

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 8th January 2024.

Present: Chair: Cllr Mr T R Batten

Councillors: Vice Chair - Cllr D Graves, and Cllr Mrs M Cassidy, Cllr M A Cassidy, Cllr D Wilson, Cllr J Wilson, Cllr M Pears, Cllr C Batten and Cllr M Collier

Also in attendance: 11 members of the public and Darren Arch (later in the meeting).
Ms Lesley Frances - Clerk to the Parish Council

Public speaking:

The majority of the public were in attendance to discuss the flooding issues. The Chair gave an update advising that there will be a meeting tomorrow morning at 10 am with LCC's Flood Officer, a Dyson representative and Cllr Graves in attendance, together with one or two members of the public.

College Road: The dyke in the front of the properties in College Road has a drain which you cannot see. Three drains to the left go into the dyke which is blocked and all this will be discussed at the meeting. Concrete blocks are at the side of a blocked drainpipe and the exit of that pipe will be pointed out at the meeting. The field at the back of the properties (owned by Dyson Farming) also causes a problem and the flood investigator will sort this out with the owners. The grant of £5000 per house could go towards funding any works.

Home Park and Wylson Road: The dykes have been dug out by Dyson and they have done nothing that would increase water. The dykes meet a drain which comes out near Willow Lane – the drain itself is clear but debris has gone down the pipes – a trash screen is needed to stop the debris getting in. It should be mentioned that Dyson have been very helpful. Cllr Graves will write up a report from the meeting which will hopefully be available on Wednesday – it will be put on the noticeboards and website and will be put on the website and in the noticeboards.

The Chair declared the ordinary meeting open at 7:13 pm.

1. To receive apologies for absence and reasons given i.a.w. Local Government Act 1972, Sch 12, para 40.
DC Jim Clark and Ian Whitehead from RAF had offered their apologies.
2. 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 Mr M Cassidy and Cllr Mrs M Cassidy declared an interest in minute ref: 4b as they are a payment recipient.
3. Notes of the ordinary meeting of Cranwell, Brauncewell and Byard's Leap Parish Council held on Monday 11th December to be approved as Minutes.
The Council RESOLVED to approve the notes of the ordinary meeting held on Monday 11 December 2023 of Cranwell, Brauncewell and Byard's Leap Parish Council, as Minutes.
Proposed by Cllr Graves, seconded by Cllr Pears and approved unanimously.

4. Financial Matters

a. Approve the payments made since the last meeting.

The Council RESOLVED to approve the payments made since the last meeting. Appendix A. Proposed by Cllr Collier, seconded by Cllr Mrs M Cassidy and approved unanimously.

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

The Council RESOLVED to approve the payments of invoices etc. as listed on the Payments to be Authorised sheet. Appendix B
Proposed by Cllr D Wilson, seconded by Cllr Pears and approved unanimously (The Cllrs Cassidy had declared an interest so did not vote).

c. Approve the bank reconciliation as at 31.12.23.

The Council RESOLVED to approve the bank reconciliation as at 31.12.23 of £80,054.73. Proposed by Cllr D Graves and seconded by Cllr C Batten and approved unanimously.

d. Review the latest Summary of Reserves Balances

The Council RESOLVED to approve the reserves balances. Proposed by Cllr Mr M Cassidy and seconded by Cllr D Wilson and approved unanimously.

e. Update on repair of the Wet Pour surface

The work is now completed, has been signed off and the invoice paid.

f. Update regarding the edge of the pathway alongside the tennis court

Yellow paint has now been received and as soon as the weather is dry SR will do the work.

g. To consider refurbishment/replacement of the noticeboard at Cranwell Convenience Store.

Perspex arrived but was broken so a new piece has been obtained. SR has removed the door and is currently working on replacing the Perspex.

h. Update on replacement of the loft hatch in the Old School House

SR started this job today and will finish it this week when he has the final edging,

i. To consider a further quote to reseal the windows at The Old School House (OSH)

Two quotes now to hand both for similar amounts. Agreed to go with Lincolnshire Glass and Locks. Prop Cllr M Cassidy seconded by Cllr Graves and agreed unanimously.

j. To consider quotes for deep cleaning of the floors and windows cleaning at the OSH

Item to be deferred to item 14.

k. Update on transfer of electricity supply for Old School and Playing field from SSE

Cllr Pears now has all information required and will arrange to discuss a possible transfer to a cheaper supplier with the broker used for the village green electricity transfer.

m. Resolution to agree Smart Water test at The Old School

This is an annual requirement and was last done in September 2022 – cost £43.75 net. Proposed by Cllr Pears and seconded by Cllr Mrs M Cassidy – agreed unanimously.

5.Planning Applications.

23/0745 Land to rear of 20 Willow Lane – erection of single storey dwelling and integral garage – approved. 23/1144 – discharge of conditions at Grange Farm, Brauncewell – approved. Note Springwell Solar Farm consultation runs from 11.1.24 to 22.2.24.

6. To agree date for Christmas event

14th December suggested but wait to hear when the pantomime is taking place so we can follow on after that. Cllr M Cassidy offered his thanks to all those that were involved in the Carols round the Tree event in December as it was pulled together at very short notice and was very successful.

7. Resolution to accept updated Standing Orders and Financial Regulations

The Internal Auditor had drawn attention to irregularities in both documents. These have been corrected and updated copies circulated prior to this meeting Proposed by Cllr Graves and seconded by Cllr C Batten that they be accepted – agreed unanimously.

8. To consider Emergency Telephone Contact List

Clerk had drawn up a list of contact numbers and e-mails with a couple added as proposed by Cllr M Cassidy. List to be put on noticeboards and website. Proposed by Cllr Collier and seconded by Cllr D Wilson – agreed unanimously.

9. To consider a new shed for the Bowls Club

Cllr D Wilson advised that there is not enough space for storing their equipment which is shared between existing shed and the clubhouse. A new shed would cost between £2000 and £3000 which has not been budgeted for. Agenda for next meeting.

10. Update on CJFC matters

Goalposts have been removed. New mower will be housed off site. Insurance is being looked into. Cllr Pears said that there has been a problem with the toilets again – on 6th January the VH doors were open and a number of children went in with their very muddy football boots on and left a dreadful mess. They need to be spoken to again.

11. Update on meeting with Village Hall Committee

Agreed that the OSH will not compete with them on hiring costs. Agreed that a new noticeboard that they have asked for could be put to the left of the bus shelter on the village green, between the shelter and the electricity pylon. The noticeboard and its installation will be at the cost of the VHC. Proposed by Cllr Pears and seconded by Cllr M Cassidy – agreed unanimously. The garage used by the VH will be required by the PC so it was agreed that they will attempt to share. Agreed the VH caretaker will caretake OSH as well. We had today received confirmation that there is no asbestos in the ceiling tiles and therefore they can be painted. We have been asked to pay a contribution to the cost but under the terms of the lease they are responsible.

12. Update on village gates

Cllr Graves advised that permission has been given subject to a site visit but LCC are very busy with flooding issues. They have asked for photographs of the proposed sites, together with a plan.

13. Update on new electricity housing at Pavilion site

MK will start work on 29th January and anticipate it taking 3 days. All electrics will be disconnected from the old box and a 7-way unit put in the new one.

14. Update on works at the Old School and resolutions where required

A central wi-fi switch will not work for the 4 heaters as too much load so a wi-fi spur for each radiator will be required at a cost of approximately £39 each. We can install ourselves. Proposed by Cllr M Cassidy, seconded by Cllr Pears and agreed unanimously.

Flooring – 4 quotes had been obtained and presented to councillors prior to this meeting. Discussion took place regarding preference for carpet or carpet tiles in the meeting room and office but as suppliers had recommended contract carpet tiles it was agreed that this is what we would have. Horne Bros quote was agreed subject to the Clerk confirming that the quote is for contract vinyl and that any seams will be welded (*now confirmed*). Proposed by Cllr D Wilson and seconded by Cllr Collier – agreed unanimously. A mid-grey colour for both vinyl and carpet tiles was agreed.

Decorating – disabled toilet door needs painting, one wall in toilet needs painting and the disabled toilet needs filler, then sanding and then painting. The kitchen could be left for now. A working party of 6 will meet at 2 pm on 13th January to commence completion of all outstanding decorating work.

The disabled toilet door was replaced on 4th January and looked acceptable at the time. However, it has since moved again at the top hinge. SR is going to come back to us with suggestions for an improved alternative.

Racking – Various opinions had been voiced regarding the racking. Finally, it was suggested that it be cut down into two or three sections to be used as shelving along the back wall – this was voted on and agreed. Original maker of the racking must be contacted first.

Cleaning – Clerk had contacted 3 cleaning companies regarding a one-off clean once decorating finished and carpets laid. Not one had responded so she approached her own cleaner who has said she will do the initial big clean. Clerk will organise this with her direct at the appropriate time (usual charge £12.50 hour). Regular cleaning may be undertaken by the caretaker. We had two quotes for the initial cleaning of the windows inside and out – it was agreed to go with DSCS (Jamie) at £95.

WiFi operated Panel heater for Clerk's office – unanimously agreed this should be ordered at a cost of £137.49 plus VAT.

15. Pavilion Working Party report

Cllr Graves advised that he had sought 4 quotes for removal of the portacabin – when he has received all 4 we will call an Extraordinary meeting to make a resolution on which quote to accept. Lead time of four weeks.

16. To consider quotes for replacing 3 wooden posts adjacent to footpath at playing field

Clerk to chase Dysons to see if they can help with a JCB to get old posts out.

17. To consider quotes for the levelling of tarmac on footpath between car park and playground

Clerk not able to find any cheaper quotes. This matter is not urgent at the current time so agreed it should come off the agenda.

18. To consider quotes for hedge height reduction

Clerk had instructed P & P Services but they had not come back with a date as yet – Clerk to chase. Tudor have called today to say they will be doing the sides of all the hedges as per their contract, shortly.

19. Projects by Darren Arch of RAFC Cranwell.

Agreed that more trees should be planted at the bottom of the sports field with a further 2 at the other side of the hedge at the end of the bowls club. Darren will liaise with Cllr M Cassidy.

20. To receive a report on Road Safety matters

Cllr Graves reported that posts for the SIDs are still awaited. Speedwatch will be starting up again soon and some training will be taking place for new recruits. In future, the village gates should come under this heading.

If the Post Office moves from Willow Lane (when it closes at the end of February) to the Premier Store, parking will be a problem. Cllr Graves will enquire as to who owns the nearby field with a view to using it for possible parking.

Some road signs are broken and Cllr Graves is dealing with this.

21. Councillors reports

Cllr C Batten advised that potholes are an ongoing problem and she had reported some on FMS.

Cllr Collier had already submitted his report as had Cllr M Cassidy.

Cllr D Wilson said that the streetlights are still not working.

Cllr Pears advised that Fitness First had called him this morning to say that the National Lottery has changed it's rules and we could now have up to £20,000 in 12 months so we are still eligible for £14000 (having had £6000 for the Monkey Wall). He will send information and Cllr Pears said we may look at play equipment for disabled people. Agenda for February meeting, Cllr Pears also asked for permission to put the old printer on FB offering it for free – agreed unanimously.

22. Date of next meeting: 12th February at 7 pm.

The Chair closed the meeting at 8.45 pm

Signature

:

Printed

Name:

Cllr Mr T Batten

Date:

APPENDIX A.

Payments made since last meeting				
Voucher No	Date	Description	Supplier	Amount
220	27.12.2023	Adobe AcroPro	Adobe	£19.97
219	19.12.2023	Clerks Expenses	Lesley Frances	£38.85
218	19.12.2023	Clerk's Salary	Lesley Frances	£805.00
217	19.12.2023	Planning fee	NKDC	£231.00
216	19.12.2023	Block Plan purchase	Requestaplan	£9.60
215	18.12.2023	Email database	The Rocket Science Group, LLC (Mailchimp)	£19.25
214	18.12.2023	Crockery and cutlery	Ikea Ltd	£70.20
213	18.12.2023	Playground Repairs	Soft Surfaces	£2,400.00
212	18.12.2023	Old School Internet	B T	£28.73
211	14.12.2023	Paint	Amazon Services Europe s.a.r.l	£55.99
210	12.12.2023	Painting at Old School	Toolstation	£74.55
209	11.12.2023	Email Archiving	IONOS Cloud Ltd	£34.20
208	11.12.2023	Anglian Water Playing Field Acc	Anglian Water / Wave	£58.00
207	11.12.2023	Anglian Water Old School Account	Anglian Water / Wave	£35.00
206	11.12.2023	Electric Bill for Village Green	EDF Energy	£8.66
205	06.12.2023	Chairman's allowance	Trevor Batten	£90.00
204	10.12.2023	Building Work at Old School	Ace Home Improvements	£62.40
203	10.12.2023	Building Work at Old School	Ace Home Improvements	£650.00
202	06.12.2023	Insurance - Council Policy	Gallagher Insurance	£30.65

There have been no receipts.

APPENDIX B.

AWAITING AUTHORISATON AT 31.12.23					
Voucher Nr	Date	Cashed date	Description	Supplier	Amount
227	31.12.2023		Hire fee	Village Hall	£60.00
224	31.12.2023		Councillors Expenses	Michael Cassidy	£73.20
219	19.12.2023		Clerks Expenses	Lesley Frances	£38.85
218	19.12.2023	29.12.2023	Clerk's Salary	Lesley Frances	£805.00
216	19.12.2023	27.12.2023	Block Plan purchase	Requestaplan	£9.60
214	18.12.2023	27.12.2023	Crockery and cutlery	Ikea Ltd	£70.20
202	06.12.2023	27.12.2023	Insurance - Council Policy	Gallagher Insurance	£30.65