

Cranwell, Brauncewell and Byard's Leap Parish Council

Notes 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 11th December 2023.

Present: Chair: Cllr Mr T R Batten

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

Also in attendance: D/Cllr J Clark, Wing Commander Morton of the RAF, Ian Whitehead and two Community Police from the RAF and 4 members of the public.
Ms Lesley Frances - Clerk to the Parish Council

Public speaking:

A member of the public asked whether there was any update on the Footpath to Green Lane and was advised that we have not heard anything yet. She was advised that the Footpath Officer at LCC was still considering the Order. We were also asked by a member of the public whether she could plant a hedge for wildlife on land belonging to LCC.

Dist Cllr Clarke advised that the three Councils (North Lincolnshire, North East Lincolnshire and Lincolnshire) are seeking devolution and that NKDC will be debating this on Thursday night, 14th December to decide whether they are in favour or not. A mayor would be elected in 2025. Dyson Farming are now producing out of season strawberries in large greenhouses

Ian Whitehead introduced two new RAF Community Police Officers who advised that they are in touch with Sleaford Police to get additional speed checks – they were introduced to Cllr Graves. Wing Commander Morton is leaving and offered her thanks to the PC for working with the RAF, and the Chair reciprocated the thanks of the PC. The Station Commander is community minded so hopefully our liaison with the RAF will continue. Ian advised that the two lights that are out and the hole in the layby are a work in progress. A list of streetlights that are not working was handed to him.

The Chair declared the ordinary meeting open at 7:15 pm.

1. To receive apologies for absence and reasons given i.a.w. Local Government Act 1972, Sch 12, para 40.
Cllr D and J Wilson were unable to attend, and their reasons were made known to the Council. The Council resolved to approve reasons for their absence. Proposed by Cllr Collier and seconded by Cllr Pears and approved unanimously. C/Cllr R Wright had also offered his 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, and Cllr Pears 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 13th November to be approved as Minutes.
The Council RESOLVED to approve the notes of the ordinary meeting held on Monday 13 November 2023 of Cranwell, Brauncewell and Byard's Leap Parish Council, as Minutes. Proposed by Cllr Graves, seconded by Cllr Mrs M Cassidy 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. Proposed by Cllr M Pears, seconded by Cllr C Batten and approved unanimously. Appendix A

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 Collier, seconded by Cllr C Batten and approved unanimously.

c. Approve the bank reconciliation as at 30.11.23

The Council RESOLVED to approve the bank reconciliation as at 30.11.23 of £86,225.38. Proposed by Cllr C Batten and seconded by Cllr Graves and approved unanimously.

d. Review the latest Summary of Reserves Balances

The Council RESOLVED to approve the reserves balances. Proposed by Cllr Graves and seconded by Cllr Mrs M Cassidy and approved unanimously.

e. To consider the precept agreed by the Finance Working Party

A copy of the spreadsheet used for calculating the proposed precept had been circulated prior to and at this meeting. The Working Party were proposing an increase of 4% which amounts to £3.02 per Band D property. It was proposed by Cllr Mrs M Cassidy and seconded by Cllr Pears and resolved unanimously, that the precept be agreed at £57,259.

f. Update on repair of the Wet Pour surface

The work was finished this afternoon. Cllr M Cassidy will check it tomorrow so that the Clerk can submit Soft Surfaces sign off sheet.

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

Reflective yellow paint will cost £55.99 and S Riley will do the work within the terms of his contract. Proposed by Cllr Pears and seconded by Cllr Collier that the Clerk order the paint – approved unanimously.

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

Perspex has been ordered and will be put in place once it is ready. S Riley will do the work for £60.

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

S Riley will do this work for us at a supply and fit cost of £80.

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

Window Doctor had visited but a quote has not been received. This will be deferred until a further quote can be obtained.

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

Item to be deferred to the January meeting.

l. Resolution to purchase decorating materials for OSH

Decorating will be done on a self-help basis. It was proposed by Cllr M Cassidy and seconded by Cllr C Batten that we spend up to £100 on materials – approved unanimously.

m. Resolution to agree hire charges for the OSH

A rate of £8 per hour and £50 per day was put forward (electricity costs £3 per hour). Proposed by Cllr Pears and seconded by Cllr Collier that this is the rate we will charge – approved unanimously.

5.Planning Applications.

There are none.

6. To receive a report from the Parish Clerk on various matters pertaining to the Parish Council

The mid-year internal audit has been completed and there were one or two matters that needed attention on the website, as well as amendments to our Standing Orders and Financial Regulations. These are in hand and we will need to adopt the revised Policies when finalised.

No response from village hall regarding a meeting – Clerk will chase Chairman with a view to discussing the ceiling, charges and the garages

Clerk to chase CJFC regarding the mower they hoped to purchase and where it will be kept

Clerk advised Councillors of her known holiday dates in February and November 2024.

7. To further discuss installation of gates at each end of the village

Cllr Graves advised that he had had a pro forma questionnaire from LCC Highways which he will complete in the new year. Costs to be agreed then gates can be ordered.

8. To consider implementation of an Emergency Plan

The RAF has its own Plan and cannot assist us. Clerk to get together a list of all likely contact phone numbers required in an emergency which will be held by in the Parish Office.

9. To consider quotes for installing new electric supply brick housing, and electrics

Three quotes have been obtained. National Grid have said we can leave the existing box there once all the inner workings have been taken out. Cllr M Cassidy proposed and Cllr Pears seconded that we accept MK Electrics quote to start work asap. Resolved unanimously.

10. To receive an update on works progress at The Old School House (OSH)

Defer this item until there has been a Working Party meeting and agenda for January.

11. To consider a report from the Pavilion Working Party

Cllr Graves advised that the working party has revisited the necessities since we now have the OSH Community Space. Each unit for the site will cost between £8000 - £18000. They are assessing sizes required and then quotes will be obtained. CJFC are looking at funding their own unit and the PC would then fund the unit for the bowls club. This will be a 3-phase project with phase 1 being the demolition of the pavilion and consideration of the foundations required for the new units. Phase 2 will be to prepare the bases and phase 3 will be purchasing the units. There is asbestos in the pavilion so 3 quotes will be obtained for the demolition. The CJFC Chair has a contractor who would lay the base and connect water and electrics – their unit (if funded by them) would be for their sole use. The unit for the bowls club, if funded by the PC, would be for use by others as well. Removal of the hedge is unlikely to be required and is on hold for now. Completion hoped for March/April 2024.

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

The posts only cost around £11 each. However, a JCB will be required to remove the existing posts – clerk to enquire of Dyson Farming whether he can help.

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

Two quotes were sought and were for £1600 and £1800 – this is a small job so we would be charged the minimum charge. Clerk to find somebody cheaper or no further action.

14. To consider quotes for hedge height reduction

Cllr Pears explained the issues with the work Tudor had started on this project. They required a further £1500 (on top of the original £2800) to cut the hedges to 2.6 metres. We have a quote from PEP Services for £2400 and a third quote is in hand. Chair proposed that we accept PEP quote unless the third quote is any cheaper. Seconded by Cllr Pears and resolved unanimously.

15. To receive a report from the Speedwatch Group

Cllr Graves reported that there had only been one outing since the November meeting; two had been cancelled due to the bad weather. They are still recruiting new members.

16. To receive a report regarding the SIDs

A report had been circulated prior to this meeting. The pie charts show a reduction in speed with 96% travelling under 35 mph. The SID near the Church has everyone accelerating away but Cllr Pears feels that it has slowed people down.

In future, Cllr Graves requested that the village gates, Speedwatch and SID matters go on the agenda under one heading of Road Safety. Agreed.

17. Update on tree planting in the village by Darren Arch of RAFC Cranwell.

Cllr Pears reported that two new oak trees have been planted on the Village Green and two more trees between Crane Close and the playground.

18. Christmas festivities

There will be Carols on the Green at 16.30 on Saturday 16th December, after the pantomime. Hot mince pies and mulled wine (gluhwein) will be available and sweets will be available for the children. PC supplying the PA system for CDs required as backing tracks for the Carol singing.

19. Councillors reports

Cllr C Batten advised that the defibrillator batteries have been changed at Brauncewell and asked for more reporting forms.

Cllr Collier said he will check all lights before Christmas.

Cllr M Cassidy said LCC has fixed the lights he reported as faulty and said that the RAF still has a few lights out (he handed IW the details). The Christmas tree has grown 91cm since last year and we will need more lights next year. There is some rubbish from the CJFC near the pavilion.

Cllr Pears said that he has made the necessary website changes since the internal audit report.

Chair requested that all Councillors and Clerk copy Cllr Graves, as Vice Chair, into all emails,

20. Date of next meeting: 8th January 2024 at 7 pm.

21. Resolution to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 as amended by the LGA 1972 - to discuss matters of a confidential nature

At 8.22 pm all members of the public left. Agenda items and quotes were discussed and Councillors were reminded of the terms of our policy documents. Agenda items are required 2 weeks before a meeting, or 1 week at the very latest.

The Chair closed the meeting at 8.30 pm

Signature

:

Printed

Name:

Cllr Mr T Batten

Date:

PAYMENTS AWAITING AUTHORISATION				
	Date	Description	Supplier	Amount
199	01.12.2023	Grounds Maintenance	Tudor Grounds Maintenance	£561.98
198	01.12.2023	Grounds Maintenance	Steve Riley (Steve Riley)	£360.00
197	29.11.2023	Councillors Expenses	Mike Pears	£42.30
194	22.11.2023	Clerks Expenses	Lesley Frances	£37.60
193	22.11.2023	Expenses	Brenda Pears	£35.00
189	30.11.2023	Councillors Expenses	Michael Cassidy	£95.39
188	21.11.2023	Shelf for Old School meeting room	Ikea Ltd	£35.00
187	20.11.2023	Office Equipment & Supplies for Old School	Office Depot International (UK) Ltd (Viking)	£110.29

APPENDIX - B - figures to 1st Dec 2023

Payments made since last meeting					
Voucher I	Date	Cashed date	Description	Supplier	Amount
201	29.11.23		Sports pav/playing field elec	SSE	146.79
200	29.11.23		Old Sch village quad elec supply	SSE	65.94
196	28.11.2023		Adobe AcroPro	Adobe	£19.97
195	22.11.2023		Furniture for Old School	A.J. Products Ltd	£799.20
192	30.11.2023		Clerk's Salary	Brenda Pears	£1,213.45
191	30.11.2023		Clerk's Salary	Lesley Frances	£841.00
190	21.11.2023		Furniture for Old School	Office Furniture Direct	£846.00
186	20.11.2023		Email Archiving	IONOS Cloud Ltd	£27.00
185	20.11.2023		Old School Internet	B T	£28.73
184	20.11.2023	22.11.2023	Building Work at Old School	Ace Home Improvements	£2,862.00
182	16.11.2023	22.11.2023	Post cage	Amazon Services Europe s.a.r.l	£20.95
181	14.11.2023	22.11.2023	Miscellaneous items (see below)	Amazon Services Europe s.a.r.l	£20.96
180	10.11.2023	22.11.2023	Email Archiving	IONOS Cloud Ltd	£27.00
179	16.11.2023	22.11.2023	Email database	The Rocket Science Group, LLC (Mailchimp)	£19.81
176	10.11.2023	22.11.2023	Keys cut	Range	£28.00
175	09.11.2023	22.11.2023	Smoke Alarm	Amazon Services Europe s.a.r.l	£21.39

APPENDIX - A - figures to 1st Dec 2023