

PARISH OF RADNAGE

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 10th FEBRUARY 2010, 8.00 PM IN RADNAGE VILLAGE HALL

The meeting was preceded by a session allowing the public to raise matters of concern with the Parish Councillors.

PRESENT

Chairman: Mr M Blakstad, Councillors: Ms E Fynn, Mr A Gardner, Ms C Nellis, Mr L Perring, Mr W Pilbeam, Mr R Pitcher and Parish Clerk: Mrs G MacKenzie.

IN ATTENDANCE: Mr Ian Blaylock Assistant RFO and 4 members of the public.

1. Welcome and Apologies for Absence.

No apologies for absence had been received.

2. Declarations of Interest

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. Cllr Fynn declared a personal interest in Item 9 b (i) as an application had been submitted by her partner.

3. Acceptance of Minutes of the Last Meeting

It was proposed by Cllr Pilbeam, seconded by Cllr Gardner and agreed by all present, that the minutes of the Ordinary Meeting of the Parish Council of 13th January 2010 be agreed and Chairman Cllr Blakstad signed them as a true record.

4. Matters Arising from the Previous Minutes

- a. Wards Pond. The insurers have confirmed that the policy terms would not be affected by the claim and that settlement had been agreed with no formal admission of liability. They enclosed a letter to be sent to the claimant's solicitors with approval from the Parish Council. All agreed that this letter could be sent and the clerk was asked to advise the Insurance Company of this decision.

Action: Clerk

Discussion followed on the situation surrounding the fact that BCC are not agreeing to maintain the drainage pipe which is adequate for its task only if maintained in good repair and free from blockage. The Clerk was asked to contact the Area Co-ordinator at BCC to see if anything can be done to pursue this matter further.

Action: Clerk

- b. The repair of the Village Hall fence. The Clerk advised that she had received 3 quotations for the work, and gave details of these to all members. It was decided that the cheapest quotation for the damaged area of fence should be forwarded to Matlock Transport for settlement, and that once this has been arranged, the clerk could go ahead and ask the cheapest contractor to complete the replacement of the whole of the fence.

Action: Clerk

- c. Grit bins. The Clerk reported that the BCC Winter Maintenance Policy document gave information about grit bins, which cost £450 each including initial fill and subsequent refills. Cllr Pitcher advised that at a recent BCC SW Chilterns Local Area Forum (Panel) meeting the difficulties of re-supplying salt bins during the recent spell of unusually cold weather was discussed, as was the suggestion that local contractors and farmers be used to grit local roads. Cllr Pitcher also advised that BCC would be issuing a list of contacts for future use if we should experience such extreme weather and road conditions again. Cllr Blakstad said that he did not consider the Parish Council to have sufficient funds to purchase additional grit/salt bins at this time.

- d. Speeding on City Road. The Clerk advised that she had made contact with PCSO Penny Ling who agreed to discuss the arrangements for a speed camera in the area with Cllr Perring. PCSO Ling had further advised that Speed Enforcement Week was from 15 Feb 2010 and that they had City Road on their list of areas to be considered for inclusion.
(Clerks Note: PCSO Ling met with Cllr Perring on 11 Feb 2010 to pursue this initiative.)

5. Planning.

- a. Progress on applications already considered.
09/07348/FUL Home Farm, City Road, Radnage
Application for the construction of two storey front/side extension.
Parish Council response: No objection.
09/07218/FUL Decision: Application Permitted Date: 04/01/2010
77 Green Lane Radnage Buckinghamshire HP14 4DJ Proposal: Householder application for the erection of single storey timber outbuilding in rear garden (retrospective)
- b. There were no new applications to be considered.

6. Finance

- a.
- i. RFO Report. The Clerk reported bank balances. As at 4 Jan 2010, the savings account stood at £10,025.10 having accrued 45p in interest since the last statement and the current account stood at £10,349.72 which represents income of £295.50 and expenditure of £1,438.50.
The Clerk reported that the mandate signed at the last meeting had inadvertently been misfiled at the bank with no action taken. She had been assured that this had been rectified and action taken to amend the details held with the bank.
- ii. The Clerk reminded Councillors that the annual Risk Assessment review was due. The Clerk was asked to contact Councillors with suggested dates for a review. **Action: Clerk**

- b. Accounts Payable. The invoices and payments listed were approved for payment and the cheques signed.
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| Cheque number 2143 | Thames Water Utilities Ltd | £66.93 |
| | (13/10/09 – 13/01/10 V Hall £49, Allots Common Road £17.93) | |
| Cheque number 2144 | BALC - publications | £58.00 |
| Cheque number 2145 | G MacKenzie – clerks salary and expenses | £538.75 |
| Cheque number 2146 | J Heywood – Village Hall cleaner (11/01/10 – 08/02/10) | £144 |
| Cheque number 2147 | P Rolfe – lettings officer (10/12/09 – 14/01/10) | £110 |
| Direct Debit | Southern Electric – Village Hall | £65.00 |
| Direct Debit | WDC – Village Hall | £115.00 |
| Direct Debit | Sita UK Ltd – Village Hall Waste | £105.43 + VAT |

7. Correspondence

- a. Dog Fouling. The Clerk had received a verbal complaint about dog fouling in the area surrounding the village school. The Environmental Service of Wycombe District Council had advised that they don't have the capacity to install more dog bins but they do move them around to make best use of resources. They would therefore look at the area and decide if it is a priority.
Alternative suggestions of offering free poop-scoops to the school and the offer of a visit by the dog warden were not considered pursuing as it was suspected that most 'offenders' were folk walking past the school on their way to footpaths in the area.
All agreed that the Clerk should accept the Environment Health Officers offer of reassessing the need for a bin in the area, and to place a reminder, of the need to be a responsible pet owner, in the Parish magazine.
Action: Clerk

It was also suggested that the newly formed Playground committee look at the relocation of signs around the children's playground and surrounding area.

Action:CN

- b. The Clerk had received various items of correspondence including information about the 10th Anniversary Chiltern Way Walking Festival and Theatres in the Villages. It was suggested that items of correspondence received by the Parish Council that may be of interest to local people could be notified on the village notice boards and in the Parish Contact magazine for information. The Clerk was asked to précis correspondence and display this information as and when appropriate.

Action: Clerk

- c. Potholes. Cllr Perring advised that he reported a particularly dangerous pothole to BCC with swift success. Cllr Pilbeam pointed out that if a pothole had been reported and someone then suffered damage from the lack of repair then the individual would have a claim for damages against the County Council. This is a good reason for people to report them on a timely basis.

All considered it important to encourage people to report any potholes direct on the potholes hotline (Highways on Call: Tel: 0845 230 2882). The Clerk was asked to include this in the Contact magazine entry.

Action: Clerk

- d. Contact Magazine Advertisement. All present agreed that we should renew our half page Village Hall advert in the Contact magazine at a cost of £175 for the year. The Clerk had provided a new photograph and Cllr Fynn agreed to confirm the content of the advert prior to sending to the clerk for action.

Action: EF

8. Village Hall Update

Cllr Fynn gave a report on the Village Hall – copy attached to these minutes.

Cllr Fynn requested that the matter of additional replacement windows and audio visual aids for the Open Meeting be separate items on the March meeting agenda.

Action: Clerk

9. Open Spaces

- a. Wycombe District Council had recently asked for an update to documents identifying Open Space areas within the Parish. Mr Ian Blaylock had provided a comprehensive and informative response to WDC on behalf of the Parish Council. Mr Blaylock explained that he had also had some interest from the Chilterns Conservation Board concerning common areas within the village, with particular interest in Chapel Pond which is currently being registered as Parish land. Mr Blaylock advised that he was aiming to provide the Parish Council with a completed report on Common Land in time for the Open Meeting.

- b. Allotments.

i. Several expressions of interest had been received from potential graziers for the Chapel Pasture. It was agreed that a fair allocation would be to offer the tenancy in order of date received. Some concern was voiced over the condition of the field should horses or ponies be permitted to graze, with suggestions to limit the number of horses being allowed on the site.

[The formal meeting was adjourned for 10 minutes to seek comment from members of the public who were horse owners].

It was agreed that applicants should be asked to confirm their intention to limit their use in order to maintain the field in an acceptable condition. The Clerk was asked to contact the first applicant and discuss this aspect, reporting back to the Councillors.

Action: Clerk

It was suggested that if Allotment holders opened their allotments for Garden Sunday, other holders should be encouraged to tidy their own site in time for the opening.

- ii. All agreed that the issue of a new Grazing Licence should be made to the current tenants of Green Lane Paddock 2. The Chairman and Vice Chairman signed the Parish Council's copy of

the Licence in front of a witness. The clerk would now arrange for the timely issue of the tenants Licence.

Action: Clerk

iii. Cllr Nellis suggested that before renewing grazing land and allotment renewals there should be an inspection to confirm that the land had been kept in proper condition. All agreed that This should be a requirement and these minutes serve to record this.

c. Play Area. Cllr Nellis submitted a report on the condition of the children's play area. No maintenance had been identified. Cllr Nellis advised that a Playground Action Group(PAG) was being set up and she has a meeting arranged in a weeks' time with Zoe Smith who has agreed to take on the role of Play Equipment Co-ordinator. Mr Andy Bailey had previously advised that some monies from the former Radnage Youth Group were available for the provision and installation of football and volleyball equipment. Cllr Nellis expressed a wish that the new PAG should be involved in the plans.

Action: CN

d. Bus shelters, benches and notice boards. Cllr Perring advised that no maintenance had been identified and that the bus shelters had been swept in late January.

e. Roads, Verges and Rights of Way Reports. Subsidence on the verges Bottom Road was noted as a concern and Cllr Nellis offered to take a closer look at the area.

Action: CN

10. Forthcoming Meetings and Attendees.

Dates and details of forthcoming meetings were discussed and Councillors had the opportunity to express their wish to attend.

11. To receive Reports from Councillors on meetings that they have attended.

Cllrs Pitcher and Pilbeam had attended the recent BCC SW Chilterns Local Area Forum (Panel) meeting where the main topic of discussion was the repair of roads. They had learned that the company Ringway Jacobs have been awarded the contract for delivering the entire service for at least the next 8 years with a possibility of extending to 15 years.

12. Any Other Business

There was no other Any Other Business.

13. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council is Wednesday 10th March at 8.00pm in the Village Hall. The meeting closed at 2217 hours.

Members of the public were given a further opportunity to raise any matters of concern.

G MACKENZIE

Clerk to the Parish Council Email: clerk@radnageparishcouncil.org.uk

11 February 2010

Chairman's Signature and Date: