

## PARISH OF RADNAGE

### A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 9<sup>th</sup> DECEMBER 2020 AT 8 PM VIA ZOOM

**Present:** Councillors: Chairman Cllr Mr Robert Nikiel, Cllr Mr Tony Eden, Cllr Darren Ungless, Cllr Everton Merchant and Clerk Ms Lisa Stibbs.

There were 2 members of the public present from 20.00hrs.

#### 1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting. Apologies for absence received from Cllr Jez Lofts, County Cllr Etholen and District Cllr Shade Adoh

#### MEETING CLOSED FOR PUBLIC SESSION

- There were 2 members of the public present for the meeting.

*A member of the public asked for an update on Bledlow Ridge Recycling Centre. However, as Cllr Etholen was unable to attend this meeting, there was nothing new to report. A member of the public asked if we had appointed a Vice Chairman and Cllr Nikiel explained that would be discussed under a separate meeting under 'Roles and Responsibilities'. The Council were also asked if we had received any enquiries from potential new councillors and there is potential interest from one person which we will follow up on at the next meeting.*

#### MEETING REOPENED

#### 2. Coronavirus / Covid-19

Currently in Tier 2 after lockdown during November. An update from Martin Tett is available on the Radnage.net website, including information regarding latest testing centres locations and dates as well as the latest Covid infection cases in all areas in Buckinghamshire.

#### 3. To receive any disclosure of pecuniary interests by Members relating to items on the agenda.

No disclosures received

#### 4. Acceptance and signing of the minutes of the Ordinary Meeting of the Parish Council held on the 11<sup>th</sup> November 2020 via Zoom.

The minutes of the meeting held on 11<sup>th</sup> November 2020 were approved as proposed by Cllr Merchant, seconded by Cllr Ungless, and agreed by all as a true and accurate record. The Chairman signed and dated the minutes in full view of those present.

#### 5. Report on progress on items in the previous minutes of the Ordinary Meeting of the Parish Council not otherwise included in this agenda.

#### 6. Planning

##### a) To note planning decisions:

- Case Ref: 20/07449/FUL – Bella Vista, City Road – Conversion and extension of existing outbuilding to an independent dwelling (part retrospective) (Alternative scheme to 19/07437/FUL) Application Permitted.

##### b) To consider planning applications

- Case Ref: 20/08091/FUL – Red Kite Farm, City Road -APPLICATION for: Conversion of existing barn to 2 bedroom residential dwelling with associated internal and external alterations

*Discussion was made including the comments and concerns previously received. These comments were submitted on the Planning Portal (this is available for public viewing)*

- Case Ref: 20/06899/FUL - 4 Pitchers Cottages, Bennett End Road – **AMENDED APPLICATION** for: Householder application for demolition and replacement of the existing garage to form a side extension (extension for comments agreed to 11<sup>th</sup> December)

*The Parish Council had no objection to the original proposal. This amendment is just a variation on what was already agreed. Comment therefore; No objection*

##### c) Awaiting decision:

- Case Ref: 20/06322/FUL - Bowmore, Bottom Road - Householder application for construction of single storey rear extension with pitched roof and rooflights.
- Case Ref: 20/06861/FUL – Bluebell Cottage, Green End Road – Householder application for construction of detached garage.
- **Case Ref: 20/06899/FUL – 4 Pitchers Cottages, Bennett End Road – Householder application for construction of two storey side extension and fenestration alterations. AMENDED Please see section b)**

- Case Ref: 20/07027/FUL - 27 Green Lane - Householder application for construction of single storey rear extension, front porch extension and internal alterations.
  - Case Ref: 20/07221/FUL – Land Opposite Radnage House, Green End Road – Application for partial conversion of existing stable barn to create first floor living accommodation incorporating 1 x 2 bedroom for staff of Radnage House Riding School with external alterations, installation of stairs to ground floor and alterations to existing roof including construction of new roof to existing stocks.
- d) Planning Control – Stokenchurch Parish cases / Green Lane. Nothing to report.

## 7. Finance

- a) To receive a report from the RFO  
The Clerk had circulated the latest budget summary and no questions arose from this. Acceptance of it was proposed by Cllr Nikiel, seconded by Cllr Merchant, and agreed by all. As at 30<sup>th</sup> November the Business Account held a balance of £31,095.57 representing interest of £0.26 for the last month, and the Treasurers Account a balance of £30,783.26.
- b) To consider annual review of Budgetary Control (Bookings Clerk & Clerk)  
This needs to be done before the next internal audit. Cllrs Nikiel and Merchant to check Budgetary Control before the end of January (date and place to be agreed) **ACTION: RN & EM**
- c) To receive a report from the Action Plan Working Group review 18.11.20.  
The Clerk had circulated the Annual Action Plan arising from the working group meeting on November 18<sup>th</sup>. This assists with setting the budget and includes maintenance and project expenditure for the forth coming year; Agreement to adopt the Action Plan was proposed by Cllr Eden, seconded by Cllr Merchant, and agreed by all.
- d) To receive a report from the Budget and Precept Planning Working Group Meeting 25.11.20  
The Clerk had circulated the report arising from the Annual Budget and Precept working group meeting held on November 25<sup>th</sup> to make preparations for deciding upon the Precept request for the financial year 2021-22. Agreement to adopt this report was proposed by Cllr Nikiel, seconded by Cllr Ungless and agreed by all.
- e) Councillors discussed and approved the annual budget and Precept for 2021/22 – Councillors present at the meeting were: Chairman Mr Robert Nikiel, Mr Tony Eden, Mr Jez Lofts and Clerk Lisa Stibbs  
Councillors went through the details of the income and expenditure for the current financial year with projected figures to year end (31<sup>st</sup> March 2021), and made projections as necessary for 2021/22.,  
The Parish Council always aims to calculate the Precept request prior to the December council meeting so that the precept request can be submitted to Bucks Council, as required, in January of the following year. It is the task of the council to agree the Precept request at their December meeting annually. The Precept for 2021/22 has been set at £29032. 00, **no increase** on the previous year.

Therefore, in summary:

**It is the belief of the council that an increase to the Precept is not necessary to allow them to continue to provide services to the village and to meet with legislation. It is proposed to request a Precept of £29,032.00 for the year 2021-22 which remains unchanged from that of the current financial year.**

**ACTION: CLERK**

- f) To review and agree payments for December 2020 (Appendix 1).  
The payments for December 2020 as previously circulated were approved as proposed by Cllr Ungless, seconded by Cllr Eden and agreed by all.

**ACTION: CLERK**

## 8. Village Hall

To receive an update on Village Hall matters:

- No bookings for December.
- FSS checked faulty alarm point and confirmed that this was an intermittent fault. Awaiting quote for replacement part. Arranged to meet new cleaner for the Village Hall who did not turn up. This has now been rescheduled. Hatts Locksmiths will visit Village Hall to assess all locks particularly the Patio Door Locks. Cllr Eden has sealed outside drain with postcrete to dissuade rats. Oil tank cover is not fit for purpose. Potential fire hazard and also could be dangerous if children jump on it. Cllr Eden will arrange to sort out a replacement lid to make it safe and cover any legal requirements. **ACTION: TE**
- VH Driveway refurbishment; Cllr Nikiel to contact AAA and ideally have the driveway work completed by the 31<sup>st</sup> March 2021. **ACTION: RN**
- Notes from Village Hall Manager report as above

## 9. Risk Assessment / Open Spaces

To review items needing attention.

- a) Monthly inspection report on the Children's Playground; Cllr Ungless has checked the playground. Everything is ok. Report to follow
- b) Children's Playground Charity donation: We will receive £10k from Radnage Poors Charity for the children's playground and the Parish Council will match fund with £10k. Caveat included in the donation is that this money is for children's equipment, not for adults. For example, Zipwire is acceptable. Can the equipment span age ranges? i.e toddlers, teenagers etc. Can we have a mix of equipment for different age groups? Cllr Ungless will attend next Radnage Poors meeting in February and present plan which he will have updated and costed.

**ACTION Cllr Ungless**

c & d) Recreation Ground and Dog fouling;

There have been reports that people are bringing their Dog poo bags from home to the dog poo bins at the recreation ground. This is not necessary as dog poo bags can go into the usual grey bins at home. Note to go on Facebook to request that people do not do this. It was also decided at the meeting that we would not use a specialist company to start emptying the poo bins but instead, Cllr Ungless and Cllr Eden have volunteered to empty the bins every fortnight. Our current volunteers, Elizabeth and Phil's last date was to be 30<sup>th</sup> December but Cllr Ungless is happy to take this on from 16<sup>th</sup> December. Cllr Nikiel will let Elizabeth and Phil know. We will also look into possibly losing 2 of the poo bins as there are currently 5 in the park.

**ACTION: DU, TE, RN, JL and CLERK**

e) Burial ground report and update;

There are no problems here at present. The compost bin is two thirds full and will need to be emptied soon. As we share clearing it with the church, Cllr Nikiel will check whose turn it is to empty the bin

**ACTION: RN**

f) Bus shelters and noticeboards:

Roof on the bus shelter in Green End Road is leaking. Cllr Nikiel has spoken to Glyn about clearance around this bus shelter. Can we effect a repair/patch? Cllr Ungless will have a closer inspection to see what work needs to be done and will assess how much growth needs removing and ask Glyn for a quote. Pat Prentice is involved with looking after the bus shelters, keeping them tidy and continuing the book exchange. Cllr Ungless has spoken to Pat and they will continue with the book exchange in City Road and Green End Road. Have already acquired a book shelf for £7.00 and are now checking Freecycle etc for a second book shelf. Cllr Ungless will also check if we need all the noticeboards.

**ACTION: DU**

g) War Memorial;

Nothing to report. Cleaning to be looked at in the New Year

h) Green End Road Pond Project update:

Now has a floating duck house and resident ducks! Project now completed.

i) Chapel Pond;

Awaiting response from Tamsin. Cllr Nikiel to follow up.

**ACTION: RN**

j) The Common (access, use & parking)

A report on the common was emailed to the councillors from Cllr Merchant before the meeting. Comments for discussion concerned the parking situation, can the Council pass on the cost? Enforcement, how to escalate? A meeting needs to be arranged with the residents and a conversation needs to be had on how to move forward with this. Cllrs Nikiel and Merchant will take this up and look over some options. The Council may need to think about putting a provision in place for Legal Advice.

**ACTION: RN & EM**

## **10. Roles and Responsibilities.**

To agree councillor roles and responsibilities.

It was intended that this would be discussed at the budget meeting on the 18<sup>th</sup> November. However, due to time constraints, this will now be arranged in the New Year.

**ACTION: RN/CLERK**

## **11. Defibrillator**

Nothing to report.

## **12. Website and Facebook**

Cllr Nikiel spoke to Rob Green about the fact that a lot of emails are going into Spam and so are being missed. He has made adjustments to the filtering process so will hope to see an improvement

**ACTION: ALL**

## **13. Allotments & Pasture**

Nothing to report until contracts are up for renewal

## **14. Buckinghamshire Council**

No update this evening as Cllr Etholen was unable to attend

## **15. Bledlow Ridge Recycling Centre**

No update this evening as Cllr Etholen was unable to attend.

## **16. MVAS**

Green End Road: The batteries do not last very long (only a week) and are now being recharged again

**17. Local Crime**

- a) Fly Tipping: Nothing to report in the last month
- b) CCTV / ANPR coverage of Radnage:

Tamsin has agreed to help with this and has asked Cllr Nikiel for spreadsheet for cameras in order for her to progress. Will need to look at the systems we have proposed in the past at the entrance into the village at City Road, coming in past Pophleys.

**ACTION: RN**

**18. Clerks Matters – including late received correspondence.**

- a) Agree dates for 2021 Meetings - Already agreed and on the website.
- b) To note any correspondence received after the Agenda had been produced – nothing to report

**19. Forthcoming Meetings and Attendees.**

To agree / confirm attendance at any forthcoming meetings:

Cllr Nikiel will be attending The Community Board Meeting which is a division of County to represent local interest for Parish Councils. They have funding that they can allocate for certain purposes. For example, we have received funds towards the cost of the pond project and MVAS. We can possibly apply for additional funding towards the cost of road safety facilities. Cllr Nikiel will give a report at the next meeting.

**ACTION: RN**

**20. Date of Next Meeting:**

The next Ordinary Meeting of the Parish Council is scheduled to take place on **Wednesday 13<sup>th</sup> January 2021 at 8pm**, to be via Zoom (tba).

**PUBLIC SESSION** – (10 minutes in total) – Members of the public may be given a further opportunity to raise any matters of concern.

The Chairman closed the meeting at 22.50 hours.

Chairman's Signature:



Date:

**9/12/2020**

**Join Zoom Meeting**

**Topic: RPC Monthly Meeting**

Join Zoom Meeting

<https://zoom.us/j/93160520259?pwd=TzNQTW9iMSStNK24vQVBRReTVVajZMQT09>

Meeting ID: 931 6052 0259

Passcode: 243194