

# RAVENSTONE WITH SNIBSTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON THURSDAY 30<sup>TH</sup> JUNE 2016

**Present:** Councillors; Paul Tubb, 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.

### **311/2016 – Resolution to receive apologies for absence**

- Cllr Sheila Lunn and Cllr David Welch

### **312/2016 – Resolution to receive declarations of interest on items on the agenda**

- N/A

### **PUBLIC QUESTIONS – 10 minutes**

- A member of the public asked whether The Plough Public House had been in contact with the Parish Council about converting the property into flats. *The Chair reported that he was aware that a planning application may be submitted but that the Parish Council had not received any information to date.*
- A member of the public asked whether Davidsons would be providing disabled access at their developments. *The Chair commented that we have not been informed of any specific provision and it was agreed that Mr Waterfield from Davidsons would be invited to the August meeting so that he could provide an update.*

### **313/2016 – To receive County, District and Police reports**

- The clerk circulated a copy of the District Councillor report prior to the meeting.
- Prior to the meeting PC Mark Arjoo reported that on the 2<sup>nd</sup> June at 16:25 hrs there was a report of suspicious white Ford Transit van near to farm buildings on Ashby Road. The registration details of the vehicle were obtained and added to the incident report, there are no offences relating to the vehicle and there have been no further sightings. On the 16<sup>th</sup> June at 09:28 hrs there was a road traffic collision involving one vehicle which left the road and went into the ditch at Alton Hill, no injuries were sustained to the occupant.

### **314/2016 – Resolution to approve and sign minute of the Parish Council meeting of the 26<sup>th</sup> May**

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.

## 315/2016 – Financial matters

### a. Resolution to approve payments for May 2016 listed below:

<b>BACS TO:</b>	<b>AMOUNT:</b>
Sheila Lunn, bench repairs	£600.22
Helen Chadwick, clerks salary	£626.64
Mandy Bradshaw, premises officer salary	£203.20
Joanne Lee, play inspector salary	£124.80
Came & Company insurance	£1,822.57
Ian Tomlinson, mowing	£946.00
Playsafety Limited, RoSPA inspection	£319.20
Craig Boddey, playground repairs	£225.00
C J Springthorpe, maintenance	£2,375.20
LRALC, councillor guides	£12.00
SDI Garden services	£1,857.00
HMRC, PAYE & NI	£46.40
<b>TOTAL</b>	<b>£9,158.23</b>
<b>DIRECT DEBITS TO:</b>	<b>AMOUNT:</b>
NWLDC	£12.00
Severn Trent Water	£111.63
<b>TOTAL</b>	<b>£123.63</b>
<b>TOTAL EXPENDITURE</b>	<b>£9,281.86</b>

**Resolved:** All payments were approved and signed by councillors.

### b. Bank mandate updates

The clerk reported that she needed one more form of ID from Cllr Paul Tubb and once that had been received the paperwork would be submitted to the Richard Knight, the Business Bank Manager at the HSBC.

### c. Phillis Creswell Charity

The clerk reported that she had written to the previous Trustees of the charity to ascertain whether they wished to be involved moving forward but no response had been received. It was agreed that the clerk would email Mr Abbott.

## 316/2016 – To receive the minutes of the Trustee meeting of the 16<sup>th</sup> June

The clerk circulated a copy of the draft Trustee minutes prior to the meeting for information.

### **317/2016 – Update from Davidsons**

The clerk reported that there had been further update from Davidsons and it was agreed that Mr Waterfield should be invited to the August meeting so that plans for development within Ravenstone could be discussed.

### **318/2016 – Update on bench repairs and agreement to purchase a new bench for Hospital Lane**

The clerk reported that all the repair work had been carried out on the benches and an invoice for the work submitted. It was also reported that the bench on Hospital Lane is in need of replacement and Cllr Pulford proposed that new bench be purchased and this was seconded by Cllr Tubb.

**Resolved:** The clerk will source a bench and arrange for the installation as soon as possible.

### **319/2016 – Update on fencing at Leas Croft**

The clerk reported that she had received a quote of £350.00 from Mr Mellor to carry out the repairs required to the fencing at Leas Croft. Cllr Pulford proposed that this quote be accepted and this was seconded by Cllr Plant.

**Resolved:** The clerk will liaise with Mr Mellor and arrange for the work to be carried out as soon as possible.

### **320/2016 – To discuss mowing of grass verges**

Complaints have been received about the poor quality of the cuts being made by North West Leicestershire District Council. Cllr Tubb commented that the number of cuts has been reduced but that should not impact on the quality. It was agreed that the clerk would submit a complaint to NWLDC.

### **321/2016 – Play Inspections report**

The clerk reported that she had received the updated play inspections reported and commented that there were ongoing items that were in need of repair. Once the RoSPA inspection report has been received quotes will be sourced for all repair works.

### **322/2016 – To discuss and agree the formation, responsibility and reporting of Ravenstone Recreation Ground Management Committee**

The clerk circulated a draft constitution outlining the role of the management committee and how it would be structure. Councillors reviewed the documentation and it was agreed that whilst there does need to be a separate committee to manage the recreation ground, further work was needed to define the roles and responsibilities of the management committee and to agree its membership. Cllr Tubb proposed that the Parish Council create a management committee and formalise the financial powers that they have and define their roles and responsibilities and reporting mechanisms. Cllr Tubb proposed that all members of the Parish Council become automatic members of the management committee and that the membership be reviewed in 6 months and to look at expanding it to include external members. Cllr Pulford seconded the proposal.

**Resolved:** The clerk will review the constitution and provide an updated version at the August meeting.

### **323/2016 – To discuss planning applications and prepare any response**

Councillors reviewed and commented on the following planning applications:

- 16/00572/FUL – two storey extension at 80 Ibstock Road, Ravenstone – *no objection*
- 16/00722/TCA – felling of 6 Leyland Cypress trees at 7 Main Street, Ravenstone – *no objection*

- 16/00753/FUL – erection of one and a half storey garage and storage building and replacement of windows in existing dwelling – *need to ensure correct building materials are being used as the property falls within the conservation area*

**324/2016 – To discuss agenda items for the next meeting**

- Bank mandate update
- Phillis Creswell Charity
- Update on benches
- Update on fencing at Leas Croft
- Ravenstone Recreation Ground Management committee
- Planning applications

**325/2016 – Date of next meeting**

The clerk confirmed that the date of the next meeting is Thursday 25<sup>th</sup> August 2016 and papers will be circulated prior to the meeting.

**The Chair closed the meeting at 20:50**

<b>AGREED AS A TRUE RECORD OF THE MEETING</b>	
<b>NAME:</b>	
<b>SIGNATURE:</b>	
<b>DATE:</b>	