

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 12th MARCH 2014 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robin Fawell, Vice-Chairman Ms Elizabeth Fynn, Mrs Sue Jones, Mrs Helen Orchard, Mr Lew Perring, Mr Roy Pitcher and Clerk Mrs Gill MacKenzie.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting including prospective councillor Mr Frank Coggrave. No councillors were absent.

MEETING CLOSED FOR PUBLIC SESSION

Mr Coggrave gave a brief presentation to the council explaining why he wished to be considered for the role of councillor currently available by casual vacancy.

MEETING REOPENED

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

No declarations of pecuniary interest were declared.

3. Acceptance and signing of minutes of Meeting of the Parish Council held on 12th February 2014.

It was proposed by Cllr Pitcher, seconded by Cllr Jones with all in favour that the minutes of the meeting held on 12th February 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 not otherwise included in this agenda.

The Clerk advised the following:

- A formal letter of acceptance and thanks had been sent to the PCC regarding their donation of their redundant PA system.
- Updates from Transport for Bucks on gully maintenance and flood recovery plans had been forwarded to all councillors and entered onto the village website.
- Formal acceptance of the offer of funding to help offset the cost of advertising local community transport schemes had been sent to the LAF coordinator.

5. To consider an application for a memorial in the burial ground.

The Clerk reminded Councillors that the memorial requested for the late Michael Day was outside of the guidelines contained in the Diocese of Oxford churchyard regulations. Following a brief discussion, it was agreed by all present, that the memorial request be supported and the Clerk was asked to administer the Request for Faculty and advise the letter carver on behalf of the family of the deceased. **Action: Clerk**

6. Planning.

The following planning applications were noted:

- 30 Green Lane: Householder application for construction of single storey front and rear extensions, roof alterations incorporating hip to part gable and construction of 2 x side tile-hung dormers and cladding and render to front. Erection of detached garage to side. No objection by Parish Council.
- Ashridge Farm Cottage: Change of use of land to form new access road from Green End Road. No objection by Parish Council.
- Batt Hall – 2 separate major planning applications had recently been received for consideration and the planning team would be considering these to meet the deadline for response to WDC.

Action: RF/EF/HO

7. Finance

- a) As RFO, the Clerk reported that as at 28 Feb 2014 the treasurer's account stood at £16,282.21 and the business account had a balance of £22,092.69 representing interest of 97p. The monthly budget sheet had been distributed and no questions were raised. The Clerk advised that new guidance on accounting for council tax support, electronic payments to HMRC and the repeal of s150(5) of LGA 1972 had been received however, until more detailed advice on the practical application of these amendments was received, no changes would be made.
- b) It was proposed by Cllr Pitcher, seconded by Cllr Fawell with all in favour that the cheques for February 2014 be approved and Cllrs Pitcher and Perring signed the cheques.
- c) As approved in item 7(b) above, the approval of the payment of fees for Community Buildings Forum which Cllrs Jones and Orchard had applied to attend, at a cost of £20.

8. Village Hall

As Village Hall Manager, Cllr Jones reported that the redecoration of the Hall had been completed on time and within budget and some additional tasks to finish off fireproofing of the boiler room ceiling and the walls in the electrics cupboard had been requested. Hirers had already expressed appreciation of the new décor. The insulation of the roof space had also been completed and a review of the heating timing would be undertaken.

The PA System had been stored in the hall and was available for use by hirers.

The Fire alarm 6mthly service had been carried out by Martin Phelps and recorded. The Fire safety equipment had been inspected by Panache and passed as fit.

The fascia board on the Green Lane end of the hall and the PIR sensor had blown off during recent gales, also the PIR sensor. The fascia board had been reinstated and the repair to the PIR would be carried out. The guttering over the front door had been replaced with a larger specification to match others and a corner piece installed, guttering on the patio side of the small hall had also been replaced and all were realigned to ensure correct flow to downpipes. The Front door seal was still awaiting Premier Windows attention.

Bledlow Pre-School had enquired about hiring the hall for 5 days a week however this was not possible as storage requirements could not be met and the hire would compromise current regular bookings. Our advertisement for a new Bookings clerk has produced several responses. These are currently being considered and it was hoped to have a positive result very shortly.

The Chairman advised that an item would be on the April Agenda seeking to spread the workload on councillors more evenly, in particular, the work connected with the village hall. All were asked to consider the options briefly suggested in preparation for the next meeting.

Action: All

9. Open Spaces

The work to the lime trees had been completed and the report on the survey of the walnut tree on Radnage Common had been received. The report recommended reducing the crown of the tree by 20% at a cost of £460. It was proposed by Cllr Fynn, seconded by Cllr Jones, with all in favour that the work be undertaken. The Clerk would write to the tree surgeons to initiate the work.

Action: Clerk

The Clerk advised that Grazing Licences were in the process of being issued for Chapel Pasture and Paddock 1 of City Allotments. She also advised that an additional verbal response had been received regarding the future of the Black Barn and that she requested this in writing in time for this meeting, but nothing had been received to date.

10. Clerks Matters.

There were no matters to be reported at this time.

11. To consider and decide on Co-Option to fill the Casual Vacancy.

This matter was deferred to the closed part of this meeting.

12. Forthcoming Meetings and Attendees.

Cllrs Jones and Orchard had volunteered to attend a Community Buildings Forum organised by Community Impact Bucks to be held in Marlow on 20th March.

Action: SJ/HO

The Clerk advised that she would be attending a meeting of WDC clerks also to take place on 20th March.

Action: Clerk

13. Date of Next Meeting:

The next meeting of the Parish Council will be held on **Wednesday 9th April 2014** commencing at 8pm in the Village Hall.

The Chairman closed the meeting at 08:50 hours.

The meeting was followed by a short closed session to discuss filling of the Casual Vacancy.

PUBLIC SESSION

There was no further public session.

Chairman's Signature:

Date:

Appendix 1

Payments approved:

Standing Order	M Skidmore – Village Hall Administrator £292
Electronic transfer	Debbie White – Village Hall cleaning – February 2014 16 hrs £180
Electronic Transfer	M Skidmore – refund hall deposit £50
Cheque number 2637	Panache Fire Services – service extinguishers £75 +VAT
Cheque number 2638	S Jones – hall redec materials and roof insulation expenses £344.75
Cheque number 2639	SLCC – membership £116
Cheque number 2640	S Mullett Ltd – hall redecoration fees £3,085.00 + VAT
Cheque number 2641	Community Impact Bucks – forum fees £20
Cheque number 2642	G MacKenzie salary and expenses £424.80
Cheque number 2643	Kent Murray Building Services repairs to guttering £178.75
Cheque number 2644	L J Marriott – refund hall deposit £50
Cheque number 2645	G Jones – refund hall deposit £50
Cheque number 2646	H Raven – refund hall deposit £50
Cheque number 2647	HMRC – Income tax payable (by 5 Apr) £300.20
Cheque number 2648	Woodridge Cleaning Supplies £10.55
Cheque number 2649	South Bucks Tree Surgeons – work to lime trees etc £648
Direct Debit	Southern Electric February £90 thereafter £62 pm
Direct Debit	Sita UK - £tba

RADNAGE PARISH COUNCIL

CONFIDENTIAL

MINUTES OF A MEETING OF THE PARISH COUNCIL TO CONSIDER FILLING THE CASUAL VACANCY

HELD ON WEDNESDAY 12TH MARCH AT 9PM IN THE VILLAGE HALL

Present: Councillors: Chairman Mr Robin Fawell, Vice-Chairman Ms Elizabeth Fynn, Mrs Sue Jones, Mrs Helen Orchard, Mr Lew Perring, Mr Roy Pitcher and Clerk Mrs Gill MacKenzie.

Two candidates had put themselves forward for co-option onto the Parish Council; Mr Neil Raven of Green End Road, and Mr Frank Coggrave of Sprigs Holly Lane.

Following brief discussions, all agreed that it was difficult to choose between the two candidates as both were considered suitable and would be welcomed onto the council. A vote was taken and it was decided to approach Mr Raven in the first instance and invite him to join the council at the April meeting. Assuming Mr Raven accepted the role, Mr Coggrave would be asked to shadow existing councillors and to undertake some elements of project work, in the hope that he would stand at the next election.

The Chairman agreed to contact both candidates, Mr Raven in the first instance, and to advise the Clerk once this had been done so that formal letters could be sent.

The meeting concluded at 21:20 hours.

Chairman's Signature:

Date: