

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 12th SEPTEMBER 2012 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Vice-Chairman Ms Elizabeth Fynn, Mrs S Jones, Mr Lew Perring, Mr Roy Pitcher and Clerk Mrs Gill MacKenzie.

1. Welcome and Apologies for Absence.

Vice Chairman Ms Elizabeth Fynn acting as Chairman welcomed everyone to the meeting. Apologies had been received from Chairman Cllr Fawell who was on holiday. Two members of the public were in attendance for the first public session.

MEETING CLOSED FOR PUBLIC SESSION

Mr Andy Howden and Mr Lee Turner provided the council with a brief about the forthcoming Rugged Radnage 10K run scheduled to take place on 18th November 2012. They advised that following comment from the previous year's event, additional portable toilets would be provided in a suitable location outside of the village hall.

The Clerk, representing some local young mothers, reported that the seat nearest the ball court in the children's playground was broken. The same ladies were offering to form a playground users group should the council wish to pursue this idea.

MEETING REOPENED

2. Declarations of any personal or prejudicial interests.

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

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

It was proposed by Cllr Jones, seconded by Cllr Perring that the minutes of the previous meeting, dated 11th July 2012, be accepted as a true and accurate record. All were in favour. The Chairman signed and dated the minutes.

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

No reports were necessary at this time.

5. Planning.

The council had no objection to the following planning applications:

- 27 Green Lane: Householder application for construction of two storey rear extension
- Yewdene: Householder application for two storey front & part two storey/part single storey rear extensions and conversion of roof from hipped to gabled in connection with additional rooms in roofspace
- 21 Green Lane: Householder application for construction of single storey side extension with demolition of existing garage and insertion of 1 x front and 1 x rear dormer in connection with loft conversion
- Barnfield: Demolition of existing dwelling and outbuildings & erection of a two storey 5-bed dwelling with front & rear lightwells to basement, detached double garage/store with store room in roofspace & detached pool house (alternative scheme to those permitted under planning permissions 11/06372/FUL & 09/06372/FUL)

- Bennett End Farm: Householder application for construction of extension to existing stable block for tractor store.

Applications for planning under consideration included:

- Elbow Knapp: : Householder application for construction of single storey front infill extension
- 77 Green Lane: Householder application for erection of summer house.

6. Finance

a) As RFO, the Clerk advised that as at 31st August the current account had a balance of £12,447.37 and as at 9th August the deposit account had a balance of £22,076.01 – which continued to represent the dedicated funds held. She pointed out changes to the budget summary which now identified village hall deposit income alongside the income from hires. In addition, the monies received from the now closed fundraising account (originating from the Elaine Watts memorial funds) were separately identified. The Clerk reported that following a request for clarification of the accounts presentation, she was still awaiting the report and the bill from the external auditor.

b) Payments made during July were reported and payments for August were agreed and cheques signed by Cllrs Fynn and Pitcher. Returned deposits from village hall hiring's £685, Salaries £962, Utilities £513, village hall supplies £225, contracted services £877, village hall refurbishment and maintenance £1,433.

7. Correspondence

a) The Clerk provided an update on the Dodwell memorial request advising that the Diocese of Oxford had agreed the request with the condition that the wording on the back of the headstone be omitted. This response had been forwarded to the stonemasons and the family and it was anticipated that the memorial will now be installed as authorised.

b) A resident from Radnage Common Road had emailed to advise of damage to the grass verge by an unknown large vehicle. This was noted.

c) A request for endorsement for a riding venture to be set up on land adjacent to the parish, by local residents had been received. The Parish Council had no objection to the proposals.

d) A request from tenants regarding damaged trees on edge of land they use for grazing was dismissed by the council as being the responsibility of the tenant.

e) The Clerk advised that a Deed of Easement in regard to 1 and 2 Rose Cottages was in the hands of the council's solicitors with the understanding that there would be no cost to the council and that the council would not demand any fees.

f) The clerk recommended that the council add their name to a Bucks County Council endorsed venture to provide faster broadband facilities to the rural areas.

g) A letter had been received from The Print Shop in Stokenchurch advising that they had cancelled the account with the council due to the minimal usage.

8. Village Hall

a) In her role as Village Hall Manager, Cllr Jones provided an update on village hall matters. A new Bookings Administrator had been appointed - a local resident Michelle Skidmore has taken on the role, following the resignation of Vicky Reed who ceased work on 6th July 2012.

The planned refurbishment of the wooden hall floor had been completed on time and in budget. Planet Flooring of Slough undertook the work and used Morrells Induro flooring oil 30 as a finish. In order to protect the floor from unnecessary damage it had been agreed by the village hall team (Cllrs Jones, Fynn and Perring) to purchase new washable mats to combat the dirt and grit – a large entrance mat and 7 smaller mats for each patio door. Additional cleaning materials and equipment were also purchased to keep the floor in good condition and to make it easier to clean. The patio step had been built and the end

of the patio path has been made safe. This used the funds made available by the old fundraising account monies recently given to the council. The two extractor fans in the kitchen have been installed thanks to Lew Perring and a colleague of his. Thanks were also recorded for the help given by Jane and Graham Wass, together with more than a dozen willing workers who undertook an 'Autumn' Clean. The telephone number for the hire of the hall was now being advertised as the telephone number in the hall which had been put on a divert system so that whoever would be dealing with bookings could divert all calls to their own phone. This means that the published telephone number for bookings and the phone book entry will stay unchanged. This service by BT will actually cost us £1 per month less than before.

The arrangement with SITA is working well with only two pickups during the last month. The company issue a ticket upon collection, with the intention that it should be possible to reconcile these with payments.

Julie Haywood has resigned as hall cleaner after 8 years and a replacement is being sought as a matter of urgency. The Clerk agreed to send a letter of thanks to Julie.

ACTION: Clerk

b) A written proposal by Cllr Fawell for the appointment of a Village Hall Electrician had previously been circulated to councillors. This proposal was seconded by Cllr Pitcher with all in favour that Cllrs Fawell and Perring were tasked with finding and interviewing a suitably qualified person, bringing their recommendation to council for agreement.

ACTION: RF/LP

c) A written proposal by Cllr Fawell had been received to undertake a service of the village hall heater/boiler at a cost of £150+VAT. This was seconded by Cllr Jones, with all in favour, the monies to be taken from the village hall maintenance fund.

ACTION: RF

d) After some discussion about funding, it was proposed by Cllr Jones, seconded by Cllr Perring with all in favour that the work to replace windows and door (£1240), soffits and bargeboards (£1733), and to install 7 x trickle vents (£379) in the main hall be undertaken. It was agreed that the monies, at a cost of £3352 (ex VAT) be taken from the capital account.

e) It was proposed by Cllr Fynn, seconded by Cllr Perring with all in favour that the servicing of the fire appliances be undertaken at a cost of £82.50, taken from the village hall maintenance budget.

f) It was proposed by Cllr Jones, seconded by Cllr Perring with all in agreement that the money to pay for the replacement of the entrance door (£2317) also be taken from the capital account with any funds not spent from the village hall budget and still available from the overall budget at year end be placed into the capital account.

It was noted that the £1217 voted the previous month for fire protection work would need to be taken from the village hall project work account and not the capital account as previously thought.

In order to complete these works, it was recognised that some fundraising or other method of increasing this account may be necessary in the near future.

9. Open Spaces.

a) The clerk advised that the installation of memorial bench in memory of Patricia Sharley was due to take place on 20th September. Cllr Fynn agreed to represent the council and meet the family and assist with the final siting of the bench.

ACTION: EF/Clerk

b) Following the provision of a grass cuttings area and clearance of the boundary fencing on one side of the common, a local resident had written to the council to express his thanks. The Clerk was asked to pass the councils thanks to Mr Channor and Mr Jones for their help and support with this task.

ACTION: Clerk

10. Risk Management.

The monthly Risk Register was distributed for completion by councillors.

11. Clerks Matters.

Nothing to report.

12. Forthcoming Meetings and Attendees.

The clerk reminded cllrs of the working group meetings. All were asked to note the change of date for the Action Plan meeting which would now take place on Tuesday 30th October 8pm at Eton Lodge. The Precept planning working group was due to be held on Wednesday 21st November 8pm at 2 Lydalls Cottages.

ACTION: All

13. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council will be held on Wednesday **10th October** 2012 at 8pm in the Village Hall.

PUBLIC SESSION

There was no further public session.

A closed meeting was held to discuss the arrangements for the appointment of a village hall cleaner.

The meeting closed at 2157 hours.

Chairman:

Date: