

PARISH OF RADNAGE
MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD ON WEDNESDAY 12th MAY 2010 AT 7.30 PM IN RADNAGE VILLAGE HALL

One member of the public attended the meeting.

Present: Councillors: Ms E Fynn, Ms C Nellis, Mr L Perring, Mr W Pilbeam, Mr R Pitcher and Parish Clerk: Mrs G MacKenzie.

1. Election of Chairman.

Apologies were received from both the Chairman and Vice-Chairman and the Committee therefore elected Cllr E Fynn to act as Chairman for the whole of the Annual Meeting. Proposed by Cllr Nellis and Seconded by Cllr Pilbeam, all agreed.

2. Declaration of Acceptance of Office.

The Chairman advised that Cllr Blakstad was willing to continue to stand as Chairman of the Parish Council, and that Cllr Gardner was also offering to continue as Vice-Chairman. It was Proposed by Cllr Pitcher and Seconded by Cllr Nellis that Cllr Blakstad be elected as Chairman for the next year. All agreed. The Clerk was asked to ensure that Cllr Blakstad signed a Declaration of Acceptance of Office out of the meeting.

ACTION: Clerk

3. Nominations for Memberships of Committees.

Cllr Pilbeam requested that he no longer individually represent the Parish Council at meetings for personal reasons. This was accepted. It was agreed that current arrangements remain unchanged.

4. Nominations for Representations with Other Organisations.

It was agreed that the current representations with other organisations would remain as standing.

5. Welcome and Apologies for Absence.

Apologies for absence had been received from Cllr M Blakstad and Cllr A Gardner.

6. 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. Cllr Fynn expressed an interest in the approval of payments.

7. Acceptance of Minutes of the Last Meeting

The minutes of the previous meeting were agreed and signed by the Chairman of this meeting.

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

a. Update on proposed tree work at Wards Pond. Cllr Perring reported that he was in the process of obtaining quotations for the pollarding of the trees alongside Wards Pond. He had received 2 quotes and was in the process of getting a third. He would report back at the next meeting. **ACTION: LP**

b. Village Hall sign on new fencing. Cllr Perring advised that the previous approach to someone had not come to anything so he had approached 'Mr Signs' who was able to produce something similar to that which was used before using the green reflective material mounted on laminated aluminium. The cost was anticipated to be £25 (slightly more depending on the availability of the reflective material). It was Proposed by Cllr Perring and Seconded by Cllr Fynn that this be agreed. All in favour.

9. Planning.

New applications were considered:

10/05708/FUL Boundary Farm – Sprigs Holly Lane - Householder application for conversion of workshop & storage into ancillary living accommodation. No objection from Parish Council.
 10/05709/FUL Boundary Farm – Sprigs Holly Lane - Erection of replacement stable block/tack & hay store. No objection from Parish Council
 10/05661/FUL Fairlight – Bottom Road - Householder application for construction of two storey side extension. No objection from Parish Council

Sec’s Note: Planning application 10/05400/TPO for the pollarding of 1 chestnut tree and the crown reduction of 1 chestnut tree at St Mary’s Church Radnage had been permitted.

10. Finance

a. RFO Report

As at 9th April 2010 the savings account balance stood at £10,026.31 representing interest of 43p since the last statement. As at 30th April 2010, the current account balance stood at £15,542.97. This balance has been improved with the receipt of the first half of the annual Precept of £11,000.

Approval of the Annual Accounts Fin Yr 2009/2010 was sought. Following a brief summary and explanation of the accounts it was Proposed by Cllr Fynn and Seconded by Cllr Pitcher that the Annual Accounts be approved. All present agreed.

Approval of the Annual Governance Statement was Proposed by Cllr Perring and Seconded by Cllr Nellis and all agreed.

Approval of the Annual Audit Return was requested. A brief explanation of the figures was presented by the Clerk and it was then Proposed by Cllr Nellis and Seconded by Cllr Pilbeam that the Annual Audit Return for Fin Yr 2009/2010 be agreed. All present agreed.

b. Accounts Payable.

| | | |
|--------------------|---|---------------|
| Cheque number 2178 | Grant and Stone – lighting for Village Hall kitchen | £205.20 + VAT |
| Cheque number 2179 | Premier Windows – replacement windows Village Hall | £931.06 + VAT |
| Cheque number 2180 | WDALC – subscriptions | £4.00 |
| Cheque number 2181 | The Print Shop – photocopying and stationery | £63.31 + VAT |
| Cheque number 2182 | J. Haywood – Village Hall cleaner | £128 |
| Cheque number 2183 | P. Rolfe – Village Hall lettings officer | £88 |
| Cheque number 2184 | G. MacKenzie - Clerks salary and expenses | £423.79 |
| Cheque number 2185 | Thames Water – Village Hall 14 Jan – 14 Apr | £28.30 |
| | Thames Water – Chapel Allotments 14 Jan – 14 Apr | £7.62 |
| Direct Debit | Southern Electric – Village Hall | £65.00 |
| Direct Debit | WDC – Village Hall | £108 |
| Direct Debit | Sita UK Ltd – Village Hall Waste | £109.10+ VAT |

Additional invoices were also approved for payment:

| | | |
|--------------------|--|-----------------|
| Cheque number 2186 | G Spratt – for grass cutting | £760 |
| Cheque number 2187 | Climate Building Services Ltd Village Hall water heater | £725.00 +VAT |
| Cheque number 2188 | Compass Flooring Ltd. New flooring in Village Hall kitchen | ££1,525.73 +VAT |

11. Parish Council Insurance

The information on an alternative Insurance policy for the main Parish Council Insurance had been circulated to Cllr’s before the meeting. It was Proposed by Cllr Pitcher and Seconded by Cllr Pilbeam that this alternative policy be used. All agreed. The Clerk was tasked with following this through.

ACTION: Clerk

12. Projector for Village Hall

The Clerk had previously circulated some details about a proposed projector for the Village Hall. Discussion followed and a suggestion made that the Parish Council should consider purchasing a

second had projector at reduced cost, in order to ascertain its use. Many Councillors favoured a new machine as it would come with guarantees and warranty. The purchase of a projector was considered to be an asset to the Village Hall as it would potentially increase interest in using the Hall although storage and security would need to be addressed.

It was Proposed by Cllr Nellis and Seconded by Cllr Fynn that the Parish Council purchase a new projector, same or similar model to that which the Clerk had investigated. This was agreed with the vote of 4 votes for and 1 against. The Clerk was asked to arrange purchase with expenditure of approximately £500. **ACTION: Clerk**

13. Correspondence

a. Radnage 10K Fun Run. Cllr Fynn adjourned the meeting to welcome Andrew Howden who had attended to answer any questions the Councillors might have about the proposed Radnage 'Rugged Run' which was scheduled for 21 November 2010 around the village, starting and finishing at the Village Hall. General discussion followed about the event, which will be fully publicised to advise local residents of the details, arrangements and nature of the event.

b. Performing Rights for Music. An approach had been made to the Parish Council from the Performing Rights for Music (PRS for Music). PRS for Music is a not-for-profit membership organisation which collects licence fees from music users, and distributes these as royalties to writers and publishers of music from the UK and around the world. It would appear that if customers or employees are listening to copyright music on our premises, by law we must ensure we hold the necessary permission. This includes music played by any means, including live performance, CD, radio, TV, on telephone systems, internet, plus many more. It was agreed that the Clerk should investigate this further and report back to the Parish Council. **ACTION: Clerk**

c. Request for Memorial within the Burial Ground. Cllr Pilbeam advised that a request for a memorial headstone within the burial ground had been made. Existing guidance, agreed by the Parish Council gave specific information about the type of stone acceptable for use. The Clerk was asked to ensure that the stone detailed in the application met these guidelines and if it does, to advise the stonemason's direct of the Council's approval. **ACTION: Clerk**

d. Grit bins. Cllr Blakstad had provided the Clerk with an update on the matter of road gritting bins. With assistance from Mike Chadwick of the Stokenchurch and Radnage Community Action Forum (SRCAF) an additional grit bin, funded and maintained by BCC was to be provided in the village. It was to be sited on Bowers Lane, near the junction with Bottom Road.

e. Chiltern Way Walking Festival. Leaflets advising further details of the Walking Festival were distributed and would be made available at the forthcoming Annual Parish Meeting.

14. Village Hall Update

Cllr Fynn reported a quiet month for the village hall, with one party and Election Day in addition to the usual regular bookings. The safety flooring has been laid in the new kitchen. Much of the plumbing and electrical work has been carried out and most of the equipment is in its final position. She advised that it would be possible for anyone interested, to look around the kitchen on Friday evening, after the Annual Parish Meeting. Planning permission had been applied for, so that if the new grant application is successful work can start in the autumn on replacing the existing flat roof over the entrance hall with a pitched roof. The five windows that were next in the replacement programme i.e., three in the new kitchen and two in the small hall, were fitted as scheduled in April.

15. Open Spaces

a. Allotments. Cllr Pitcher reported that most allotments were now let and all appeared well. It was suggested that those with allotments encourage tenants to dispose of stones so as not to damage the

grass cutting arrangements. At the request of Cllr Perring, all agreed that the allotments on Green Lane be referred to as 'City Allotments', which was the original title.

b. Play Area. Cllr Nellis had completed her regular inspection of the playground. A report of peeling paint had been received but the detail of this was not clear. Cllrs Fynn and Pilbeam agreed to investigate this report further and let Cllr Nellis know. **ACTION: EF, BP**

c. Open Spaces. Cllr Perring advised that a new notice board for Green End Road was in the process of being made. Cllr Pilbeam suggested that with future burials, a copy of the guidelines for memorials be sent to the funeral director for information. All agreed that this should be done. **ACTION: Clerk**
Cllr Pilbeam advised that the area around the War Memorial was being kept tidy by a volunteer in the parish. All agreed that the Clerk should write thanking Mr John Ayres for his support with this.

ACTION: Clerk

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

Cllr Pilbeam advised that he had attended the latest South West Chilterns and Marlow Local Area Forum meeting where arrangements and allocation of funding was often considered. He encouraged the Parish Council to send representation to these meetings. The Clerk was asked to circulate the minutes once received. **ACTION: Clerk**

17. Forthcoming Meetings and Attendees.

No additional meeting dates had been notified at this time.

18. Any Other Business

a. The Clerk asked for an informal gathering of representatives to discuss Risk Management. A date for this meeting was arranged for Wednesday 16th June at 8pm in the home of Cllr Nellis.

19. Date of Next Meeting: The next ordinary meeting of the Parish Council is scheduled for Wednesday 9th June at 8pm in the Village Hall.

The meeting closed at 21.52 hours.

There was no further public session as no members of the public were present at this time.

G MACKENZIE

Clerk to the Parish Council

Email: clerk@radnageparishcouncil.org.uk