

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 13th JUNE 2018 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Ms Tamsin Addison, Mr Everton Merchant, Peter Turner, Mr Darren Ungless, Mrs Morag Wagstaff and Clerk Mrs Lin Freeth.
There were no members of the public present.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting.

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

MEETING CLOSED FOR PUBLIC SESSION

There were no members of the public present.

MEETING REOPENED

2. To confirm the appointment of Councillor Darren Ungless and to receive the Declaration of Interest and Acceptance of Office forms.

The completed forms had been completed, signed and received by the Clerk.

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

Cllr Wagstaff declared an interest in the planning enforcement at Home Farm, to be discussed at Item 8. No other declarations were made.

4. Acceptance and signing of minutes of Annual Meeting of the Parish Council held on 9th May 2018.

The minutes of the meeting held on 9th May 2018 were approved as proposed by Cllr Merchant, seconded by Cllr Ryan and agreed by all as a true and accurate record. The Chairman signed and dated the minutes.

5. Acceptance and signing of minutes of the Ordinary Meeting of the Parish Council held on 9th May 2018.

The minutes of the meeting held on 9th May 2018 were approved as proposed by Cllr Turner, seconded by Cllr Merchant and agreed by all as a true and accurate record. The Chairman signed and dated the minutes.

6. Acceptance and signing of minutes of the Annual Parish Meeting held on 16th May 2018.

The minutes of the meeting held on 16th May 2018 were approved as proposed by Cllr Wagstaff, seconded by Cllr Nikiel and agreed by all as a true and accurate record. The Chairman signed and dated the minutes.

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

The proposed Emergency Planning Statement as discussed at our April Meeting (as the Winter Weather Snow Plan Policy), has now been updated by Cllr Nikiel, and previously circulated to all councillors. Comments are now invited to enable agreement and adoption of this policy at the July meeting. Cllr Turner will take a look at an existing document, 'Be Prepared' produced by the WI for reference. **ACTION: PT**

8. Planning Applications.

To note planning decisions:

- Case Ref: 18/05739/VCDN - Churchfield Farm – *application for removal of condition 11 (home office) to allow the detached outbuilding to be let out on a short term holiday let.* Application permitted.

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 the details included on the Application Form for this case state that 'The existing building is being used for car maintenance and repair. Evidence & declarations attached to prove that it is immune from enforcement' but that there do not appear to be any attached justifications and/or proof, and any information that is supposed to assist in making an informed judgement is not present. A request will be made to the case officer for this information to be made available and for the online portal to be updated accordingly. It is also noted that the 'existing' photographs included as supporting documents have been taken very recently and do not prove any timeline of historic site use.

Planning Control:

- The Clerk provides reports in relation to all of the recent and ongoing cases relating to potential breaches of planning. Some questions were raised as a result of this which will be taken up by the Planning Committee, further discussed and redirected to the appropriate department/s for resolution. Information and notes to be circulated to all councillors. **ACTION: CLERK**

9. Finance

- The Clerk had circulated the latest budget summary and no questions arose from this. The Clerk advised that as at 31st May 2018 the Business Account held a balance of £31,060.00 representing interest of £1.28 for the last month and the Treasurers Account a balance of £38,113.57

- b) The Clerk reported that following the completion of the SSE Deed of Variation for the underground cabling the surplus Land Registry Fees of £42.40 that were not required have been received from Reynolds Parry Jones. This now concludes this matter.
- c) Expected expenses had been received from British Telecom, Suez and from the supplier of the new playground equipment and are included for payment. The payments for May 2018 were approved as proposed by Cllr Nikiel, seconded by Cllr Turner and agreed by all. Cllr Addison and Cllr Turner undertook the signing of the invoices and cheques.
- d) It is resolved that an Intermediate Audit of accounts undertaken by the Clerk/RFO and by the Village Hall Bookings Clerk will take place in October. **ACTION: RN**

10. Village Hall

- a) Cllr Turner reports that he has replaced two of the outside light bulbs to the front of the hall that were faulty / not working. It is thought that a new PIR may also be required. **ACTION: PT**
The two new fridge locks have now been fitted and the spare keys stored in the key cabinet.
The tie back 'hooks' in the main hall will be removed as they are no longer required. **ACTION: RN/PT**
Mention has been made of the marks along the walls in the main hall, caused by the backs of the chairs rubbing against the wall. The cleaning contractor has attempted to remove these but options to remedy this problem need to be considered. Some redecoration will need to be scheduled and then preventative measures taken – perhaps a perspex board around the wall above the existing wood guard?
- b) Quotations for remedial works to rectify the problem of power outages experienced in the main hall, entrance and toilets are being progressed. **ACTION: RN/PT**
- c) The village hall now enjoys a W-Fi connection with guest controls in place. The core user takes priority and will never achieve less than 80% bandwidth. A power source socket needs to be installed in the entrance hall for the equipment which is temporarily powered from within the main hall. Addition of WiFi will be added to any village hall advertising.
- d) The regular rental of the kitchen space is continuing as before.
- e) An existing hirer of the village hall has requested that a regular booking be made for Friday evenings. Whilst we would prefer for the hall to be used on a regular basis there is also the consideration of this being a time when casual hirers may wish to hold a party and/or event. The bookings have been reviewed to find that there have been only 4 Fridays booked for evening events this year so far and just one booked from here on. During 2017 there were only 2 evening events on a Friday. Having considered this matter all are in agreement to accept a regular booking with the hirer be amenable to reverting, temporarily, to the original booking should there be a casual hirer booking from time to time. Cllr Nikiel will inform the bookings clerk of this decision. **ACTION: RN**

11. Defibrillator – Village Hall

Cllr Addison reports that any funding from the Rural Community Defibrillator Group (RCDG) would be for 50% of the costs, for one unit only, and would only apply if stored in an unlocked, uncoded cabinet. An application has been submitted. Information in relation to the costs involved have been sent to the WI and the Progressive Supper committee, as requested, who have expressed an interest in supporting this project to provide defibrillators in the village. Additional costs to the unit itself will be insurance, the storage cabinet, sundry supplies and maintenance. An application has previously been made to the British Heart Foundation for a defibrillator unit and training package and we are awaiting the outcome of this. Radnage Raiders previously offered to donate the defibrillator device that they have although it may present a problem when the device is then used by the club when at training sessions away from Radnage. Cllr Addison will discuss this with them and it is suggested that perhaps it could be used for Rugged Radnage, School Fete etc. **ACTION: TA**

12. 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.
- b) The new playground equipment has been delivered and is scheduled to be installed Friday 15th / Saturday 16th June. Advice will be taken and a final decision made on the siting of the new equipment prior to installation. Cllr Nikiel and Cllr Ungless will liaise with Cllr Ryan. **ACTION: RN/AR**
- c) There is an increasing concern over the rise in incidences of dog fouling, particularly within the village hall grounds. Cllr Ungless will trial the use of a bag dispenser and gauge the level of use by dog owners/walkers. As proposed by Cllr Merchant, seconded by Cllr Nikiel, and agreed by all if the trial is successful a dispenser will be purchased at a cost of up to £70 at a site to be proposed by Cllr Ungless. **ACTION: DU**
- d) Cllr Nikiel reported that the burial ground is all as it should be with no problems at this time and that the memorial cross that had been damaged has been repaired/replaced. The compost bin is now almost full and the PCC have instructed a contractor to empty it as soon as is possible. It is noted that it is still being used to dispose of pots, plastics etc despite the notice that is in place to remind people that it is for compostable waste only! The grass has not been cut alongside the wall at this time, allowing the spring flowers to flourish. Roy Boults bench still needs to be fixed with ground anchors if required. **ACTION: RN**
- e) An update on the bus shelters and noticeboards has been received. The grass around the noticeboards has been trimmed back to enable free access and all is as it should be.
The noticeboard adjacent to the pond in Bowers Lane and the one in Green Lane require some attention to ensure their stability. All noticeboards will be treated with wood preservative and a volunteer has come forward to do this on behalf of the Parish Council. **ACTION: RN/CLERK**

- f) Cllr Turner reports that the War Memorial looked lovely on Garden Sunday and was enjoyed by many visitors.
- g) Cllr Nikiel reports that there is a new tenant at Chapel allotments and that perhaps the council should consider if anything should be done with the overgrown areas. Currently there is no waiting list for a plot and it is thought best to leave it as it is for the time-being. It is therefore suggested that advice be taken on how to manage it environmentally.

ACTION: RN

13. Hedge / Pavement City Road

Following the clearance of the hedges on City Road at the junction with Green Lane, and subsequent roadworks, the 'verge' has now been uncovered, beneath which we understand is a pavement. As this stretch does not extend to any 'destination', so not being of notable benefit to pedestrians, and to discourage any stopping and/or parking at this point, it is decided to leave the area of soil to regrow as a grass verge.

14. Speeding Traffic / MVAS

Cllr Nikiel reports that a meeting is scheduled on Thursday 14th June with Transport for Bucks to identify potential sites for the suitability of positioning the MVAS device. These are suggested as in City Road, Green End Road, Sprigs Holly Lane and Radnage Common Road.

Other matters will also be discussed with TfB, notably the recently installed BT box on Green End Road which has a large plinth positioned directly onto the margin of the road; the repainting of the road markings immediately outside of Radnage School, as previously agreed; how appropriate the speed limits are within the village and should perhaps a limit of 20mph be enforced by the school; and the turning of vehicles within the junction of City Road / Green End Road.

The outcome of these matters will be reported at the July meeting.

ACTION: RN

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

The National Association of Civic Officers (NACO) has recently issued guidance on marking the death of a Sovereign and / or senior member/s of the Royal family and suggest that each authority have in place a protocol for such occasions. Wycombe District Council has a protocol in place which we could adopt. A copy of this will be requested for consideration at our July meeting. With specific regard to the proclamation, this will be 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. The proclamation will seek to mark the passing of the late Sovereign and proclaim the new Sovereign. RPC will request a copy of the proclamation which will be made available to us at the appropriate time.

ACTION: CLERK

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

a) The absence of the Clerk at the September meeting was discussed. It is not necessary to find a replacement Clerk for the meeting itself. It is quite acceptable for a Councillor to take the Minutes if there is a volunteer to do so. Alternative dates to reschedule the meeting will be circulated to councillors for consideration ahead of the meeting in July.

ACTION: CLERK

b) The Clerk reports that information has been received relating to the Bucks & Milton Keynes Sport & Activity Partnership Awards 2018 which aims to thank people who make sport happen. It is agreed that Radnage Raiders be nominated for the Community Coach Award and that Radnage School too would be supported. The headteacher will be approached for further information and the Clerk will then make the nominations.

ACTION: CLERK

c) Cllr Merchant reports that the progress of the web presence project will be brought to the July meeting.

17. Forthcoming Meetings and attendees.

a) Annual Parish Meeting.

This was a well attended evening with some great dialogue, comments and feedback.

Thank you to those who joined us to share views, learn what has been happening in the village, ask questions and talk about what matters to you.

b) Recently attended meetings.

- New Councillor Induction Training – May 31st 18.30-20.30 Judges Lodgings, Aylesbury – Cllr Wagstaff & Cllr Ungless attended. This was considered to be an informative evening giving a 'flavour' of what is expected that was well supported, with over 20 attendees.

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

- Wycombe District Rural Forum - Rural Farm Walk June 21st at New Hatches, Hatches Lane, Great Kingshill (RSVP by 15th June) – Cllr Merchant to attend.
- 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 11th July at 8pm**, to be held in the Village Hall.

PUBLIC SESSION

There were no members of the public present.

The Chairman closed the meeting at 22.35 hours.

Chairman's Signature: R. Nikiel

Date: 11th July 2018