

Ranton Parish Council

Councillors,

You are summoned to attend a meeting to be held on Thursday, 16th June 2016 at 7.30p.m. at Ranton Village Hall for consideration of the matters itemised in the following agenda.

All members of the parish are entitled to attend and have their say.

Agenda

- 1) Apologies
- 2) Declarations of interest in the following agenda
- 3) To accept the minutes of the meeting held on 19st May 2016 as a true record
- 4) Seighford airfield
- 5) **Finance matters**
 - a) Transfer of authority on accounts
- 6) Accounts to date To receive reports:
 - a) Mowing
 - b) Highways
 - c) Footpaths
- 7) Parish Clerk report
- 8) Website
- 9) All Saints School
- 10) Public Questions
- 11) Chairman's Questions/Items for Information/Next Agenda
- 12) To resolve on planning applications
- 13) Date of next meeting

Gayle Whelan, Ranton Parish Council Clerk

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MINUTES OF THE MEETING OF RANTON PARISH COUNCIL
HELD ON THURSDAY 16 JUNE 2016
AT RANTON VILLAGE HALL

PRESENT:

Cllr. J. Forrester (Chair)

Cllr. N. MacLeod (Vice-chair)

Cllr. M. Russell

Cllr. S. Williams

Cllr. M. Winnington

G. Whelan (Clerk)

16/49 Declarations of interest in the following agenda:

Cllr Williams declared an interest in Ranton All Saints School. No other declarations.

6/50 Previous minutes:

The minutes of the meeting held on 21st May 2016 were recorded as a true record.

16/51 Seighford airfield:

There are still ongoing complaints from parishioners regarding DriveMe. There has been no response to previous correspondence made to the chief executive and head of environment regarding noise levels at DriveMe. There are future events planned over the forthcoming year which will need necessary approvals.

Action: Parish clerk to look into whether a planning application has been received for future events.

Action: Parish clerk to follow up where complaints can be made to regarding lack of correspondence.

Outstanding action from 16/36: Chair to draft letter with Mr D. Batchelor.

16/52 Finance matters

There has not been any feedback to Grant Thornton on the annual return as the document is still awaiting an internal audit to be carried out.

Action: Parish clerk to confirm the processes once met with J Hill, former parish clerk. Parish clerk will also arrange transfer of authority with the bank and update contact details as well as signatories. Additionally will remove former clerk and former Cllr. Batchelor.

Outstanding action from 16/37: Cllr. MacLeod will complete the return and J Hill will be asked to sign.

16/53 Accounts to date:

Accounts to date: No invoices can be paid yet until account signatories are changed. A notification of highways minor repairs purchase order was received

Action: Chair and Cllr. Williams to sign cheque for insurance and the SPCA training for Parish clerk once the chair has obtained the cheque book from the former clerk.

16/54 To receive reports:

Mowing: Complaints have been made that the churchyard lawns have been cut very close, and mowings left. Patches have been left bare where the mower has cut too close to the ground. Cllr. Williams reported he had monitored following this month's cuts and the cut is at ground level.

Action: Parish clerk will monitor for the next cutting. Street Scene have been contacted.

Highways: Patching and resurfacing of Coton lane from White's Meadow up to the gun club. The road beyond the gun club has only been patched. Orchard Lane has also been patched along with Brook Lane. Ditches are also extremely poor towards Ranton Green and have not been cleared in the last 12 months.

Action: clerk: Parish clerk to contact Staffordshire County Council regarding drains being jetted through as they are full of silt and the ditches cleared.

Footpaths: Generally good – Foot path leaving Hextall Lane is extremely overgrown and has been reported by Cllr. Williams.

16/55 Parish Clerk report:

Hours and rate of pay of parish clerk have yet to be agreed following meeting with former parish clerk. The current parish clerk's probationary period ends next month, and will be discussed at the next parish meeting.

There is the Transparency Fund available through NALC which contributes towards the cost of a laptop or website set up for parish councils. The parish council has agreed to look into this and report back with models and cost. Cllr. Winnington proposed that the parish council match fund the cost of a laptop, seconded by Cllr. Williams. There was further discussion regarding adding the laptop to the parish council's insurance premium which will be looked into in more depth once the laptop has been purchased.

There are many options to funding a defibrillator, which can be done with or without a training package.

Action: Cllr. Williams and Parish clerk will look at the three most efficient options and discuss at next month's agenda.

Outstanding action from 16/45 – Parish Clerk will organise gratitude to J Hill on behalf of councillors for her service to the parish council, paid for by councillors.

16/56 Website update:

All current documents since the new clerk will be transferred across onto the website.

Action: Parish clerk to arrange electronic documents from former parish clerk and all future documents to be posted.

16/57 All Saints School

Cllr. Williams reported to councillors that the school is now officially a primary school and will take its first year fives in September. School plans drawn for additional classrooms have been drawn up and planning application will be forthcoming, funded by the LEA. A letter has now been received formally requesting grass cutting of the school lawns. Cllr. Williams stated that the school is positively thriving.

Action: Parish clerk to create a five year period – hand over document on an annual basis to include what to take forward.

16/58 Public questions

It was reported that there had been an increase in buses and traffic along Long Compton Lane and Coton Lane since polytunnels have been erected. However, it was felt that while there had been an increase in mud on the roads by the entry to polytunnel site, there had been no increase in litter. The parish is still awaiting a response to the complaint to the borough council that these tunnels have no planning permission.

Individual councillors were asked if they had visited the area or used the road since the polytunnels were erected. Cllr. Williams reported that he had.

It was unanimously agreed to move the public questions section to third on the agenda item. Cllr. Winnington proposed and Cllr. Russell seconded.

16/59 Chairman's Questions/Items for Information/Next Agenda:

Items for information: Archive of RPC – going back 20/30 years.

Action: Parish clerk will advise on how long electronic archiving needs to go back. This and costs of commercial scanning will be considered at the next meeting.

Councillors were advised of the Village Hall Committee's cricket match which will be held on 23 July at Brook House Farm.

16/60 To resolve on planning applications:

16/23823/FUL – Old Stables Brook Lane.

This is a revised application following original planning refusal. It was felt that this was a much more appropriate application now the size had been reduced. Concern was raised that it may still impact on vulnerable residents in the area. The council recorded no objection to the application.

16/24301/HOU – Hextall Old Farm, Hextall Lane

There was some concerns as this application includes one of oldest properties in Ranton village and is surrounded by a scheduled monument "the moat". As the graded application had not been objected to by National Trust the parish had no objections to the application.

Chair raised apparent start of work on a new barn conversion at Ranton House Farm. Cllrs could not recall an application or which no planning for a barn conversion.

Action: Parish clerk to check planning application.

16/61 Next parish council meeting

Thursday, 21st July at 7.30pm in Ranton Village Hall.

Signed..... Date.....

Gayle Whelan, Ranton Parish Council Clerk
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