

# PARISH OF RADNAGE

## A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 10<sup>th</sup> March 2021 AT 8 PM (ONLINE VIA ZOOM)

**Present:** Councillors: Chairman Cllr Mr Robert Nikiel, Cllr Mr Tony Eden, Cllr Jez Lofts,  
Cllr Everton Merchant, County Cllr Carl Etholen 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 Ungless and District Councillor Shade Adoh.

## MEETING CLOSED FOR PUBLIC SESSION

## MEETING REOPENED

### 2. Coronavirus / Covid-19

Cllr Etholen has forwarded the latest presentation slides to the Councillors. Vaccine rollout is going exceptionally well.

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

None received

### 4. Acceptance and signing of the minutes of the Ordinary Meeting of the Parish Council held on the 10<sup>th</sup> February 2021 via Zoom.

The minutes of the meeting held on 10<sup>th</sup> February 2021 were approved as proposed by Cllr Lofts, seconded by Cllr Eden, and agreed by all as a true and accurate record. The Chairman signed and dated the minutes

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

Nothing to report.

### 6. Planning

#### a) To note planning decisions:

- Case Ref: 20/07027/FUL - 27 Green Lane - Householder application for construction of single storey rear extension, front porch extension and internal alterations. [Application Permitted](#)
- Case Ref: 20/08418/FUL - Bella Vista, City Road - Householder application for construction of two storey side extension, alterations to fenestrations and creation of in/out drive [Application Permitted](#)
- Case Ref: 20/05012/FUL - Wharton Cottage, Horseshoe Road - Householder application for construction of garage extension, roof and fenestration alterations with external staircase and installation of dormer window, x 2 rooflights to East and West roof slopes and fenestration alterations to Annex with internal alterations. [Application Permitted](#)
- 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 [Application Permitted](#)

#### b) To consider planning applications

- Case Ref: 21/05804/VCDN – 27 Green lane-Householder Application for: Variation of condition 2 (plans attached to 20/07027/FUL - Householder application for construction of single storey rear extension, front porch extension and Internal alterations) to allow for roof accommodation and stair access.
- Case Ref: 21/05659/FUL – Crescenta, Bottom Road – Householder Application for construction of single storey side extension, part single/ part two storey rear extension following demolition of existing single storey rear extension, loft conversion, external material alterations and alterations to fenestrations.
- Case Ref: 21/05553/FUL – Bluebell Cottage, Green End Road – Householder Application for demolition of existing detached garage and construction of single storey front/side extension.
- Case Ref: 21/05584/FUL – Four Acres, Green End Road – Householder Application for construction of two ponds.
- Case Ref: 21/05570/FUL & 21/05571/LBC – The Spinney, City Road – Application and Listed building consent for construction of two storey extensions to the north and west elevations of The Spinney to facilitate subdivision of existing dwelling to create 3 x residential dwellings, internal and external improvements and alterations.

All of the above Planning Applications to be considered (section b) were received just 2 days prior to this meeting. Therefore, the Clerk will request an extension to the deadline for comments so that they can all be given appropriate consideration by the Parish Council.

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: 20/07221/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.
- Case Ref: 20/05032/FUL – Home Farm, City Road – Application for erection of replacement single storey amenity block.

d) Planning Control – including Stokenchurch Parish cases / Green Lane

Concerns were raised regarding the farmland at Town End Road. Planning permission was granted for a stable block, but it now appears to be overdeveloped and possibly a breach of planning. Concerns have been raised with Planning Control by local residents and we will hear from Planning Control in due course.

Mudds bank: Concerns have been raised regarding a further three storage containers which have appeared in the fields at Mudds Bank. Enforcement team is investigating if there has been a breach of planning.

## 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 Lofts, seconded by Cllr Nikiel, and agreed by all. It was noted that the monies to carry forward from last year have been committed.

As at 28<sup>th</sup> February the Business Account held a balance of £31,096.36 representing interest of £0.25 for the last month, and the Treasurers Account a balance of £24,857.92

b) To consider annual review of Budgetary Control (Bookings Clerk & Clerk)

It was agreed that this will be arranged for some time in April after the Clerk has had Audit Training

c) To review and confirm payments for February 2021 (Appendix 1).

The payments for February 2021 were approved as proposed by Cllr Nikiel, seconded by Cllr Eden, and agreed by all.

d) To review a proposal to align remuneration and reviews of Parish Clerk to RPC & NALC Financial year.

Cllr Nikiel proposed this should be aligned with the Council's Financial Year, 1<sup>st</sup> April to 31<sup>st</sup> March

This was approved by Cllr Everton, seconded by Cllr Lofts, and agreed by all.

d) To appoint an Internal Auditor

Lucy Stupples of Autumn Cottage Ltd in West Wycombe, providing book-keeping and accountancy services to sole traders and small businesses, undertook the internal audit in 2020 and had indicated that she would be prepared to act as the internal auditor again for this year.

The Clerk suggested the appointment of Lucy Stupples as internal auditor and this is proposed by Cllr Nikiel, seconded by Cllr Eden and agreed by all. This will be carried out at the end of April.

## 8. Village Hall

To receive an update on Village Hall matters:

- Opening of facilities and bookings

The Village Hall will be re-opening in line with Government Guidelines and will possibly be taking bookings from 12<sup>th</sup> April. There is a booking in July for a wedding and another in August for a family gathering. No bookings have been received for Pilates yet.

- Maintenance / Electrics / Repairs

Repairs will need to be completed as soon as possible because of the Elections on the 6<sup>th</sup> May. Simon Watts will be doing the repairs and Cllr Nikiel will request a timeline for the repairs to be completed. There will likely be additional plumbing/electric work and ceiling work and Cllr Eden requested that Cllr Nikiel obtain a quote for the bund repair from Simon when he speaks to him.

- VH Driveway refurbishment

Cllr Nikiel will chase up AAA for the driveway work

- Village Hall Manager report

Nothing further to report as Village Hall is still closed.

- Net Zero/ Environmentally Friendly heating at the Village Hall

Cllr Lofts has looked at the heating in the Village Hall and would like the Parish Council to possibly consider an Air Blowing System which would mean replacing the heating currently being used at the Village Hall. There is also a possibility of an Underground System, as there is a large space of land that could be used as a ground source. The cost of this would be about £30,000. Cllr Etholen suggested approaching the NW Chiltern Community Board with the possibility of the Parish Council submitting a bid for match funding. Other options include considering solar panels using grants from the Government. The Cllrs will meet with Cllr Etholen separately to discuss various options.

## 9. Risk Assessment / Open Spaces

To review items needing attention.

- To receive the monthly inspection report on the Children's Playground  
As Cllr Ungless was not present, there was no report
- To further discuss the annual inspection of the Children's Playground and consider implementation of any required works.  
As above
- Recreation Ground  
Branches need clearing. Cllr Nikiel will get a quote from Glynn
- Dog fouling  
Nothing to report
- Burial ground report and update  
Burial ground cleared and it was the Parish Council's turn to pay for it
- Bus shelters and noticeboards  
Cllr Ungless is in the process of getting quotes for the removal of the roofs and the clearance around them and the noticeboards.
- War Memorial  
Nothing to report at this time
- Chapel Pond  
Nothing to report at this time
- The Common (access, use & parking)  
Cllr Merchant suggested that we need a solicitor to assist us and will look into next week.
- Hedge/Grass Cutting Contract  
Requests to tender to be sent out and possibly advertised on Facebook/Website. Cllr Nikiel commented that due to the current circumstances (Covid) this does not have to be to a strict timeline. Possibly look at new contract to start in May 2021

## 10. Roles and Responsibilities.

To agree councillor roles and responsibilities.

Cllr Nikiel has a draft document but it was agreed to wait until after the Elections in May to action further.

## 11. Defibrillator

Nothing to report.

## 12. Website and Facebook

Cllr Lofts suggested ideas for 'Getting the Community back together' to go on our social media pages. This would be good for the community coming out of lockdown.

## 13. Allotments & Pasture

The Clerk reported that the revised and update Allotment Tenancy Agreement Licences and annual renewal notices will be sent to all allotment and pasture holders this week.

## 14. Buckinghamshire Council

Cllr Etholen reported on emergency works from Bennett End Road to Grange Farm Road by Transport for Bucks and One Network.

## 15. Bledlow Ridge Recycling Centre

Planning is going to appeal and are now awaiting results. Planning Inspectorate have validated the appeal but because of the Covid situation, this will be done remotely so will take longer.

## 16. Road Safety (incl. MVAS)

One of the speed MVAS (opposite the school) is faulty. This needs to be repaired and Cllr Eden has a quote for £490 plus VAT if the equipment is taken to Milton Keynes for repair. Cllrs Eden and Nikiel will arrange this and look into the possibility of the service contract and if this would work out cheaper long term. 30mph & 15mph speed stickers still need to be distributed to residents in the parish. All Cllrs have offered to help collect and distribute some of the stickers.

## 17. Local Crime

- a) There was some fly tipping on Hatch Lane which has been reported to Fix My Street.
- b) CCTV / ANPR coverage of Radnage. Nothing to report this month

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

- a) To note any correspondence received after the Agenda had been produced.  
Late Planning Applications as noted above.

## 19. Fibre Broadband for Radnage Residents

Nothing to report this month. Cllr Lofts hopes to give everyone an update in April.

## 20. 2021 Elections

2021 Elections are going ahead on the 6<sup>th</sup> May. Anyone who would like to be a Councillor, including existing Councillors need to complete an Election pack available from the Clerk or online. These forms will need to be hand delivered to the District Council offices in High Wycombe by the 8<sup>th</sup> April. Weblinks and/or Clerks contact details for people who want to apply will be put on the website, Facebook and the noticeboards. Public announcements will be made on the 9<sup>th</sup> April when the council will know if we need to have an election. If there are seven Councillors or less, the Councillors will return as unopposed.

## 21. Forthcoming Meetings and Attendees.

To hear a report from any recently attended meetings.

Clerk: Clerks Essentials for Town and Parish Councils Wed 10<sup>th</sup> March 11 a.m  
Clerk commented that this was very useful and informative.

To agree / confirm attendance at any forthcoming meetings.

Clerk: Agendas & Minutes Thur 18<sup>th</sup> March 11a.m  
Clerk: Year End Accounts and Audit Tue 23<sup>rd</sup> March 10 a.m  
Clerk: Councillor Training Wed 24<sup>th</sup> March 6.30 p.m  
Clerk: Introduction to VAT for Local Councils Tues 6<sup>th</sup> April 10 a.m  
All booked and attendance confirmed by Clerk.

## 22. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council is scheduled to take place on **Wednesday 14<sup>th</sup> April 2021 at 8pm**, to be held via Zoom.

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

*There was a general discussion with the members of the public present about being more 'Eco friendly' a comment was raised about potential use of Solar Panels and possibly holding a 'Green Energy Conference' at the Village Hall. A member of the public also offered to help with the distribution of the Speed stickers if help was needed.*

The Chairman closed the meeting at 22.10 hours.

Chairman's Signature: **R Nikiel**

Date: **10<sup>th</sup> March 2021**

## Join Zoom Meeting

Join Zoom Meeting

<https://zoom.us/j/99313295587?pwd=U3hZUGw1bm5sKzNsWIM0Sk1xZ3Y5Zz09>

Meeting ID: 993 1329 5587

Passcode: 446632