

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 11th NOVEMBER 2020 AT 8 PM VIA ZOOM

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

MEETING CLOSED FOR PUBLIC SESSION

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

A member of the public expressed concern regarding the welfare of the man who lives in a camper van and is regularly parked in Mudds Bank Layby. The Councillors thanked her for her concern and explained that this has been discussed at length on Stokenchurch media pages and the man in the camper van is fine. He has been checked on several times and he is happy and healthy.

MEETING REOPENED

2. To note receipt of resignation from Cllr David Vernon.

Cllr Nikiel expressed his thanks to Councillor Vernon for his work on the Parish Council

3. To confirm the appointment of Councillor Tony Eden and Councillor Darren Ungless and to receive their Declarations of Interest and Acceptance of Office forms.

Paperwork has been received therefore Cllr Eden and Cllr Ungless are formally members of the Parish Council

4. Coronavirus / Covid-19

Village Hall is now closed until 3rd December following second National Lockdown. Cllr Lofts suggested the Parish Council reach out to the local community and offered ourselves as volunteers to provide help to anyone who is self-isolating or in need of any assistance. Cllr Lofts to put forward a short summary of what the Parish Council can do and how we can make it work. (sent to the councillors by email) The Clerk will be first point of contact who will then pass on to other councillors as necessary. Cllr Lofts will communicate with Neighbourhood Watch about merging together (re original email from Jackie Binns) Cllr Etholen will resend to all the councillors and the clerk.

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

No disclosures received

6. Acceptance and signing of the minutes of the Ordinary Meeting of the Parish Council held on the 14th October 2020 via Zoom.

The minutes of the meeting held on 14th October 2020 were approved as proposed by Cllr Eden, 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.

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

There is nothing to report at this time

8. Planning

a) To note planning decisions:

b) To consider planning applications:

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.
- 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.

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

d) Planning Control – Stokenchurch Parish cases / Green Lane

Cllr Nikiel commented that he has spoken to residents in Radnage Common Road who were enquiring about the role of the Parish Council regarding planning. Cllr Nikiel explained that the Parish Council only act as consultees and can neither accept or reject planning applications. Cllr Nikiel also reported that an Estate Agent had asked if the pond at The Chapel (which is up for sale) could be sold to the new owners to extend the garden. It was agreed that as councillors, we retain common land. This could prevent future problems with building plans if someone wanted to build another property there.

9. Finance

- a) The Clerk had circulated the latest budget summary and one question arose from Cllr Lofts regarding which budget code does broadband fall under. The Clerk, Lisa will check with former clerk Lin as unsure and will then email out a note to the Parish Councillors. Also clerk to check if broadband could be added as new line item. Acceptance of the budget summary was then proposed by Cllr Eden, seconded by Cllr Lofts and agreed by all. Balance of £31,095.57 in the business account with 26p interest. And £32,752.47 in the Treasurers Account as at 30th October 2020.

To receive a report from the RFO.

- b) The annual review of Budgetary Control (Bookings Clerk & Clerk) has had to be postponed due to Covid-19. This will be carried out as soon as it is possible to do so. The intermediate audit of accounts / budgetary control – RFO and Bookings Clerk – took place in Oct 2019. General check needs scheduling to ensure that the correct processes are being followed. i.e A random check -To follow a few payments/receipts through the current system.

ACTION Cllr Nikiel

- c) A poppy wreath was laid on Remembrance Sunday on behalf of the Parish Council. Donation for RBL was agreed for £25.00 (\$137 expenditure). Agreed by Cllr Lofts and seconded by Cllr Ungless.
- d) To update with details of the new Clerk, Cllr Ungless and Cllr Eden, remove Cllrs Wagstaff and Vernon and prepare and sign Mandate Variation Request Paperwork.
- e) The payments for October 2020 as previously circulated were approved as proposed by Cllr Ungless, seconded by Cllr Lofts and agreed by all.

Due to the Covid-19 situation, and not being able to have face-to-face meetings, all payments, where possible, will be made via BACS. The Clerk will now undertake the payments in accordance with the Resolution of March 21st.

ACTION: CLERK

10. Village Hall

To receive an update on Village Hall matters:

- **Update on Village Hall Matters:**
The Village Hall is now closed until the 3rd December. We will wait to hear what will be allowed after Lockdown.
- **Maintenance / Electrics / Repairs:**
Necessary maintenance works are now up to date
- **VH Driveway refurbishment:**
Cllr Nikiel will re-establish contact with the company who quoted and will aim to have the works completed before the end of financial year (31st March 2021) and while the Village Hall is quiet.
- **Village Hall Cleaning Contract**
The contract for the cleaning of the Village Hall is still under review and overdue for renewal. This will be actioned as soon as the situation allows.

11. Risk Assessment / Open Spaces

To review items needing attention.

- a) The playground: Monthly inspection received from Cllr Ungless. A new spring is needed on the gate . As the bigger gate is not self- closing, it was suggested that, during this lockdown, the bigger gate is kept locked and playground users divert to the smaller one.
The Radnage Poors Charity have proposed to donate some monies towards the childrens playground (allocated against their fund) The next meeting of the Charity Trustees is in December.
- b) Cllr Ungless looked at the Playground Annual Inspection and will put together a few bullet points which are more to do with legislation changes but these are for guidance purposes. There are a few minor issues i.e the seats on the swings are slightly cracked but there is no need to correct this immediately. **ACTION: DU**
- c) Recreation Ground - Football has been back temporarily
- d) Dog fouling – There was another post on Facebook about the dog fouling on the football pitches. The Football Group are now having to check the pitch before they play.
- e) Burial ground – 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 – Re recent request from a local resident, can we have shelves in the bus shelters for the books? Look at Radnage Facebook Buy & Sell Page, or any potential donations? Are the residents interested in keeping this going? Cllr Ungless agreed to take this on, including possibly sourcing shelves from Freecycle or other local groups. **ACTION: DU**

g) War Memorial – This is still waiting to be done as the Memorial Service this month was cancelled. This will be carried over to December. **ACTION: Clerk**

h) Green End Road Pond Project update - This project is now completed although the plants need to grow. People are already stopping there and sitting on the bench. A very positive project.

i) Chapel Pond – Tamsin Addison has agreed to pick this up as a project. This area needs a general tidy up and a it would be a good idea to have a bench there. Tamsin will get back to us with further information.

j) The Common (access, use & parking) – Awaiting further comments from Cllr Merchant. A member of the public has made a comment that it is misused. There are a couple of properties with ease of access which allows them to go across the common but not to park on it. It is however, safer to park on the common than on the road. Cllr Merchant has some suggestions and is hopeful to be able to reach a compromise. **ACTION: Cllr Merchant**

12. Roles and Responsibilities.

Agreed that this would be discussed at the budget meeting on the 18th November **ACTION: All**

13. Defibrillator

We need to follow up on the second unit and find potential accommodation for it. Also, to look into how we get them tested to ensure they are working correctly. Cllr Ungless happy to take on this test with the playground checks if it is feasible

14. Remembrance Sunday

The Royal British Legion had a small parade of six people including 2 veterans. A Bugler played the Last Post. Rev Linda held the Religious service and social distancing was adhered to. A short service was held and Cllrs Nikiel and Eden were there and laid a wreath on behalf of the Parish.

15. Website and Facebook

The main objectives are to ensure news is posted on the Radnage pages. Use Radnage Parish Council web page for council news as this allows us to grow our number of views. The Parish Clerk has agreed to update this website and to tidy the pages up to make it clearer. Cllr Lofts raised an idea to have a Covid Reach Out to our parish, offering help and assistance for vulnerable or shielding people. This will be posted on the Facebook page with the Parish Clerk as the first point of contact. **ACTION: Cllr Lofts/Clerk**

16. Allotments & Pasture –

This is a quiet time of the year with nothing to report.

17. Buckinghamshire Council

Cllr Etholen gave the latest Covid stats up to 31st October of 123.7 cases per 100,00 people. There has been a spike in the number of cases but hopefully, the numbers will reduce in lockdown. The Leisure Centres and Libraries have shut for lockdown. However, Stokenchurch Library is the only library in Bucks offering an ordering and drop service which has been well received by the community. There are 17,000 clinically vulnerable people in Buckinghamshire who should have received a letter offering help and support.

18. Bledlow Ridge Recycling Centre

The second AGM will take place on the 16th November at 7pm via Zoom. Cllr Etholen said that the council was looking to get the planning application determined by the 17th December but Covid has delayed this and more information will be available when this is decided.

19. MVAS

Cllr Eden will hopefully have them recharged and back in place by Friday 13th November **ACTION: Cllr Eden**

20. Local Crime

a) Fly Tipping at Spriggs Alley has been cleared. Please always report any incidence of fly tipping and also, encourage local residents to report this. **ACTION: All**

b) CCTV / ANPR coverage of Radnage – A member of the public, Tamsin Addison would be happy to take this up on the original site. Cllr Nikiel will wait for feedback from this and again, this will be discussed at Action Plan meeting on the 18th November **ACTION: Cllr Nikiel**

21. Clerks Matters – including late received correspondence.

No additional matters to report.

22. Forthcoming Meetings and Attendees.

To agree / confirm attendance at any forthcoming meetings.

Action Plan Working Group review November 18th 7.30pm via Zoom Meeting ID: 931 6052 0259

Passcode: 243194 – Clerk and Cllr Nikiel will meet beforehand to gather information needed for this meeting.

Budget and Precept Planning Working Group Meeting November 25th 7.30pm via Zoom

Meeting ID: 931 6052 59 Passcode: 243194 - Clerk and Cllr Nikiel will meet beforehand to gather information needed for this meeting

Training courses / events BMKALC (Cllr training November 24th 1-3pm) Cllr Lofts and Cllr Eden to attend

23. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council is scheduled to take place on **Wednesday 9th December 2020 at 8pm**, via Zoom

Meeting ID: 931 6052 59 Passcode: 243194 .

PUBLIC SESSION – The members of the public who were in attendance at the meeting thanked the Councillors for their time and efforts. This is greatly appreciated.

The Chairman closed the meeting at 21.40 hours.

Chairman's Signature: *R Nikiel*

Date: *9/12/2020*