

RAVENSTONE PARISH COUNCIL

Minutes of the meeting held on Thursday, 11th MAY 2017 at Ravenstone Village Hall at 8.10 pm

Present: Cllrs R. Rook (in the Chair), S. Bailey, R. Humphreys, N. Brinner and H. Anderson. I resident Clerk J Vischer.

1. **Apologies** Ward Cllrs P. Geary, K. McLean, D Hosking.

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

3. **Approval of Minutes of the April Meeting and any Matters Arising** not covered below

3.1. The minutes were accepted as an accurate record. Proposer Cllr Humphreys, Seconder Cllr Brinner. Unanimous.

3.2. Matters Arising – None

4. **Village Appearance**

4.1. **Annual Inspection: Action Plan** –

4.1.1. Water on road by The Close – Cllr Anderson reported that following discussions with the MKC Housing department the water was most probably run-off. This was supported by its current absence in dry weather conditions. The Clerk had reported the matter via the MKC environmental portal but no action had been noted.

4.1.2. Cemetery verge grass – the Chair confirmed that the supporting mesh had been laid in the most frequently parked area of the verge. It was agreed that no further action was required.

4.1.3. Lamp post re-painting – it was agreed to ask for a quotation. **RR**

4.1.4. Noticeboards/Finger-posts refurbishment painting – it was agreed to ask for a quotation. **RR**

4.1.5. Pop-up garden – to continue to monitor

4.1.6. Crumbling wall by School House – the Chair reported that no response had been received from the Society of Merchant Venturers (SMV) regarding responsibility for repair. **RR**

4.1.7. Crumbling wall by Old Dovecote – SMV believed this was not their responsibility. **RR**

4.1.8. Village drains – The Clerk had forwarded the emptying schedule to Ward Cllr P Geary. No update. **PG**

4.1.9. Phonebox removal (c/f) – still not removed.

5. **Flood Mitigation**

No update. **PG**

6. **Recreation Field**

6.1. **Picnic Bench** – the slabbed base had been laid. It was expected that the bench be installed shortly

6.2. **Raised Beds** – councillors agreed to request volunteers at the upcoming Fete.

6.3. **Land Deeds** – it was agreed that the Chair should instruct the Solicitors to proceed with registering the site following receipt of a reasonable price for the task. **RR**

7. **Allotments**

7.1. **Progress of Work** – all was complete except for the planting of the hedgerow whips – for the Autumn – and the seeding of the perimeter track. In the light of this it was agreed to sign a cheque ready for payment but withhold it until seeding was complete. Additional items and contingencies drawn down raised the invoice to £7,825 (quotation without contingencies: £7,175). Proposer Cllr Anderson, Seconder Cllr Rook. Unanimous. A formal invoice was awaited.

7.2. **PPF Funds** – the Clerk reported that although the final decision was still awaited the officer concerned had implied that payment would be made shortly.

7.3. **Insurance Cover** – it was agreed that plot-holders should be reminded that they are responsible for their own well-being and safety on their individual plots as only the jointly used parts of the site fell under the scope of the Parish Council insurance. **CLK**

7.4. **Agreements with Plot-holders** – five plot-holders have signed up; there are six plots let.

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- 7.5. **Routine maintenance of allotment site** – Cllr Anderson reported that she had received a quotation from the current maintenance contractor of: ridings £10 per cut – fortnightly, and perimeter path £40 per cut (3 cuts this season). This was approved. Proposer Cllr Anderson, Seconder Cllr Rook. Unanimous. **RR**

8. Finance

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

11-May	100733	Clerk's salary	140.70
11-May	100734	admin expenses (inc SLCC sub)	33.27
11-May	100735	website annual + domain	<u>41.97</u>
		Total	215.94
added at meeting	100736	Chris Page Services Ltd	£7,825.00

Available Funds at 27th April 2017: £11,769 (excl. earmarked reserves)
Proposer Cllr Humphreys, Seconder Cllr Bailey. Unanimous.

9. Neighbourhood Plan

- 9.1. Subcommittee report back – notes and actions from the meeting had been circulated.
- 9.1.1. The Designated Area submission for the commencement of the neighbourhood plan application had been submitted to MKC this week.
- 9.1.2. A flyer to be created to inform the village and an announcement at the Fete about the proposed July open meeting.
- 9.1.3. Grant to be applied for.
- 9.2. New website – Cllr Brinner reported that grants for setting up a website were available from MKC and he would make enquiries. The website should also offer archiving possibilities. **NB**
- 9.3. Formal instruction for TPS - the Chair proposed using TPS as the consultants, whose rates seemed reasonable at approx. £50 per hour, as recommended by several other parish councils. The estimated total would be in the region of £7,200. This was approved. Proposer Cllr Rook, Seconder Cllr Humphries. Unanimous. Clerk and Chair to compose a formal instruction. **CLK/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). *Permitted*
- 10.2. **NEW applications** - 17/01127/CLUP 5 Abbey Way Ravenstone, Certificate of Lawfulness for the proposed single storey rear extension for full width of existing dwelling, (excluding garage), and to block door to front of existing side extension. (*A request to see if a formal planning application necessary*).
- 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 flyers from TheMIX.com mental health drop-in sessions and Canal & River Trust (South East) Newsletter (based in MK).

12. Councillors/Residents Items

- 12.1. 'Clean MK' scheme. The Chair reported that there had been some delay in circulating the idea via the MKC Parishes email link but by now 17 parishes had expressed an interest. It was planned to set up a Working Party once feedback was complete. **RR**
- 12.2. Outstanding highways /lighting issues – all lighting issues rectified. Better warning signage (junction Mill Road/Gayhurst Road). No update. **RR/PG**

13. **Date of Next Meeting**- Thursday 8th June 2017 at 7.30pm at the Church (due to the General Election)
Meeting closed 9.15pm

signed

date