

RAVENSTONE WITH SNIBSTON PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 29TH MARCH 2018

Present: Councillors; Sheila Lunn, Val Pulford, George Norley, David Welch, PC Arjoo, 1 member of the football club, 2 members of the public and the clerk

The meeting was opened at 7.30 PM.

563/2018 – Resolution to receive apologies for absence

- Cllr Tubb, Cllr Plant, Cllr Pendery & Cllr Eynon

564/2018 – Resolution to receive declarations of interest on items on the agenda

- Cllr Lunn declared an interest in item 573/2018 because she personally knows someone who will be quoting for the work.

565/2018 – To receive County, District, Parish Council and Police reports

- The clerk circulated a copy of the District Councillor report prior to the meeting.
- PC Mark Arjoo delivered a verbal update on crime in the village during the month. PC Mark Arjoo reported that he had looked into the incident that happened in December on Church Lane and confirmed that 2 vehicles were involved and that witness details had been recorded, a person had been arrested and a 16 page report made. The driver of the vehicle that caused the incident was taken to the LRI for treatment and was then taken into custody, the driver will be charged for causing an RTA whilst driving under the influence.

PUBLIC QUESTIONS – 10 minutes

- Via a councillor it was reported that there are overhanging bushes on Coalville Lane which are forcing vehicles into the centre of the road. *The clerk confirmed that she would look into this and submit a report.*
- Via a councillor it was reported that vehicles are continuing to park on the grass verges on Ashby Road and are causing an obstruction for vehicles to pull out. *The Chair commented that any vehicles causing an obstruction should be reported.*
- Via a councillor it was suggested that yellow lines are needed at the top of Leases Croft Road, Beach Avenue and Fosbrooke due to the amount of vehicles parking and causing obstructions. *The Chair reported that it is unlikely that yellow lines would be installed because there is no method of enforcement but that it would be reported to Highways.*

566/2018 – Resolution to approve and sign minutes of the Parish Council meeting of the 22nd February 2018

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 the Chair.

567/2018 – Financial matters

Resolution to approve payments

The clerk presented the payments listed below for authorisation.

BACS TO:	AMOUNT:
Play inspector salary	£129.96
Premises officer salary	£213.59
Clerks salary	£628.22
Coalville Kitchens & Bathrooms Ltd	£4,187.00
C J Springthorpe, hedge cutting	£170.10
Sheila Lunn, councillor expenses	£6.00
Sheila Lunn, councillor expenses	£18.40
HMRC	£300.17
SDI Garden Services, grounds maintenance	£458.00
NWLDC, annual rates	£138.04
DIRECT DEBITS TO:	AMOUNT:
EON	£144.00
Severn Trent Water	£5.13
North West Leicestershire	£9.75
TOTAL EXPENDITURE	£6,408.36

Resolution to approve national minimum wage increase

The clerk reported that with effect from the 1st April the national minimum wage had increased from £7.50 to £7.83 and that both the Premises Officer and the Play Inspector salary will increased based on this. The clerk reported that the national minimum wage increase had been approved when setting the precept earlier in the year, councillors agreed.

Resolution to appoint internal auditor

The clerk requested permission to appoint an internal auditor for the financial year ending 31st March 2018 and asked councillors whether they wanted to continue with internal auditor that they had previously used and was registered with the LRALC or whether they wanted to appoint another internal auditor. Councillors agreed that they were happy to continue with the same internal auditor.

Resolution to approve appointment of payroll provider

The clerk reported that when councillors had set the precept for 2018/2019 she had requested permission to look for an payroll provider to manage the PAYE for paid staff at the parish council and that this had been approved by councillors. The clerk confirmed that a payroll provider had been appointment with effect from the 1st April at a cost of £200.00 as agreed. Councillors agreed with the appointment.

568/2018 – Update on payment of 2017/2018 licence fees by the Senior Team

The clerk reported that the licence fees for 2017/2018 had now been paid in full by the senior team. Councillors passed on their thanks to Mark Eborall for ensuring that this payment was made.

569/2018 – To receive playground reports

A copy of the playground reports were circulated to councillors prior to the meeting and that there were no urgent actions.

570/2018 – To receive update on new dog foul posters

In the absence of Cllr Tubb the clerk reported that she thought that the posters had been forward to street scene so that they could be put up around the village.

571/2018 – To receive an update in relation to the external WC

Cllr Lunn reported that the external WC has now been completed and that the area around the site tidied. It was agreed that we still need the building regulations certificate along with the electrical certificates and any manufacturers warranties before any formal handover could take place.

572/2018 – Update on pavilion refurbishment including windows and doors

Cllr Lunn reported that all the windows had been replaced apart from the serving hatch from the kitchen and this was being sourced and would be fitted as soon as possible.

Cllr Lunn reported that the new kitchen was due to be installed week commencing the 17th April and asked that the Premises Officer and the football club remove all their items.

573/2018 – To discuss refurbishment of noticeboards and agree action

Cllr Lunn reported that we are waiting for additional quotes and asked for this item to be moved to the agenda for the April meeting. Councillors were in agreement.

574/2018 – To discuss maintenance tenders and agree action

The clerk reported that despite sending the tender documents out to several companies only one quote was received for each area, all were within the agreed budget and an anonymised version was circulated to councillors prior to the meeting.

- Cllr Lunn proposed that we accept the quote received for grounds maintenance and this was seconded by Cllr Welch. The clerk confirmed that the successful contractor was SDI Garden Services.
- Cllr Lunn proposed that we accept the quote received for tree maintenance and this was seconded by Cllr Norley. The clerk confirmed that the successful contractor was Eden Tree Services.
- Cllr Welch proposed that we accept the quote received for the planting and this was seconded by Cllr Pulford. The clerk confirmed that the successful contractor was C J Springthorpe.

A copy of the updated tender document for hedges, bush and shrub maintenance was circulated prior to the meeting and councillors were in agreement with the amendments. It was agreed that the clerk would forward a copy to appropriate contractors.

575/2018 – To review Parish Council newsletter and agree action

The clerk circulated a copy of the draft parish council newsletter and confirmed that articles had been received from REG, the football club, the WI and the Church. The clerk commented

that she had not heard from the Scouts as to whether they would help with the circulation of the newsletter, Cllr Lunn suggested that we ask REG to see whether they would be prepared to help.

It was agreed that the newsletter would be updated and circulated prior to printing for approval.

576/2018 – To discuss request by Ravenstone Church to attend service on 8th May to induct new Vicar and agree action

Cllr Lunn reported that we had received an invitation to attend the inauguration of the new Vicar on the 8th May and asked whether councillors would be available to attend. Because several councillors were absent from the meeting the clerk agreed to send an email to see whether anyone would be available to attend. Cllr Lunn reported that she is unable to attend as she will be on holiday.

577/2018 – Planning applications

- a. 18/00070/FUL – amended plans for 15 Church Lane, Ravenstone – proposed first floor front and rear extension, single storey front extension and insertion of first floor window into the north-eastern (side) elevation to serve a bedroom. *The clerk reports that despite requesting an extension to the deadline for the planning application the decision notice had already been submitted.*
- b. 18/00381/FUL – erection of four detached dwellings with associated off street parking on the land at Ibstock Road, Ravenstone. *Councillors reviewed the planning application and raised concerns about the volume of traffic, the alteration to the street scene and the building of four additional properties within a 50mph speed area.*

578/2018 – To discuss agenda items for the next meeting

- Working Party update
- Parish maintenance
- Football club update
- Newsletter
- Planning applications
- External WC
- Noticeboards
- Dog foul posters

579/2018 – Date of next meeting

The clerk confirmed that the date of the next meeting is Thursday 26th April 2018 commencing at 7.30 PM 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:	