

# NOTICE OF AN ORDINARY MEETING OF CRANWELL, BRAUNCEWELL AND BYARDS LEAP PARISH COUNCIL



Lesley Frances- The Parish Clerk  
The Old School, Old School Lane,  
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Dear Sir / Madam,

I hereby give you notice that the next Ordinary meeting for Cranwell, Braucewell and Byard's Leap Parish Council will be held on Monday 12<sup>th</sup> February 2024 at Cranwell Village Hall, Old School Lane, Cranwell Village, NG34 8DF starting at 7:00pm. Members of the press and public are welcome to attend.

All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out hereunder.

Signed: L. Frances Parish Clerk

Dated: 7<sup>th</sup> February 2024.

At 7.00 p.m., before the meeting starts, there will be a public forum when members of the public may ask questions or make short statements to the Council on any agenda item. There will also be an opportunity for visiting Representatives to briefly address the assembly. All Parish Councillors are to attend at this time.

## AGENDA

1. To receive apologies for absence and reasons given i.a.w. Local Government Act 1972, Sch 12, para 40. (TB)
2. To receive declarations of interest and to consider applications in relation to Disclosable Pecuniary Interests. (TB).  
*Disclosure of pecuniary and non-pecuniary interests is to be in accordance with the Localism Act 2011. The need for disclosure is to be based upon agenda items, or at any suitable time during a meeting when it becomes apparent to a Member.*
3. Notes of the Ordinary Meeting of the Parish Council held on Monday 8<sup>th</sup> January 2024 and of the Extraordinary Meeting held on Friday 19<sup>th</sup> January 2024 to be approved as Minutes of the Meetings. (TB)
4. Flooding – discussion and any resolution following public questions.
5. Financial Matters - All Councillors have a continuous opportunity to review everything on the Accounting system.
  - a. Approve the payments made since the last meeting. (LF) *Attached*
  - b. Approve the payment of invoices etc. as listed on the “Payments to be Authorised” sheet. (LF) *Attached*
  - c. Approve the bank reconciliation from the previous month. (LF) *Attached*
  - d. To review the latest Summary of “Reserves” balances. (LF) *Attached*

- e. Update on painting a yellow “hazard” line along the edge of the footpath alongside the tennis court - waiting for dry weather for SR to be able to do the work.
  - f. Refurbishment of the noticeboard at the Cranwell Convenience store has been completed - (£60). (LF)
  - g. Replacement of the hatch in the ceiling at The Old School House has been completed - £80. (LF)
  - h. Resealing of 11 exterior windows at The Old School has been completed - £345 + VAT. (MC)
  - i. Cleaning of windows/front door at The Old School taking place 13.2.24. - £95. (LF)
  - j. Upgrade of electrical mains supply at pavilion area completed - £1,014 balance paid - Price reduction as no connection to pavilion required. (MC)
  - k. Reduction of 3 leylandii hedges to 2.6 metres completed - £2880 paid. (MP)
  - l. Resolution as to whether to join LALC’s Annual Training Scheme at £150 + VAT. (LF)
  - m. Resolution to purchase two wardrobes for the Old School at £218 and a bookcase/cupboard for the Clerk’s Office at £199 (both prices include VAT and delivery).
  - n. Resolution to pay £60 for skirting repair and £40 for hiding gap between ceiling and wall above screen.
  - o. Resolution to pay £225 + VAT for a skip from Mountains.
  - p. Discussion and resolution to buy a fridge from Cllr Graves at £50 – this would be offset against the sale of the worktop fridge currently in the Old School.
  - q. Discussion and resolution as to whether to spend £90 on a new Vax vacuum cleaner for the Old School?
  - r. Resolution as to whether to put any monies we have in the bank, into either our existing Instant Online savings account at 1.31-1.92% interest or whether to open a new savings account – details from Clerk.
  - s. Update on changing the two remaining electrical contracts to new supplier (MP)
  - t. Resolution to not pay the £100 balance to ACE due to the disabled toilet door in The Old School not being viable.  
Resolution to use this towards the replacement door and refit.
6. Planning Applications – 24/0056 – re-tiling of section of roof at Brauncewell Lodge, Long Lane, Brauncewell; 24/0137 tree height reduction at 1 Farriers Gate. Both pending consideration.
7. Resolution to accept Safeguarding Policy, Records Retention Policy, Subject Access Request Procedure, Publication Scheme and Equal Opportunities Policy as previously circulated.
8. Discussion and resolution regarding PDF/A requirements for website (MP).
9. Village Hall Committee – resolution on any matters for consideration that may have been raised – eg re-painting of ceiling, use of toilets by CJFC.
10. Old School House updates – replacement disabled toilet door and frame quote £ 198 – resolution to go ahead. Flooring is being done on 15<sup>th</sup> and 16<sup>th</sup> February – no entry to building on those days please as screeding taking place. Final clean 22<sup>nd</sup> and possibly 24<sup>th</sup> February. Open day 2<sup>nd</sup> March. Resolution to pay £35 for a Marvel door mat for meeting area and mirrors for toilets at £115 approx. Budget for decorating kitchen in due course say £100 . Draft hire agreement for next meeting. Agree a budget for the “Open House” suggested date Saturday 2<sup>nd</sup> March from 10 am to midday. Agree a brief for the working party to negotiate with a new caretaker.
11. Pavilion – Extraordinary meeting to be held on 26<sup>th</sup> February at 7.30 pm in VH. Skip ordered for 16/2 for one week – can go back earlier if we’ve finished with it.
12. To consider request for a shed for Bowls Club and resolution.
13. Update on replacing 3 wooden posts along the footpath from the car park to the play area. Resolution as to whether to go ahead at a cost of £412.56 incl VAT with Dyson carrying out work at no cost to us.

14.To receive reports on all road safety matters. (DG)

15. To consider Wicksteed Play Area Inspection Report (MC). Consider moving the age use sign 12 to play area entrance (MC). Consider more play equipment with grant funding (MP).

16. Resolution for Christmas tree fence to be removed to allow tree to grow. Leave posts in – does anyone want the fence? (MC)

17. Resolution regarding trimming tree in Garden of Remembrance (TB).

18.To receive reports from Councillors on their various Areas of Responsibility. (TB).

19. Agree speakers for Annual Parish Meeting in April.

20. Next P.C. meeting date to be confirmed as Monday 11<sup>th</sup> March 2024 at 7.00 p.m. (LF)

REMINDER CLERK AWAY 19<sup>th</sup>-23<sup>rd</sup> February.