

PARISH OF RADNAGE

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD AT 8 PM ON WEDNESDAY 9TH JUNE 2010 IN RADNAGE VILLAGE HALL

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

Present: Councillors: Chairman Mr M Blakstad, Vice-Chairman Mr A Gardner, Ms E Fynn, 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 C Nellis. The Chairman welcomed everyone to the meeting.

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. None was declared.

3. Acceptance of Minutes of the Last Meeting.

It was noted that paragraph 2, Acceptance of Office, was inaccurate. In his absence it had been believed that Cllr Gardner was offering to continue as Vice-Chairman but the Chairman advised that Cllr Gardner wished to step aside from this role. Cllr Fynn was nominated as the new Vice Chairman; proposed by Cllr Pitcher and seconded by Cllr Perring with all in agreement. Cllr Blakstad had not been present at the previous meeting so both he and Cllr Fynn were asked to sign the Declaration of Acceptance of Office, witnessed by the Clerk. With this amendment noted, it was proposed by Cllr Fynn, seconded by Cllr Pitcher and with all in agreement that the minutes be agreed and signed.

4. Acceptance of Minutes of the Annual Parish Meeting.

It was proposed by Cllr Pitcher and seconded by Cllr Fynn with all in agreement that the minutes of the Annual Parish Meeting held on 14th May 2010 be accepted as a true record.

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

a. Update on proposed tree work at Wards Pond. Quotations for the proposed work had been received and the decision to go ahead with pollarding the large trees surrounding Wards Pond was agreed (after the finances had been reviewed at Item 7 of this agenda). The work was considered necessary despite the high cost involved which had not been budgeted for, especially as a delay until the autumn would result in more leaf debris falling into the 'soon to be cleared out' pond. Proposed by Cllr Blakstad and seconded by Cllr Fynn and with all in agreement, the Clerk was asked to follow this through with accepting the quotation from South Bucks Tree Surgeons and be contracted to carry out the work. **ACTION: Clerk**

It was also reported that Cllrs Pilbeam and Pitcher had reviewed the work required to repair and replace the cover on Catchpit 3 of Wards Pond and had carried out this work, improving on the existing frame and cover by raising it to allow for the pond spoil to be placed around the edge without impinging on the access to the drainage. The Clerk offered to contact the owner of Wards Farm to advise of progress with pond work.

ACTION: Clerk

b. The Clerk reported that as tasked at the previous meeting, a purchase of a Projector had been made and the projector had been tested and was working well. Discussion then followed about the security and management of the projector. It was decided that the projector should be kept in the Village Hall under separate lock and key for those hirers who requested its use. Cllr Fynn as Hall Manager would look into how other village halls and community centres manage the hire of equipment at the same time as a review of fees was undertaken. Cllr Perring had purchased a two socket extension lead for use with the projector. Cllr Pilbeam agreed to assist the Clerk in organising a suitable cabinet to house the projector. **ACTION: EF,GM&WP**

c. Community Speedwatch. As agreed at the Annual Parish Meeting, the subject of speed monitoring in the village was raised and concern was shown that apparent little action or progress had been made in the whole matter of speeding, despite a copy of our survey being provided recently at the request of PCSO Ling of Thames Valley Police. It was generally agreed that representation at the next Neighbourhood Action Group could be beneficial and Cllrs Blakstad and Pitcher agreed to attend if available. The Clerk was asked to pursue further information about Community Speedwatch from a Parish Council which has made previous use of this. **ACTION:Clerk**

d. Performing Rights for Music. The Clerk reported that she had been in contact with Performing Rights for Music once again and that following discussion it had been decided that a licence was not appropriate for, nor required for the existing use of the Village Hall.

6. Planning.

Decisions already made by the District Council for the following properties were noted:

10/05471/FUL Town End Farm Horseshoe Road Radnage Buckinghamshire HP14 4EB Conversion of part of existing machinery store creating a 2short term holiday let and retention of part use as barn Application Permitted

10/05540/FUL Andridge Old Barn Sprigs Holly Lane Radnage Buckinghamshire HP14 4DZ Householder application for construction of single storey side wind lobby and associated external alterations. Application Permitted.

New applications considered were:

10/06003/CLP Penshaw Green End Road Radnage Buckinghamshire HP14 4BY Application for a Certificate of Lawfulness for proposed construction of single storey rear extension.

10/05955/FUL Cedar Cottage, Green End Road Radnage Buckinghamshire HP14 4BZ. Householder application for construction of rear conservatory.

The Parish Council had no objections for either of these proposals, subject to them not exceeding the 50% of original footprint of the buildings.

Further applications had been received for the Village Hall, Greenway and Home Farm. The application for the Village Hall was already known to the Parish Council however, there had been insufficient time for the other applications to have been considered prior to the meeting. It was agreed that the Planning Committee would review the applications and relay their decisions to the Clerk. The Chairman advised that he had received a copy of a letter sent to WDC by one of the village residents offering comment on the proposed design of the application for the Village Hall. The Chairman adjourned the meeting for 10 minutes to hear from the member of the public who had written to WDC and as a result it appeared that the drawings of the planning proposals had been misinterpreted. The Planning Committee were asked to review this detail and report back to the Clerk. **ACTION: Planning Committee**

The Clerk was asked to request that future planning proposals have details of original building footprint included. **ACTION: Clerk**

7. Finance.

a. The Clerk advised that as at 10 May 2010 the Deposit account stood at £10,026.74 which represented interest income of 43p during the previous month. As at 28 May 2010 the current account stood at £13,105.99.

The Clerk then provided each Councillor with an update of the accounts as at end May 2010 showing income and expenditure broken down under relevant headings. It was requested that where the budget set for areas which have now been identified separately be apportioned for ease of reference. The Chairman thanked the Clerk for the work involved in getting this information together and all agreed that it would be helpful to have this format of information available for each subsequent meeting. The Clerk would endeavour to provide this summary prior to each meeting. The Clerk advised that the Internal Audit had been completed successfully.

b. The following accounts were approved – proposed by Cllr AG, seconded by Cllr Perring and agreed by all:

Cheque number 2189	Broker Network Limited – PC Insurance	£1,492.23
Cheque number 2190	Solesbridge Mills – for village hall benches	£630
Cheque number 2191	Green Lane Annual charge 8 frontages @£43	£344.00
Cheque number 2192	Just Projectors	£500 + VAT
Cheque number 2193	C Gee – Internal Audit	£75.00
Cheque number 2194	J. Haywood – Village Hall cleaner	£128
Cheque number 2195	P. Rolfe – Village Hall lettings officer	£88
Cheque number 2196	G. MacKenzie - Clerks salary and expenses	£423.79
Direct Debit	Southern Electric – Village Hall	£65.00
Direct Debit	WDC – Village Hall	£108
Direct Debit	Sita UK Ltd – Village Hall Waste	£ 108.50 + VAT

8. Correspondence.

a. A request for an Allotment Shed on Chapel Allotments plot 1 had been received from Mr Martin Cole. All agreed to this request.

ACTION: Clerk

b. BCC Management of County Parks and Open Spaces. The Clerk advised of this initiative and Cllr Pitcher volunteered to receive subsequent correspondence on this subject on behalf of the Parish Council.

ACTION: Clerk, RP

c. The Clerk advised that the Parish Consultation Portal was now in operation with a view to improving communication between BCC and local Councils. All agreed that the Clerk would continue to field information and action correspondence as done at present.

9. Village Hall Update

A report on the Village Hall was received from Cllr Fynn.

A quiet month for the village hall: as well as the usual regular bookings, the hall was used for the Progressive Supper and a Brownies sleepover.

New kitchen project: a small amount of plumbing and electrical work has been carried out and the remainder of the equipment is in position. It is intended the kitchen will be ready for use on Garden Sunday.

Filing cabinets: Tony Francis has identified the locks on the filing cabinets which hold the parish council archives and provided replacement keys so that they are now secure.

Fire regulations: a government-published manual on fire safety risk assessment in small and medium places of assembly has been bought to enable the parish council to carry out its own checks.

10. Open Spaces

- a. Cllr Pitcher reported that all was well with the allotments. City Allotment holders are busy preparing for viewing on the forthcoming Garden Sunday.
- b. As Cllr Nellis was unable to attend the meeting, the playground report was deferred until the next meeting.
- c. Cllr Perring submitted his monthly assessment of the bus shelters and notice boards and advised that he was preparing to replace the notice board on Sprigs Holly Lane. **ACTION: LP**
It was reported that the bus shelter on Green End Road is being used as a urinal. It was agreed that this was not pleasant and that further action might be considered against perpetrators.
Cllr Pitcher agreed to speak to the grass cutting contractor to ask him to tidy the road edges in time for Garden Sunday.

11. Meetings Attended.

As no meetings had been attended by Councillors during the month there were no reports given.

12. Forthcoming Meetings and Attendees.

- 15 June 2010 – Neighbourhood Action Group – 7pm Lane End (venue yet unknown) - Cllrs MB and RP
17 June 2010 – WDC Planning Forum 5.45 to 8 pm Council Chamber – Cllr Perring
17 June 2010 – WDALC – Cllr Gardner
17 June 2010 - Parish Clerks Meeting – WDC offices – Parish Clerk

13. Any Other Business – with prior notification.

Cllr Perring raised a question of the poor state of the road repairs being carried out throughout the District. It was suggested that attendance at the Local Area Forums would present an opportunity to report this concern. Cllr Perring asked if the grass cutting contractor was contracted to collect grass cuttings from the roadside and the Clerk confirmed that this did not form part of the contract.

14. Date of Next Meeting

The next ordinary meeting of the Parish Council is scheduled for Wednesday 14th July 2010 at 8pm in the Village Hall.

The meeting closed at 10.05 pm.
Although offered, there was no further public session.

G MACKENZIE
Clerk to the Parish Council
email:clerk@radnageparishcouncil.org.uk