

PARISH OF RADNAGE

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 9th MAY 2012 AT 8 PM IN RADNAGE VILLAGE HALL

AGENDA

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

1. Welcome and Apologies for Absence.

The Chairman welcomes councillors to the meeting. No apologies for absence had been received and no members of the public were in attendance.

2. Declarations of any personal or prejudicial interests.

No declarations of personal or prejudicial interests in the agenda were made.

3. Acceptance and signing of minutes of Meeting of the Parish Council held on 11th April 2012.

It was proposed by Cllr Pitcher, seconded by Cllr Jones with all in favour that the minutes of the meeting held on 11th April be accepted as a true record. The Chairman signed and dated the minutes.

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

a) Cllr Fynn advised that due to inclement weather the work to clear the vehicle turning area at the bottom of Radnage Common Road had yet to commence.

5. Planning.

There were no outstanding planning applications at this time. The Clerk reported the following decisions made by Wycombe District Council:

Case Ref: 12/05546/FUL Decision Application Permitted Date: 24/04/2012
Address: Four Acres Green End Road Radnage Buckinghamshire HP14 4BZ
Proposal: Householder application for the demolition of existing outbuildings and erection of new garden building (alternative to 11/07589/FUL)

Case Ref: 12/05302/FUL Decision Application Permitted Date: 10/04/2012
Address: Bennett End Farm Bennett End Road Radnage Buckinghamshire HP14 4EF
Proposal: Householder application for construction of two storey side extension

Case Ref: 12/05258/LBC Decision Application Permitted Date: 10/04/2012
Address: Bennett End Farm Bennett End Road Radnage Buckinghamshire HP14 4EF
Proposal: Listed building application for construction of two storey side extension

6. Finance

a) The Clerk advised that as at 30 April the current account stood at £13,725,16 which included the first half of the precept income, and that as at 10 April the deposit account had a balance of £21,557.91 representing interest of 95p in the month. The budget summary had been distributed prior to the meeting and there were no questions raised.

b) It was proposed by Cllr Blakstad and seconded by Cllr Jones with all in favour that the payments for April 2012 be approved. Cllrs Perring and Pitcher signing off the cheques: salaries £869.59, utilities £257, contracted services £960, subs/stationery £322.21 and return of village hall deposits £150.

c) The Clerk had received the renewal information for the Parish Council annual insurance the previous day. It was proposed by Cllr Fawell, seconded by Cllr Fynn with all in agreement, that the Clerk be tasked with seeking advice and the recommendation from a local resident who is an insurance specialist, on the quotations received. The Clerk was tasked with actioning this recommendation and to ensure that a timely renewal was made.

ACTION: Clerk

7. Correspondence

- a) The Clerk advised of a Playground Inspection training to be held in Stokenchurch on Saturday 7th July designed for those with responsibility for health and safety on their playgrounds. Cllrs Fynn and Perring showed an interest and were asked to notify the clerk at the earliest opportunity if they wished to attend. **ACTION: EF/LP**
- b) The Clerk advised that information regarding the annual RoSPA inspection and risk assessment for play areas had been received from the District Council at a cost of £64 + VAT. It was proposed by Cllr Fynn, seconded by Cllr Blakstad with all in favour that the Radnage playground be included in the inspection. **ACTION: Clerk**
- c) The Clerk advised that she had recently received the Asset Register from Mr Blaylock and that there were a few actions needed to bring it up to date.
- d) Mr Blaylock had reported that the Common Land Project he had undertaken on behalf of the Parish Council was virtually complete. The bulk of the paperwork and files had been handed over to the Clerk.

8. Village Hall update

- a) Cllr Jones provided an update on the Village Hall works, and a summary is produced herein. A full copy of the report can be obtained electronically from the Clerk by request.
A duplicate Premises Licence had been requested from WDC. A second extractor to match the existing one has been purchased and the ovens have been professionally cleaned.
A meeting of the Village Hall Advisory Group took place on 18 April when Cllr Fynn had officially stood down as Chairman and Cllr Jones appointed in her place. Local resident Julie Bailey had been appointed as Secretary. Cllr Fawell had given a presentation on licensing regarding the sale of alcohol. Either individual Temporary Event Notices could be granted (a limit of 12 per annum permitted), or a premises licence could be obtained (requiring trained supervision, or a Bring Your Own policy could be adopted. It had been suggested that a trial period of one year using the TEN's and BYO policies be adopted and assessed.
The fundraising arm of the group had reported a sell-out for "Billy" and the pig roast due to take place on 19th May and events for the Jubilee weekend were well underway. Grants were being applied for and a list of projects was being drawn up by the councillors to enable projects to be prioritized and agreed as the ultimate responsibility for carrying out grant-funded projects would be the responsibility of the PC
A local resident had kindly assisted with insurance advice and expertise and had clarified the content with respect to village hall hiring's. In short, any 'non-community' hiring's should be advised to arrange their own insurance cover. Any 'community' event such as a fund-raising evening or jubilee celebration was covered. It was noted that firework displays should not be allowed as the Parish Council would find it difficult to comply with the policy requirements.
- b) Cllr Fawell gave a brief update on his investigations into fire detection advising that he was still to determine if the main door to the Village Hall needed to be a push-bar fire type. He continued to pursue the final details of his report and had updated the diagram of the hall showing all fire related access and equipment necessary. He would provide a report including updated quotations for work and equipment to the clerk for distribution to all councillors for consideration. Cllr Perring agreed to investigate a suitable installation contact. **ACTION: RF/LP**
- c) Cllr Fawell reiterated the advice he had given at the Village Hall Advisory Group meeting regarding alcohol licensing and it was agreed that the Parish Council adopt the strategy of using a mixture of TEN's and BYO for a trial period of one year, thereby avoiding the need to have a responsible person or contact under a premises agreement. **ACTION: SJ**
- d) Cllr Fawell advised that he continued his investigations into the heating and sound absorption for the hall.

9. Open Spaces.

- a) Cllr Pitcher advised that all allotment tenants had paid their fees and that pigs could not be considered as grazing animals and therefore under the terms of the Parish Council grazing licences could not be permitted within the paddocks currently operated under this arrangement. The Bennett End allotment was unsightly but the tenant was paid up and using it for acceptable allotment use. It was decided not to pursue any changes of use with this area of land at the present time.
- b) It was proposed by Cllr Jones, seconded by Cllr Perring and agreed by all that both Mr Bill Pilbeam and Mr Bill Guidery be asked to light the Jubilee beacon. Cllr Perring agreed to ask both residents. **ACTION: LP**
- c) A brief discussion on the idea of planting a tree for the Jubilee took place and an alternative idea was suggested that a plaque with a record of dates of when the beacon had been lit since the millennium be installed. It was proposed by Cllr Fynn and seconded by Cllr Jones that a metal plaque with a record of beacon lighting dates be placed on the beacon pole. The clerk was asked to assist in identifying dates and Cllr Perring would make arrangement to procure the sign. **ACTION: Clerk/LP**

10. Risk Management.

The monthly risk register was distributed to councillors for their attention.

11. Clerks Matters.

The Clerk advised that she had begun the workshops on the preparation for the CiLCA qualification and that it seemed to be extremely worthwhile and would prove highly beneficial however it did entail considerable 'homework'!

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

a) Cllr Pitcher advised that at the recent Green Lane Residents Association meeting no objections had been made to the school potentially using Green Lane for walking children to and from the recreation ground and Village Hall car park areas.

b) A public meeting had been held by the school on 1st May 2012 to give residents the opportunity to hear about the proposed plans to keep the school viable. Several councillors had attended and in brief, local residents were in favour of retaining a school in the village and that they were also happy to encourage the use of the recreation area alongside the Village Hall for occasional weekly sports events. Several ideas were put forward to address any potential congestion and parking issues along City Road, including a 'drop-off and pick-up' facility (aka USA) and the use of a bus from Stokenchurch however, it was agreed that this may not be a significant problem in the future and that this could be re-assessed as and when necessary.

13. Forthcoming Meetings and Attendees.

The Clerk reminded councillors to send copies of their reports to the Chairman within the next couple of days in preparation for the Annual Parish Meeting which was scheduled for Wednesday 16th May 2012 at 8pm in the Village Hall.

14. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council would be held on Wednesday 13th June 2012 at 8pm in the Village Hall.

There was no public session at either the start or end of this meeting as no public were in attendance. The meeting concluded at 21:50 hours.

Chairman's Signature:

Date: