

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 9th JANUARY 2019 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Ms Tamsin Addison, Mr Everton Merchant, Mr Darren Ungless, Mr Lee Shelton, Mrs Morag Wagstaff, and Clerk Mrs Lin Freeth.

There were 4 members of the public present.

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

The Chairman welcomed everyone to the meeting.

Apologies for absence had been received from County Cllr Carl Etholen; and District Cllrs Shade Adoh and Saeed Saddique.

MEETING CLOSED FOR PUBLIC SESSION

Each of the members of the public present made comments in relation to planning case ref: 18/07927/CLE at Home Farm. Concerns were raised about various aspects of the activities at Home Farm with a clear message from parishioners that the AONB must be protected and that usage of the suggested 9 acres as a campsite would be disruptive, intrusive and visible across the valley. It is felt that the information provided in the application in this case is vague and ambiguous. Whilst there has undeniably been a campsite in existence for many years in the permitted area the full acreage as such could also lead to further developments at a later date. In terms of the camping we have had clear direction from a number of parishioners that it is disruptive and obtrusive. There is a strong feeling that due process is followed correctly in this case and that the evidence is closely examined and corroborated, that the physical area is limited, that attention is given to the number of tents and number of caravans on site, and the number of months of use, and that 'towing' caravans are not allowed prolonged use beyond that legally permitted. There must also be consideration of any potential development of the on-site barns and their usage. It is also requested that a requirement for a licence is followed up and that the appropriate business rates are paid where applicable. The members of the public present are not against the presence of the campsite but just request that it be properly regulated and monitored, in harmony with the village and not have a negative impact on it, its residents, and the AONB which must be protected for all.

MEETING REOPENED

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

Cllr Addison declared that she currently rents land at Ashridge Farm. The planning application to be considered only concerns the residence and buildings, and not the land, and not therefore relevant to proceedings.

Cllr Wagstaff declared an interest in planning case ref: 18/07927/CLE at Home Farm, to be discussed at Item 5, and so will not participate in any discussion.

No other declarations were made.

3. **Acceptance and signing of the minutes of the Ordinary Meeting of the Parish Council held on 12th December 2018.**

The minutes of the meeting held on 12th December 2018 were approved as proposed by Cllr Ungless, seconded by Cllr Wagstaff, 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.**

- i) City Road (Pophleys) – The Clerk reports that the concerns raised regarding the safety on the stretch of City Road between Pophleys and Home Farm, and the possibility of traffic calming measures, has been discussed with Transport for Bucks but this can only be considered following the occurrence accidents resulting in injury. It is thought that the large, overgrown hedge where the road bends and narrows not allowing 2 vehicles to easily pass, compounded further by the horse-riders and walkers using the public paths that have their entry / exit points on this piece of road, is a contributory factor. The encroachment of the Pophleys boundary hedge, which also leans significantly towards the highway, will be addressed to improve the line of sight on this piece of road and restore the lane to its intended width.
- ii) Bledlow Recycling Centre – The Clerk reports that, following the public consultation and the meeting of the County Council's Cabinet, notification has been received that this facility will close on April 1st 2019.
- iii) Armed Forces Covenant Grant – Cllr Nikiel reports that the End of Grant Form and Report has been completed and submitted on behalf of the Parish Council.

5. Planning.

a) To note planning decisions:

- Case Ref: 18/06715/FUL – Boundary Farm, Sprigs Holly Lane – Application for change of use of existing single storey building to form a two bedroom home with parking, access & amenity space. Application refused.
- Case Ref: 18/07131/FUL - Rose Cottage, Green End Road - Householder application for construction of two storey front, side and rear extension and detached outbuilding. Application Permitted.
- Case Ref: 18/07808/FUL – Churchfield Farm – Application for erection of greenhouse to the rear. Application Permitted.

To consider planning applications:

- Case Ref: 18/08042/FUL – Cross Lane Farm, Bennett End Road – Application for conversion and change of use of existing disused barn to self catering holiday let including access, parking and associated works.

The Council agreed and recorded their concerns in respect of this application that by the development of this very visible site it will disturb the the AONB and alter the look and feel of the open countryside of this prominent location. By taking a farm / equestrian track and turning it into a formal drive, with associated lighting, it will increase the light pollution at night, cutting up the field substantially (and creating a smaller space front left that may then attract a request for additional buildings on) and create a very different pattern of development within the area. Given this is an equestrian site barns are likely to be needed for tack / hay etc so there is concern that additional storage will be requested at a later date further eroding the open space.

- Case Ref: 18/08182/FUL – Ashridge Farm, Green End Road – Application for conversion of existing barn to form 1 x 2 bed dwelling ancillary to Ashridge Farmhouse and 1 x 3 bed dwelling with detached garage/store and associated external works.

The Council agreed and recorded that they had no objection to this application. However, it will be requested that any permissions granted ensure that the accommodation created is ancillary to the main residence, providing additional living space to it only, and not able to be separated from it at a future date and by checking the curtilage to prevent any sub-division.

It will be requested that should permission be granted any HGV's and site traffic wishing to access the property plan their route carefully from the A40 via Mudds Bank and City Road as the village lanes and other access routes are not suitable for such vehicles.

- Case Ref: 18/07927/CLE – Home Farm, City Road – Application for Certificate of Lawfulness of Existing use/development – use of agricultural fields as extension of Caravan & Glamping site, use of barn for caravan storage (B8) and use of barn for lawn motor business.

The Council agreed and recorded their objections and concerns in relation to this application as follows: The Parish Council believe that WDC have not followed due care and attention in ensuring that the Camping business is correctly regulated (via planning and licensing); the Parish Council are concerned that the camping and glamping business is detrimental to the AONB; the Parish Council are concerned that there is insufficient evidence for the expanded use of the site. Any evidence should be examined with due care and attention to determine the precise number, type of camping /glamping the exact location of activity and also ensure the evidence exists that the activity has been continuous; the Parish Council believe that any CLU which is granted should be clearly limited to the same considerations in terms of length of stay, type and location that there is strong evidence to support the activity has been operating for 10 yrs continuously in line with legal requirement; the Parish Council have no explicit objection to the application to regularise caravan storage business within barns but do have some concerns; and the Parish Council have no principle objection to the application to regularise the machinery business. The comments submitted by the Parish Council are available in their entirety via the WDC Planning Portal.

The following cases were added due to time constraints imposed by the Wycombe District Council Planning Department consultee deadlines:-

- Case Ref: 18/08180/FUL - Ashridge Farm, Green End Road - Householder application for erection of oak timber framed loggia to side.

The Council agreed and recorded that they had no objection to this planning application. It will be requested that should permission be granted any HGV's and site traffic wishing to access the property plan their route carefully from the A40 via Mudds Bank as the village lanes and other access routes are not suitable for such vehicles.

- Case Ref: 18/08181/LBC - Ashridge Farm, Green End Road - Listed Building application for erection of oak timber framed loggia to side.

The Council agreed and recorded that they had no objection to this planning application. It will be requested that should permission be granted any HGV's and site traffic wishing to access the property plan their route carefully from the A40 via Mudds Bank as the village lanes and other access routes are not suitable for such vehicles.

- Case Ref: 18/08356/FUL - Efford Down Cottage, Green End Road - Householder application for insertion of dormer window to side and 4 x roof-lights to roof in connection with loft conversion and conversion of garage and garage loft to form additional living accommodation.

The Council agreed and recorded that they had no objection to this planning application. It will be requested that should permission be granted any HGV's and site traffic wishing to access the property plan their route carefully from the A40 via Mudds Bank as the village lanes and other access routes are not suitable for such vehicles.

- Case Ref: 18/08328/FUL - Yewdene, Bottom Road - Householder application for single storey and first floor rear extensions, hip to gable roof alterations including dormer to front roof slope.

The Council agreed and recorded that they had no objection to this application. It will be requested that should permission be granted any HGV's and site traffic wishing to access the property plan their route carefully from the A40 via Mudds Bank and City Road as the village lanes and access routes are not suitable for such vehicles. Access via Church Lane or Bottom Road (heading from West Wycombe) is to be avoided as wholly unsuitable.

Awaiting decision:

- Case Ref: 18/07778/FUL & 18/07779/LBC – 1 Green End Cottages, Green End Road – Householder and Listed Building applications for ground floor alterations to existing two storey rear extension involving alterations to ground floor windows, internal walls, relocation of WC. Demolition of existing summer house and garage and erection of new replacement outbuilding to rear with ancillary accommodation and linked side porch to dwelling and extension to existing pergola.
- Case Ref: 18/08006/FUL – Guelder Barn - Householder application for construction of replacement detached 2-bay garage with storage above.

These 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

d) Planning Control:

- There were no further updates at this time.

6. Finance.

- The Clerk had circulated the latest budget summary and no questions arose from this. The Clerk advised that as at 31st December 2018 the Business Account held a balance of £31,069.14 representing interest of £1.32 for the last month, and the Treasurers Account a balance of £37,836.15. Acceptance of the figures were proposed by Cllr Nikiel, seconded by Cllr Merchant, and agreed by all.
- The Clerk advised that Cllr Nikiel had undertaken an 'actual' water meter reading at the Village hall following receipt of the latest invoice and as a result the amount payable had been reduced to £65.67, and that the expected invoices from CVCS for £187.20 had now been received and included for payment. The paperwork for the expected annual subscription renewal from the Chiltern Society had also been received. The payments for December 2018 were then approved as proposed by Cllr Nikiel, seconded by Cllr Shelton and agreed by all. Cllr Merchant and Cllr Wagstaff undertook the signing of the invoices and cheques.
- The Clerk reported that the paperwork has been completed for the Precept amount agreed at the December meeting, with the future level of Council Tax Support Grant and the Council Tax Base calculation, which will now be submitted to WDC as required. **ACTION: CLERK**
- A closed meeting was held prior to this regular meeting of the council to consider the additional hours and annual payment of the working from home allowance to the Clerk. The Clerk will be informed of the outcome. **ACTION: RN**
- Councillors discussed the submission of an application for financial support from the Ward Budgets of our District Councillors. The proposed projects seeking support will be the re-lining of the pond in Green End Road which was historically a thriving area for wildlife, but which now requires some tlc and restoration work to return it to its former glory. Many years ago it was clay lined, always had water, plants and wildlife, and was enjoyed by locals and walkers alike; the provision of sporting white lines on the recreation ground to encourage sport and activity for all ages; and the possibility of providing of an outdoor table tennis table to be located near to the village hall for the enjoyment of all residents and visitors. An application will be submitted by the Clerk. **ACTION: CLERK**
- The Clerk reported that the recently prepared Bank Mandate paperwork had not been processed by the bank and was assumed lost. New forms were therefore completed and will be submitted. The paperwork for Cllr Shelton will be completed in person at a local branch of Lloyds Bank. **ACTION: CLERK/LS**

7. Village Hall.

- **Maintenance / electrics:**

- Cllr Nikiel reports that the maintenance paperwork and file/s have now been obtained and will be passed to Cllr Shelton as part of the maintenance handover. **ACTION: RN/LS**

- Cllr Nikiel has had conversations with the cleaning contractors regarding the provision of a 'deep clean' to the kitchen area.

- **Fire alarm and fire extinguishers:**

There are a total of 9 extinguishers and 2 fire blankets within the village hall and Cllr Addison will organise the necessary inspection of the fire alarm and equipment, and new maintenance arrangements to comply with current regulations. The report and update on this matter is deferred to the next meeting. **ACTION: TA**

- **UK Mats:**

Following the Rugged Radnage 10k event UK Mats in Lane End, once again, very kindly cleaned the mats from the Village Hall without charge, as they have done in previous years, and we are extremely grateful to them for this and for their ongoing support. It is agreed by all that a gift of chocolates be given to them by Cllr Nikiel as a Thank You. **ACTION: RN**

8. Risk Assessment/Open Spaces.

a) The Clerk confirmed that the monthly playground inspection report had been received. Cllr Nikiel, who will undertake the inspections until further notice, following the resignation of Cllr Ryan, reported that the bins are okay and that inspection of the 'rebound' boards found that they have slight de-lamination of the outer layer but that the core is still good and no rot / damage is seen. The annual inspection comments need to be actioned.

Cllr Ungless has volunteered to take over the responsibility for the playground and the handover, and necessary paperwork, will be facilitated and provided by Cllr Nikiel. **ACTION: RN/DU**

b) Cllr Nikiel reported that the burial ground inspection had been carried out and that all is as it should be with no problems and continues to look neat and tidy. The compost bin continues to be monitored and will be emptied by the Parish Council when necessary. **ACTION: RN**

c) The Clerk reports that the contact details have been received to potentially synchronise the possible maintenance / remedial works planned for the Stokenchurch Memorial with those required at the Radnage War Memorial. In the interim a quote has been obtained from a local specialist company to restore and re-enamele the War Memorial, now categorised as a Grade II Listed Building. **ACTION: CLERK**

d) An update on the bus shelters and noticeboards will be received at a future meeting. All noticeboards still need to be treated with wood preservative. The Clerk reports that the noticeboard by the pond at the junction with Bottom Road needs attention as it is not secure. **ACTION: RN/DU**

e) Cllr Merchant reports that there is nothing further at this time in relation to the Tree Survey & Management Plan but that a site visit has been planned. The findings and a report will be provided at the next meeting. **ACTION: EM**

f) It has been brought to our attention that there appears to be an amount of Ragwort that has not been pulled and removed from the Chapel Pasture grazing land. Correspondence has been sent to the tenant with a request to ensure that the plants are removed at the earliest opportunity in accordance with the grazing licence. The hedges also need attention as they remain uncut. **ACTION: CLERK**

g) Green End Road Pond restoration – The Clerk reports that correspondence has been sent to the Chiltern Conservation Board in respect of potential support for this project but that a response is yet to be received.

h) The problem of owners / handlers allowing dogs to foul in and around our village and on the playing fields at the village hall continues to be a significant problem. It causes unnecessary problems, as well as creating real risks, to those people, especially children, who use our open spaces. The Clerk will contact the dog warden for advice and support in this matter and another notice will be included in the next edition of Contact. **ACTION: CLERK**

9. Defibrillator – Village Hall.

The first training session for the use of the defibrillator will be held on January 22nd in the hall at Radnage School, from 6.30-8.30pm with the Ambulance Service and our Radnage First Responder. This has been advertised in Contact magazine, on the village noticeboards and via the website.

A second defibrillator unit is planned and confirmation of the proposed site/s and quotations will be provided at the next meeting. **ACTION: TA**

10. MVAS.

The MVAS speed indication device has been in use at various locations around the village, and is having a very positive impact on the speed of vehicles. However, the information generated has shown that on Green End Road a quarter of vehicles are still in excess of the 30mph limit and 10-12% exceed 40mph. The time / date data collected is not consistent and appears to be 'jumping'. All other data is working accurately and the battery is lasting for a 6 week period. Information and quotations for the provision of a second MVAS unit will be provided at a future meeting. **ACTION: EM**

11. Local Crime.

a) A local Neighbourhood Watch meeting with Geoff Pegg is scheduled to take place on January 16th from 7.30pm at the Village Hall to revive the existing Radnage Neighbourhood Watch and to launch the local new ones. The two Police Community Support Officers have been invited to attend and a range of Neighbourhood Watch and crime prevention literature will be taken to the meeting, as well as a range of inexpensive crime prevention products. Details will be included on the Radnage facebook page.

ACTION: LS

b) The consideration of the provision of CCTV/ANPR enabled cameras on access routes to the village will be followed up.

ACTION: RN

c) The consideration of a Public Meeting was discussed following recent discussions with David Lidingtons Office and an offer for a representative to attend for a joint meeting in conjunction with neighbouring Parishes, such as Bledlow Ridge and Stokenchurch. The provision of 'surgery' format will be requested and looked into to cover crime rates and incidences, as well as planning (eg the signing off of building control as mandatory).

ACTION: CLERK

12. Councillor Election / Co-option.

The Clerk reports that an election to fill the current vacancy for a councillor is not required and that the council can proceed with Co-Option when a suitable candidate is found.

13. National Highways and Transportation Survey.

This was previously circulated by the Clerk and the survey has been completed.

14. Clerk's Matters – including late received correspondence.

a) Correspondence has been received from the current long-standing tenant at Allotment Plot 4A at Sprigs Holly Lane allotments requesting the transfer of this plot into her sons name at the 01 April renewal date. He already plays a very active role at the allotment site, and has continued to do so over a great many years. As proposed by Cllr Nikiel, and seconded by Cllr Shelton, the council are in full support of this request and the necessary paperwork will be providing in due course. The tenant will be informed of this decision.

ACTION: CLERK

15. Meetings and attendees.

To agree and approve attendance at any forthcoming meetings.

- Attendance at the following BMKALC courses 2018-19 has been agreed and the necessary arrangements will be made by the Clerk for councillors:

- Councillor Training - 24th January – to be attended by Cllr Shelton
- Parish Unitary Liaison Meeting - 8th March – to be attended by Cllr Nikiel and the Clerk
- Demystifying Planning - 11th April – to be attended by Cllr Shelton and Cllr Ungless

ACTION: CLERK

16. Date of Next Meeting:

The next **Ordinary Meeting** of the Parish Council is scheduled to take place on **Wednesday 13th February at 8pm**, to be held in the Village Hall.

The Chairman closed the formal meeting at 22.10 hours.

PUBLIC SESSION

There was one member of the public present for this session.

The council were thanked for having the interests of the residents of Radnage at heart and it was suggested that the Council seeks the engagement of others, such as the Chiltern Society, a Planning Consultant etc to enable the ongoing protection of the AONB, our rural environment and to hold WDC to task. It was agreed to contact the head of Wycombe District Council Planning Department to request attendance at a Planning Working Group Meeting within the next 6-8 weeks to discuss previous applications, enforcement and due process.

ACTION: TA/CLERK

The Chairman closed the meeting at 22.30 hours.

Chairman's Signature: R. Nikiel

Date: 13th February 2019