONE PARISH COUNCIL

Clerk: Mr Julian Vischer

Minutes of the meeting held on Thursday, 13th October 2016 at Ravenstone Village Hall at 7.30 pm

Present: Cllrs S. Bailey (in the Chair), H. Anderson and N. Brinner; Ward Cllr D. Hosking, Two members of the public. Clerk J Vischer.

1. **Apologies** – Cllrs R. Rook, R. Humphreys; Ward Cllrs K. McLean, P. Geary. These were accepted.
2. **Declaration of Members Interests** – Cllr Bailey regarding item 10, Planning.
3. **Approval of Minutes of the September Meeting and any Matters Arising not covered below**
 - 3.1. The minutes of the September Meeting were passed as an accurate record. Proposer Cllr Anderson, Seconder Cllr Brinner. Unanimous.
 - 3.2. Matters Arising –
 - 3.2.1. Building activity at Northend – a Planning Enforcement Enquiry Form had been submitted.
 - 3.2.2. Picnic Table slabs yet to be installed – awaiting decision about final siting of bench. **Chair**
 - 3.2.3. Cllr Anderson reported that the parking issue at North End had been resolved
4. **Village Appearance**
 - 4.1. Repair to damaged verges in Common Street – it was agreed that no further action be taken at present. Situation to be monitored. (*agenda item to be removed*)
 - 4.2. Provision of new dog bin at North End - A dog bin had been installed a week after the proposed date.
 - 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 Chair had submitted the article for the Gate News referring to the issue, and would contact the bus company and delivery firms.
 - 4.4. Phonebox removal – it was agreed to lodge ‘no objection’ to its removal. **Clerk**
5. **Flood Mitigation**

Ward Cllr Hosking reported that although the petition had gone to cabinet a viable Plan had not been issued yet. **Ward Cllrs**
6. **Landscaping**
 - 6.1. Cllr Anderson reported that the contractor had tidied up the planters.
 - 6.2. It was now the season to lay the plastic reinforcing mesh in the cemetery verge. Clerk to obtain a quotation from the contractor. **Clerk**
7. **Recreation Field Improvements**
 - 7.1. Land Deeds – the Clerk reported that he had found a letter dated 4th October 1978 in the parish documents stating that “the Parish Council are now registered as the owners of the above land in the Register of Town or Village Greens [Ravenstone Playing Field (VG75)]”. The letter was from the County Secretary and Solicitor to Buckinghamshire County Council, D.U. Pullen, and addressed to Mrs J. Topsom, the RPC clerk of the day. Consequently the current Clerk had written to Land Registry with copies of this and a relevant contemporary map showing the land in question, pointing out his recent search where no Title had been found, inviting Land Registry to draw up a new Title showing RPC as owners. The Clerk had electronically scanned the two documents to file for future reference.
 - 7.2. Noise, and balls in gardens – the Chair had paid a visit to the resident concerned and advise that RPC would not be funding any additional fencing at the boundary of the Recreation Field and urged them to adopt a more reasonable approach to balls or Frisbees landing in the area of the Thatcher’s yard.
 - 7.3. Reappearance of moles – the pest control contractor had visited the Field. No molehills had been seen recently.
8. **Allotments**

The Chair had been in touch with Smithsgore but no further updates had been forthcoming. **Chair**
9. **Finance - Cheques for approval & Balances –**

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9.1. The following payments were approved:

<u>chq</u>	<u>Service</u>	<u>gross</u>	<u>VAT</u>
	Marcus Young Landscapes - new		
100702	dog bin	222.00	37.00
100703	J Vischer - salary	170.22	
100704	J Vischer - admin	22.60	
100705	Mazars (audit)	<u>150.00</u>	25.00
	TOTAL	564.82	62.00

Receipts:

Precept 2	3,753.00
HMRC VAT reclaim	<u>1,508.76</u>
	5,261.76

<u>BUDGET vs ACTUAL</u>	October		
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>Var.</u>
<u>INCOME</u>	18,806.00	11,765.26	7,040.74
<u>EXPD</u>			
ADMIN	3,278.00	1,494.67	1,783.33
MAINT	5,460.00	1,840.00	3,620.00
DONATIONS	750.00	0.00	750.00
PROJECTS	<u>9,950.00</u>	<u>13,265.07</u>	<u>-3,315.07</u>
<u>TOTAL</u>	19,438.00	16,599.74	2,838.26

Available Funds at 27th September 2016: £8,484 (plus allocated reserves).

Approved. Proposer Cllr Brinner, Seconder Cllr Anderson. Unanimous.

- 9.2. External Audit Report – the clerk reported that the External Auditors had found no major concerns. However they raised three minor points: a) the Internal Audit should be obtained before the Council approves the Annual Governance Statement; b) the precept and annual precept support grant from MKC should be separated out; c) the Annual Governance Statement approval should be signed no later than the accounting statements approval date.
- 9.3. Bank Signatories form – Cllr Bailey had confirmed his identity forms at the bank. Clerk to submit. The Clerk had sent off the Mandate Change Form to the Bank at the end of September as the dates of some signatures went back to July. The Bank had acknowledged receipt and was now awaiting these forms to finalise. **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. *Pending.*
- 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. *Pending.*
- 10.3. NEW – 16/02092/FUL** The Old Stables Bay Lane Ravenstone, Demolish existing barn and erection of new bungalow; construction of double garage for Home Farm Barn revised scheme to 11/02645/FUL with addition of single storey rear extension. *Application withdrawn*
- 10.4.** 16/02538/TCA Keepers Cottage 13 Common Street Notification of intention to fell 1 x Goat Willow (T1) and 2.5m crown reduction of 1 x Cherry Tree (T2). No comments/objections.

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10.5. OTHER to monitor – [Bluebell cottage – alterations to conditions]

11. Correspondence - other than that circulated by email – The following items were noted – MK Youth Cabinet Manifesto; Winter Safety Roadshow flyers; Armistice Day Service - invitation to members.

12. Councillors/Residents Items

12.1. Trees impeding telephone lines at Abbey Way – the Clerk had reported the matter to BT Open Reach: ref supplied: C1373321. No further communication had been forthcoming from Open Reach. It was not known if the work had been carried out. [post-meeting note: the Chair confirmed on 19th October that the work had not yet been carried out] **Clerk**

12.2. Parishes Forum and NE Area ('Olney') Ward Forum meetings – Cllr Anderson and the Chair had attended these respectively. The main theme of both sessions, lead by Tom Blackburne-Maze (the new Head of Public Realm MK Council) had been the MK Council £10million/year budget shortfall and the proposal to devolve landscaping and other maintenance tasks such as play areas or litter-picking to parish councils. This would clearly mean that parish councils would have to increase precepts very significantly. However no details were forthcoming and no exhaustive list of the possible devolved tasks presented. Neither was there a list of statutory and non-statutory services as MKC must retain its statutory status as the lead authority. For example at the Parishes Forum mention was made of pothole maintenance being devolved but this might infringe on MKC's statutory responsibility for Highways. At the Ward Forum it was stated that current SLA arrangements (landscaping) could be cut by as much as 50%. It was agreed that this approach was being made very late in the year for budgeting purposes for next year and at a clerk's meeting attended by the Clerk the changes were implied to be for 2018-19, which would be realistic. It was agreed that the situation needed to be keenly monitored. Other points to note: a) Heritage Buildings At Risk Archive to be circulated in January; b) Recycle & Reward Scheme – particularly for separating food waste - to be launched in November (cash incentives by parish); c) Environmental portal reporting system acknowledged to be inadequate – a promise was made by Rebecca Peck (Head of Customer Services) to follow-up on 3 RPC issues.

12.3. Planned visit by Tom Blackburne-Maze (Head of Public Realm) – Ward Cllr Hosking reported that 19th September meeting had not taken place. To be re-arranged. **Ward Cllrs**

12.4. Better warning signage (at the junction of Mill Road and the Gayhurst road for traffic travelling south - reported 12th 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. The Clerk pointed out, having attended one in the past, that this was more of an information session on how to operate the system rather than training specific defibrillator operators. Cllr Bailey to arrange. **Cllr Bailey**

12.6. Broadband installation – no update. Ward Cllr Hosking suggested the Clerk contact Steve Waters clerk to Moulsoe Parish Council. The Clerk reminded those present that Martyn Smith, Programme Manager, Infrastructure Coordination and Delivery MKC, would address RPC's November meeting.

12.7. NEW – a resident referred to the noisy manhole outside his property, he had initially reported it January or February of this year. The Chair had also reported it on the Environmental Portal System some months ago. He added that not only was it a noise nuisance but that underlying frame must be being continually weakened. This could lead to a collapse of the cover entirely. Clerk to forward the Chair's portal reference numbers to Ward Cllr Hosking who promised to accelerate. He and councillors complained of the Road Closure signs etc. that had been left around the village and environs for months now and asked that they be reported. **Clerk**

13. Date of Next Meeting - Thursday 10th November 2016 at 7.30pm at the Village Hall.

Meeting closed 8.50pm

signed

date