

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 11th JULY 2018 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Ms Tamsin Addison, Mr Everton Merchant, Mr Peter Turner, Mrs Morag Wagstaff and Clerk Mrs Lin Freeth.
The Council were advised ahead of the meeting that Cllr Merchant would be delayed in his attendance due to prior engagements.
There were 9 members of the public present for the meeting.

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

The Chairman welcomed everyone to the meeting.

Apologies for absence had been received from Cllr Mrs Alex Ryan, Mr Darren Ungless, County Cllr Carl Etholen and District Cllrs Shade Adoh and Saeed Saddique.

MEETING CLOSED FOR PUBLIC SESSION

The matter of planning process was raised and queried why consideration of applications is, on occasion, made ahead of a meeting with clarification over consultee deadlines and possible extensions. Information regarding this matter was provided. There are inevitable challenges with prescribed timescales dependent upon when an application is submitted, the 21 day response date, and when the Parish Council meet. The Planning Department have indicated that the government are very keen to speed up the planning system and that perhaps all procedures need to be reviewed to allow planning applications to be determined in the minimum timescale possible.

A statement was made to the council to explain the situation regarding a current Enforcement Appeal case, by the appellant, with a review of the applications made and the problems encountered. There are a considerable number of documents associated with this case and Councillors were invited to attend site, at a mutually convenient time, to discuss these, for clarification of any queries or concerns, if required, or to answer any arising questions.

Mention was made of subjective cases, especially in neighbouring villages, and it was explained that councillors spend a great deal of time in consideration of each individual application that comes before them to comment based on facts and information supplied, not on personal opinion or preference, and citing policies where applicable.

MEETING REOPENED

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

Cllr Merchant declared had previously declared an interest in the planning application (Boundary Farm) at Item 6 and did not take part in planning considerations relating to it. No other declarations were made.

3. **Acceptance and signing of the minutes of the Ordinary Meeting of the Parish Council held on 13th June 2018.**

The minutes of the meeting held on 13th June 2018 were approved as proposed by Cllr Addison, seconded by Cllr Turner 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.**

Confirmation from Transport for Bucks had been received today advising the Council that the planned MVAS device could now be ordered and agreeing its use in the sites proposed in Green End Road (2 sites), City Road near to Radnage School (both directions) and in Sprigs Holly Lane where an existing BT pole is proposed. An application will be made to BT for permission to do so. Cllr Nikiel has confirmed details with the MVAS supplier and the order will now be progressed. The equipment is likely to be received in 2-3 weeks. A volunteer list is held by the Clerk of those people who expressed an interest in being involved in receiving training to be responsible for the overseeing of the MVAS. The format of the data will be requested, and if there is a choice. It is proposed that baseline measurements be taken before the LEDs become active. **ACTION: RN**

The TfB representative was made aware of other concerns in the village during his recent site visit as follows:

- The new BT Fibre cabinet in Green End Road - photos were taken. He will advise accordingly.
- Concerns raised regarding school traffic using the junction of City Road and Green End Road in which to turn around was also discussed. This is not illegal, just not advisable! The local community police will keep a presence and Radnage School will continue to advise parents/carers of a 'safer' option.
- Suggestion to impose a 20mph limit outside of Radnage School – it is estimated that this would cost in excess of £7k to pursue this option, even if the application fails. It is also advised that 20mph is not enforceable. Costs, rules and further information will be sought but it is hoped that the MVAS will make a difference to the speed of traffic in this area and will provide data to support an application should we wish to pursue it. **ACTION: RN**

The Parish Council welcomed Cllr Merchant to the meeting at 9pm.

5. Locally Focused Village Projects

Apologies had been received from Graham Wass who was unavoidably detained on other business and not able to attend the meeting. Cllr Merchant reported that a prototype website has been created based upon previous discussions, and associated costs received. This matter will be brought to the next meeting of the Council in September to see if this will be pursued. **ACTION: EM**

6. Planning Applications.

To note planning decisions:

- Case Ref: 18/05981/FUL – Greenway, Green End Road – *application for erection of detached garage with store over and associated driveway (alternative scheme to 17/06592/FUL)*
Application permitted.
- Appeal Case Ref: 17/07381/FUL - Guelder Barn, City Road - *Householder application for construction of replacement detached garage.* Appeal Dismissed

To consider planning applications:

- Case Ref: 18/06083/CLE – The Barn, Green End Road – *application for Certificate of Lawfulness for existing car repair and maintenance workshops with auxiliary office.*
The Council noted that it is their understanding with this case that it is a matter of fact and degree not opinion. The applicant needs to prove that they have been operating for 10 years without planning consents. The council has found no evidence in the documents supplied to support the certificate or refute it. The photographs are too recent to support the application. The neighbour statement seems to support its operation for several years. He is asking for conditions to be put on the time of its use, but it is thought that this is beyond the scope of the certificate of lawfulness.
- Case Ref: SN/18/06443/FUL – OS Parcel 3339, Green End Road – *revised application for retention of the use of the outbuilding as a non-incident and self-contained detached dwelling.*
The Council took into account the following points when reviewing this application: The original permission was granted for a 'garden building' with conditions that included the following:
Condition 2) To be built as stated in the application. However, the current structure contains roof windows, which the original submitted drawings did not detail.
Condition 4) Not at any time to be severed and occupied as an independent unit. However, by the applicants own admission, the building has and is being used as an independent unit.
Condition 5) No development until the stable and summerhouse have been demolished. However, the summerhouse remains.
When considering this application for a new dwelling then the same considerations should be made as if it were not already constructed. On this basis the following points were taken into consideration:
The submitted planning statement does not adequately address the need for a Design and Access Statement, a Conservation Area Statement, or a Landscape and Visual Impact Assessment.
As the structure was originally built as a garden building without living space, there is a question over whether the construction was appropriately assessed by Building Control.
Although the design of the structure is sympathetic to the AONB, the building is located beyond the existing residential curtilage and as such it does impact the character of the landscape (policy L10). The Parish Council recognises that within the village there are those that have no objection to this development, but there are also those that do object.
As a general principle, the Parish Council wishes to see the open character of our village preserved. The Parish Council is also concerned with the setting of precedent from any application that might indicate that planning policy and/or conditions can be ignored resulting in development which would not normally be permitted being allowed through retrospective planning processes.
If this development is permitted then strict conditions should be applied to prevent any further development of the site. Additionally, as a 'new dwelling', it should be assessed for application of Community Infrastructure Levy.
- Case Ref: 18/06442/CLE – Boundary Farm, Sprigs Holly Lane – *application for certificate of lawfulness for erection of a replacement stable block/tack and hay store.*
The Council noted their objection to the certificate of lawfulness as the building has not been in use as a stable or hay store. Having considered the planning history there was an application on 19/11/17 to change its use to a single story dwelling ref: 17/08008/FUL which was withdrawn. The building has not been used as a stable, and the applicant would have to provide evidence of its use for 4 years as a stable. There is no evidence of this. It can be seen that some work was completed but the use of the building is not clear. More evidence of its use would be required before it can be agreed. Given the previous application to convert it to housing the applicants intent has been signalled.
- Case Ref: 16/00482/OP Appeal Ref: APP/K0425/C/17/3185382 – Rear of Rose Cottage, Green End Road – *appeal against Enforcement Notice – alleged erection of new building to rear.*
Information was provided during the public session of this meeting with some discussion, as agreed by the Chairman, and queries answered in relation to the criteria, conditions, size and scale, discrepancies

within documentation and its status as a building or a caravan. The Council will further consider this case and seek clarification on any points from the applicant/s and/or the case officer, enforcement officer, or inspectorate, if required, with comments being submitted on behalf of the Council via the Planning Casework Service to the Planning Inspectorate.

Planning comments are submitted by the Clerk on behalf of the Council.

ACTION: CLERK

Planning Control:

- There are no further updates at this time.

7. Roles and Responsibilities

a) Following recent resignations it is agreed that Cllr Addison, Cllr Merchant, Cllr Wagstaff and Cllr Ungless - who previously expressed his interest in being appointed, with confirmation of this received via email - and Cllr Nikiel as ex-officio member, and acting Chair, be appointed to form the Planning Committee. The details included on the Terms of Reference paperwork will be updated and put on file as required.

ACTION: CLERK

b) Following recent resignations and appointments the existing allocation of roles and responsibilities within the Parish Council were discussed and details will be circulated to Councillors for their reference. Consideration of this, and where responsibilities may be allocated moving forwards, will be determined at the next meeting of the Council in September.

ACTION: RN

8. Finance

a) The Clerk had circulated the latest budget summary and no questions arose from this. The Clerk advised that as at 30th June 2018 the Business Account held a balance of £31,061.40 representing interest of £1.40 for the last month and the Treasurers Account a balance of £34,972.05

b) Expected expenses had been received from the grass and hedgecutting contractor, the Village Hall cleaning contractor and the playground equipment installer (as expected and within the agreed budgeted amount) and included for payment. The payments for June 2018 were approved as proposed by Cllr Nikiel, seconded by Cllr Wagstaff and agreed by all. Cllr Addison and Cllr Turner undertook the signing of the invoices and cheques.

9. Village Hall

a) It is suggested that the Village Hall encourages hirers to recycle, and to provide the necessary facilities for this. This has been done previously but it was found that following events the recycling was mixed, and bins contaminated, rendering them unable to be recycled. A possible solution for this will be looked into.

ACTION: RN

Problems have been experienced recently with delayed waste collections by our provider and a letter expressing our concerns, and highlighting the problems encountered, will be sent to them to ensure continuity of service.

ACTION: CLERK/RN

A possible grant to replace the existing 55 x GU10 bulbs in the main hall and small hall with LED bulbs will be looked into.

ACTION: CLERK

b) Quotations for remedial works to rectify the problem of previous power outages experienced in the main hall, entrance and toilets are being progressed.

ACTION: RN/PT/DU

10. Defibrillator – Village Hall

Cllr Addison reports that the application made to the British Heart Foundation, for 50% of the cost of an AED plus training, has been successful and the Nation of Lifesavers Community Package (iPAD SP1 defibrillator and Call Push Rescue training kit) has been approved.

The Parish Councils contribution of £600 was budgeted for within the 2018-19 figures and is approved for payment as proposed by Cllr Nikiel, seconded by Cllr Merchant, and agreed by all present. This will be included for payment at the September meeting.

The award is made on the basis that the AED is placed in an uncoded/unlocked cabinet, which is not supplied, and will have to be funded by the Parish Council. Three quotes will be obtained for the supply and fitting of the cabinet and for any 'worry free' maintenance package. A maximum budget of £500 for the cabinet plus £500 for installation and incidental costs is approved as proposed by Cllr Turner, seconded by Cllr Merchant, and agreed by all present.

The costs of an additional device and associated expenses have been supplied, as requested, by Cllr Addison to the Progressive Supper Team and the WI for their consideration in supporting this project.

ACTION: TA

11. Risk Assessment/Open Spaces

a) The Clerk confirmed that the monthly playground inspection report had been received which reported that the bins are still okay. The ground anchors need to be fitted as the benches are being moved around.

ACTION: RN

The new playground equipment has been safely installed and located as advised by the installers, and is already being enjoyed by the children. Grateful thanks are extended to Cllr Ryan for her hard work in delivering this project.

It is proposed that the existing two swing sets are restored by repainting in brightly coloured paints as part of ongoing maintenance within the play area. An expenditure of £475 for repainting, which falls within the allocated budget for repairs and maintenance, is proposed by Cllr Nikiel, seconded by Cllr Merchant, and agreed by all present. **ACTION: AR**

b) Cllr Nikiel reported that the burial ground is all as it should be with no problems at this time and that the grass and hedging has been trimmed with the site looking neat and clean. The compost bin is now full. The PCC contractor will empty it as soon as is possible. Roy Boults bench still needs to be fixed with ground anchors if required. **ACTION: RN**

c) An update on the bus shelters and noticeboards will be received at a future meeting. All noticeboards will be treated with wood preservative as soon as possible. **ACTION: RN/CLERK**

d) There is nothing to report at this time.

12. Emergency Planning Statement

The updated Emergency Planning Statement, as discussed at the April Meeting (Winter Weather Snow Plan Policy), has been considered by councillors and is duly adopted as proposed by Cllr Wagstaff, seconded by Cllr Merchant, and agreed by all present. This will be included with Policy documents on the radnage.net website. The 'Are You Ready' booklet produced by the Thames Valley Local Resilience Forum 'to provide clear practical advice to help you, your family, your businesses and your community prepare for and respond to an emergency' will also be circulated and included as a link on the radnage.net website. **ACTION: CLERK**

13. Death of a Sovereign and/or senior member of the Royal Family.

Wycombe District Council has a protocol in place which we could adopt and a copy of this has been requested but not yet received. This will be added to the Agenda for September. **ACTION: CLERK**

A copy of the proclamation, undertaken by the High Sheriff of Buckinghamshire outside the Old Crown Court Building in Aylesbury at lunchtime on the second day after the death of a Sovereign, to mark the passing of the late Sovereign and proclaim the new Sovereign will be made available to us at the appropriate time.

14. Remembrance Sunday.

To mark the Centenary of the Armistice celebrations this year the Parish Council will work together with St. Mary's, the British Legion, Radnage School and the Radnage 1st Scout Group to do more as a community. An application to the Covenant Fund has been made for 10 'There but not there' silhouettes to be included as part of the commemoration and we await their decision. It is suggested that a representative of the Parish Council does a reading at the service but various options are currently under discussion with the various groups in Radnage and progress will be reported at the next meeting. **ACTION: RN**

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

a) In the absence of the Clerk in September, and it not being necessary to find a replacement for the meeting, the date will remain as September 12th and a volunteer Councillor will take the Minutes.

b) The Clerk reports that complaints have been received regarding the level of noise by hirers/guests during a recent event at the village hall. This matter was discussed with the Bookings Clerk and all information received taken into account. All hirers should be considerate of nearby residents in a village location but it was noted that this is a rare occurrence with other factors playing a part, such as the very warm weather causing doors and windows to be open. Apologies will be sent to those affected. **ACTION: CLERK**

Further cleaning was required at the village hall following this event and it was therefore proposed that 50% of the Hire Deposit be withheld to cover costs. All are in agreement.

c) The Parish Council have been notified, by the race organisers, of the annual Rugged Radnage race day which will be held this year on Sunday 18th November at 10am, in aid of Radnage Primary School, and will include both 10k and 5k running races. The organisers will be asked to supply details regarding the course route, timings and any other relevant information relating to the day as soon as they are available, so that they can be noted and circulated as required. **ACTION: CLERK**

d) It was brought to the attention of the Parish Council that the signage for a recent cycle club road time trial event had not been taken down. Also that during the event the cyclists were not giving way to cars and were seen to be overtaking horse-riders when other vehicles were approaching. Contact will be made with the club involved to make them aware of this. **ACTION: CLERK**

e) Cllr Peter Turner formally tendered his resignations from the council, with effect from September 12th, due to work commitments. The Clerk stated that a Notice declaring this Casual Vacancy will be advertised on 16th July and that following the statutory period would be advised by the Returning Officer at WDC if an election was required, or if the council could go ahead with Co-Option procedures. The vacancy will be included in the next edition of Contact. **ACTION: CLERK**

16. Forthcoming Meetings and attendees.

a) Recently attended meetings.

- Wycombe District Rural Forum - Rural Farm Walk June 21st at New Hatches, Hatches Lane, Great Kingshill (RSVP by 15th June) – Cllr Merchant was unable to attend.

b) To agree and approve attendance at any forthcoming meetings:

- Project Griffin – WDC Terrorism Awareness – July 23rd 10am-1pm or 2pm-5pm, Council Chamber WDC – Clerk & Cllr Wagstaff to attend

18. Date of Next Meeting:

The next **Ordinary Meeting** of the Parish Council is scheduled to take place on **Wednesday 12th September at 8pm**, to be held in the Village Hall.

PUBLIC SESSION

There were no members of the public present for this session.

The Chairman closed the meeting at 22.35 hours.

Chairman's Signature: R. Nikiel

Date: 12th September 2018