

# RAVENSTONE PARISH COUNCIL

## Minutes of the meeting held on Thursday, 13<sup>th</sup> APRIL 2017 at Ravenstone Village Hall at 7.30 pm

**Present:** Cllrs S. Bailey (in the Chair), R. Humphreys, N. Brinner and H. Anderson; Ward Cllrs P. Geary, K. McLean, D Hosking; 2 members of the proposed Neighbourhood Plan Committee: Robin Cooper and Glynis Bailey.  
Clerk J Vischer.

1. **Apologies** – Cllr R. Rook. These were accepted.
2. **Declaration of Members Interests** – None.
3. **Approval of Minutes of the March Meeting and any Matters Arising not covered below**
  - 3.1. The minutes were accepted as an accurate record. Proposer Cllr Humphreys, Seconder Cllr Anderson.  
Unanimous.
  - 3.2. Matters Arising – None
4. **Village Appearance**
  - 4.1. **Annual Inspection: Action Plan.** Cllr Anderson explained he various items –
    - 4.1.1. Water on road by The Close – HA to liaise with Housing (MKC); Clerk to report to Environmental Services. **JV/HA**
    - 4.1.2. Cemetery verge grass – RR to liaise with contractor **RR**
    - 4.1.3. Lamp post re-painting – RPC responsibility; HA to liaise with Highways on re-numbering **RPC**
    - 4.1.4. Pop-up garden – RR to liaise with residents **RR**
    - 4.1.5. Crumbling wall by School House – presumed MV responsibility: RR to liaise **RR**
    - 4.1.6. Village verges – ongoing recurring issue; to monitor **RPC**
    - 4.1.7. Village drains – Ward Cllr P Geary offered to take up with MKC. Clerk to forward emptying schedule obtained via a Freedom of Information request **JV/PG**
    - 4.1.8. Potential Parking Bays – passed over to Neighbourhood Plan Committee
    - 4.1.9. Noticeboards/Finger-posts refurbishment - RPC responsibility **RPC**
    - 4.1.10. Phonebox removal – still not carried out by BT. It was agreed to allow more time before chasing
    - 4.1.11. Crumbling wall by Old Dovecote – replaced temporary fence inadequate; presumed MV responsibility: RR to liaise **RR**
  - 4.2. **Best Kept Village Competition** – It was agreed not to enter on this occasion.
5. **Flood Mitigation**

Ward Cllr Geary confirmed that nothing had moved on as MKC had yet to recruit a new officer. It was agreed that the Clerk write to the CEO, Carole Miller, expressing RPC's disappointment at the lack of progress and the brief term of office of the latest incumbent. **JV**
6. **Recreation Field**
  - 6.1. **Raised Beds** - it was agreed to recruit volunteers to carry out the renovation work. **ALL**
  - 6.2. **Picnic Bench** – it was agreed to accept the contractor's revised quotation in order to expedite the works. **RR**
  - 6.3. **Land Deeds** – carry forward.
  - 6.4. **Correspondence with Bingham Ground Services** – this sub-contractor to the playground improvement works had threatened to remove the astro-turf as he had not received payment for his work. He had since withdrawn this threat after the Chair had liaised with the main contractor.
7. **Allotments**
  - 7.1. **Lease** - The lease had been completed.
  - 7.2. **Progress of Work** – much of the work had been done.
  - 7.3. **PPF Funds** – the Clerk reported that he had submitted the formal request for the allocated £5,000 only to be informed that as the quotation had been lower than expected not all of the £5,000 would be paid. Liaising with

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the Chair between meetings he had argued that 75% of the requested amount was very nearly £5,000 and should be paid in any case. Ward Cllr P Geary had also been informed. The final decision was still awaited.

7.4. **Insurance Cover** - ongoing

7.5. **Agreements with Plot-holders** – Cllr Anderson introduced the draft agreement. This was agreed.

7.6. **Ongoing costs of running allotments** – a £100 rental charge to MV and some landscape maintenance costs had been identified. The Clerk agreed to manage the administration at no extra charge for the time being as only three plot-holders had been registered. This position would be reviewed once more plot-holders joined.

## 8. Finance

**Cheques for approval & Balances** – The following payments were approved:

Cllr Anderson expenses – February	8.00
Cllr Anderson expenses - allotments	5.00
J Vischer - salary	174.30
Post Office (PAYE)	112.60
J Vischer - expenses	16.00
MKALC - conference fee	30.00

Available Funds at 27<sup>th</sup> March 2017: £6,159 (plus allocated reserves).

Proposer Cllr Humphreys, Seconder Cllr Bailey. Unanimous.

## 9. Neighbourhood Plan

9.1. Proposal to establish a Parish Council subcommittee to oversee the preparation of the Neighbourhood Plan. This was approved. Proposer Cllr Humphreys, Seconder Cllr Brinner. Unanimous.

9.2. Proposal that RPC apply to MKC to designate the entire parish as a neighbourhood area for the purposes of producing a Neighbourhood Plan. This was also approved. Proposer Cllr Humphreys, Seconder Cllr Brinner. Unanimous.

9.3. It was further agreed that – Proposer Cllr Humphreys, Seconder Cllr Brinner. Unanimous -

9.3.1. The subcommittee comprises as a minimum 2 Councillors plus 5 volunteer residents. Initial members to be Robin Cooper, Glynis Bailey, Jane Humphreys, Stuart Howkins (with Alexis as substitute if Stuart unavailable) Clare Castell plus 2 No RPC Councillor. These last to be Cllrs Rook and Anderson.

9.3.2. The draft terms of reference for the subcommittee be adopted.

9.3.3. To apply for a grant to provide funding for specialist support during the production of the Neighbourhood Plan.

9.3.4. To allow the expenditure of RPC reserves for initial expenses during the production of the Neighbourhood Plan.

9.3.5. To appoint a consultant to provide specialist support during the production of the Neighbourhood Plan.

9.3.6. To set up a website solely for RPC and to include a section for the Neighbourhood Plan.

9.4. RPC had been advised that the Plan period run up to 2031.

9.5. First meeting of the subcommittee to be arranged.

RR

## 10. Planning

10.1. **Previous applications** - 17/00032/FUL & 17/00033/LBC Yew Tree Farm Stoke Goldington Road Ravenstone, Alteration to 'Barn C' (as approved under application 16/01788/FUL) to regularise rebuilding of collapsed outbuilding as garden room to dwellinghouse (part retrospective). *Pending*

10.2. **NEW applications** – None

10.3. **OTHER to monitor** – *Bluebell cottage* – alterations to conditions; *Northend* - Building activity. Ongoing. RR

11. **Correspondence** – *other than that circulated by email* – The Clerk circulated copies of an Annual Calendar of Events published by the Parks Trust.

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

- 12.1. Clean MK' scheme. The Chair's comments on this had been misquoted in Phonebox. The Chair was keen to get the scheme started.
- 12.2. Outstanding highways /lighting issues – better warning signage (junction Mill Road/Gayhurst Road). Cllr Anderson added that the streetlights no's 11 and 12 were still not working properly.
- 12.3. Feedback from – MKALC conference. The Chair and Cllr Anderson had shared attendance at the Conference; the Clerk had also attended. It had been made clear that MKC were going to move forward with the devolution of services to parishes. A team of officers had been set up to devise a way forward which would include the various conclusions made by the three themed working groups at the Conference. A Paper should be forthcoming by August for further discussion.
- 12.4. Feedback from – Olney Ward Forum. The Chair had attended. Both the proposed devolution of services and Clean MK had been discussed.

## **13. Date of Next Meeting & AGM - Thursday 11<sup>th</sup> May 2017 at 7.30pm at the Village Hall.**

Meeting closed 8.45pm

*signed*

*date*