

# PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON  
WEDNESDAY 11<sup>th</sup> FEBRUARY 2015 AT 8 PM IN RADNAGE VILLAGE HALL

**Present: Councillors: Chairman Ms Elizabeth Fynn, Mrs Sue Jones, Mrs Helen Orchard, Mr Lew Perring and Mr Neil Raven and Clerk Mrs Gill MacKenzie.**

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

Councillor Fynn opened the meeting and welcomed everyone. Apologies for absence had been received from Cllr Roy Pitcher (ill health). There were no members of the public in attendance.

## **MEETING CLOSED FOR PUBLIC SESSION**

There were no members of the public present so the meeting was not closed for a public session.

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

Nil declarations were received.

## **3. Acceptance and signing of minutes of Ordinary Meeting of the Parish Council held on 14<sup>th</sup> January 2015.**

It was proposed by Cllr Jones, seconded by Cllr Perring with all in favour, that the minutes of the meeting held on 14<sup>th</sup> January 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.**

It was noted that a letter had been sent by the Clerk to retired councillor Robin Fawell to thank him for his contribution and work whilst a member of the Parish Council. He had returned the Chairman's Regalia and this was passed to Cllr Fynn for safe keeping.

## **5. Planning.**

- To record response from Natural England re: Bella Vista.  
A letter had been received from Natural England advising that the Camping and Caravanning Club, prior to authorizing a new certificated site, were required to consult the relevant Local Authority (LA) and any immediate neighbours who potentially may have been affected by the creation and operation of the site. They stated that the rules did not dictate that further, wider, public consultation was required and advised that they had received confirmation from the CCC that the immediate neighbours to the site had been notified of their intention to authorize the site and no objections were received. The CCC had also confirmed that they had written to the LA (4 March 2014) and that no objections to the opening of the site were made by them. Following a brief discussion it was decided that no further action was considered appropriate for the Parish Council.

Mr Fawell had requested, by email, a copy of the letter received from Natural England and this was agreed.

**ACTION: Clerk**

- 2 Green End Cottages: Householder application for installation of new Biomass boiler & flue in detached garage (retrospective). The Parish Council had no objection to this application.
- Ashridge Farm Cottage: Householder application for demolition of garage and previous extension and construction of part single storey, part two storey front/side extensions and new detached

garage. The Parish Council had no objection in principle to this application subject to the adherence to existing guidance relating to proposed extensions and additions to buildings within the Chilterns AONB and the Green Belt.

## 6. Finance

a) The Clerk reported that as at end January 2015, the Treasurers Account had a balance of £16,263.16 and the Business Account a balance of £29,965.12 representing interest of £1.27. The monthly budget summary had been circulated and clarification about the in-year tax relief for the Village Hall given. The bank mandate for Cllr Raven had been again submitted to the bank for action.

b) The payments for January 2015 were agreed as proposed by Cllr Perring and seconded by Cllr Raven with all in favour. Cllrs Orchard and Jones undertook the signing of cheques. (Appendix 1)

c) It was proposed by Cllr Fynn, seconded by Cllr Orchard with all in favour that Miss P Kimber be appointed internal auditor for year-end Mar 2015.

**ACTION: Clerk**

It was noted for the record that Cllr Jones had undertaken the spot-check of the accounts with the Clerk and that a small mistake had been identified reflecting that the Clerk had underpaid herself to the sum of £25. This was rectified at this meeting.

d) The Clerk advised that it was now time to consider the renewal of PC Insurance, due at end of May, and that John Hornsey had offered to assist with the ground work in this task.

**ACTION: Clerk**

## 7. Village Hall

a) Cllr Jones advised that the new hire rates for the hall had been distributed by hand to each hirer. With thanks to Cllr Perring, 2 x Cigarette bins had been purchased and installed. Thanks were also given to Cllr Fynn for overseeing the PAT testing and the fire safety equipment inspection efficiently arranged for the same day. All appliances had been passed fit for purpose barring two extension leads and associated adaptors which would need to be replaced. Six extinguishers/blankets were serviced and passed but five others were found to be out of date or suffering loss of pressure and would need to be replaced. Cllr Fynn agreed to follow up on both these matters.

**ACTION: EF**

b) Quotations from two toilet cubicle suppliers had been obtained and Cllr Jones advised that these quotes were very similar for the panels. One company had quoted for the cubicles, vanity units and replacing all the sanitary ware – the price (depending on colour and style of panels) would be in the region of £2,500. This did not include plumbing or installation. Cllr Jones advised that she awaited installation and redecoration quotes.

## 8. Open Spaces

a) Cllr Raven had inspected that Childrens Playground on 19<sup>th</sup> January and advised that there was little evidence of use since Christmas. He reported that he considered signage around the Playground to be inadequate and made recommendations for improvements. This was discussed and due to the potential number of signs required to bring the Playground in-line with current guidance it was suggested that the provision of a notice board within the Playground area might be appropriate. It was suggested that Perspex types of signage might be longer lasting. Cllr Raven agreed to assess what could be done by visiting other playgrounds in the area and to report back with recommendations, designs and costings. In addition, he agreed to include the provision of dog related signage in his investigations.

**ACTION: NR**

b) Following consideration of a variety of types of material for benches in the playground area it was generally thought that benches manufactured from recycled plastic did not look as attractive as wood and was subject to damage. Cllr Raven agreed to investigate the costs of plain wooden benches and picnic tables and to provide quotations and installation costs at the next meeting. Cllr Jones agreed to ask Simon Watts for a contact for benches similar to those currently in situ on the patio.

**ACTION: SJ/NR**

## **9. Publicising Community Transport**

The draft content for the planned production of postcards to publicise both Dial-a-Ride and the Community Bus was agreed with a few minor amendments and it was agreed that the Clerk should obtain quantity 500. The Clerk undertook to contact Dial-a-Ride to confirm some of the minor detail.

**ACTION: Clerk**

## **10. Clerks Matters – including late received correspondence.**

a) As proposed by Cllr Raven, seconded by Cllr Perring and agreed by all, it was agreed to take up the opportunity to be included in the annual Playground Inspection arrangements organised by WDC. Cllr Raven agreed that the Clerk should include his contact details in the response to WDC requesting that he be advised in advance of the date and time the planned inspection would be taking place. **ACTION: Clerk**

b) The Clerk suggested that an Agenda item be included each month in the run-up to the forthcoming Elections. It was agreed that the process and 'advert' encouraging candidates to come forward, be included in the next edition of Contact magazine. The Clerk also agreed to produce something suitable for promoting this opportunity on the village Notice Boards. Cllr Fynn undertook to approach Mr Coggrave who had shown an interest in the past. **ACTION: Clerk/EF**

c) The council decided not to enter the Best Kept Village Competition 2015.

## **11. Forthcoming Meetings and Attendees.**

No attendance was considered appropriate for the few forthcoming meetings of associated organisations.

## **12. Date of Next Meeting:**

The next meeting of the Parish Council was scheduled to be held on **Wednesday 11<sup>th</sup> March 2015** commencing at 8.00pm in the Village Hall.

**PUBLIC SESSION** There was no public session.

The Chairman closed the meeting at 21:35 hours.

**Chairman's Signature:**

**Date:**