

# PARISH OF RADNAGE

## YOU ARE SUMMONED TO A MEETING OF THE PARISH COUNCIL TO BE HELD ON WEDNESDAY 8<sup>th</sup> JANUARY 2014 AT 8 PM IN RADNAGE VILLAGE HALL

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

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

The Chairman opened the meeting and there were no apologies for absence.

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

There were no members of the public present.

### **MEETING REOPENED**

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

No declarations were received.

### **3. Acceptance and signing of minutes of Meeting of the Parish Council held on 11<sup>th</sup> December 2013.**

It was proposed by Cllr Pitcher, seconded by Cllr Orchard with all in favour that the minutes of the meeting held on 11<sup>th</sup> December 2013 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.**

The Clerk advised that the Precept request had been sent to WDC and that the agreement to the modification order to the Definitive Map had been sent to BCC.

### **5. Casual Vacancy update.**

The Clerk advised that the Returning Officer at WDC had confirmed that there had not been any request for an election and therefore the council could now go ahead and consider Co-Option. All councillors agreed that a notice be placed in the February edition of Contact magazine and that they would go ahead and canvas for candidates to fill the position on the council.

**ACTION: All**

### **6. Planning.**

Councillors agreed that they had no objection to the following recent planning applications:

- 67 Green Lane – Householder application for erection of single storey side/rear extension incorporating raising of part of roof, conversion of garage to habitable accommodation with new pitched roof over – as amended with the repositioning of the window within bedroom 4 from the side to the rear and a change to the window in the family room to alleviate overlooking to the neighbour.
- Two Yews Cottage – material amendment to permitted planning application.

### **7. Finance**

a) The Clerk produced copies of the budget summary for perusal and there were no questions raised. The Clerk reported that as at 31 December 2013 the treasurer's account had a balance of £17,648.06 and the business account a balance of £22,090.78 representing interest of 85p.

b) As proposed by Cllr Jones, seconded by Cllr Pitcher with approval from all present, the payments for December 2013 were agreed and Cllrs Perring and Pitcher undertook the signing of cheques.

### **8. Village Hall**

a) In her capacity as Village Hall Manager, Cllr Jones gave a report on the village hall. She advised that the gale on 23 December caused a ridge tile to be dislodged from the roof and that that our local

contractor carried out the repair on Boxing Day morning, using an available spare tile. A delivery of heating oil had been made the morning of this meeting. Cllrs Fynn and Jones had taken the donated Parish Map to a local picture framer for framing in a plain oak frame with Perspex cover at a cost of £65. It was anticipated that the work would be completed within three weeks. All agreed the additional £5 to the already agreed £60 for this work. **ACTION: EF**

Cllr Jones advised that the village hall team were due to meet to agree an update of the specification for the redecoration and to obtain quotes for the work as the previous quotation was now quite old. The team would then go ahead with the redecoration, within the agreed costs as soon as practically possible. **ACTION: SJ**

The Christmas period had been very quiet in regard to bookings, but the New Year was looking brighter with a few party bookings. The village hall team were currently exploring the possibility of advertising on a wider scale than Contact but would remain mindful of the fact that it is a local facility for Radnage residents.

b) As the expenditure of up to £1,200 for loft insulation had already been agreed in council, there was some discussion on the progress of the purchase of the insulation. Cllr Fawell agreed to follow this up and purchase the necessary material whilst obtaining the best value for money. **ACTION: RF**

## **9. Open Spaces**

a) Cllr Pitcher had met with a representative from South Bucks Tree Surgeons and obtained a quotation for possible work on the large walnut tree on the common and the 3 lime trees on the recreation ground. The quotation recommended an inspection of the walnut tree at a cost of £160 prior to any work being carried out, which would be best to undertake in June or July. The quotation for the lime tree works was not clear. Following discussion, it was proposed by Cllr Fynn, seconded by Cllr Orchard and carried by majority, with one abstention, that the survey be carried out on the walnut tree at the earliest opportunity and that Cllr Pitcher obtains clarification of the cost of works required to the lime trees. **ACTION: RP**

b) Cllr Pitcher advised that several of the seats and benches on the playing field were in a poor condition but he did not consider either of them to be dangerous. He recommended that some minor concreting work would make the benches stable which he and Cllr Perring agreed to undertake. **ACTION: LP/RP**

c) Update on the Black Barn on Radnage Common.

The Clerk advised of 2 enquiries had been received from members of the public, one requesting permission to salvage timbers if the barn was to be demolished and also wondered whether the barn could be recited and restored if no one wanted to restore it at its current site. The other request asked if there was a viable case for turning the barn into a residential dwelling incorporating the barn if at all possible, or keeping the footprint. The first request for permission to salvage timbers would be retained on file however; councillors were not in agreement to permit a residential dwelling to replace the barn. Cllr Fynn advised that the work to fit a hasp and staple had been carried out and a padlock purchased. The Clerk had confirmed that an entry had been put into Contact magazine which had included advising anyone with personal belongings in the barn to remove these by no later than 31<sup>st</sup> January and that the barn would be secured on the grounds of safety (a key being available to allow anyone with belongings to gain temporary access to remove items stored within). The Clerk was tasked with placing notices on the barn to warn the public of the dangerous nature of the building and to 'Keep Out' and to secure the building with the padlock without undue delay. **ACTION: Clerk**

d) (This item reported at the end of the meeting) Cllr Fynn reported that work to free up the clogged drainage into Wards Pond had been undertaken by volunteers during the prolonged bad weather over the Christmas break when the road had become flooded once again. She asked that the dredging of Wards Pond be undertaken during the spring/summer of 2014 and not deferred from the Action Plan to a

later timescale. The Clerk reported that coincidentally, she had written earlier in the week to the new Local Area Technician seeking an on-site meeting with him, in the village, to obtain his advice on how the problem of excessive water draining on the corner of City Road adjacent to Wards Pond could be best addressed, and also to seek his advice on how to best improve the safety around the school. The Clerk would update councillors once a response to this request had been received. In the meantime, the amendment to the Action Plan would be placed on the next agenda for further consideration.

**ACTION: Clerk**

#### **10. Clerks Matters.**

a) The Clerk proposed that she undertook some work to change the format of the existing Risk Schedule to streamline the process in an attempt to make the task less onerous, in preparation for the forthcoming working group meeting. All agreed that this would be welcome. **ACTION: Clerk**

b) An opportunity for the Chairman to bid for a place to attend a Royal Garden Party had been received which was declined. **ACTION: Clerk**

c) The Clerk asked that a review of her salary and the approval of her working from home allowance be considered at the next meeting when she would place the item on the agenda. **ACTION: All**

d) A response to the question on the council owned registered common land within the boundary of the property at 2 Chiltern Cottages had been received and confirmed that the public had a right to walk on common land under the Countryside and Rights of Way Act 2000 although there were some exemptions. The response raised more questions than it answered and the Clerk was tasked with seeking further information and clarification from the Open Spaces Society. **ACTION: Clerk**

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

a) The Chairman advised that he had attended a recent meeting of the LAF to discuss local transport and the provision of community transport around rural parts of south Buckinghamshire. He advised that the meeting had identified many rural villages without access to public transport. He undertook to continue to provide updates on this topic as and when they became known. **ACTION: RF**

b) All were asked to note that a Risk Schedule Review working group meeting was to take place on Thursday 23rd January 2014 at 8pm at Eton Lodge. **ACTION: All**

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

The next meeting of the Parish Council will be held on **Wednesday 12<sup>th</sup> February 2014** commencing at 8pm in the Village Hall.

The Chairman closed the meeting at 2120 hours.

**Chairman's Signature:**

**Date:**

## Appendix 1

Payments to be approved:

|                     |   |
|---------------------|---|
| Electronic transfer | Debbie White – Village Hall cleaning – December 2013 £180           |
| Cheque number 2618  | HMRC Quarterly tax return under PAYE £293.60                        |
| Cheque number 2619  | G MacKenzie – clerks salary £391.49 plus expenses £9.80 = £401.29   |
| Cheque number 2620  | Woodridge Cleaning Supplies £19.60 + VAT                            |
| Cheque number 2621  | T Hannaford –refund of deposit £50                                  |
| Cheque number 2622  | T Smith – refund of deposit £50                                     |
| Cheque number 2623  | E Sykes – refund of deposit £50                                     |
| Cheque number 2624  | Contact Magazine – annual advertisement @ approx £196               |
| Cheque number 2625  | Pace Fuelcare – for delivery on 8 <sup>th</sup> January 2014. £ tba |
| Cheque number 2626  | Woodridge Cleaning Supplies £10.25 +VAT                             |
| Cheque number 2627  | N Harris – picture framing £65                                      |
| Standing Order      | M Skidmore – Village Hall Administrator £292                        |
| Direct Debit        | Southern Electric December £90 – (in process of review)             |
| Direct Debit        | Sita UK - £tba  |
| Direct Debit        | BT – invoice dated 10 Dec 2013 £67.20                               |