

# PARISH OF RADNAGE

## A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 14<sup>TH</sup> MARCH 2012 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robin Fawell, Mr Martin Blakstad, Mrs Sue Jones, Mr Lew Perring, Mr Roy Pitcher and Clerk Mrs Gill MacKenzie.

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

Prior to the meeting, Councillors welcomed PC Danny O'Driscoll and PCSO Penny Ling to the Village Hall where introductions were made and contact details exchanged. District Councillor Michelle Neudecker was welcomed to the meeting; no other members of the public were in attendance. Apologies for absence had been received from Vice Chairman Cllr Ms Elizabeth Fynn.

### **MEETING CLOSED FOR PUBLIC SESSION**

Cllr Neudecker presented a cheque for the sum of £280.00 for the purpose of paying for urgent temporary repairs to the village hall car park, and for the purchase of a table storage trolley. The Chairman thanked Cllr Neudecker for this grant.

### **MEETING REOPENED**

### **2. Declarations of any personal or prejudicial interests.**

No declarations of personal or prejudicial interests in the agenda were made other than cheques for expenses due.

### **3. Acceptance and signing of minutes of Meeting of the Parish Council held on 8<sup>th</sup> February 2012.**

It was proposed by Cllr Fawell, seconded by Cllr Jones with all in favour that the minutes of the previous meeting be accepted as a true and accurate record. The Chairman signed and dated the minutes.

### **4. Report on progress on items in the previous minutes not otherwise included in this agenda.**

There were no items outstanding from the previous minutes that were not included in the reports to be made under the agenda items for this meeting.

### **5. Planning.**

The Clerk reported that planning applications for Bennett End Farm and Vale Cottage had been responded to – in particular, the application for Bennett End Farm attracting some adverse comments from the Parish Council planning team.

### **6. Finance**

a) The Clerk reported that as at 29 February the current account stood as £5,020.11 and the deposit account had a balance of £21,556.10 representing interest of 92p. The budget summary as at 29 February had been circulated prior to the meeting and there were no questions raised. The Clerk advised that the deposit account represented the capital expenditure and reserve funds, and that it was expected that the current account would be very small at the end of the month of March which would suggest that budget and expenditure was very close.

b) The payments for February 2012 were agreed by all as proposed and signed by Cllr Blakstad, seconded and signed by Cllr Jones. Salaries totalled £1,343.28, Contracted works £1,257.62, Utilities £795.91, Stationery, publications and subscriptions £333.64 and refunds for Village Hall hiring's £795.

c) As the Village Hall hire for part of the forthcoming Jubilee celebrations had been offered free of charge, this was considered as a 'payment' under Section 137 of LGA 1972. All agreed that no further grant would be offered for this financial year.

d) The Clerk advised that Mr Christopher Gee had agreed to perform the internal audit for another year. On this recommendation, it was proposed by Cllr Fawell, seconded by Cllr Pitcher will all in agreement that Mr Gee be re-appointed as the Parish Council's Internal Auditor for the Fin Yr 11/12. **ACTION: Clerk**

### **7. Correspondence**

The Clerk advised that several items of correspondence had been received, several of which had been placed on the village website as general information.

a) Notification that Street Lighting energy trials had been successful (not relevant in Radnage village)

b) Bucks Best Kept Village competition did not attract any interest from Cllrs.

c) A letter from the Clerk of the Trustees of the Radnage Pools Land Charity had written to the Parish Council

seeking to re-appoint Mr Wheeler as a parish representative. It was proposed by Cllr Pitcher, seconded by Cllr Perring with all in agreement that Mr Wheeler be extended for a further term of office. **ACTION: Clerk**

d) The Chairman reported that he had received a telephone call from the Chairman of the School Governors seeking an almost immediate response to a suggestion to hold a meeting with the PC regarding the school expansion proposals. The Chairman had advised that a public meeting with villagers was requested by councillors and free use of an evening in the village hall, and assistance with advertising the meeting was being offered. As a result, the School Governors wished to hold the meeting on either Tuesday 1<sup>st</sup> or Wednesday 2<sup>nd</sup> May in the School. Cllr Perring agreed to represent the Parish Council and attend the Green Lane Residents AGM on 25<sup>th</sup> April, feeding back from this meeting to the Parish Council. All councillors were asked to make themselves available to attend the meeting – which in preference would be held on Tuesday 1<sup>st</sup> May. The Clerk was asked to notify the Chairman of the School Governors of the preferred date. **ACTION: Clerk**

e) Notification of new contract for the management of household waste recycling centres in the High Wycombe area.

f) Notification of Carriageway Surface Dressing Works in the local area.

## **8. Burial Ground.**

The Clerk reported that she had completed the Petition for Faculty for the Dodwell family request for a memorial stone had been sent to the Oxford Diocese Office and that she awaited a response.

Following on from previous minutes and with some further heated discussion, a proposal to absolve the Parish Council Burial Ground Guidelines and adopt the strict adherence to the Diocese of Oxford Churchyard Regulations was made by Cllr Blakstad and seconded by Cllr Jones, with one in favour and two abstentions. This proposal was carried by majority. The Clerk was tasked with advising the vicar, local funeral directors and stone masons of this decision. **ACTION: Clerk**

## **9. Village Hall update**

a) Cllrs Fynn and Jones provided an update on the Village Hall

Following its repair, and a revised set of instructions, the dishwasher in the new kitchen worked well for the winter lunch club. Jobs completed include getting the attenuator into the roof (pending installation in the heating system), the old loft hatch being closed off and redecorated, insulating and boxing in the rising main in the gents toilet, repair and paint damage to entrance hall ceiling, fit and stain new skirting in the small hall, fill and paint door frames to new kitchen, clear and repair leaking gutters over the patio. Outstanding minor jobs include kick plates for kitchen doors, new locks for new storage area, easing of sticking doors to toddlers store and cleaners store, repairs to plaster board in electrics cupboard and boiler room (to meet fire assessment requirements) and repair and redecorate water damaged ceiling in the main hall. The new table trolley which is required to store safely the remainder of the folding tables has been delivered. It was self-assembly and thanks are due to Lew for building it and putting the tables in it. Some old decorations have been cleared out of the hall roof space and disposed of. The parish council archive boxes have been stored in the new loft area. The new curtains have been adjusted and now hang better and the tracks are guaranteed for 5 years. Patio door keys are to be suited and the door which has dropped is to be repaired. A leaking pipe was discovered on 3 March between Pilates and a Birthday Party. Lew kindly stopped the flow and the faulty pipe and joints were replaced on Saturday evening.

b) Cllr Fawell gave an update on his investigation into the fire detection work, providing an interim report for file. In brief, he is recommending further investigatory work and a check with the PC insurers to confirm minimum requirements under our policy. The Clerk was asked to liaise with Mr Hornsey who had volunteered to assist with clarification of the insurance requirements. **ACTION: Clerk**

c) Cllr Fawell updated councillors on his findings into the requirements of licensing (Performing Rights Licence) for the Village Hall. He advised that he will provide formal written recommendations for the next meeting. **ACTION: RF**

d) It was proposed by Cllr Perring, seconded by Cllr Blakstad with all in agreement that an advert for the Village Hall be placed in Contact magazine for the next year. It was also noted that the same advertisement had been forwarded to the editor of Village Life on the understanding that if and when space allowed, it would be included free of charge.

e) Cllr Jones explained that there were occasions when the Village Hall was left in an unacceptable condition following a hiring, and that she was seeking a policy for paying for the hall cleaning in these circumstances. It was proposed by Cllr Jones, seconded by Cllr Fawell with all in favour that authority be given to offer double time for the hall cleaner and/or the lettings officer for this work, which would be a cost retained out of the relevant hire deposit.

**10. Open Spaces.**

The Clerk advised that the current tenant of Chapel Pasture wished to continue to rent the field with the revised fees as already agreed by the Parish Council. It was proposed by Cllr Fawell , seconded by Cllr Pitcher with all in favour, that the licence be re-issued and the Chairman and Cllr Pitcher signed the licence, witnessed by Cllr Neudecker. The Clerk was to make the appropriate arrangements to issue this new licence. **ACTION: Clerk**

**11. Risk Management.**

A review of the March elements of the risk register was made and action recorded as appropriate.

**12. Clerks Matters.**

The Clerk had nothing further to report.

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

No meetings had been attended during the last month.

**14. Forthcoming Meetings and Attendees.**

No additional meetings to those already notified.

**15. Date of Next Meeting:** Ordinary Meeting of the Parish Council 11<sup>th</sup> April 2012.

In addition, the following item was included and agreed at the Parish Meeting dated 11<sup>th</sup> April:

Item 9 (f) It was proposed by Cllr Jones, seconded by Cllr Fawell, with all in favour that a TV aerial be installed on the roof of the Village Hall at a cost of no more than £130.

**Chairman's Signature:**

**Date: 11<sup>th</sup> April 2012**