

# RAVENSTONE WITH SNIBSTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON THURSDAY 22<sup>ND</sup> SEPTEMBER 2016

**Present:** Councillors; Paul Tubb, Sheila Lunn, Geoff Plant, Val Pulford and George Norley  
1 member of the public

**In attendance:** Helen Chadwick, Clerk

The Chair opened the meeting at 7.30 PM.

### **346/2016 – Resolution to receive apologies for absence**

- Cllr David Welch and PC Mark Arjoo

### **347/2016 – Resolution to receive declarations of interest on items on the agenda**

- N/A

### **PUBLIC QUESTIONS – 10 minutes**

- A member of the public asked The Plough and whether planning permission had been granted. *Councillors reported that planning permission for 9 houses had been approved but that no building work had been started.*
- A member of the public asked whether a drop curb would be installed as part of the development work on Church Lane. *Councillors commented that a drop curb would have been part of the planning application, however, it was usual practice for the drop curb to be installed on completed of the building works. The clerk will contact Cameron Homes to ask for an update.*
- A member of the public asked for a copy of the year end accounts to be sent to them. *The Clerk took the address details for the individual and agreed to post them out as soon as possible.*

### **348/2016 – To receive County, District and Police reports**

- The clerk circulated a copy of the District Councillor report prior to the meeting.
- The clerk circulated a copy of the Police report prior to the meeting.

### **349/2016 – Resolution to approve and sign minutes of the Parish Council meeting of the 25<sup>th</sup> August 2016**

The clerk circulated a copy of the minutes prior to the meeting and councillors agreed that they were a true and accurate record of the meeting.

**Resolved:** The minutes were signed by PT as Chair.

### 350/2016 – Financial matters

**a. Resolution to approve payments for September 2016 listed below:**

The clerk presented the payments listed below for authorisation and reported that the £5,000 transfer to the Scout Hut was the payment that Davidsons had made to the Parish Council rather than to the Scout Hut.

<b>BACS TO:</b>	<b>AMOUNT:</b>
ESPO, pavilion stock	£66.91
C J Springthorpe, grounds maintenance	£1,224.60
NWLDC, installation of Wash Lane bin	£190.00
HMRC, outstanding PAYE payments	£200.00
Helen Chadwick, clerks salary	£622.00
Joanne Lee, play inspector salary	£124.80
Mandy Bradshaw, premises officer salary	£203.20
Geoff Plant, pavilion expenses	£19.80
St. Michael's Church, lighting donation	£240.00
SIG Garden Services, grounds maintenance	£941.00
2Commune Ltd, website provision	£1,500.00
<b>TOTAL</b>	<b>£5,332.31</b>
<b>DIRECT DEBITS TO:</b>	<b>AMOUNT:</b>
EON	£122.00
Severn Trent Water	£4.28
North West Leicestershire	£12.00
<b>TOTAL</b>	<b>£138.28</b>
<b>CHQs TO:</b>	<b>AMOUNT:</b>
Ravenstone Scouts, transfer of Davidsons funds	£5,000
<b>TOTAL</b>	<b>£5,000</b>
<b>TOTAL EXPENDITURE</b>	<b>£10,470.59</b>

**Resolved:** All payments were approved and signed by councillors. Councillors recorded the transfer of £5,000 to the Scout Hut.

**b. Bank mandate update**

The clerk reported that all the completed forms had been submitted to Santander and that the Business Manager would inform the clerk if there were any issues or additional information was required.

**c. Phillis Creswell Charity**

The clerk reported that at the working party meeting on the 8<sup>th</sup> September, councillors discussed the purpose of the charity to ensure it was relevant to the needs of the parish and it was agreed that a more appropriate focus would be 'Health & Saving Lives' and that the funds could be used to support the purchase of a defibrillator, first aid equipment at the pavilion, etc. It had been agreed that the clerk would work with the Charity Commission to ensure that all the correct documentation was in place and that the correct number of Trustees were nominated.

### **351/2016 – Update from Davidsons regarding pavilion works and perimeter fencing at Ibstock Road**

The Chair reported that following on from the previous meeting he had spoken with Davidsons and they had requested clarification as to who the external toilets at the pavilion were going to be funded. Councillors agreed for the Chair to draft a letter to Davidsons on behalf of the parish council confirming that the works will be funded via the Section 106 money. It was also agreed that confirmation was needed as to whether planning permission will be needed for the works or building regulations permission.

The Chair reported that he had sent numerous emails to Davidsons asking for an update on the perimeter fence at Ibstock Road but had not received a response. Cllr Plant commented that he was disappointed that Davidsons have not engaged with the neighbouring properties in relation to the perimeter fence, as promised. Cllr Plant also commented that we need clarification as to whether the green space in between the two developments will be the property of the parish council or whether the residents will get legal ownership of the land.

**Resolved:** It was agreed that the council need to see a detailed plan of the site to ascertain ownership of the boundary and the green space.

### **352/2016 – Update on bench repairs and replacement at Hospital Lane**

Cllr Lunn reported that the bench repairs had been completed and the new bench was due to be installed at Hospital Lane within the next week.

### **353/2016 – Update on fencing at Leascroft**

The clerk reported that part of the fencing repairs have been completed and the final section is due to be completed within the next week.

### **354/2016 – Update on trees on Millers Walk**

The clerk reported that she had been in contact with LCC and NWLDC and the trees on Millers Walk were the responsibility of NWLDC. A request has been submitted to them asking for the trees to be inspected and any repair work to be carried out as soon as possible.

### **355/2016 – To approve and sign Football Club licences for Under 8 and Under 12 teams**

The clerk presented the two licences new for football club, these were agreed by councillors and signed by the Chair on behalf of the Parish Council.

The clerk reported that she had been informed by the football club that the 3–6 year club had been disbanded due to low numbers.

**Resolved:** The Chair signed both licences and the clerk will arrange for the football club to sign them.

### **356/2016 – To review the Recreation Ground Management Committee constitution and agree membership**

The clerk reported that at the working party meeting on the 8<sup>th</sup> September, councillors had discussed the draft constitution for the recreation ground and agreed that the committee should have day to day management of the finances but any large purchases, financial amount to be agreed, should be put to the parish council for approval. It was also agreed that the parish council would remain the key stakeholders and that there would be designated and non-designated members for the purpose of decision making. Any future development of the site and grant funding applications would need to be presented to the parish council for approval.

**Resolved:** The clerk will work with the solicitor to ensure an updated constitution is presented to the parish council. Membership of the committee will need to be agreed at a future meeting.

**357/2016 – To discuss planning applications and prepare any response**

Councillors reviewed and commented on the following planning applications:

- 16/00944/FUL – erection of a new dwelling with access and car parking at 30 Swannington Road – *Councillors reviewed the planning application agreed that there was a concern about road safety with limited access in and out of the proposed property. Concern was also raised about the over-development of the area and additional change to the street scene. Councillors raised concerns about limited parking and the need to park vehicles on the highway which would cause additional obstruction for neighbouring residents and vehicles travelling along Swannington Road.*

**358/2016 – To discuss agenda items for the next meeting**

- Bank mandate update
- Phillis Creswell Charity
- Update on benches
- Update on fencing at Leascroft
- Ravenstone Recreation Ground Management committee
- Planning applications
- External toilets

**359/2016 – Date of next meeting**

The clerk confirmed that the date of the next meeting is Thursday 27<sup>th</sup> October 2016 and papers will be circulated prior to the meeting.

**The Chair closed the meeting at 20:30 PM**

AGREED AS A TRUE RECORD OF THE MEETING	
NAME:	
SIGNATURE:	
DATE:	