

**Minutes of the Meeting of the Council held on 4<sup>th</sup> September 2018, Rackenford School**

Present: Cllrs Lamb, Child, Phillips, Matthews, Cox and Hyland, K Ward (Clerk), NDDC and DCC Cllr Yabsley (left after item 1819-56), J Burgess from Swan Paul Ltd (left after item 1819-55a), 6 members of public.

**1819-51 Apologies:** Cllrs Parry and Warne

**1819-52 Declaration of Interests:** None.

**1819-53 Public Forum:** No comments raised

**1819-54 Minutes of the meeting held on 3<sup>rd</sup> July 2018**

The minutes were approved and signed as a correct record.

**1819-55 The Common**

- a. Initial designs: Mr J Burgess gave a brief overview of the initial designs noting that they incorporated ideas from the school and council including drainage solutions, footpaths, outdoor classroom, picnic/BBQ area, play areas, mini BMX track, MUGA remaining in situ, shelters and willow art. There are also proposals for an outdoor gym and junior football pitch on the land adjacent to the Common. It was queried whether this would prevent a parish hall being built on that site; Cllr Lamb said that there would still be room for this if the proposal were revived.
  - b. It was emphasised this is a masterplan which could be implemented over a long period depending on priorities and funding. The final costed design would be drawn up after the public consultation. Cllr Matthews asked if a timeline should be included, but it was agreed that this was not possible at this stage.
  - c. Cllr Child said the next step was to consult residents and users on the plans. The plans will be put up on noticeboards and a letter and survey delivered to all households in the village and as far as possible further afield, with spare survey forms in the shop, and a public meeting is planned for **Thurs 27<sup>th</sup> September, 7pm in the school hall**. This was **AGREED** and noted costs will be covered by the grant funding.  
**Actions:** Cllr Child to finalise letter to residents and post plans on noticeboards, Clerk to arrange printing, contact Swan Paul regarding plans of the website and contact school re. hall hire, Cllrs Hyland and Warne to arrange letter delivery.
  - d. Hard court maintenance: Cllr Lamb reported that the MUGA would not require pressure washing or treatment this year.
- c. Common/Children's Play Area: Nothing to report.
- d. Treatment of invasive species: It was noted that Glendales have carried out another round of treatment but there is still evidence of knotweed and it was acknowledged treatment needs to be ongoing.

**1819-56 Report from the District and County Councillor**

Cllr Yabsley reported he has met with the Highways Officer to try and progress the matters raised at the July parish council meeting and this work is ongoing. He has also noted the excessive signage around the cattle grid to Knowstone and it was reported there will be a road closure while the cattle grid is replaced. Cllr Lamb reported on hedge cutting that was inadequate and Cllr Phillips noted some potholes needed repairing. There was also a query on when the winter salt would be delivered and Cllr Yabsley would investigate.

A new Head of Place has been appointed at NDDC responsible for regeneration and planning. It is hoped the Local Plan will be adopted around the end of October.

Referring to the Common project, Cllr Yabsley reiterated that a long term drainage solution which may also involve improvements to the highways drains would be preferable.

### **1819-57 Fireworks display 2018**

It was **RESOLVED**:

- a. That the Council would assume responsibility for the 2018 fireworks display and bonfire.
- b. That fireworks up to a cost of £1000 be purchased. This cost to be offset by donations made on the gate at the event.
- c. That a working group be established with the terms of reference as set out in Appendix A.

It was noted that the Council would not provide any catering, and that this would be provided by the Shop at their own risk. Their costs would be covered by the income from sale of food and drink. The Council's costs would be limited to purchase of the fireworks and offset by donations on the gate. If there is an excess of donations over costs of fireworks, this will be reported to a future meeting and a decision would be made on the use of any surplus.

### **1819-58 Highways and Footpaths**

- a. Highways: Cllr Lamb reported he and Cllr Phillips had met with Cllr Yabsley and DCC Highways Officer to *discuss* the possibility of an extended 30mph zone on the approach to the village. There is some progress being made.
- b. Footpaths: Nothing to report

### **1819-59 War Memorial**

- a. Cleaning and repair of War Memorial: Cllr Lamb *will* speak to the stone masons to a date for cleaning works and gave assurance the memorial would be reinstated by early November.  
**Action:** Cllr Lamb to contact the stone masons to arrange cleaning and re-instatement.
- b. WW1 commemorations: Cllr Child will contact the school for ideas.

### **1819-60 Trinity Well**

Cllr Child reported repair works have been made to the pump and there is now a crumbling seat. It is not clear if these were as a result of deliberate vandalism or not.

### **1819-61 Noticeboard**

Cllr Child reported the noticeboard needs repair or replacement and should be moved to the side of the shop. She has contacted a local carpenter and while there is a long waiting time, the estimated costs for a wooden replacement is approx. half of the new free standing aluminium noticeboard. *There was a further offer from a member of the public present to carry out repair works at material costs. He was thanked and it was **AGREED** to investigate further.*

### **1819-62 Planning**

- a. The following decisions from NDDC were **NOTED**:
  - 64854: Reserved matters (appearance, landscaping, layout and scale) for erection of one replacement dwelling at Highfield Farm Rackenford – granted
- b. The following item is still awaiting NDDC decision:
  - 64824: Extension to dwelling at West Batsworthy Cottage Rackenford – objections submitted
  - 64839: Prior approval for change of use agricultural building to one dwelling house at West Batsworthy Farm – no comments submitted

**1819-63 Finance 2018/19**

- a. Financial report: The Clerk gave an update on the current year finances as set out in the budget monitoring statement.
- b. It was **RESOLVED** to approve the following payments:
- K Ward / HMRC clerks wages £182.32
  - K Ward expenses £23.48
  - M Lane repairs to Trinity Well £50.00 and £65.30
  - GeoXphere Ltd parish online mapping £18.00 (£15.00 + VAT)
  - G Lamb reimburse Fax&File printing costs £12.00
  - Information Commissioners Office GDPR registration fee £40.00
  - CPRE annual membership fee £36.00
  - Glendale invasives treatment £840.00 (£700.00 + VAT)
  - Idata Services website hosting £141.00

**1819-64 Batsworthy Cross Wind Farm:** Nothing further to report, no progress is being made over the noise issue.

**1819-65 Shop/School**

Cllr Child reported the shop is awaiting the accounts for the year and there are new volunteers. The school has just started the autumn term and it was noted there is a new access system in place.

**1819-66 Correspondence**

The Clerk reported there have been emails concerned over the relocation of the war memorial, and that responses was sent clarifying the council's position from the July meeting.

**1819-67 Matters of Urgency for noting only**

Cllr Hyland has received more complaints about dog fouling. It was noted Cllr Warne has "no fouling" signs from NDDC and he was to contact the Dog Warden regarding letters to owners of offending dogs. Cllr Lamb to speak to Cllr Warne.

Meeting closed 9.00pm

**Next Meeting:** Common public consultation event Thursday 27<sup>th</sup> September 7pm, next Council meeting Tuesday 6<sup>th</sup> November 2018 at 7.30pm

**Signed as a correct record:**

**Date:**

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## TERMS OF REFERENCE FOR 2018 RACKENFORD FIREWORKS WORKING GROUP

**Membership:** Minimum 1 councillor, up to 6 volunteers

**Meetings:** as required

**Purpose:** To organise the 2018 Rackenford fireworks and bonfire event on Rackenford Common ensuring:

1. To establish and publicise the date of the event
2. *To ensure the* Council's insurance requirements for fireworks displays are met
3. *To ensure the* most up to date Health and Safety Executive guidelines for public fireworks displays are met
4. To ensure all volunteers have completed and signed a volunteer form and are adequately trained and supervised for the tasks assigned to them
5. To carry out a written risk assessment prior to the event
6. To purchase fireworks from a licenced retailer on behalf of the Council up to a value of £1000 (and to obtain a VAT invoice or receipt) and ensure safe storage of fireworks prior to the event
7. To identify a suitable safe site for the bonfire, oversee its construction and carry out a hedgehog sweep before lighting
8. To permit other organisations to support the event (e.g. catering) at their own risk subject to having their own insurance cover
9. To collect donations at the event to be paid into the Council's bank account
10. To report any matters to the council as required