

PARISH OF RADNAGE

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD AT 8 PM ON WEDNESDAY 10th NOVEMBER 2010

Present: Councillors: Vice Chairman Ms E Fynn (in the Chair), Mr A Gardner, Ms C Nellis, Mr L Perring, Mr W Pilbeam, Mr R Pitcher and Parish Clerk Mrs G MacKenzie.

1. Welcome and Apologies for Absence. Apologies for absence had been received from Cllr Mr M Blakstad. The Chairman welcomed everyone to the meeting and introduced Mr Andy Howden who was attending to provide a report to the Parish Council under item 4b. There were no other members of the public in attendance so no public session was required.

2. Declarations of Interest

Members are 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. None were declared.

3. Acceptance of Minutes of the Last Meeting

Cllr Gardner proposed and Cllr Pilbeam seconded the motion that the minutes of the last meeting be accepted as a true record. This was agreed and the Chairman signed and dated the minutes.

4. Matters Arising from the Previous Minutes (not otherwise on Agenda)

a. Action Points from last meeting.

(i) Cllr Fynn was to pursue the provision of a suitable 'A' sign warning visitors of the existence of the play area. Cllr Perring agreed to take on this requirement. **ACTION: LP**

(ii) Cllr Nellis was to pursue the formation of the Playground Action Group. Ongoing – see Item 9b.

(iii) The Clerk confirmed that she has provided an official document recording the hedgecutting agreement.

(iv) Cllr Pilbeam advised that he had purchased seed for Wards Pond area and this, plus additional planting could now be reported as completed.

(v) The Clerk reported that she had purchased an additional hard drive and software package to ensure she maintains a computer backup system. The Clerk advised that as this was a personal requirement as well that there would be no charge made to the Parish Council as she wished to own and retain the equipment.

(vi) Cllr Fynn had intended to request feedback from the catering company who have used the new kitchen facilities however, it was decided that as the kitchen was now close to completion, future caterers would be asked to complete a questionnaire providing feedback to the Village Hall Manager. **ACTION:EF**

(vii) Cllr Fynn was to pursue quotes for fires safety equipment. This action remains incomplete.

ACTION:EF

(viii) Cllr Perring had obtained some costings for loft ladders and was hoping to get more however, it was agreed that no purchase would be made until the outcome of the grant application for the entrance roof plans was known as work in this area could mean that the loft hatch would be re-sited.

(ix) The Clerk advised that she had spoken to the hedgecutting contractor regarding the clearance of clippings and he agreed to take additional care when using the blower to clear clippings from the roadway.

(x) Cllrs Pilbeam and Perring were to contact local stonemasons to seek quotes for improving the lettering on the War Memorial. This was reported under Item 9c.

b. Mr Andy Howden, organiser of the Rugged Radnage 10K Run which was to take place on Sunday 21st November was invited to give an update on the progress of the event. He advised that to date 142 entrants had registered and that marshals would be present in various locations throughout the event which was due to start at 10 am and finish at approx 11.30 am. Thames Valley Police had offered advice

and some roads in the village would be subject to traffic control during the morning to cater for the safety of the runners (end of Green Lane, Pophleys and the Crossroads at the bottom of Bowers Lane as examples). Parking was being provided by Simon Watts close to his home on City Road. Spectators and additional helpers would be welcome although not urgently required. Anyone interested should contact Andy Howden (07809029522) in the first instance. Andy requested and gained permission from the Parish Council to have the gate leading from Common Road into the Children's Play area opened and to cut the grass between this gate and the gate at the other end of the play area leading onto the recreation field.

Andy agreed to return to the Parish Council meeting in December to report on the success of the event.

ACTION: Clerk

5. Planning.

Planning applications and decisions:

- a) 10/07442/FUL Four Acres Lodge, Green End Road. Application for the construction of a chimney. No objection from Parish Council.
- b) 10/07459/FUL Barley Hollow, Bennett End Road. Application for the erection of a timber clad garden shed. The Parish Council were concerned that the addition of a further shed on this property was an overdevelopment of the land.

Planning decisions made by WDC:

To note that the application in respect of Pophleys (not Radnage Parish) for partial demolition of existing barn, construction of new garden room and link to main house, new canopy roof over new entrance and conversion of barn to living space with associated external and internal alterations was rejected.

Licensing application:

- a) To note that a New Premises Licence has been submitted in respect of the Three Horseshoes at Bennett End. After some discussion it was agreed that the Parish Council had discharged its responsibility in ensuring that local residents had been made aware of this application as conversations with residents confirmed this prior to this meeting.

6. Finance

a) RFO Report

The Clerk reported that as at 31 October 2010 the current account stood at £17,138.42 and the deposit account had a balance of £10,028.86 representing interest of 44p. The Clerk had produced a summary of income and expenditure and there were no comments or questions raised.

b. Accounts Payable.

Cheques for approval:

Cheque number 2230 G Spratt – end of year balance for grass and hedge cutting £1,142

Cheque number 2231 P Rolfe - Village Hall lettings officer £88

Cheque number 2232 The Print Shop – Village Hall stationery £6.73

Cheque number 2233 Woodridge Cleaning Supplies – Village Hall cleaning supplies £15.91

Cheque number 2234 G MacKenzie – Clerks salary and expenses £438.86

Cheque number 2235 Climate Building Services Ltd – works to new kitchen £1,210.25

Cheque number 2236 J Haywood – Village Hall Cleaner 4-29 Oct 2010 £128

Direct Debit Southern Electric – Village Hall £65.00

Direct Debit WDC – Village Hall October £108

Direct Debit Sita UK Ltd – Village Hall Waste October £114.06 + VAT (there has been a minor increase in the waste contract costs and should be noted for both September and October invoices)

7. Correspondence

a. The Clerk read out a letter of thanks received from Chairman Wycombe District Council following his visit last month.

b. The Clerk advised that a copy of letter sent to Chief Planning Officer WDC in respect of the sale of land in Stokenchurch had been received. Many Councillors had noticed the tracks being made on the land and that some fence posts have been put in already. Mike Chadwick of SRCAF had advised that he believes that the Planning Enforcement Section at WDC is involved regarding development rights and suggested that if anyone sees any further fences or tracks being made that they should alert WDC Enforcement.

c. The Clerk advised of an email received from BCC re TFB budget cuts and the inevitable reduction in the level of service anticipated.

d. Advice of an Electoral Review of Buckinghamshire had been received from the Local Government Boundary Commission. The aim is to make local elections fairer by ensuring that all county councillors in Buckinghamshire represent a similar number of people. Information is available at www.lgbce.org.uk.

d. The Autumn edition of BALC newsletter 'Matters Arising' was distributed to all Councillors.

8. Village Hall Update

Councillor Elizabeth Fynn gave a report on the Village Hall, advising that since the last report, the hall has been used for the usual regular bookings, and several private parties. Cleaning up after each event has become an issue with some of the occasional hirers failing to clear up after using the hall. A new list of hirer's responsibilities has been drawn up and the lettings officer is reminding each hirer that they must leave the hall in a lettable state.

New Kitchen Project: Two of the Winter Lunch Club teams have looked around the new kitchen. Answers to questions arising will be added to the guidance notes which are being drawn up for users of the kitchen. The dishwasher is not yet up and running; it is hoped to get this working and write up simple instructions for users before the next lunch club on 30 November.

Grant Application: News on the grant application is expected in the next two weeks.

9. Open Spaces

a. Allotments. Cllr Pitcher reported that he and Cllr Pilbeam had carried out an autumn visit around all the allotment areas and that all were generally tidy and well kept with few exceptions. Particularly noticeable was the excellent condition of the allotments at Sprigs Holly. Thanks to our allotment holders for their interest and commitment to keeping these areas in good order. It was considered likely that one or two allotments might possibly become available next year so anyone with an interest should register this fact with the Parish Clerk.

b. Play Area. The formation of the Playground Action Group was not evident and Cllr Nellis agreed to arrange a meeting with Zoe Smith to discuss this. **ACTION: CN**

c. Open Spaces. Cllr Pilbeam advised that there was £880 in the 'kitty' being held locally for maintenance work on the War Memorial lettering. A recent quote for the work came to £2240 (incl VAT) and it was hoped to obtain further quotations for the refurbishment of the 448 letters that need to be re-etched. **ACTION: WP**

Cllr Pilbeam advised that the War Memorial has been in situ since 1920 when Lord Lincolnshire donated the ground for this purpose and that little maintenance had been done to the stonework since that time.

Cllr Perring reported that he had made the new notice board to replace the one on Sprigs Holly Lane and that this will be installed during the next few weeks. It was agreed that a marked area on each board would be made for specific use by the Parish Council. **ACTION: LP**

Cllr Blakstad had contacted Cllr Gardner and asked that he represent the Parish Council by presenting the poppy wreath at the Remembrance ceremony on Sunday 14th November. The Clerk agreed to collect the wreath from Janet Ayres and to seek some information on the actual costs of providing these.

ACTION: Clerk

10. Risk Management.

A review of the November elements in the Risk Register was made and action recorded as appropriate. The Clerk asked for a review of budgetary control to be undertaken and Cllr Pitcher agreed to carry this out in liaison with the clerk.

ACTION: RP

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

No meetings had been attended during the last month.

12. Forthcoming Meetings and Attendees.

The Clerk reminded Cllrs of forthcoming meetings. Cllrs Fynn and Pilbeam were hoping to attend the Chilterns Conservation Board Annual Chilterns Forum at the Clare Foundation, Saunderton on 19th November.

The Clerk advised of a meeting that was taking place on Wednesday 17th November to discuss a Community Contingency Planning initiative. Unfortunately this clashes with our own Action Plan working group meeting however, the clerk had asked that the Parish Council be kept advised on progress on this initiative.

ACTION: Clerk

13. Date of Next Meeting: The next meeting of the Parish Council will be on Wednesday 8th December 2010 at 8pm in the Village Hall.

The Chairman closed the meeting at 9.40 pm.

There was no public session following the meeting.

G MACKENZIE

Clerk to the Parish Council

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