RAVENSTONE PARISH COUNCIL

Draft Minutes of the meeting held on Thursday, 12th September 2019 at Ravenstone Village Hall at 7.30pm

Present: Cllrs S. Bailey (in the Chair), H. Anderson, R. Humphreys, and L. Postawa. Ward Cllrs P. Geary and K. McLean. No members of the public. Clerk J Vischer.

1. **Apologies –** Cllr N. Brinner; Ward Cllr D. Hosking. These were accepted.

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

3. **Approval of July ordinary meeting Minutes, and any Matters Arising** – Approved. No Matters Arising.

4. **Village Appearance –**

   4.1. Renewal of Landscaping Agreement with MKC - Agreed in principle but a higher grant payment to be requested to cover increased costs. **CLK**

   4.2. Litter – Cllr Anderson proposed another litter-pick and the establishment of a routine schedule. It was agreed to put forward Sunday, 3rd November as the next date. The newly elected Mayor, Cllr Crooks, had expressed an interest in visiting all parish councils. It was agreed to invite the Mayor to join the litter–pick. **CLK**

   4.3. Anglian Water Road Closures – Cllr Anderson reported the catalogue of poor signage, delays and confusion over one planned closure and an almost simultaneous emergency closure. This had been detailed in an RPC email to Head of Highways, Davina Millership, who had requested a full report on hearing of the problem. The latter's intervention had prevented further delay and inconvenience.

   4.4. Village Inspection Plan 2019

      4.4.1. Ditch opposite North End Farm – Completed.

      4.4.2. North End, seven blocked gullies – the Clerk had included this lack of action by MKC in his email to the Head of Highways covering various matters (13th July). A response (19th July) from Andy Dickinson, Strategic Asset Manager, Public Realm, had promised a 'clean-out'. The gullies remain blocked. Reminder to be sent. **CLK**

      4.4.3. Cemetery gateposts (maintenance responsibility to be shared 50/50 between the Church and RPC) – a quotation for £260 had been received. It was agreed to go ahead. **SB**

      4.4.4. Benches and Noticeboards in need of refurbishment – it was agreed to accept the contractor's three quotes: a) £490 for the two benches refurbishment; b) £330 for the Village Hall noticeboard refurbishment and replacement post; c) £175 for the noticeboard at the lower end of the village. **SB**

      4.4.5. Merchant Venturers (MV) wall – the new member of MV's staff had informed the Chair that an instruction had been given to a local contractor to carry out the repair work.

      4.4.6. Old Schoolhouse verge (undergrowth clearance quotation) – the Chair reported that in discussions the landscape contractor had mentioned a partial quote (for the ivy). Chair to follow-up. **SB**

      4.4.7. Old Schoolhouse and Recreation Ground lime trees maintenance - (*carry forward to December*). It was agreed that applications be made for the two sites for tree crown reduction, in anticipation of any decision to carry out the works. **CLK**

      4.4.8. Recreation Ground: swing seats refurbishment – these had been changed. Invoice awaited.

      4.4.9. Willow Barn damaged pavement - The Clerk had included this concern in the letter to Head of Highways (*above*). Andy Dickinson had confirmed that the cracking was too minor to reach the threshold of intervention but it would be monitored at the 'next inspection'. Item to be removed.

      4.4.10. Stoke Goldington Road buried drains (ongoing) – The Clerk had included this item in the letter to Head of Highways (*above*). The tarmac had been removed from the two gully covers but both were thoroughly blocked. Reminder to be sent. **CLK**

      4.4.11. Weston Road collapsed road sign - (since 2014) – The Clerk had included this item in the letter to Head of Highways (*above*). The (long collapsed) sign had been re-concreted-in. Item to be removed.

5. **Flood Mitigation** – Village Flood Log 2018 – A list of those affected to be sent to Ward Cllr P Geary (Cllr Postawa). Cllr Brinner to post on village Facebook page. Cllr Anderson to comment in next article for Gate News. **LP/HA/NB**

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6. **Recreation Field**

   6.1. Commemorative bench – base foundations to be laid next week. Siting for the bench was agreed. It was agreed to purchase the 6' 'Bristol' FSC hardwood bench for £270. Clerk to order. Commemorative plaque wording had been circulated. It was agreed to accept the family's suggested words, at a total cost for the plaque £63. **CLK**

   6.2. Basketball (wobbly) pole – the installation contractor had not visited the area in the last two months to inspect the pole. The Chair had invited the bench contractor to administer temporary repairs.

6. **Allotments** – Six plots are unoccupied, including a recently released plot. All needed restoration. The Chair had contacted the contractor who had offered to clear plots and lay down weed-proof liner at a cost of £250. This was agreed. **SB**

7. **Finance** – Cheques for approval & Balances – the following payments were approved.

   7.1. Clerk's salary £246.20; Clerk's admin & expenses £35.93; HMRC (PAYE, 2nd Qtr.) £160.00; External auditor fee £240.00.
   Available balance at 31st August 2019: £5.110 (plus allocated Reserves).

   7.2. External Audit Report – councillors welcomed the report in which no issues had been raised.

   7.3. Cemetery Maintenance shared funding – the Clerk had compiled an invoice of back-dated payments due from the Parochial Church Council (PCC) dating back to the last payment in 2014. It was agreed that the Clerk write a letter to the PCC treasurer to discuss the backlog. **CLK**

8. **Neighbourhood Plan (NP)**, proposed Implementation Group - Cllr Postawa had agreed to Chair the Group. It was agreed that the Group should meet twice per year unless a specific planning application required a meeting. Cllr Anderson would also sit on the Group. Other residents to be contacted to invite their enrolment. Advertisement to be placed in Gate Group News (Cllr Anderson); a Notice created for the noticeboards and website. **HA/LP**

9. **Planning Applications**

   9.1. ***Previous applications -***
   19/01438/FUL Burnside Common Street, Increase height of existing stone wall (approximately 23.5m long), from approximately 1 meter to 1.8 meters, along garden frontage only of house facing onto Common Street in Ravenstone. *Permitted*
   19/01699/TCA 18 Common Street, Notification of intention to to crown reduce a walnut (T1) by 2.5m and remove a cypress to ground level (T2). *Permitted*

   9.2. ***Applications since the last meeting*** –
   None.

10. **Correspondence** *(other than email)* – SLCC Clerks quarterly.

11. **Councillors/Residents New Items** – None.

12. **Date of Next Meeting** – Thursday 10th October 2019 at 7.30pm at the Village Hall

Meeting closed 8.15pm

signed *date*

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