

## Cranwell, Brauncewell and Byard's Leap Parish Council

Minutes of the ordinary meeting of Cranwell, Brauncewell and Byard's Leap Parish Council held at Cranwell Village Hall, Old School Lane, Cranwell Village, NG34 8DF on Monday 9<sup>th</sup> October 2023 at 7:00 pm.

Participating: Chair: Cllr Mr T R Batten

Councillors: Vice Chair Cllr Mr D Graves, Cllr Mr M Pears, Cllr Mr D Wilson,  
Cllr Mrs C Batten and Cllr Mrs J Wilson.

Also in attendance: Cty Cllr R Wright, D/Cllr J Clark and RAF Community Liaison Officer  
Ian Whitehead  
Mrs Lesley Frances, Clerk to the Parish Council and Mrs B Pears,  
Assistant Clerk.

5 members of the public were in attendance.

### Public speaking:

The Chairman invited comments and questions from the members of the public in attendance.

A resident asked for confirmation of the amount of money transferred into the Parish Council current account from the 'sports club fund'. Cllr Pears stated that around £16,000 was transferred from the money raised by the public and this was increased to just over £20,000 after money donated by the Parish Council. She also drew the Council's attention to the problem with the new light in the car park. Cllr T Batten acknowledged that it is badly angled but it cannot be corrected safely without the right equipment. New ladders are to be purchased and this is one of the jobs they will be used for.

Darren Arch of Ascent Flight Training is a civilian company contracted to undertake flying training at RAF Cranwell. He spoke about his company's wish to contribute to the village in terms of sustainability. His suggestion was to provide funding to plant trees to benefit the village. Cllrs spoke about where this could be done, along the Railway Mile, bearing in mind the proximity to the RAF's flightpath, or bottom end of the football field – which the Cllr T Batten felt would be favourite. Also mentioned was a floral display at the entrances to the village. Darren was asked for a more specific definition of 'sustainability' from his company so that the Council can identify suitable projects. He said he would get back with more details and ideas for consideration. Also, he offered the Parish Councillors a visit to see their operation at RAF Cranwell. Cllr T Batten thanked him for that opportunity and said the PC would like to take up the offer.

County Councillor Richard Wright spoke about the speeding issues in the villages.

He talked about the request, denied by LCC, to reduce the speed limit between RAF Cranwell and the village to 40mph. Cllr Wright explained that there are no grounds or data to reduce it. It is an open, straight road, there are no houses, there have been no deaths or accidents and there are no restrictions or limitations that suggest a lower speed is needed. A final "no" decision has been made.

Cllr T Batten thanked him for his contribution to the meeting.

District Cllr J Clark followed, adding to the discussion about roads saying that the data on road deaths primarily drives the changes. He mentioned too that NKDC councillors are always available to consult.

Ian Whitehead, RAF Liaison Officer, reported that he has been working with the Cranwell Community Events Committee to put together some joint events. The first is Halloween themed, on 29<sup>th</sup> October at the RAF Community Centre. Another will be put on at Christmas. Ian asked whether RAF personnel would be requested to attend the Remembrance Day ceremony in the village and Cllr T Batten confirmed that would be appreciated. With regard to the Speed Indicator Devices (SIDs) in RAF Cranwell, he advised that there are no plans to add more than the 2 they have. They have no control over that part of the highway (it's LCC's). Cllr Graves mentioned that he would like to have another Speedwatch location there. As part of their road safety actions, now that the nights are drawing in, Hi-Vis clothing is recommended for personnel around the camp.

Cllr T Batten thanked Ian for his contribution.

The Chair declared the ordinary meeting open at 7:24 pm.

- To receive apologies for absence and reasons given i.a.w. Local Government Act 1972, Sch 12, para 40.
- 192 Cllrs Michael Cassidy, Maureen Cassidy and Mark Collier were unable to attend, and their reasons were made known to the Council.  
Action: The Council RESOLVED to approve these Councillors' reasons for absence.  
Proposed by Cllr C Batten, seconded by Cllr D Wilson approved unanimously by a vote of 5 for, with one abstention.
- 193 To receive declarations of interest and to consider applications in relation to Disclosable Pecuniary Interests.  
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.  
Cllr M Pears declared an interest in minute ref: 196b. page 69-2023 as he is a payment recipient.
- 194 Notes of the ordinary meeting held on Monday 11<sup>th</sup> September 2023 of Cranwell, Brauncewell and Byard's Leap Parish Council to be approved as Minutes.  
Action: The Council RESOLVED to approve the notes of the ordinary meeting held on Monday 11<sup>th</sup> September 2023 of Cranwell, Brauncewell and Byard's Leap Parish Council, as Minutes.  
Proposed by Cllr J Wilson, seconded by Cllr D Wilson and approved by a vote of 4 for with 2 abstentions.
- 195 Notes of the Annual Parish meeting held on Monday 17<sup>th</sup> April 2023 to be approved as Minutes.  
Action: The Council RESOLVED to approve the notes of the Annual Parish Meeting held on Monday 17<sup>th</sup> April 2023 of Cranwell, Brauncewell and Byard's Leap Parish Council, as Minutes.  
Proposed by Cllr D Graves, seconded by Cllr D Wilson and approved by a vote of 5 for with 1 abstention.
- 196 Financial Matters – Councillors have access to the Scribe Accounts System to scrutinise at any time.  
a. Approve the payments made since the last meeting.

PAYMENTS MADE BETWEEN MEETINGS TO OCTOBER 9th 2023				
09.10.2023	Deb	Computer Cables	Amazon Services Europe s.a.r.l	17.47
09.10.2023	DD	Anglian Water Old School Account	Anglian Water / Wave	35.00
06.10.2023	Deb	Paint	Brewers Decorator Centres	84.80
03.10.2023	Deb	Lights for Old School	Amazon Services Europe s.a.r.l	24.89
03.10.2023	Deb	Laptop computer	Laptop Outlet	503.49
02.10.2023	DD	Anglian Water Playing Field Acc	Anglian Water / Wave	74.00
29.09.2023	EB-0956	Monkey Wall Installation	Finding Fitness Ltd	7380.00
30.09.2023	EB-0954	Clerk's Salary	Brenda Pears	1540.50
26.09.2023	Deb	Computer Printer - Xerox C315	Printerland	396.00
22.09.2023	Deb	Adobe AcroPro	Adobe	19.97
25.09.2023	Deb	Wreath for Remembrance Day	Royal British Legion	50.00
25.09.2023	Deb	Lights for Old School	Toolstation	35.78
25.09.2023	Deb	Electrical Items for Old School	Toolstation	84.25
22.09.2023		Lights for Old School	Toolstation	35.78
22.09.2023	Deb	Radiator Foil	Screwfix Direct Ltd	15.98
21.09.2023	EB-0952	Electric Bill for Village Green	SSE Energy Supply Limited	933.40
18.09.2023	Deb	Printer Toner	Amazon Services Europe s.a.r.l	83.99
15.09.2023	Deb	Mould Magic	MustHaveIdeas	16.98
14.09.2023	Deb	Email database	The Rocket Science Group(Maikhimp)	19.36
15.09.2023	EB-0951	Collection and Delivery of Goods	Man With A Van	60.00
14.09.2023	Deb	Cantilever Rectangular Desk	BestBuy Office Chairs	334.80
14.09.2023	Deb	Executive Leather Faced Chair	BestBuy Office Chairs	106.80
11.09.2023	DD	Anglian Water Old School Account	Anglian Water / Wave	35.00
				11,888.24
RECEIPTS				
14.09.2023	BACS	National Lottery Grant	Nat Lottery Community Fund	6150.00
20.09.2023	BACS	Vat 126 refund	HMRC	3085.07
20.09.2023	BACS	Refund for damage caused	Work Station Ltd	174.00
02.10.2023	BACS	Precept - 2nd half	N.K.D.C.	27626.00
				37,085.07

Action: The Council RESOLVED to approve the payments made since the last meeting.  
Proposed by Cllr C Batten, seconded by Cllr J Wilson approved by a vote of 5 for, with one abstention.

b. Approve the payment of invoices etc. as listed on the Payments to be Authorised sheet.

**PAYMENTS TO BE AUTHORISED LIST - OCT 9th 2023**

27/09/2023	EB-0953	Display Files	Office Depot International	73.76
30/09/2023	EB-0955	Expenses	Brenda Pears	35.00
30/09/2023	EB-0958	Grounds Maintenance	Steve Riley	36.00
30/09/2023	EB-0957	Grounds Maintenance	Tudor Grounds Maintenance	270.00
30/09/2023	EB-0957	Grounds Maintenance	Tudor Grounds Maintenance	181.99
30/09/2023	EB-0958	Grounds Maintenance	Steve Riley	324.00
30/09/2023	EB-0957	Grounds Maintenance	Tudor Grounds Maintenance	109.99
01/10/2023	EB-0962	Hire of Village Hall	Cranwell Village Hall Mar	60.00
03/10/2023	EB-0960	Councillors Expenses	Michael Cassidy	6.63
03/10/2023	EB-0960	Councillors Expenses	Michael Cassidy	52.25
03/10/2023	EB-0959	Councillors Expenses	Mike Pears	15.75
05/10/2023	EB-0961	Office Equipment & Suppl	Office Depot International	244.26
<b>Total</b>				<b>1,409.63</b>

Action: The Council RESOLVED to approve the payments of invoices etc. as listed on the Payments to be Authorised sheet.

Proposed by Cllr C Batten, seconded by Cllr J Wilson approved by a vote of 5 for, with one abstention.

c. Approve the bank reconciliation from the previous month.

Balance in the Current Account is £100,547.13.

This includes £20,298.13 transferred from the Pavilion account.

Action: The Council RESOLVED to approve the bank reconciliation from the previous month.

Proposed by Cllr D Graves, seconded by Cllr D Wilson approved by a vote of 5 for, with one abstention.

d. To discuss arrangements for meeting to establish the P.C. budget for 2024-25 and setting the Precept – needs to be ready for agreement at January 2024 meeting for submission by end January 2024.

Cllr Pears suggested that last year's procedure to prepare the annual budget be adopted again. Volunteers were invited to participate and a Working Party was formed consisting of Cllrs T Batten, M Pears, Michael Cassidy and the Parish Clerk, Lesley Frances and would meet in November to have results to present to the December ordinary meeting.

Action: The Council RESOLVED to prepare the 2024-25 budget via a Working Party, meeting in November.

Proposed by Cllr J Wilson, seconded by Cllr D Wilson and approved by a vote of 5 for, with one abstention.

e. To confirm the upfront payment deposit of 50% of cost of Old School building work to Ace Home Improvements Ltd - £2,865 + v.a.t.

The Acting Clerk, Cllr Pears, reported that the builders quote for this is £5,730 plus v.a.t plus approximately £200 for a door omitted from the quote. Work is due to start on October 30<sup>th</sup> 2023.

Action: The Council RESOLVED to pay the 50% deposit of £2,865 + vat requested by the builder.

Proposed by Cllr M Pears, seconded by Cllr C Batten and approved unanimously.

f. To further consider quotes for the refurbishment of up to 86 feet of “wet pour” edging at the Children’s Playground that could constitute a trip hazard. Soft Surfaces Ltd quote - £2,304 + v.a.t.

Cllr Pears reported that this quote has been negotiated down to £2,000 + Vat. Cllr D Wilson queried, after viewing it, the integrity of the existing sub-structure and whether it is suitable for overlaying. Cllr J Wilson suggested there might be a guarantee to resort to for the work. It’s doubtful whether there’s a guarantee still in place, but in view of the queries, decisions are deferred to the next meeting so guarantee details can be checked about the new prospective supplier.

g. To consider quotes for replacement of gable end window, and two other panes, at the Old School – quotes received for £487 inc vat or £711 inc vat.

Three quotes were requested and two were received. Cllr Michael Cassidy met the tradespeople who have quoted and was impressed by the company presenting the lower quote.

Action: The Council RESOLVED to accept the quote of £487 inc vat.

Proposed by Cllr T Batten, seconded by Cllr D Graves and approved by a vote of 5 for, with one abstention.

h. To consider the quote of £325 + v.a.t for the inspection and certification of the Electricity Supply at the Bowls Club and portacabin.

The question was raised as to whether this is necessary if the units are to be replaced. Cllr T Batten pointed out that if something does happen in the absence of a certificate then there is no insurance cover. Also, Cllr D. Wilson suggested they should be covered for safe demolition and dismantling.

Action: The Council RESOLVED to approve the payment of £325 + vat for the inspection and certification of the Electricity Supply at the Bowls Club and portacabin.

Proposed by Cllr C Batten, seconded by Cllr D Graves approved by a vote of 5 for, with one abstention.

i. To consider quotes obtained for refurbishment of HAGS unit by Steve Riley in the Children’s Playground - £100 + materials.

Action: The Council RESOLVED to approve the payment of £100 + materials to refurbish the HAGS.

Proposed by Cllr T Batten, seconded by Cllr D Graves approved by a vote of 5 for, with one abstention.

j. To formally approve the installation of Plusnet (B.T.) broadband at the Old School at a cost of £24.99 per month.

Cllr Pears confirmed that this is a 2-year contract.

Action: The Council RESOLVED to approve the payment of £24.99 p month for Broadband to The Old School.

Proposed by Cllr T Batten, seconded by Cllr D Wilson approved by a vote of 5 for, with one abstention.

k. To formally approve moving the electric supply for the Village Green from SSE to EDF, thus saving nearly £500 per year in Standing Charges. To also consider moving the other two electricity accounts from SSE too.

Cllr Pears explained the considerable savings made by changing supplier, as recommended by a broker. It was decided to defer the decision on applying the change to all accounts until November’s meeting. They are more longstanding and complicated.

Action: The Council RESOLVED to approve changing the electric supply for the Village Green from SSE to EDF.

Proposed by Cllr T Batten, seconded by Cllr D Wilson approved by a vote of 5 for, with one abstention.

l. To consider taking preventative action over the potential risk of the edge of the pathway running alongside the tennis court fence – possibly taping or painting a yellow “hazard” line along the edge.  
Cllr D Wilson pointed out that there had once been boards at the base of the fence. Now they had been removed it has left an awkward wide, V-shaped gap. There was discussion about various ways of making this safer. It was decided extra boards and gravel backfill should be costed.

Action: The Council RESOLVED to approve costing the installation of boards and gravel.  
Proposed by Cllr T Batten, seconded by Cllr J Wilson approved by a vote of 5 for, with one abstention.

m. To consider the quotes from our contractor for the reduction of the two high leylandii hedges down to the required 3 metres high as per contract.

The cost of this work is quoted at £2,830 + v.a.t. It is a very big job and desperately needs doing. The green at the Bowls Club really suffers from lack of light and the hedges are getting out of hand.

Action: The Council RESOLVED to approve the cutting of the hedges at a cost of £2,830 + v.a.t.  
Proposed by Cllr D Wilson, seconded by Cllr D Graves and approved by a vote of 5 for, with one abstention.

197 Planning Applications.

23/1144/DISCON – further changes to application to proposed conversion of redundant agricultural barns to 3 dwellings at Grange Farm, Long Lane, Braucewell LN5 0DH.

The meeting made no comment on this application.

198 To provide an update on the installation of the Monkey Wall for the Children’s Playground.

The wall was installed on 26<sup>th</sup> September and appears already to be well used. Cllr T Batten reminded the meeting that this equipment cost the Parish Council nothing. It was obtained with Lottery Money.

199 To receive a report from the Acting Parish Clerk on matters pertaining to the Parish Council

- a) I have invited Darren Bentley, the new NGDC Conservation Officer, to make a presentation at our next Annual Parish Meeting on 22<sup>nd</sup> April 2024.
- b) Cllr Cassidy points out that weeds & brambles poking through the Playground back fence from private houses – potential H&S issue? Apparently we have asked them in the past to deal with it but have been ignored/refused. Suggest we get Steve Riley to deal with them by “leaning over”. Cllr T Batten pointed out that it is not usual to cut both sides of an adjoining hedge but this needs to be done.
- c) The Parish Council has received a letter from the MOD addressing CBBL as a ‘leaseholder’. This needs a reply to ask more about what they believe we hold a lease for.

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To receive an update on progress with the refurbishment work on the Old School building – discuss next steps.

To discuss arrangements for future use of the Old School – potential users, hire charges, kitchen equipment, access arrangements etc.

The builder followed by the electrician and decorator are booked to carry out the work. It should be finished by 10<sup>th</sup> November and ready to use. Decisions are needed now to finalise the furnishings and equipment and to consider the uses and booking system for the community. A Working Party was suggested as the best way to do this planning.

Action: The Council RESOLVED to accept Cllrs T Batten, M Pears and Michael Cassidy as the members of the Working Party to finalise planning for The Old School.

Proposed by Cllr J Wilson, seconded by Cllr C Wilson and approved by a vote of 5 for with one abstention.

- 202 To receive a report and any recommendations from the Pavilion Working Party, and to further discuss proposals for the plan for the Community Pavilion and consider any motions if necessary.

Cllr T Batten reported that the Working Party has had 2 meetings in the month that have included the Football Club and Charity experts. The previous application to the Lottery Fund was turned down due it being sports orientated. However, Cllr Batten hopes that, with the expertise of contacts now helping, they can apply to sports organisations with more success. The last application to the Lottery was all sport related so it will be tweaked and re-submitted.

Cllr D Wilson reported on the interim solution the group has found. It's a steel structure, refurbished off-site, which just needs 'plugging in' when delivered. The basic cost is £7,500 plus the appropriate foundation. It would give the Bowls Club an immediate home and storage for the Football Club until the new building is completed.

- 203 To receive a report on the current situation with regard to the operation of the "Speedwatch Group".

Cllr D Graves reported that the Speedwatch is back up and running. Holidays, illness and rain have interrupted their activity. It is not possible to run a Speedwatch session in the rain. He said they have been out a total of 14 to 15 times since they started the group. He is investigating another location in Brauncewell and one near the RAF camp. He has 3 more volunteers ready to be trained.

- 204 To receive an update on the operation of the SIDs in the village and to report on progress with the installation of a new SID. To further discuss future sites for SIDs. Also, to further discuss the attempts to have a 40 mph. limit along the Railway Mile.

Cllr Graves reported that there has been a considerable change in speeding in the last 51 days. Data shows that the majority of vehicles are travelling slower, at 35-40mph. He puts this down to a combination of SIDs (Speed Indicator Devices) and Speedwatch groups.

Poles are still required for new SID locations. Highways will do this. Also, hedge trimming needs to be done to accommodate one of those poles.

Cllr Michael Cassidy (not present) previously asked if SIDs could be moved to different locations from time to time. Also, whether a SID could be located nearer to the school sometimes. There is a lamp post in a layby near the shop which might be used. Discussion deferred to next meeting.

Regarding the 40mph limit – County Cllr Richard Wright addressed this at the beginning of the meeting and it is definitely not possible.

- 205 To discuss a request from Darren Arch, General Manager of Ascent Flight Training's training delivery at RAF Cranwell, to plant trees in the Villages that would be paid for and provided by them.

As presented at the opening of the meeting.

- 206 To further discuss the creation of the "Coronation Garden".

Discussion deferred to the next meeting as Cllr Collier was not present.

- 207 To receive a further update on the installation of the new CCTV equipment, the deployment of suitable warning signs and the adoption of a "Surveillance Camera Policy" document.

Discussion deferred to the next meeting when hopefully the electrical connections will have been made.

- 208 To consider early plans and arrangements for the Christmas festivities.

Cllr J Wilson reported that she had attended the Events Committee meeting and is aware that the choir has had 2 rehearsals. As she understands it, they will start the Christmas Carol Concert with singing on the green, moving to the Village Hall. This is on 17<sup>th</sup> December. Cllrs were disappointed that the new power facilities would not be used and Cllr T Batten asked that the Events Committee please consider making use of that, looking at ways to have refreshments there, perhaps using the

bus stop building or an outside catering van. Cllr J.Wilson was asked to refer back to the Committee about this.

Dates for 4 events next year have been planned.

209 To receive reports from Councillors on their various Areas of Responsibility.

Cllr D Wilson reported that residents on North Road are still having problems with the overgrown hedge and the uncooperative owner.

210 To resolve, under the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to confirm that the Council now qualifies for "General Powers of Competency".

The Council is now more than 2 thirds elected and the newly appointed Parish Clerk, Mrs Lesley Frances, is a fully qualified clerk with a CILCA qualification. This means that the Council now qualifies for "General Powers of Competency" and is deemed responsible to manage more "high-level" activities. This status must be declared each year at the Annual Council Meeting in May.

Action: The Council RESOLVED to declare it is qualified for "General Powers of Competency".

Proposed by Cllr C Batten, seconded by Cllr D Wilson and approved by a vote of 5 for with one abstention.

211 Meeting dates.

The next ordinary meeting was confirmed, being Monday 13th November 2023 in Cranwell Village Hall, starting at 7:00 pm.

The Chair closed the meeting at 8.41pm.

Signature: .....

Printed Name: Cllr Mr T Batten .....

Date: 13<sup>th</sup> November 2023 .....