

RAVENSTONE PARISH COUNCIL

Clerk: Mr. Julian Vischer
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2014/07/013

Minutes of the meeting held on Thursday, 10 July 2014 at Ravenstone Village Hall

Present: Cllrs R. Rook (Chair), W. Meades, E. Reed, S. Bailey, R. Humphreys; Ward Cllrs. Peter Geary, David Hosking

1. **Apologies** None
2. **Declaration of Member's Interests** Cllr. Reed: Abbey Way; Cllr. Bailey: Planning App'n 14/01219/LBC
3. **Approval of Minutes** Approved. *Proposed Cllr. Reed, seconded Cllr. Bailey. Unanimous.*
4. **Matters Arising** None that are not covered in agenda items
5. **Village Appearance**
 - a. **Replacement of Seat** – The Memorial Seat had been removed by MK Council as it was in danger of collapse. The plaque had been retained by Len Adams. MK council were offering a new plain seat for £250 Cllr. Rook proposed a 'railway sleeper' type bench constructed of a single oak sleeper with approx cost of £100. *It was agreed unanimously to take the bench option. Proposer Cllr Meades, Seconder Cllr. Bailey.* **Chair**
 - b. **Reinstatement of ditch by Small Farm** – Request sent off to MK council but still no reply from Rob Ward, Neighbourhood Manager.
 - c. **Damage to Verges in Common Street** – Request sent off to MK council but still no reply from Rob Ward, Neighbourhood Manager.
 - d. **Bay Lane entrance demarcation** – Request sent off to MK council but agreed that the way the tarmac had been laid was successful and that a sett demarcation would be liable to damage.
 - e. **Potholes at North End** – Had been repaired well given the condition of the road surface as far as the last house (Jay's). Ward Cllr. Geary advised that this was a new system for pothole repair.
6. **Recreation Field Improvements** - Cllr. Rook advised that these works were now complete based on the original base submission.
 - a. **Loss of PPF Funding** – Options for funding the completion of the project were discussed due to the funding/grant mix-up identified at the last meeting (item 2014/06/011 6d). It was agreed that should the £2,129.56 not be forthcoming from MK Council that RPC would pay the shortfall from funds saved elsewhere (e.g. defunct Heritage Lamps fund). *Proposed Cllr. Meades, seconded Cllr. Bailey. Unanimous.* **Further enquiries to be made regarding PPF grant by Ward Cllr Geary**
 - b. **MV Funds** – None had been received. **Chair to write to MV**
 - c. **Residents group** The choice of play equipment was almost finalised. **Cllr. Humphreys**
Planning application required once equipment selected and positions agreed - **Chair**
7. **Village Hall Access Improvements** The Parish Partnership Funds for this project had been received with an extra sum of £360 marked 'physical & social contribution'. It was not clear how the grant had qualified for this extra payment. A cheque had been made out to the Village Hall Committee for the original amount.
8. **Allotments**
 - a. **Lease & Site Plan** - No change since the last meeting. **Chair**
 - b. **Application for PPF Funding** Decision likely to be in August.
9. **Flood Mitigation**
 - a. **Repairs to culvert emerging from under North End road** – No change since the last meeting. **Ward Cllr Geary**
 - b. **The ditch opposite the North End Farm** - The clerk had contacted Mr. Cartwright. Although willing he had stated that he was very busy. Another contractor was put forward Pat Lever. **Cllr. Reed**

Signed

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10. **Landscaping** no update to the 3 year Service Level Agreement had been received. It was felt that the condition of the verges was still rather untidy with a lot of dead grass cuttings but the weather conditions had contributed to much stronger grass growth. Proposal: 'To ask the contractor to reduce the time between cuts to a fortnight over the next six weeks i.e. pay for three extra cuts, and to add one extra cut for Mill Lane & Stoke Road'. Proposer Cllr. Rook, Seconded Cllr. Humphreys. Unanimous. **Chair**
11. **Finance**
- a. **Release of PPF Funding** for Heritage Lighting – Clerk to draft letter to MKC formally releasing funds due to receipt of email from them advising that costs had been absorbed and drawing attention to the withdrawal of PPF funding for the Recreation Field. **Clerk**
- b. **Update on External & Internal Audit (including Risk Assessment)** – the External Audit forms had been signed off and submitted to Mazars in the latter half of June. The Internal Audit had been successfully accomplished prior to that. The clerk had put together a Risk Assessment checklist as there was not one on file, which the auditor had accepted. Copies were passed round. This document should be reviewed annually.
- c. **Cheques for approval & Balances:** It was agreed to withdraw chq no.100595 to MK Council (£1767) with the aim of paying for the entire works at one time. . Invoice to be chased up. **Clerk**
This month's cheques were presented in a new format showing year-to-date balances and budget comparators. The following payments were approved:
- | | | |
|----------------|-------------------------------------|-----------|
| chq no. 100599 | Village Hall (improvements) | £5,625.00 |
| chq no. 100600 | Clerk's salary (June-July) | £132.48 |
| chq no. 100601 | DC Blunt (landscaping) | £1,566.00 |
| chq no. 100600 | Len Adams (jobs around the village) | £166.00 |
12. **Planning**
- a. **14/01219/LBC** 11 Common St. Listed building consent for the installation of an air source heat pump. Concerns were raised about noise from the fan as this could effect neighbouring properties. It was agreed to comment that: 'In connection with this application professional advice must be sought from Environmental Health as to the impact on neighbouring properties of the noise from the fan and that if noise was likely to impact any neighbouring property then RPC would object to the application'. **Clerk**
- b. **14/00508/FUL & 14/00509/LBC Yew Tree Farm** Still pending.
- c. **Long Barn entrance alterations.** No update from Enforcement, MKC. It was noted that there had been a changeover of staff but that this matter had now been going on for in excess of 12 months. Villagers were aggrieved that the strict rules on conservation they had all to abide by had been flouted with little response from Enforcement and urged that a robust stance should be adopted. **Ward Cllr. Geary**
- d. **14/01535/DISCON Chestnut Cottage,** Common St. - details pursuant to discharge of conditions from 13/00799/FUL – No objections as this considered to be a detailed application to satisfy the stipulated conditions.
13. **Correspondence**
A poster advertising Mark Lancaster MP 's latest surgery in the area had been received. To be posted on the noticeboards. **Clerk+Chair**
14. **Councillors' / Residents' Items**
- a. **Grit Bins offered by MKC** - No update.
- b. **'Handyman' jobs around the Parish** - to add oiling the Village Notice Board to the schedule **Cllr. Meades**
- c. **Abbey Way land ownership** - MK Council had notified the Chair that the Treasury would be unlikely to sell the land to the person negotiating with them due to the objections from nearby residents. This implied MK Council's bid for adverse possession would be likely to succeed. This further implies that RPC would inherit the responsibility for grounds maintenance.
- d. **Standing Orders** had been amended as discussed at AGM
15. **Date and Time of next meeting** - no meeting in August. Thursday, 11th September 2014 at 7:30pm.
Meeting closed at 8.35pm.

Signed

Date