

PARISH OF RADNAGE

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

Present: Councillors: Chairman Mr Robert Nikiel, Cllr Mr Jez Lofts, Cllr Mrs Morag Wagstaff,
District Cllr Shade Adoh and Clerk Mrs Lin Freeth.

There were 3 members of the public present.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting and expressed some concern that, once again, the Parish Council was only just quorate. Mr R Carrington was present as a potential candidate for the Buckinghamshire Unitary Council.

Apologies for absence had been received from Cllr Mr Everton Merchant, Cllr Mr Lee Shelton, Cllr Mr Darren Ungless, Cllr Mr David Vernon, County Cllr Carl Etholen and District Cllr Saeed Saddique.

MEETING CLOSED FOR PUBLIC SESSION

- A member of the public expressed an interest in the pre-application consultation regarding The Mead with concerns over the final size, mass and height of the possible dwelling and of a precedent being set for further developments and infilling in the area. It was noted that the outline planning application has now been registered with the Planning Dept and an extension to the consultee deadline will be sought so that this case can be discussed in full at the next meeting of the Parish Council on February 12th. **ACTION: CLERK**

- The Village Hall bookings clerk reported that household rubbish, thought to be from a nearby property / properties is being deposited in the large village hall bins to the rear of the hall. This has been an emerging problem over the past 6 months or so, and the rubbish has been removed personally by the manager to avoid the costs incurred to the Parish Council for the emptying of the bins. Signage will be placed on/near the bins to remind residents that the bins are for the use of hirers of the village hall only. **ACTION: CLERK**

MEETING REOPENED

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

Cllr Nikiel reported that due to an urgent need for an electrician to attend the village hall for a fault over the Christmas period, and one not able to be found, his son (a qualified electrician) was called upon. A reduced rate invoice for the call-out has been submitted and is included here for payment.

3. Acceptance and signing of minutes of the Ordinary Meeting of the Parish Council held on December 11th 2019.

The minutes of the meeting held on 11th December 2019 were approved as proposed by Cllr Wagstaff, seconded by Cllr Lofts, 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 use of the Village Hall as a Polling Station for the general election on December 12th went smoothly without any issues or problems encountered.
- b) The Clerk reports that the letter in support of the Mash Inn, previously known as The Three Horseshoes, being renewed on the WDC register as an Asset of Community Interest, has been sent.

5. Planning.

a) To note planning decisions:

None to report at this time.

b) To consider planning applications:

- 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. Extension of consultee deadline extended to January 10th

Following discussion 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 / City Road ONLY as the village lanes and other routes of access are not suitable for such vehicles. It will also be stated that site traffic should avoid the local school morning and afternoon times of 08.30-09.15 and 15.00-15.45 due to the hazardous nature of the approach road and access.

- Case Ref: TBA – Pre-application consultation – The Mead, Green End Road – Erection of new dwelling within the residential garden.

The Council had received the associated documents in relation to this pending application from the applicants planning consultant for consideration. RPC welcomes the opportunity for pre-application planning discussions with applicants and / or developers and their agents before a planning application is submitted which may well be beneficial to both applicants and the residents of the Parish. In this case the outline planning permission had been submitted by the developer to the Planning Dept and was in the 'queue' awaiting allocation of a case reference. The background of the property was briefly discussed noting that the portion of the entire plot earmarked for sale and development (subject to planning permission being granted) was originally purchased as pasture land and incorporated into the garden of The Mead. The legitimacy of now splitting the land and without any change of use being applied for was noted. It is understood by RPC and local residents that there should be no new development in the AONB. Further information will be sought from the case officer together with a request for an extension to the consultee deadline so that this case can be considered and commented upon at the next RPC meeting on February 12th.

ACTION: CLERK

- Radnage Common Road - It was noted that an application has been submitted in the neighbouring Parish of Stokenchurch, but which is located on our immediate border, to erect an agricultural building to store farm machinery securely on OS Parcel 8400. Details will be circulated to councillors.

ACTION: CLERK

c) Awaiting decision:

- 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.
- 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: 19/07529/FUL – The Spinney, City Road - Householder application for replacement gates and fencing located behind existing hedge (retrospective).
- Case Ref: 19/07680/FUL – Farthing Hall, Sprigs Holly Lane - Householder application for construction of single storey extension and associated external alterations.

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.

6. Finance.

- 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 December the Business Account held a balance of £31,084.63 representing interest of £1.19 for the last month, and the Treasurers Account a balance of £46,150.95
- There are no comparison quotes for maintenance / remedial works available at this time.
- The payments for November 2019 were approved as proposed by Cllr Nikiel, seconded by Cllr Wagstaff, and agreed by all. Cllr Wagstaff and Cllr Lofts undertook the signing of the invoices and cheques. The Clerk reported that the rates charged by Suez have risen (from 1st January) by a nominal amount equating to just below 7%
- The Clerk reported that the Precept request paperwork had now been submitted to WDC as required.

7. Village Hall.

a) Update on Village Hall Matters

- **Maintenance / Electrics / Repairs:**

- Power outages have been experienced the problems of which have been isolated to the PIR outside of the front entrance. This will be confirmed and fixed.

ACTION: RN

- The bulbs in the main hall, planned to be replaced, have been confirmed as already being LEDs
- The roof shows no further signs of leakage and so it is hoped that the ceiling will soon be dry for redecoration.

- The appointment of a 'preferred person' to take care of Village Hall maintenance matters, discussed at the last meeting following a site visit, to undertake necessary maintenance and remedial jobs at the village hall at a set hourly rate, with larger jobs on a quoted-for basis, was proposed by Cllr Nikiel, seconded by Cllr Lofts, and agreed by all. References obtained will be sent to the Clerk to hold on file. Insurance details will also be supplied for the file.

ACTION: MW

- **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 the 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**
- Cllr Nikiel reports that 1,000 litres of heating oil has now been delivered.
- The boiler service and supply of spare burner unit is to be completed. Date to be scheduled.
- Quotations for boiler electrics to be supplied. **ACTION: RN**
- The ladies toilet door has been repaired following a water leak caused by a sticking tap. The underside base of the door will be sealed to prevent any further damage. **ACTION: RN**

- **Village Hall Manager:**

- The Clerk reports that here 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 reports that there have not been any responses received to date.

8. Risk Assessment/Open Spaces.

- The Clerk confirmed that the monthly playground inspection report had been received from Cllr Ungless still noting the peeling laminate on the basketball stands and the decay of the multiplay equipment. Quotations to repaint and repair the slide and see-saw, and to remedy the multiplay equipment will be reported at next meeting. **ACTION: DU**
- Following the Annual Play Area Inspection there are some issues requiring attention with some currently out for quotation. Cllr Ungless to provide an update and report at the next meeting. **ACTION: DU/RN**
- No further dog fouling complaints received.
- 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. The compost bin has now been emptied and charged to St. Mary's PCC as agreed. **ACTION: RN/CLERK**
- The Clerk reported that volunteers are still sought to look after the bus shelters and noticeboards from February 2020 when the existing volunteers step down. This will be included once again in Contact. The ivy will be removed from the bus shelter on Green End Road by our contractor without charge. Thanks are extended for this. **ACTION: CLERK**
Quotations are 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**
- The Clerk reports that the pre-application paperwork has been initiated and that re-quotes are now required from War Memorial Trust approved providers. **ACTION: CLERK**
- The Green End Road Pond Project planning is progressing but site progress has been delayed over recent due to the weather and site conditions, with unrepresented rain causing the site to be waterlogged and not safely, or practicably, accessible. The conditions and criteria of the Grant will be looked at to request a possible extension to the funding deadline from the LAF. **ACTION: CLERK**
- The Clerk reports that no further input has been received from the local resident who proposed potentially beneficial works to the Chapel Pond site and so consideration may be given to a new project leader for this. A holly tree on site has been identified as perhaps needing adjusting/cropping. **ACTION: JL**
- A new tenant is sought to take over this area and details will be included in the next edition of Contact. The area would be available for personal use only and not for commercial purposes of any kind. The access will need to be reinstated through the allotments and a path could be created. **ACTION: RN/JL**
- Councillors considered the thanking of those residents on the Common who voluntarily undertake to keep the grass cut and looking neat and tidy. It was proposed by Cllr Nikiel, seconded by Cllr Wagstaff, and agreed by all, that a payment of £25 to both David Keown and Christopher Lowes, be given as a Thank You and as a donation towards fuel costs. **ACTION: CLERK**

9. Allotment & Pasture Renewals.

The tenancy agreements are in the process of updated and will be in line with NALC recommendations and documents. Once prepared the completed document will then be circulated to all councillors for consideration at the next meeting. **ACTION: CLERK**

The Clerk reports that concerns have been raised by the existing tenant at the Green Lane Pasture in relation to weeds, hedgerows and items in the boundary. A site visit to further discuss matters has been suggested and will be arranged. **ACTION: RN/CLERK**

The pig ark that has been removed from the hedgerow and positioned by the gate at the Chapel Pasture field is still awaiting disposal. **ACTION: CLERK**

10. Risk Assessment Review.

The Annual Risk Assessment Working Group Meeting will take place at 7.30pm on February 12th ahead of the Regular Meeting. This will be a closed meeting and not open to the public. **ACTION: CLERK**

11. Buckinghamshire Unitary Authority – Community Boards

Following a meeting of the BCC Shadow Executive agreeing the creation of 16 Community Boards details were circulated to all councillors ahead of this meeting. No further comments were made.

12. VE Day 75th Anniversary Commemoration May 2020

Cllr Nikiel reported that discussions have been had with the local resident organising this event which will be held on Sunday May 10th at the Village Hall and Recreation Ground from midday. Further details to be included in the next edition of Contact will be provided. **ACTION: RN**

13. Broadband Coverage

Cllr Lofts provided an overview of progress with this initiative and is still assessing the size of the issue within the Parish. It is reported that there have been 20 respondents following the information request included in Contact and via Facebook, with another 10 + households expected to be effected who have not yet provided details. Overall it is thought that the infrastructure is available, we just need to fully utilise it. Help has already been offered to some who have / could upgrade. Details will, once again, be included in the next edition of Contact, hoping to reach those who have not yet come forward. **ACTION: CLERK/JL**

14. Village Skip Scheme

The provision of the third skip will be on Friday 10th - Saturday 11th January, as part of the 'Village Skip Scheme'. Following the success of the first 2 skips in July and September a larger 8yd skip will once again be provided at a cost of £269 +VAT. Cllr Nikiel, Cllr Shelton, Cllr Ungless and Cllr Merchant agreed to oversee the skip whilst on site. A separate small bin will be provided for the disposal of any batteries. Cllr Nikiel will display the necessary information posters onsite. **ACTION: RN/EM/LS/DU**

15. Bledlow Ridge Recycling Centre.

The planning application process is underway. It is hoped that this will be finalised ahead of the new Buckinghamshire Unitary Council. There is nothing further to report at this time.

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 to the Clerk that it is thought that the display which illuminates if a vehicle is travelling over the 30mph limit, is quite dull and not as bright as it should perhaps be. Cllr Nikiel will look into this, and check the battery. The original unit has been working well in Sprigs Holly Lane for over a month. The Clerk reported that positive feedback in relation to the use of the MVAS devices has been received from local residents. **ACTION: RN**

18. Local Crime.

There is nothing further to report at this time.

19. Roles and Responsibilities

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

20. Clerks Matters – including late received correspondence.

- The Clerk reported that details of a TfB initiative had been received 'Do You Know the Speed Limit?', launched a new online e-learning module, which can be accessed via the BCC website. All details have been included on the radnage.net website.

- Councillors are reminded that the Clerk will not be present at the April meeting. It is not necessary to find a replacement Clerk for the meeting itself as it is quite acceptable for a Councillor to take the Minutes if there is a volunteer to do so. Cllr Lofts kindly agrees to undertake the Minutes. **ACTION: JL**

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 12th February 2020 at 8pm**, to be held in the Village Hall.

The formal meeting closed at 22.10 hours

PUBLIC SESSION

- It was suggested that for the position of Village Hall Manager the actual number of hours required would be than that advertised due to the appointment of an approved maintenance provider. As covered at Item 7. this will be discussed with the applicant.

- The Council are informed that SSE will be carrying out tree work within the curtilage of the Village Hall. A contact number was provided to the Clerk.

The Chairman closed the meeting at 22.20 hours.

Chairman's Signature: R. Nikiel

Date: 12th February 2020