

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS BE HELD ON WEDNESDAY 8th JULY 2015 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Ms Elizabeth Fynn, Vice-Chairman Mrs Sue Jones, Mr Frank Coggrave, Mrs Helen Orchard and Mr Robert Nikiel and Clerk Mrs Gill MacKenzie.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting. There were no apologies. There were 2 members of the public present; Mr Ian Blaylock (until item 10) and Mr Lew Perring.

MEETING CLOSED FOR PUBLIC SESSION

Mr Blaylock asked the council to support his suggestion that improved signage should be installed at Hatch Lane as this road is not considered suitable for heavy goods vehicles.

MEETING REOPENED

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

Cllrs Orchard and Nikiel declared an interest in Item 8 on this agenda as they both rent land belonging to Radnage Charity.

3. Acceptance and signing of minutes of the Ordinary Meeting of the Parish Council held on 10th June 2015.

It was proposed by Cllr Nikiel, seconded by Cllr Orchard with all in favour that the minutes of the Meeting of the Parish Council held on 10th June 2015 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 of the Ordinary Meeting of the Parish Council not otherwise included in this agenda.

The Clerk reported that the letter at Item 7 had been sent to Mr Watts. The Clerk also confirmed that she had been advised by the Clerk to Stokenchurch Parish Council that they did not currently have a Neighbourhood/Village Plan.

5. Planning Applications.

- 15/06565/FUL 34 Green Lane: Householder application for insertion of 2 dormer windows (1 in each side elevation). The Parish Council had no objection to this planning application.
- 15/06601/FUL 77 Green Lane: Householder application for raising of roof and roof alterations including x4 new rooflights in connection with loft conversion and infill extension to the side. The Parish Council had no objection in principle to this planning application but all were mindful that there is currently no resident neighbour in the house alongside this property which could potentially be overlooked. This property has already been subject to development and therefore councillors were concerned that this could be viewed as overdevelopment in an area within the Green Belt and the regulations covering Green Belt and CAONB need to be considered (e.g. 50% rulings).

6. Finance

a) The Clerk advised that the monthly budget summary had been circulated to councillors prior to the meeting and no questions arose from this. The Clerk reported that at the end of June the Business Account had a balance of £37,971.40 which included the transfer of £8,000 from the Treasurers Account

and represented monthly interest of £1.28. The Treasurers Account had a balance of £15,838.05 which included the reclaimed VAT from the previous financial year.

b) The expenditure of £200 +VAT for emergency repairs to Village Hall gents toilet during June was approved by all as having been sanctioned by Cllrs Nikiel and Fynn at the time of need.

c) The payments for June 2015 were approved as proposed by Cllr Coggrave, seconded by Cllr Nikiel and agreed by all. Cllrs Orchard and Nikiel undertook the signing of cheques.

d) As the council was not scheduled to meet during August and the Clerk would be away on holiday for part of this time, a process of payments for urgent business was proposed and agreed. Whilst the Clerk was on holiday, the cheque book would be held by Cllr Orchard.

- Returns of village hall deposits would be identified by the Bookings Clerk as normal, and copied to Cllr Orchard who would then arrange for 2 signatories to sign the relevant cheques and pass the cheques to the Bookings Clerk for onward transmission.
- Building works (as already approved by council) and deposits would be invoiced and 3 councillors would be asked to initial the payment as being approved and the cheques signed by 2 signatories and sent to the contractor.
- Emergency repairs would be endorsed by 2 councillors and payments made against an invoice in the usual way.

e) Information regarding monies potentially available to be bid for through the Local Area Forum had been circulated to councillors just before the meeting. Cllrs were requested to give some thought to the criteria so that this could be discussed at the September meeting of the council.

7. Progress with Co-Option.

Cllr Fynn advised that she had approached Simon Perry who had decided that he was currently unable to give the time needed to be a councillor, and that she had not spoken to Tamsin Addison who had offered help with project work but did not wish to be considered as a councillor. It was not thought practical to ask for help with project work and Cllr Fynn agreed to re-approach to see if Tamsin would reconsider a role as councillor.

ACTION: EF

Cllr Jones had also approached another resident on Bottom Road but again, this was not successful. Mr Lew Perring had been asked to consider returning to the council and had agreed. Councillors were delighted to vote Mr Perring back onto the council (proposed by Cllr Fynn and seconded by Cllr Jones with all in favour). Cllr Perring completed his Acceptance of Office form straight away and took up his seat on the council immediately. His declaration of interests and bank mandate form were presented to him for completion.

ACTION: LP

8. Radnage Poors Charity

Cllrs had all been provided with comprehensive copies of all correspondence regarding the request to nominate a parishioner to serve as a Trustee of the Radnage Poors Charity including the response received from the Clerk to the Trustees of the Charity. Following a brief discussion the council decided that they would seem to have no value in the process and that they were being asked to ratify and not appoint representatives. The council considered that it was being asked to endorse something on which they have no input or rights and could be perceived to be in part responsible if something were to go wrong. They therefore concluded that under the existing arrangements the council wished to be disassociated from the Charity and that the Charity be asked to remove the council from the current process. This proposal was made by Cllr Fynn, seconded by Cllr Coggrave with all in favour bar one abstention (Cllr Perring having been newly appointed as a councillor).

ACTION: Clerk

9. Village Hall

a) Cllr Jones reported a busy month. A missing cooker shelf had been replaced and a couple of leaks found in the Gents toilets which had to be resolved and emergency plumbing work undertaken.

Damaged floor tiles in the bar area had been replaced to make the floor safe with thanks to Phil Channer for his assistance with this.

Councillors were reminded that the original decision to advertise in Chiltern View magazine for one year was coming to an end. It was proposed by Cllr Orchard, seconded by Cllr Jones with all in favour that the arrangement be extended for a further period of one year at a cost of £360 p.a. Cllr Orchard undertook to ask the Bookings Clerk if she could ask hirers where they had heard about the Hall in a bid to identify if this advertising was proving worthwhile. **ACTION: HO**

A problem with the emergency lighting had been found and it was discovered that information available did not make it easy to understand how to check this. It was agreed by all that a qualified electrician should be engaged to assess the system and to advise if it was compliant. **ACTION: FC**

The offer of 95 stacking, padded chairs had been resurrected by the steward of the Aylesbury Masonic Lodge (Tony Richards) The Lodge were asking for a fee of £5 each chair (amounting to £475). It was proposed by Cllr Jones, seconded by Cllr Orchard and agreed by all that subject to the chairs being found suitable that a sum of up to £550 be allocated for the purchase and transportation of these chairs. Viewing and acceptance of suitability would involve at least 2 councillors. **ACTION: SJ**

b) Cllrs had been provided with a comprehensive report and recommendations for noise reduction prior to the meeting. Cllrs Nikiel and Jones together with Mr Tony Eden had looked carefully at the eight options, selected three as a short list and visited two village halls in Henley and Frieth to see the products first hand and speak to the hall managers. They reported that the improvement to the sound absorption in both halls visited was significant and that the management were very satisfied with their results.

Following a brief discussion, it was proposed by Cllr Jones, seconded by Cllr Coggrave with all in favour that the company Acoustisolve of Huddersfield, subject to a satisfactory site visit to the Hall, be asked to undertake the work of installing panels at a cost of up to £3,000 (VH Projects) Thanks were recorded to Tony Eden for his work in pursuing this initiative and for his advice and analysis of quotations received. **ACTION: SJ/FC**

10. Open Spaces

a) Cllr Fynn advised that she was making progress in receiving quotes for the demolition of the Black Barn. The work to be carried out included the demolition, making good the site and re-seeding the ground and it was possible that this could be split into 2 separate jobs. It was mentioned that the Barn was to be commemorated with a plaque on the site and that this could be incorporated into the overall task. Cllr Fynn was mindful that local residents would need to be kept apprised and offered alternative parking for the duration of the work. **ACTION: EF**

b) Cllr Nikiel advised that he had created an electronic format for the monthly playground inspection reports and that he was making arrangements to synchronize the reports with forthcoming meetings of the council. He was in receipt of the annual Playground Inspection Report from WDC and would report back on their findings at the next meeting of the council. **ACTION: RN**

c) The Clerk advised that a letter had been received from the Radnage Women's Institute advising that as part of their centenary celebrations, they proposed to plant daffodils in various places around the parish. The Clerk would respond to their letter, identifying the ownership of the sites chosen and as most were owned by the council on behalf of the village, would be able to provide the information requested. All councillors welcomed the initiative and stated that daffodils would certainly provide some colour around the village.

A letter had been received regarding the nomination for the election of a trustee on the Chilterns Conservation Board. The CVs of prospective candidates was circulated to councillors who would be asked to vote on this at the next meeting of the council. **ACTION: All**

A vote of thanks was given to Phil Channer for his work in tidying up areas around the bus shelters and notice boards prior to Garden Sunday - as proposed by Cllr Perring, seconded by Cllr Nikiel and agreed by all.

11. Clerks Matters – including late received correspondence.

The Clerk advised that a new tenant had taken over a half plot at the Sprigs Holly Lane allotments. There were still vacant plots available if required.

12. Forthcoming Meetings and Attendees.

Unfortunately Cllr Fynn had been unable to attend the annual Planning Forum meeting. Cllr Orchard had attended a Briefing for New Councillors held by WDALC and that she had found it to be an interesting evening. She gave a brief overview of the topics covered and stated that she would make a few notes from the evening and email this to councillors for information. **ACTION: HO**

Cllr Jones had attended the Armed Forces Day flag raising ceremony and had signed the Community Covenant on behalf of the council. A certificate had been provided to record this event.

13. Date of Next Meeting:

The next meeting of the Parish Council was scheduled to take place on **Wednesday 9th September 2015** commencing at 8pm in the Village Hall.

There was no further public session.

The Chairman closed the meeting at 21:37 hours.

Chairman's Signature:

Date:

Appendix 1

Payments approved:

Cheque number 2798	Mark Ferguson plumbing 30 June £200 +VAT
Cheque number 2799	Woodridge Cleaning Supplies - £16.25
Cheque number 2800	G MacKenzie – clerks salary and expenses £500.93
Cheque number 2801	Garden Sunday booking - J Bailey – return VH deposit £50
Cheque number 2802	Chiltern Directories – Jul and Aug advert £72
Cheque number 2803	S Jones – for cooker shelf £44.40
Cheque number 2804	Wycombe District Council –annual playground inspection £76.80
Cheque number 2805	G Spratt – Hedgecutting and grasscutting qrtly payment £1211.50

Electronic transfer	Debbie White – Village Hall cleaning – June 2015 = £213
Standing Order	C Eden – Village Hall Bookings Clerk – June 2015 £216
Direct Debit	Southern Electric monthly payment £68
Direct Debit	Sita UK - £72.55