

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 10th JUNE 2015 AT 8 PM IN RADNAGE VILLAGE HALL

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

1. Welcome and Apologies for Absence.

The Chairman welcomed councillors to the meeting. Apologies had been received from Cllr Coggrave who was away on holiday. There were no members of the public in attendance.

There was no requirement to close the meeting for a public session.

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

Nil declarations were received.

3. Acceptance and signing of minutes of the Annual Meeting of the Parish Council held on 13th May 2015.

It was proposed by Cllr Orchard, seconded by Cllr Jones with all in favour that the minutes of the Annual Meeting of the Parish Council held on 13th May 2015 be accepted as a true and accurate record. The Chairman signed and dated the minutes.

4. Acceptance and signing of minutes of Ordinary Meeting of the Parish Council held on 13th May 2015.

It was proposed by Cllr Orchard, seconded by Cllr Nikiel with all in favour that the minutes of the Ordinary Meeting of the Parish Council held on 13th May 2015 be accepted as a true and accurate record. The Chairman signed and dated the minutes.

5. Acceptance and signing of minutes of the Annual Parish Meeting held on 20th May 2015.

It was proposed by Cllr Nikiel, seconded by Cllr Jones with all in favour that the minutes of the Annual Parish Meeting held on 20th May be accepted as a true and accurate record. The Chairman signed and dated the minutes.

6. Report on progress on items in the previous minutes of the Ordinary Meeting of the Parish Council not otherwise included in this agenda.

No items to report.

7. To consider any actions suggested at the Annual Parish Meeting held on 20th May 2015.

The councillors considered any action required following the Annual Parish Meeting (APM) and agreed that all but two items which were listed under the heading of Planning, had been answered adequately at the meeting and were recorded as such.

The request that the council should ask the owner of the campsite at Bella Vista to take measures to secure and restrict access to the field to prevent any possibility of travellers gaining unauthorised access was considered. It was agreed by all that a letter should be sent to the owner, Mr S Watts, to point out to him that this concern had been raised by a member of the public at the APM and to ask him if he has any plans for securing access.

ACTION: Clerk

Councillors also briefly discussed the suggestion that they should reconsider their earlier decision not to produce a Neighbourhood or Village Plan and it was decided that they would not be pursuing this at this time. The Clerk was asked to enquire if Stokenchurch have a Neighbourhood/Village Plan.**ACTION: Clerk**

8. Planning Applications.

It was noted that the council had recorded a No Objection response to the planning application for the demolition of existing garage and construction of replacement 3-bay garage at Bennett End Farm.

9. Finance

a) 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 May the Business Account had a balance of £29,970.12 representing the monthly interest of £.31 and that the Treasurers Account a balance of £23,242.06. The Clerk advised that since then, the transfer of £8,000 had been made from the Treasurers Account into the Business Account.

b) It was proposed by Cllr Fynn, seconded by Cllr Jones with all in favour to approve attendance at a forthcoming 'Becoming a Councillor' training for Cllrs Nikiel and Orchard.

c) The payments for May 2015 were approved, as proposed by Cllr Jones, seconded by Cllr Nikiel with all in favour. Cllrs Jones and Orchard undertook the signing of cheques.

[Secs Note: Cllr Nikiel has since been added to the list of signatories on the Treasurers Account.]

10. Progress with Co-Option.

Councillors discussed the need to encourage more individuals to stand for council. The Chairman agreed to approach Simon Perry and Tamsin Addison to see if they could be persuaded to consider standing.

ACTION: EF

11. Armed Forces Covenant.

Following a brief discussion, councillors agreed to reconfirm their commitment to support the Community Covenant and Cllr Nikiel volunteered to represent the council by attendance the official signing event (following on from the Armed Forces Day flag raising ceremony) on 22nd June 2015. The Clerk would respond to WDC accordingly.

ACTION: Clerk/RN

12. Village Hall

Cllr Orchard had provided a report on the Village Hall advising that meetings to arrange the handover from Cllr Jones had taken place and that a broad definition of areas of responsibility had been identified between Cllrs Orchard and Coggrave.

It had been necessary to call out an engineer from the boiler maintenance company and that the problem (a burning smell) had been resolved.

Work was to take place to devise a simple health and safety /risk assessment check list so that this task could be shared and a review of the contractual arrangements with the Bookings Clerk and the Cleaner was to be undertaken to ensure that arrangements were still working well on both sides.

It was also suggested that some additional secure key and file storage was required in the hall and, following agreement from all councillors present, Cllr Orchard undertook to research available and suitable options and report back.

ACTION: HO

Cllr Orchard advised that the other ongoing Village Hall projects included the 'acoustics project', progressing proposals for better sound insulation, was being followed up by Cllr Jones. In addition, Cllr Coggrave was continuing to progress quotes for the toilet refurbishment but this was proving difficult due to the job being too big for a one-man-band but too small for a major contractor.

ACTION: SJ/FC

Cllr Jones also advised that she continued to chase the possible offer of second-hand padded chairs.

ACTION: SJ

13. Open Spaces

a) Cllr Nikiel was reminded of the need to provide a monthly Childrens Playground inspection report. He advised that he was planning to produce an electronic format for future reports. **ACTION: RN**

b) Since there was no further interest in the Black Barn from the Historic Branch of the Chilterns Society and Mr Blaylock considered his liaison role redundant and had returned the key to the building to the Clerk, there was a need to identify a project officer to arrange for the demolition of the Barn. Cllr Fynn agreed to continue with her role in this project and to obtain quotes for the demolition of the Barn and to report back to the council. **ACTION:EF**

14. Clerks Matters – including late received correspondence.

There was no further correspondence to be considered.

15. Forthcoming Meetings and Attendees.

Cllr Fynn declared an interest in attending the Annual Planning Forum at WDC taking place on Tuesday 30 June, 6.30pm to 8.30pm, in the Council Chamber. Cllr Fynn undertook to respond to WDC (Sarah Barfield) direct.

16. Date of Next Meeting:

The next meeting of the Parish Council was scheduled to take place on **Wednesday 8th July 2015** commencing at 8pm in the Village Hall. Cllr Fynn advised that there was a chance that she would be unavailable to attend this meeting and that she would let the Vice-Chairman know if this was to be the case.

PUBLIC SESSION There was no requirement for a late public session.

The Chairman closed the meeting at 21:15 hours.

Chairman's Signature:

Date: