

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 12th FEBRUARY 2020 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Cllr Mr Jez Lofts, Cllr Mr Everton Merchant;
Cllr Mr Darren Ungless; Cllr Mrs Morag Wagstaff and Clerk Mrs Lin Freeth.

There were 10 members of the public present.

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

The Chairman welcomed everyone to the meeting. Mr R Carrington was present as a potential candidate for the Buckinghamshire Unitary Council.

Apologies for absence had been received from Cllr Mr Lee Shelton, Cllr Mr David Vernon, County Cllr Carl Etholen and District Cllrs Shade Adoh and Saeed Saddique.

MEETING CLOSED FOR PUBLIC SESSION

- The resident and landowner of The Mead addressed the Council and members of the visiting public in relation to the current planning application on the site to mention the correspondence which had been circulated within the village and via social media, and expressed concern over the tone and approach to the application. It was noted and recorded that there is no Radnage Parish Council Facebook page and that any views expressed via the Radnage (Village) page are those of individuals, and not those of the Parish Council or any other 'official' body representing the village.

- A member of the public asked for clarification over the declaration of interests in cases such as these by members of the council. It was explained that Councillors need to make a declaration if there is prejudicial or pecuniary interest in a case (any financial benefit or gain, any personal / family relationship, and / or if the property neighbours or adjoins own property so having a direct impact) and that they are not responsible for comments or opinions expressed by any family member. The Chairman confirmed that at no time has any councillor/s made any public comment in respect of this case and that applications are only considered on the basis of planning facts and not on any personal feelings or opinions.

- A direct neighbour then wished to redress earlier comments and to express concerns and opposition to the type, size and scale of the proposed development. Another resident then wished to clarify planning procedure and the powers of a consultee. It was also asked if Radnage has a Local Plan and it was explained that, for various reasons, we do not.

- The Clerk reported that signage has now been placed by the bins at the rear of the village hall building to remind residents that the bins are for the use of hirers of the village hall only.

MEETING REOPENED

The Clerk reported that Cllr Lee Shelton has formally tendered his resignation from the council, with immediate effect, due to personal and work commitments.

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

No declarations were made.

3. **Acceptance and signing of minutes of the Ordinary Meeting of the Parish Council held on 8th January 2020.**

The minutes of the meeting held on 8th January 2020 were approved as proposed by Cllr Lofts, seconded by Cllr Ungless, and agreed by all as a true and accurate record. The Chairman signed and dated the minutes.

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

a) The Clerk reports that following the incorrect allocation of responsibility for the City Allotments water supply this has now been successfully transferred to Wave Utilities.

b) Councillor Nikiel reports that preparations for the new Unitary Council for Buckinghamshire are all on track for April 1st with the Shadow Authority and the Shadow Executive in place. The current five councils will cease to exist ahead of the formation of new Unitary Departments. The final budget for the Buckinghamshire Council will be presented to the Shadow Executive on February 18th and on February 27th the final budget and medium term financial plan will be presented for approval at the Shadow Authority meeting.

5. **Planning.**

a) **To note planning decisions:**

- **Case Ref: 19/06658/CLE** – Green End Farm – Certificate of Lawfulness for continued use of the detached outbuilding known as Granery Annexe for private lettings. **Certificate of lawful Use Refused.**
- **Case Ref: 19/07529/FUL** – The Spinney, City Road - Householder application for replacement gates and fencing located behind existing hedge (retrospective). **Application Permitted.**

- Case Ref: 19/07680/FUL – Farthing Hall, Sprigs Holly Lane - Householder application for construction of single storey extension and associated external alterations. Application Permitted.
- Householder Appeals Service - Case Ref: 19/05433/FUL – 52 Green Lane - Appeal reference: APP/K0425/D/19/3232510 Householder application for construction of single storey side and rear extension, alterations to roof to provide first floor accommodation and associated external alterations. Erection of detached single storey replacement store to rear. Appeal Dismissed

b) To consider planning applications:

- Case Ref: 19/08032/OUT – The Mead, Green End Road – Outline application (including details of access and layout) for development of land to the rear of The Mead to create 1 x detached dwelling with revised access and provision of parking.

The Council heard the comments made in the public session and there had been no other formal lines of communication. Decisions are not affected or influenced by personal opinion but by planning fact. Following discussion the Council agreed and recorded that as a council they do not support this application for the reasons stated as follows:

The actual building itself would be overbearing to its neighbours. With its proposed footprint if allowed to extend or if permitted development were to take place it would be a very large property. Whilst there are several large properties on Green End Road its immediate neighbours are not of that scale.

If the proposed placement of the property was in line with smaller property to the right it would mitigate some of its impact on neighbours and provide the property with a garden arrangement more in line with neighbouring properties, which tend to be sited closer to the road.

There is not enough information on the design of the building to fully appreciate its final appearance to assess if it's in keeping with its location.

Given the comments on the portal local feeling is aligned with the above comments.

There is also great concern that 'infill' development would effect the openness of the AONB and that if there is significant development of this type it will change the character of the village.

- TO NOTE ONLY - Case Ref: 19/08085/PNP6A - Prior notification application OS Parcel 8400 Radnage Common Road.

The Clerk explained that this application is a required procedure for the planning authority to be notified before exercising permitted development rights. This had been previously applied for in 2017 but did not proceed due to insufficient details being provided to the planning department at that time.

c) Awaiting decision:

- Case Ref: 19/07406/FUL - Middle Barns at Ashridge Barn - Application for demolition of existing buildings and erection of replacement dwelling (alternative scheme to 18/06822/FUL).
- Case Ref: 19/07437/FUL - Bella Vista, City Road - Development of extant ancillary residential outbuildings as an independent residential dwelling.
- Case Ref: 19/07677/FUL – Radnage House Riding School, Green End Road - Application for erection of an agricultural store to house a tractor, equipments and hay bales.

d) Planning Control:

- Case Ref: 18/00044/CU – Mudds Bank Stud Farm - Alleged change of use of land to allow the stationing of a mobile home and breach of condition of p/p 17/05627/FUL and unauthorised operational development – Enforcement Notice Issued
- Case Ref: 19/05433/FUL – 52 Green Lane - Appeal reference: APP/K0425/D/19/3232510 Householder application for construction of single storey side and rear extension, alterations to roof to provide first floor accommodation and associated external alterations. Erection of detached single storey replacement store to rear. This appeal is proceeding under the Householder Appeals Service-In Progress

The consultee comments as recorded were agreed by all present and they will be submitted to the Planning Department at Wycombe District Council via PublicAccess. Planning comments are submitted by the Clerk on behalf of the Council.

ACTION: CLERK

- e)** To discuss potential development on agricultural land – There is nothing further to report at this time.
- f)** The Clerk had prepared and circulated a proposed Pre-application Planning Protocol document, produced to clarify any confusion raised when discussing a pre-application planning matter within a public meeting, and based upon the NALC (National Association of Local Councils) pre-planning application engagement advice document issued in March 2015. It was resolved to adopt this document as proposed by Cllr merchant, seconded by Cllr Lofts, and approved by all.
- g)** The Clerk advised that a copy of the Wycombe District Local Plan, adopted in August 2019, had been received and will be held on file.
The Clerk advised that the Householder Planning & Design Guidance Supplementary Planning Document (SPD) was formally adopted by WDC on 15 January 2020. Until it is available to download the Draft document (Oct 2019) will be held on file.

6. Finance.

- a)** The Clerk had circulated the latest budget summary and no questions arose from this. Acceptance of it was proposed by Cllr Wagstaff, seconded by Cllr Lofts, and agreed by all. As at 31st January the Business Account held a balance of £31,085.95 representing interest of £1.32 for the last month, and the Treasurers Account a balance of £45,849.06
- b)** There are no comparison quotes for maintenance / remedial works available at this time. This task will be passed to the Village Hall Manager when appointed.

- c) The Clerk advised that the GLRA annual road subscription for the allocated 8 frontages had been received and that the amount payable remains unchanged from last year at £400 (8 x £50).
- d) The Clerk reported that a late expected invoice had been received from Suez for £44.18 and included for payment, and that the invoice for the installation of gate posts and gate at Chapel Pasture showed an additional £20 as the metal fittings had not been supplied as expected.
The payments for January 2020 were approved as proposed by Cllr Nikiel, seconded by Cllr Lofts, and agreed by all. Cllr Wagstaff and Cllr Ungless undertook the signing of the invoices and cheques.

7. Village Hall.

a) Update on Village Hall Matters

• Maintenance / Electrics / Repairs:

- Councillor Nikiel reported that the alarm was recently activated but that no problem or fault was found.
- The kitchen light has been replaced. The Hoover was found to be not working and a replacement hose has been provided.
- The power outages that have been experienced, isolated to the PIR outside of the front entrance has been rectified by replacement of the PIR units and new lighting to the outside of the building.
- The First Aid kits will be replaced and the old ones donated to a children's group for the practice of first aid skills. **ACTION: DU/RN**
- The replacement of the electric panel and oil tank bund are in progress. **ACTION: RN**
- The roof shows no further signs of leakage and so it is hoped that the ceiling will soon be dry for redecoration.

• Village Hall Manager:

- Following recent advertising to fill the role of Village Hall Manager the Parish Council are pleased to appoint Sue Jones to the role, as agreed at the February meeting. Further discussions have been had regarding the Role Description which is proposed by Cllr Nikiel, seconded by Cllr Wagstaff, and agreed by all present. The Clerk will send a formal letter on behalf of RPC. **ACTION: CLERK**
- The person appointed to undertake necessary maintenance and remedial jobs at the village hall will visit for a site meeting tomorrow evening with Cllr Nikiel and the newly appointed VH Manager to progress and schedule jobs required. Clerk to co-ordinate this meeting. **ACTION: CLERK**

• Utilities Providers:

Cllr Ungless not present and so an update is expected at the next meeting. **ACTION: DU**

• Other matters:

- Village Hall Risk (disclaimer) signage will be displayed as previously agreed. **ACTION: DU**
- Quotes for the provision of static road signage directing visitors to the Village Hall and Play Area will be provided at the next meeting. **ACTION: RN**
- A copy of the Radnage Raiders Public Liability Insurance details is pending. **ACTION: RN**
- Paperwork to complete the file in respect of any potential claims are to be sent to the Clerk. **ACTION: RN**
- Details of Radnage Primary School's Insurance details is pending. **ACTION: EM/RN**
- Quotations for boiler electrics to be supplied. **ACTION: RN**
- The underside base of the ladies toilet door will be sealed to prevent any further damage. **ACTION: RN**

• Village Hall Manager:

- The Clerk reported that there has been a written expression of interest for the position of Village Hall Manager and that a follow up meeting will be had to further discuss the position. The applicant is considered to be a wonderful candidate for appointment, which is proposed by Cllr Wagstaff, seconded by Cllr Lofts, and agreed by all. The number of hours required will be discussed and Cllr Nikiel will progress this matter. **ACTION: RN**

• Village Hall Cleaning Contract:

- The Clerk reported that there have been two responses received which will now be followed up by Cllr Nikiel / VH Manager. **ACTION: RN**

8. Risk Assessment/Open Spaces.

- a) Cllr Ungless reported that inspections had been carried out following the recent stormy weather and that no problems had been found. The formal report will be submitted to the Clerk.
- b) Quotations have now been received as part of the new programme of improvements in the play area. To repair and re-paint the tower unit £735; to address the issues highlighted on the annual report to the slide and to treat, paint etc £1120, and to repair/repaint the see-saw £320 – all pieces of equipment will have the same colour scheme. To proceed with these improvements is proposed by Cllr Merchant, seconded by Cllr Wagstaff, and agreed by all present. It is also suggested that matting / rubber scalping be provided on site.
Options for the provision of outdoor gym equipment is still being looked at and quotes have been obtained for new wooden play equipment which carries a 20 year warranty. Full details and budget to be supplied at the next meeting. **ACTION: DU**
- c) There have been a number of dog fouling complaints received via social media. Improved or alternative signage will be used and editorial included again in Contact Magazine. This ongoing problem is always monitored and will be discussed at each meeting.

- d) Cllr Nikiel reported that the burial ground inspection details will follow. A meeting with the Church Wardens, Council Chairman and Clerk remains outstanding to discuss the development of some features around certain graves within the Parish burial ground, and Diocese of Oxford guidelines. **ACTION: RN/CLERK**
- e) The Clerk reported that no volunteers have been found to take over the overseeing and general maintenance of the bus shelters and noticeboards. This will continue to be included Contact. Cllr Ungless will obtain quotes for a contractor to undertake this task. **ACTION: CLERK/DU**
Quotations are still pending to replace the existing 6 noticeboards and consideration will be given to their existing locations and whether additional boards might be required. **ACTION: DU**
- f) Nothing further to report.
- g) The Green End Road Pond Project planning is progressing and the taking down of identified trees has begun but the works will leave a hole at the back of the site. A new fence (Radnage House) will need to be put up. It is thought that a growing green screen to shield the fence and to look 'softer' will be preferable. A poster has been proposed to be placed on site to explain what work is being undertaken, what the end result will be, and what disruption there might be in the meanwhile. This was previously circulated to councillors with all in agreement that it is a good idea. It is planned to move the necessary soil in March. It is agreed to stick to the original plan in respect of removing the weeds from the pond with a plan to re-line if necessary. Radnage House have proposed that the planned bench for the site be provided by them, details of which have been previously circulated, in memory of a family member. All are in agreement.
Due to the unavoidable delays, primarily due to the adverse weather and site conditions, with the unrepresented rain causing the site to be waterlogged and not safely, or practicably, accessible the Clerk has requested an extension to the funding deadline from the LAF which has now been approved.
- h) Cllr Lofts reported that a local expert had been consulted in respect of the proposal to have a wild flower meadow at the Chapel Pond site. It appears that this would be more complex than had been appreciated for longevity and ongoing maintenance. It has therefore been suggested that small native trees (Crab Apple, Flower Cherry or Acer) be introduced. Local residents Mr/s Gibb have offered to provide a bench for the site. The existing holly tree on site has been identified as perhaps needing adjusting/cropping. It has been noted that the site is being used as a location to dump garden waste which will need to be addressed. A site inspection will be carried out so that necessary action can be taken. **ACTION: JL**

9. Allotment & Pasture Renewals.

- a) The Clerk reported that the new gate and gateposts at Chapel Pasture have now been installed.
- b) The Clerk reported that a great many responses had been received as potential tenants at the Bennett End Wild Flower Meadow. Cllr Nikiel will meet with each interested party on site to discuss further. This matter will be updated and discussed at the next meeting. **ACTION: RN**
- c) The Clerk had circulated the revised Allotment Tenancy Licence Agreement document, in line with NALC recommendations. It is resolved to agree and adopt the document as proposed by Cllr Nikiel, seconded by Cllr Wagstaff, and agreed by all. **ACTION: CLERK**
- d) The Clerk had circulated the proposed Allotment Meadow Tenancy Licence Agreement document, in line with NALC recommendations. It is resolved to agree and adopt the document as proposed by Cllr Nikiel, seconded by Cllr Wagstaff, and agreed by all. **ACTION: CLERK**
- e) The Clerk had circulated the revised Grazing Licence Agreement document. It is resolved to agree & adopt the document as proposed by Cllr Nikiel, seconded by Cllr Wagstaff, and agreed by all. **ACTION: CLERK**
These documents will be circulated to all Allotment and Pasture holders for their attention as part of the annual renewal process. **ACTION: CLERK**

10. Risk Assessment Review.

The closed Annual Risk Assessment Working Group Meeting took place ahead of the Regular Meeting where the document was approved with minor amendments and additions, as proposed by Cllr Lofts, seconded by Cllr Wagstaff, with all in agreement. This meeting was not open to the public.

11. 2020 Elections

The Clerk reported that information to assist in both advertising for new councillors and to give out to interested parties had been received from BALC ahead of the May 7th Elections. Details have been included via Radnage.net and on the village noticeboards.

12. VE Day 75th Anniversary Commemoration May 2020

Cllr Nikiel reported that discussions are ongoing for this 'Radnage Revival' event which will be held on Sunday May 10th at the Village Hall and Recreation Ground from midday. The National Lottery funding of £500 that was applied for was unfortunately unsuccessful. Further details to be included in the next edition of Contact will be provided. The clerk reported that as a supporting gesture the County Council has agreed that it will be offering free road closure licences should local communities or street associations plan to host street parties or parades to mark the anniversaries on the weekends of May 8th-10th and 14th-15th **ACTION: RN**

13. Broadband Coverage

Cllr Lofts provided an update of progress with this initiative and has made a very good start with 7 households now enjoying faster broadband. Five more are on the list to see and there remains a couple of hard to reach areas – Daws Hill and Andridge Hill. For a final time details will be included in the next edition of Contact, hoping to reach those who have still not come forward. Cllr Lofts was asked to provide details of any expenditure so that this can be reimbursed. **ACTION: CLERK/JL**

14. Village Skip Scheme

The provision of a skip as part of the 'Village Skip Scheme' took place on the 10th and 11th of January and was once again a success and filled up quickly. It was noted that there was a larger than usual amount of Green Waste this time that could perhaps be disposed of in the Green bins. The provision of the fourth skip will be in April and final details will be advertised nearer the time. **ACTION: CLERK**

15. Bledlow Ridge Recycling Centre.

The planning application process is underway with the deadline for comment being 13th February. Residents are encouraged to support this application to highlight the ongoing desire to re-open this much needed facility.

16. Defibrillator – Village Hall.

There is nothing further to report at this time. A location for the second unit is still to be confirmed.

17. MVAS.

The second MVAS unit is in constant operation in City Road, outside of Radnage School. It has been reported that the display which illuminates to show vehicle speed on the device located in Green End Road is way too bright and is actually causing a hazard. This will be looked at as a matter of urgency and will be disabled if necessary until the fault can be rectified. **ACTION: RN/EM**

18. Local Crime.

There is nothing further to report at this time.

19. Roles and Responsibilities

The roles and responsibilities undertaken by Councilors is still to be discussed / agreed. **ACTION: CLERK/RN**

20. Clerks Matters – including late received correspondence.

- It is reported that Radnage School will hold a home football match at the recreation ground against West Wycombe on March 8th but will not require use of the Village Hall. The gate may need to be opened for visitors. This will be confirmed.

- Councillors are reminded that the Clerk will not be present at the April meeting.

21. Forthcoming Meetings and Attendees.

a) To hear a report from recently attended meetings.

There have been no meetings or training sessions attending in the preceding month.

22. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council is scheduled to take place on **Wednesday 11th March 2020 at 8pm**, to be held in the Village Hall.

The formal meeting closed at 22.20 hours

PUBLIC SESSION

No public session took place.

The Chairman closed the meeting at 22.20 hours.

Chairman's Signature:

R. Nikiel

Date: 11th March 2020