

# PARISH OF RADNAGE

## A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 8<sup>th</sup> JUNE 2016 AT 8 PM IN RADNAGE VILLAGE HALL

**Present: Councillors:** Chairman Mrs Sue Jones, Vice-Chairman Mr Robert Nikiel, Mr Lew Perring and Clerk Mrs Gill MacKenzie and 3 members of the public.

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

The Chairman welcomed everyone to the meeting. Apologies for absence had been received from Cllr Tamsin Addison (family circumstances) and Cllr Frank Coggrave (out of the country), County Councillor Carl Etholen and District Councillor Shade Adoh. The Chairman remarked that the meeting was quorate with the 3 councillors present.

### **MEETING CLOSED FOR PUBLIC SESSION**

The meeting was closed for a public session.

Mr Andy Bailey had prepared a document detailing several aspects of Allotment related proposals that he asked the council to consider. These suggestions would be added to a future agenda for discussion.

The public attendees included 2 prospective councillors and both were asked to give a brief talk to explain why they wished to be considered as councillors and what skills and areas of interest and responsibility they would like to offer to the existing team.

Mr James Darley stated that he was retired and worked as a literary editor and had time available. His interests included the bad state of the roads, winter road access, disposal of common land, provision of a skip for all to use, the provision of a house identification map and the disconnect between the council and residents.

Mr Peter Turner had previously expressed an interest in the role of councillor and stated that he wished to contribute to maintaining the village community. He was currently a senior manager in a blue chip/IT company and was good at DIY projects around his home. He explained that he was interested in the outdoor areas the council had a responsibility for, and was willing to support the management of the Village Hall.

The Chairman read a statement from Mrs Alex Ryan (who was unable to attend due to a prior engagement), who had also previously shown an interest in becoming a councillor, saying that she was keen to help to run the community. Alex offered her communication and organisation skills and said she had a background in sales and recruitment. She was particularly keen to be involved in planning issues and the running of the children's playground as well as promoting an interest with the younger families in the village.

### **MEETING REOPENED**

**2. To receive any disclosure of pecuniary interests by Members relating to items on the agenda.**  
No declarations were made.

**3. Acceptance and signing of minutes of Annual Meeting of the Parish Council held on 11<sup>th</sup> May 2016.**  
It was proposed by Cllr Nikiel, seconded by Cllr Perring with all who had been present, in favour that the minutes of the AMPC held on 11<sup>th</sup> May 2016 be accepted as a true and accurate record. The Chairman signed and dated the minutes.

#### **4. Acceptance and signing of minutes of the Ordinary Meeting of the Parish Council held on 11<sup>th</sup> May 2016.**

It was proposed by Cllr Jones, seconded by Cllr Nikiel with all who had been present, in favour that the minutes of the meeting held on 11th May 2016 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 18<sup>th</sup> May 2016.**

It was proposed by Cllr Perring, seconded by Cllr Jones with all who had been present, in favour that the minutes of the APM held on 18th May 2016 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.**

There was nothing to report.

#### **7. To consider any actions suggested at the Annual Parish Meeting held on 18<sup>th</sup> May 2016.**

The request that the old photographs be placed on permanent display in the Village Hall was discussed and it was agreed by all that they would not be placed on the walls but would be copied and the copies placed in a file which could be viewed on request and would be available for viewing at all-village occasions.

**ACTION: SJ/RN**

The concern for road conditions had been raised which Cllr Adoh had agreed to follow up. Cllr Nikiel offered to be a point of liaison on the Parish Council for these matters. The Clerk would email Cllr Adoh to let her know this.

**ACTION: Clerk**

The work currently being undertaken at fields adjacent to Mudds Bank had been a concern for many and Cllr Adoh had since advised of a meeting to discuss concerns further with interested parties and residents. This meeting was to be held on 20<sup>th</sup> June at Longburrow Hall at 8pm. It was agreed that the Clerk should publicise this meeting to all.

**ACTION: Clerk**

#### **8. To discuss the plan for the Co-Option of Councillors to fill the Casual Vacancies.**

The Clerk remarked that 2 vacancies remained on the Parish Council and that 4 expressions of interest had to date been received. It was noted that 2 potential councillors were present at this meeting. The meeting would be followed by a closed meeting to agree a way forward.

#### **9. Planning Applications.**

- Last Pitch – Radnage Common Road. Householder application for erection of single storey rear extension with creation of loft accommodation & insertion of velux rooflights. The Parish Council agreed that they had no objection to this planning application and the Clerk was asked to remark on the preferred access into the village for any wide or HGV vehicles when providing a consultee response.

**ACTION: Clerk**

#### **10. Finance**

a) The Clerk had distributed the budget summary and no questions arose from this. The Clerk advised that at the end of May the Treasurers Account had a balance of £23,555.07 and the Business Account a balance of £21,031.11 which included interest of 81 pence.

b) Payments for May 2016 were agreed by all. Cllrs Perring and Nikiel undertook the signing of cheques. It was agreed that Mr Wesolowski could be paid by bank transfer and that any future payments to Mr Spratt for Grass and Hedge Cutting, once authorised in council, could also be paid by direct bank transfer (BACS).

c) The Clerk advised that an intermediate audit had been advised. This was being called for as part of a random selection (5%) of accounts presented to the external auditor. The Clerk advised that a date of 24<sup>th</sup> August had been set following a 30 day period for examination, by arrangement, of all accountable documents.

d) The Clerk advised that she had taken receipt of anonymous donation of £100 towards the Village Hall.

## **11. Village Hall**

Cllr Jones provided a report on Village Hall matters stating that a small problem had occurred with two of the three seats in the Ladies' toilet becoming detached which had been reattached by Cllr Nikiel and that regular checks might be required to ensure this doesn't happen again.

a) Cllr Jones advised that a communication from BT dated 1 May 2016 had been received advising that the minimum period had ended. (We had a business landline agreement on the lowest tariff possible for £162.50 p.a.) On telephoning the help desk she had been advised that the price had now risen to £21.20 per month (£254.40 p.a.). After discussion the best option on offer had been a rate of £21.20 per month with a monthly discount of £6.00 thus making an annual charge of £182.40. This offer had been accepted for a period of 24 months, to take effect from May 26, 2016.

b) Cllr Coggrave had provided a written report on fire equipment servicing advising that all checks on alarm, extinguishers and emergency lighting had taken place and certificates to this effect would be sent. He also advised that PAT tests were not due till 2017 and that one extinguisher needed to be replaced and this action was in hand and that a bill for these services would be due.

c) The discussions on Village Hall surrounds official signs, safety, property etc was deferred to the next meeting.

**ACTION: Clerk**

## **12. Open Spaces**

a) Cllr Nikiel advised that the monthly inspection of the Childrens Playground had been carried out. He had costed the replacement basketball back boards at between £100 and £150 but as there was no immediate danger to users, this work would not be carried out until the annual RoSPA safety inspection report had been received.

**ACTION: RN**

b) As mentioned at the APM, signage to restrict, where possible, heavy and wide vehicles using the country lanes in the village that discussions with Bucks Highways might prove useful. Cllr Nikiel volunteered to action as a point of liaison with BCC in this matter.

**ACTION: RN**

c) Following the resignation of Cllr Fynn, it was necessary to reallocate the Black Barn project to another co-ordinator. Cllr Perring volunteered to undertake this task and was handed the file to work from.

**ACTION: LP**

d) It was noted with thanks that an email had been received from resident Elizabeth Fynn with a continued offer of help with aspects of open spaces management by herself and Phil Channer.

## **13. Clerks Matters – including late received correspondence.**

The Clerk reminded councillors that a review of Village Hall advertising costs would be undertaken. It was agreed that this be deferred for at least another couple of months so that sufficient data on bookings could be gathered which might prove useful in the investigation.

**ACTION: SJ/Clerk**

#### **14. Forthcoming Meetings and Attendees**

The only known forthcoming meeting was a meeting of Clerks in WDC Offices on 17<sup>th</sup> June 2016.

**ACTION: Clerk**

The meeting to discuss Mudds Bank was minuted at Item 7 herein.

#### **15. Date of Next Meeting:**

The next Ordinary Meeting of the Parish Council had been scheduled to take place on Wednesday 13<sup>th</sup> July 2016 however, due to the Clerk being unavailable to attend it was agreed to reschedule the meeting to **Thursday 14<sup>th</sup> June at 8pm, to be held in the Village Hall.**

#### **PUBLIC SESSION**

There was no further public session.

The meeting was closed at 21:10 hours and was followed by a Closed Meeting of the Parish Council to discuss the next steps in Co-opting councillors to fill the 2 vacancies.

Chairman's Signature:

Date: