

# PARISH OF RADNAGE

## A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 14<sup>th</sup> JANUARY 2015 AT 8 PM IN RADNAGE VILLAGE HALL

**Present: Councillors: Vice-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 3 members of the public present (Mr T Ashby, Mrs V Griffiths and Mr S Watts; and Mr R Green from Item 9).

### **2. To record the resignation from the Parish Council of Cllr R Fawell.**

Councillors noted the resignation from the Parish Council by Mr Robin Fawell with effect from 5th January 2015 due to personal circumstances.

### **3. Election of Chairman and Declaration of Acceptance of Office.**

Due to the resignation of the previous Chairman it was necessary for the council to elect a new Chairman. Cllr Jones proposed Cllr Fynn for the role; this was seconded by Cllr Perring. Cllr Fynn was willing to take up the role and with all in favour, and no alternative proposals, Cllr Fynn was appointed as Chairman for the remaining electoral period.

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

Mr Ashby, supported by Mrs Griffiths, asked the council to support the registration of the Three Horseshoes pub at Bennett End as an Asset of Community Value.

### **MEETING REOPENED**

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

Nil declarations were received. In addition, all present confirmed no change to their existing Declarations of Pecuniary Interests.

### **5. Acceptance and signing of minutes of Ordinary Meeting of the Parish Council held on 10<sup>th</sup> December 2014.**

It was proposed by Cllr Jones, seconded by Cllr Orchard, with all in favour that the minutes of the meeting held on 10<sup>th</sup> December be accepted as a true and accurate record. The Chairman signed and dated the minutes.

### **6. To review Cllrs responsibilities – particularly the Planning Team composition.**

It was proposed by Cllr Orchard, seconded by Cllr Jones with all in favour that the council Planning Team would comprise of Cllrs Fynn, Orchard and Raven until further notice.

### **7. Report on progress on items in the previous minutes not otherwise included in this agenda.**

No items to report.

### **8. Planning.**

a) The council noted the response from WDC to the letter of complaint sent by the Parish Council regarding the planning process for the campsite at Bella Vista. In short, the response advised that this matter was not within their jurisdiction and that the license was granted as being 'permitted development'. Further advice stated that exempted certificates to organisations such as the Camping and Caravanning Club were granted by Natural England and complains about the conduct of the exempted

organisation should be referred to Natural England. It was proposed by Cllr Perring, seconded by Cllr Raven with all in favour of a letter being sent to Natural England to ask them to follow up the matter and provide clarification on procedures for granting a license and to confirm that these had been followed in the matter of Bella Vista.

**ACTION: Clerk**

b) The planning application for the Three Horseshoes: Change of use from A4 (Public House) to create 1 x 5-bed detached dwelling was discussed and given the strength of local residents feelings it was agreed by all that the Parish Council would object strongly to the change of use and would support and endorse both the private objections placed on the website in response to this application, and also the application recommended by the local CAMRA representatives and proposed by individuals living nearby, to register this pub as a Community Asset.

**ACTION: Clerk**

## **9. Finance**

a) The Clerk reported that as at 31<sup>st</sup> December the Treasurers Account had a balance of £17,899.84 and the Business Account a balance of £29,963.85 representing interest of £1.19 in the past month. The monthly budget summary had been circulated which generated a question of clarification and there were no further questions arising from this. The bank mandate for Cllr Raven had been returned requiring additional information. Cllr Raven agreed to follow this up with the bank.

**ACTION: NR**

The Clerk advised members that the Section 137 Expenditure Limit 2015/2016 had increased to £7.36 per elector.

b) Payments for December 2014 were approved for payment, proposed by Cllr Jones, seconded by Cllr Fynn with all in favour. Cllrs Jones and Orchard undertook to sign the cheques.

c) A review of the Clerks salary was discussed in a closed meeting following this Parish Council Meeting.

d) The Clerks Working from Home allowance was discussed in a closed meeting following this Parish Council Meeting.

## **10. Village Hall**

a) In her capacity as Village Hall Manager, Cllr Jones advised that the replacement of the lighting in the main hall was now complete. New LED lamps had been installed which had a life of 25,000 hours so there should be no need to replace them very soon! The electrician had checked out all the outside lights and they were now in working order.

The PAT testing session on electrical equipment was due as it was last done 3 years ago. This would cost a maximum of £50. Cllr Jones also remarked that the Village Hall team were proposing the installation of 2x cigarette bins near the front door and on the patio area at a cost of £87 per bin plus VAT. It was proposed by Cllr Jones, seconded by Cllr Fynn with all in favour that the PAT testing was arranged and the cost of this together with the cost of the ciggie bins be authorised. Cllr Fynn offered her assistance in getting the PAT testing carried out.

**ACTION: SJ/EF**

It was reported that some hirers found it difficult to accept that in some cases they have to wait for several weeks for the refund of their deposit. The Clerk agreed that there should be no difficulty in providing a mid-month payment arrangement as and when necessary. All requests for deposit refunds would need to go to the Village Hall Manager in the first instance for approval and once authorised, the Clerk would make the necessary arrangements to raise the required cheques.

b) The Village Hall team had met to review the hire rates for the hall. The new rates were distributed to councillors and it was proposed by Cllr Fynn, seconded by Cllr Perring with all in favour that they be accepted and would take effect from March 1 2015. Cllr Jones undertook to write and advise all regular hirers. It was agreed that any bookings made and paid for prior to January 31 2015 will be honoured at the old rates. A vote of thanks was given to Cllrs Jones and Orchard for their work in undertaking this review.

**ACTION: SJ**

c) Cllr Jones reported that work on plans to refurbish the toilets was continuing with quotes being obtained. The provision of additional heating in the Gents toilets was being considered but to date conflicting advice from contractors had caused confusion. Local resident Simon Watts, present at this meeting, offered his advice and agreed to follow up and discuss the matter with Cllr Jones at some time after this meeting. This was gratefully accepted.

d) It was proposed by Cllr Jones, seconded by Cllr Fynn with all in favour that the matter of providing additional acoustic measures within the Hall was postponed whilst the toilet refurbishment was underway.

### **11. Website**

The Clerk advised that she had received a thank you from Mr Green for the contribution towards the cost of providing the village website. Mr Green maintains the website for any village organisations and as he too was present at this meeting, he confirmed that he was happy to carry on with its administration. He asked that if the Parish Council members had any ideas for improvements to the website he would welcome them.

### **12. Open Spaces**

a) Cllr Raven was asked to provide a monthly Childrens Playground inspection report, although the Clerk advised this did not have to be as comprehensive as he had previously provided. It was noted that some monthly reports had not been received and Cllr Raven agreed to forward these to the Clerk. **ACTION: NR**

b) Cllr Raven provided some ideas and quotations for the provision of seats/benches in the playground, including some made of recycled materials but made to look more in keeping with a rural area. He undertook to procure quotes on the various re-cycled versions and to supply images or website links to images of the products (by email prior to the next meeting) for councillors to consider at their next meeting. **ACTION: NR**

c) The Clerk advised the completion of the removal of the old compost bin in the Burial Ground.

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

a) The Clerk advised of a small price increase to the cost of recycling and waste management from Sita UK but this increase was unlikely to affect the budget in any significant way.

b) The plan to produce something to promote and publicise available community transport in the village was discussed. It was proposed by Cllr Fynn, seconded by Cllr Orchard with all in favour that the Clerk produce a design for a postcard containing all the relevant detail, with a view to this being agreed for printing, at the next meeting. The Clerk undertook to involve Lucy Green in this decision. **ACTION: Clerk**

### **14. Forthcoming Meetings and Attendees.**

All agreed that the existing Risk Schedule was sufficient for councils needs and it was proposed by Cllr Fynn, seconded by Cllr Jones with all in favour that this be accepted and be reviewed once again following the adoption of the new council sometime after the May elections.

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

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

**PUBLIC SESSION** an additional public session was offered during which Mr Green offered his comment about the planning application for the Three Horseshoes and was advised that he could place his objection on the WDC planning portal.

Mr Watts was asked if he could advise on what maintenance or treatment was necessary to help preserve the benches sited on the patio. He advised that he would make some enquiries from the company they were purchased from and advise the council.

The Chairman closed the meeting at 2135 hours.

Chairman's Signature:

Date: