

RAVENSTONE PARISH COUNCIL

Draft Minutes of the meeting held on Thursday, 10th May 2018 at Ravenstone Village Hall at 7.30 pm

Present: Cllrs R. Humphreys, (in the Chair), H. Anderson, N. Brinner; L. Postawa; Robin Cooper (Neighbourhood Plan).
Ward Cllrs D Hosking, P. Geary. Clerk J Vischer.

The Annual Meeting had been opened and adjourned. To be held in June at the next meeting date.

1. **Apologies** – Cllr S. Bailey and Ward Cllr K. McLean. These were accepted.
2. **Declaration of Members Interests** – None
3. **Approval of Minutes of the April Meeting and any Matters Arising** – previously circulated for comment. Approval postponed to the next meeting as not enough councillors present had witnessed the April meeting.
4. **Village Appearance**
 - 4.1. Date of Village Inspection 2018 – The date had been confirmed as 20th May at 9.30am.
 - 4.2. Annual Inspection Action Plan –
 - 4.2.1. Crumbling wall by School House – (carry forward).
 - 4.2.2. Phonebox removal – (carry forward - September 2018 deadline).
5. **Flood Mitigation**
 - 5.1. Awaiting report back from the Chair *vis a vis* contacting Mr Howkins regarding the stream on farmland that is not running freely, just after it crosses the Stoke Goldington Road. **CHR**
 - 5.2. Ward Cllr P Geary offered to report back regarding developments at Milton Keynes Council (MKC) for the next meeting. **Wd Cllr PG**
6. **Recreation Field**
 - 6.1. Land Deeds – (carry forward – expected September)
 - 6.2. Aging sleepers – awaiting inspection. **CHR**
 - 6.3. New bench in memory of Richard Rook – prices awaited. **CHR**
7. **Allotments**
 - 7.1. Pump installation – Cllr Anderson reported that the contractor had promised completion by the end of May. **HA**
 - 7.2. Use of concrete to cement-in posts for a fruit cage – the allotment holder had withdrawn the proposal.
 - 7.3. One collapsed tree had been moved to the edge of the site.
8. **Finance**
 - 8.1. **Cheques for approval & Balances** – The following payments were approved:
Clerk's salary £186.24; Clerk's admin expenses £39.23; TPS (Neighbourhood Plan) - £186.24;
Available balance at 27th April 2018: £9,522 (plus allocated Reserves). The first half of the precept had been received - £4,400; and the VAT reclaim had also been received - £4,307.
 - 8.2. Parish Partnership Funding (PPF) – payment still awaited.
 - 8.3. Signing of updated SLA Agreement – this was signed.
 - 8.4. Internal Audit and External Audit –
 - 8.4.1. The Clerk reported that the Internal Auditor had concluded from her review that financial controls “are consistently applied and effective” (9th May) and displayed the Report.
 - 8.4.2. External Audit - Approval of Annual Governance Statement – Approved.
 - 8.4.3. External Audit - Approval of Accounting Statements – Approved.

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- 8.5. Ward Cllr P Geary reminded councillors that Section 106 monies had to be spent within a ten-year period or returned. Clerk to check when funds were paid-in. **CLK**

9. Neighbourhood Plan (NP)

- 9.1. **Steering Group report back** – Robin Cooper, Chair of the Steering Group, submitted a written report. The Steering Group had met twice since the last RPC meeting.
- 9.1.1. The Draft Plan had been launched at the two Exhibition Days (21st & 22nd April) attended by approximately 60 residents. Two comment forms had been provided per Plan for the following 6 week consultation period – closing date 6th June. For those not in attendance hard copies had been delivered.
- 9.1.2. Statutory consultees, neighbouring parishes, Ward Cllrs, major landowners and the area Conservation Officer had also received hard or electronic copies.
- 9.1.3. Unbudgeted additional printing costs for the Open Day exhibition boards had been approved by councillors in between meetings.
- 9.1.4. The application to re-secure grant monies returned at the end of the financial year had been submitted and accepted.
- 9.1.5. **Next steps** – Awaiting consultation responses to the Draft Plan; the supporting Consultation Statement and Basic Position Statement are in preparation; ultimately a list of actions will be produced to enable RPC to draw-up an Action Plan.
- 9.2. **New website** –
- 9.2.1. Councillors had met for a briefing/training session on Monday 16th April.
- 9.2.2. Cllr Anderson reported back on a meeting with the provider, Interdirect, attended by her and Robin Cooper, on Friday 4th May. Councillors reluctantly agreed to pay for the further work on the website amounting to £125. This was to remove the unwanted ‘button’, change the background colour, and work on drop-down menus. Population of entries and insertion of pages could be handled by councillors and Clerk. A formal contract is still awaited. **NB**

10. Planning Applications

10.1. Previous applications

- 17/03221/FUL Land Adjacent Small Farm Ravenstone Mill Road; new 2-bedroom dwelling. *Pending*
- 18/00432/FUL 18A Common Street, Alterations to the first floor box dormer windows, with the addition of a new gable end on rear of house and new windows and doors. *Permitted*
- 18/00453/LBC Swallows Barn Stoke Goldington Road Ravenstone, Listed building consent for the proposed two small roof light windows to the main roof. *Refused.*

NEW applications – None

- 10.1. **Any Other Planning Matters** – Cllr Anderson reported that she had met with the MKC Conservation Officer for a walk round the village to assist in his re-appraisal of the conservation area boundaries.

11. Correspondence (other than email) – None.

12. Councillors/Residents Items

- 12.1. **Outstanding highways matters** – Collapsed road sign at bend of Weston Road – this has only been propped-up even though it appears to have been repaired. Ward Cllr P Geary agreed to investigate. **Wd Cllr PG**
- 12.2. **Moles on the Recreation Field** – these appeared to have been cleared out.
- 12.3. **Fly-tipping** of possibly hazardous waste off the Weston road - Cllr Anderson reported that this was still there. MKC state that the hazardous waste is the landowner’s responsibility.
- 12.4. **Potholes** – all still outstanding. A change in the MKC policy of intervention was hoped for following the local elections.
- 12.5. **Helicopter** – No flights had occurred.
13. **Date of Next Meeting** – Annual Meeting: Thursday 14th June 2018 at 7.30pm at the Village Hall followed by the Ordinary June Meeting. Meeting closed 8.40pm *signed* *date*