



Minutes of a meeting of the above-mentioned Parish Council held in the Lonergan Room, Ravenshead Leisure Centre, Longdale Lane, Ravenshead on Monday 18th October 2021 commencing at 7.00pm

Present Councillors- M Smith- Chairman, C Wright, S Bestwick,
M Kennedy, S Pickering & R Stevenson.
Clerk-F/O Amanda Rowbotham

Cllr M Smith asked the council to take a moment to reflect on the devastating events surrounding the death of MP David Amess.

MINUTES

59. **Apologies**- Apologies were received from Cllr C Barnfather- Vice Chairman. Cllrs T Barnfather, J Carnelley, H Stoddart, A Smith, & GBC Cllr S Murray.

60. **Declaration of Interest.**

Resolved No Councillors declared an interest on any item on the agenda.

61. **Minutes of the Full Council Meeting of the 20th of September 2021.**

Resolved That the minutes of the Full Council meeting of 20th September 2021 were accepted as a true record and will be signed by Cllr M Smith – Chairman

62. **Minutes of the Planning Meeting of the 4th of October 2021**

Resolved The minutes of the Planning Meeting of 4th October 2021 were accepted as a true record and be signed by Councillor S Bestwick

63. **Accounts & Finance/Council Matters**

a) **Financial Reports** -for September 21 were distributed prior to the meeting.

b) **Accounts for September 21** -were distributed prior to the meeting.

Resolved To approve the expenditure of £17,339.98 for the month of September 21.

c) **User rates increase 1-11-21**

Resolved Annual Increase of 3% was accepted and to be implemented on the 1st of November. All users to be advised.

64. **Policies Review**

P007 -3G Five-a side Football Court CONDITIONS OF USE

Review Date Only

P008 - POLICY FOR LEGIONELLA CONTROL

Slight Amendments

P009 – Fire Risk Assessment

Slight Amendments

P010 - POLICY FOR THE EMPLOYMENT OF CONTRACTORS

Slight Amendments

<u>P012</u> - RISK ASSESSMENT - BOOKING SECRETARY	Review Date Only
<u>P013</u> - PARISH CLERK RISK ASSESSMENT	Slight Amendments
<u>P018A/B/C</u> - CHILD PROTECTION POLICY	Slight Amendments
<u>P020</u> - PETTY CASH ADMINISTRATION	Review Date Only
<u>P021</u> - Members' Code of Conduct	Review Date Only
<u>P022</u> - Staff Safety Policy	Review Date Only
<u>P024</u> – EQUAL OPPORTUNITY POLICY	Review Date Only

Resolved All Approved. Particular attention to P021 for all members and P022 to be handed to staff and signed.

65. Matters Arising. –

- **Suspected water leak-** A refund is still ongoing for the Meter leak. Seven Trent will not reimburse the cost of the additional meter. New claim form sent with additional details.

Resolved Claim has been denied on the grounds that it wasn't resolved within 30 days. Amanda will follow up with a complaint and demand correspondence with the CEO and take matters further if required.

66. Ravenshead Leisure Centre. –

- **Booking Office Staff-** Advert for new member of Booking office staff deadline of the 18th of October.

Resolved There had been no interest to date. Agreed the deadline would be extended and readvertised to a wider audience.

- **AJ Dance-** Reduced hours by 7.75 pw £62.00. Hours are still higher than pre covid the adjustment is due to Victoria managing her out goings.
- **Energy certificate due for renewal-** All documentation sent to be processed.
- **PAT testing-** Booked in for 5th November.

Resolved All above noted

- **Update on Refurbishment –** ARC have been instructed to carry out the concept design. Costs have gone up from two years ago by 8%, £6200 agreed and a meeting is scheduled to take place on 25th October 21. Full proposal to follow approximately early 2022.

Resolved Update on the Full proposal when received.

67. Play Areas/Skateboard Park/Lengthsman/Ravenshead Commoners-

- **Lengthsman-**
 - Lengthsman scheme hours have been reallocated considering the size, population, and number of streets. Money for the scheme for 2021/22 has been received. All Parishes advised if hours are used, and the scheme is terminated they will be invoiced accordingly.
 - Andy has placed bulbs around the leisure centre, hopefully these will appear in the spring.

Resolved Noted.

- **Abbey Gates Park** – Cllr T Barnfather to report
 - **Graffiti issue-** Obscene images and words on the wet pour surfacing.
Resolved Cllr T Barnfather did a great job of cleaning and it's no longer visible.
 - **Gate latch** -not catching properly, chain fitted.
 - **Andy Sharpe-** to stain the gate post in a dark colour.
Resolved All above noted
- **Haddon Road Park-** Cllr C Wright to report
 - **Ron's Bench-** Delivered and sited. Date to be scheduled on a Saturday morning to open the bench in honour of Ron Brookes.
Resolved Date set for 13th of November @ 10am. Cllr C Wright to provide cloth and ribbon to cover the bench. A few words to be spoken by Cllr M Smith. Notice in the newsletter to friends and neighbours. E Callow has been notified.
 - **Bench maintenance** -Andy received the sheet and to report back.
Resolved Maintenance sheet updated & circulated, all work to be carried out by Lengthsman.
 - **Painting of the equipment** -still ongoing
Resolved Noted and to be monitored.
- **Wicksteed Inspection update-** Full report expected in the next two weeks.
 - Leisure Centre HAGS unit is deteriorating rapidly. Possibly only 12 months of use left.
Resolved To look at replacement costs and alternatives. Also, to investigate possible funding opportunities.
 - Train Carriage at Haddon Road has a lot of movement and in urgent repair or removal.
Resolved Andy Sharpe has already looked and done minor repairs and will endeavour to make it safe and usable for a couple of more years.
- **Skatepark-**
 - Cllr C Wright voiced concerns regarding bikes going on and off the Junior pitches with the bikes accessing the skatepark. Suggested fencing as a deterrent.
Resolved To be monitored
 - Concerns regarding areas on the skatepark that need banking up.
Resolved Quote to be obtained from Andy Sharpe to construct retention wall from sleepers.
- **Common-** Thanks were given to Andy for fixing the trimmer and half of the area has now been trimmed and the rest will be done shortly.
 - Tree survey/Annual report
Resolved The Clerks to contact GBC with regards a tree survey/annual report. Particularly concentrating on Ridgewood and the Leisure centre.

68. Ground Maintenance/Football/Petanque/Tennis

- **Fencing Update**- Invoice received, sent to Football Foundation to receive Grant of £25000.00. Advised pay out won't be authorised until Ravenshead PC have paid their contribution. Fencing to be delivered and works scheduled to start by early November. Awaited confirmed date.
Resolved To monitor and update.
- **Ulyett** -Goal post now repositioned. Awaiting details regarding Re-seeding the area.
Resolved To monitor and update.
- **Floodlights**- Rob Kent kindly stepped in and replaced all 14 bulbs, 3 ignitors and 3 capacitors with no labour costs, just cost of parts from Abacus. Advised he will replace the rest of the capacitors at his earliest convenience which would be in the new year.
Resolved Capacitors have now all been replaced by Maxwells.
- **Leaf Collector**- Billy Goat leaf collector pre ordered at Mitchells £1300. Expected delivery in November.
Resolved Order to be monitored.
- Rob Kent Ravenshead FC providing a removeable fence along the side of Cornwater 2 to prevent the balls going into the hedging that contains barbwire.
Resolved Noted
- Blues burger Van now running at the centre at weekend football matches.
Resolved To monitor, but all is running efficiently.
- **Tennis Club**- Winter tennis block booking payment of £1000 agreed for training sessions on two courts for two hours Weds and weekends through the winter months. Matches to be booked in separately.
Resolved To monitor and re-assess in 2022

69. Village Matters/Litter Picks/Ravenshead in Bloom –

- **Phone box** – Andy Sharpe has cleaned and secured with a padlock. Armistice display to be placed in the phone box.
Resolved Noted
- **Ravenshead Litter force**- Dates of the 29th of October and 20th November circulated.
- **Resolved** To monitor
- **Ravenshead in bloom**-
 - Queens Jubilee free tree packs update
 - Update- Cllr M Kennedy enquired about the maintenance of the garden area in front of the library. Cllr C Barnfather to arrange a meeting with Inspire.
Resolved To monitor, awaiting an update.
 - Summer to winter conversion is ongoing. Plaque to be placed on the planter facing the Post Office in memory of Linda.
Resolved Cllr M Kennedy to order and organise the plaque
- **Christmas Tree options**-
 - 6M artificial Christmas tree from white stores, no additional flagpole needed.
Resolved Updated that the tree should be in stock for the 29th of October and Clerks to place the order. Suggested fencing needed around the tree.

70. Correspondence & Newsletter Information-

- **Website-** S Pickering to report. Agreed that the website and photos were looking dated, and a lot of errors had been found with links and information.
Resolved Amanda to talk to Sharpe IT regarding how we can update the look of the website and the possibility of a separate Leisure centre page to split up the current information.
- **Website Costs**
Resolve Cllr S Bestwick had researched the costs and with all the support and virus protection provided Sharpe IT are currently the best option.
- **Bench at the top of Summer Drive-** Update on enquiry's with NCC highway dept regarding permission and any homeowner objections.
- **Potential Street Names** – GBC Street naming and numbering policy received and circulated for future discussions.
Resolved Street names circulated and agreed plus in addition all 11 fallen soldiers. Belinda to liaise with GBC.
- **Spare sapling 6-foot birch tree from Justin Cridland.**
Resolved Discussed and agreed that we are unable to accommodate at the moment.
- **Letter from Selecta- Ref; Vending Machines.**
Resolved Machines can't be stocked for the foreseeable future due to lack of labourers. Agreed that there was no other option than to give up the contract and return the machines.
- **Library 50th Anniversary, January 22nd celebration.**
Resolved Cllr M Smith, C Barnfather & S Murray will each donate £25 towards refreshments.

71. Closure @ 9.05pm

