

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 8th MAY 2013 AT 8 PM IN RADNAGE VILLAGE HALL

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

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting. Apologies for absence had been received from Cllr Tordoff.

There was no public session as no members of the public were present.

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

No declarations were received. The Clerk asked that all councillors confirm that the formal disclosure document last signed in February 2013 was still accurate and to declare any changes. All present stated that no changes were necessary.

3. Acceptance and signing of minutes of Meeting of the Parish Council held on 10th April 2013.

It was proposed by Cllr Pitcher, seconded by Cllr Jones will all in favour that the minutes of the meeting held on 10th April 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 that she awaited a response to the enquiry about the Stokenchurch Community Bus route.

5. Planning.

The council considered 2 planning applications:

- Toot Hill, Green End Road: Householder application for demolition of existing conservatory and store/workshop and construction of single storey side extension and detached outbuilding/carport (alternative scheme to pp 12/06365/FUL (part retrospective). The council are aware that a previous application for similar work was not permitted. Councillors have an interest in ensuring that any planning applications within their village, which lies within the Green Belt and the CAONB, follow the regulations to maintain and conserve the landscape and its natural environment wherever and whenever possible. This property at Toot Hill is already well developed but as it is sited on a particularly large plot the council had no specific objection to the proposed works.
- Hilltop, Green End Road: Householder application to replace existing flat roof over garage with pitched roof. The council had no objection to this application.

It was noted that the following decision had been made by WDC:

Three Pigeons: Householder application for demolition of existing conservatory and erection of replacement conservatory to rear - Permitted

6. Finance

- a) The Clerk reported that as at 30th April the current account had a balance of £14,747.51 which included receipt of the first half of the annual precept, and the deposit account held a balance of £22,083.38 representing interest of 88p. The Clerk advised that most of the allotment fees had been received and all grazing tenants had paid as was required by their agreements.
- b) The annual council insurance renewal had been received with a premium of £1,296.65 payable which included 6% insurance premium tax and also took into consideration the long-term agreement entered

into the previous year and the annual 5% no claims discount. Cllr Fawell proposed, seconded by Cllr Jones with all in favour that the renewal be paid.

c) Arrangements for annual RoSPA playground inspection organised by WDC had been received and as a response had been required prior to this meeting the clerk had asked for Radnage to be included. She had also reiterated that WDC had been asked to request that the RoSPA representative contact either the clerk or Cllr Perring in advance to advise when the inspection will be due to take place. It was agreed by all present that the council had a Duty of Care to undertake these inspections and agreed that accepting the arrangements made by WDC was necessary.

d) The payments for April 2013 were approved as proposed by Cllr Jones and seconded by Cllr Fawell with all in favour. Cllrs Blakstad and Fynn undertook the signing of the cheques.

7. Village Hall

a) Cllr Jones, as Village Hall Manager gave a report advising that the babychanger and wall mounted first aid boxes and the additional external fire exit signs had all been installed. Donations of large cooking pans and a small deep freeze had been made and the clerk was asked to send thank you letters to the donors. **ACTION: Clerk**

After discussion it was agreed to replace the broken outdoor ashtray with a sand bucket. **ACTION: SJ**

(i) An informal meeting of the Village Hall Action Group had been held on 30th April and had been suggested that as these were so poorly attended that the VHAG was not required for the foreseeable future. Three dedicated councillors continued to look after the maintenance, improvements and general running of the Hall and could be approached at any time; regular users could contact the bookings officer at any time, and any hirers had the opportunity to address the council at any of the monthly meetings. All agreed that this was a logical decision. It was stated that offers of fund raising for the Village Hall by any villager was welcomed and any funds raised for any improvements of the Hall needed to be administered and accounted for by the council.

(ii) Cllr Jones reported that reading the fuel gauge on the oil tank was a time consuming and difficult task due to the restricted access initiated for security purposes. She proposed that a remote gauge be purchased and installed. This proposal was seconded by Cllr Fynn with all in favour that the sum of £50+VAT be allocated for this purchase. **ACTION: SJ/LP**

8. Open Spaces

a) The Clerk reminded councillors that the hedgecutting would normally take place in mid to late June and again in late November. On previous years, the hedges had been cut on request just ahead of Garden Sunday, traditionally held in early June. This could interfere with the fledging of young birds so it was agreed that the hedge cut would not be requested until late June or early July as the poor weather had delayed much of the nesting activity earlier in the year. **ACTION: Clerk**

The grass cutting contractor was to be asked to complete tasks around the village hall as close as possible to the week beginning 3rd June so that the area looked its best for Garden Sunday on 9th June. **ACTION: RP**

9. Wycombe District Local Plan.

The Clerk advised that Stokenchurch PC had offered a venue for the proposed forthcoming meeting of the sub-area in 'community conversations' as part of the consultation process for the new Wycombe District Local Plan. This was likely to be held on Tuesday 4th June at Longburrow Hall at 7.00 pm. Cllr Blakstad stated that he considered that representation at this meeting was important as the WDLC drove many of the planning considerations however, he was personally not able to attend on 4th June due to a prior engagement. Cllr Fawell volunteered to change his plans and attend on behalf of the council. No other offers of attendance were made. **ACTION: RF**

10. Risk Management. Councillors were reminded of the continued need to review elements in the Register and record action. She suggested that she provide a more formal record for councillors to sign/confirm at the next meeting so that these actions are not accidentally missed. **ACTION: Clerk**

11. Clerks Matters.

The Clerk advised that she had approached an allotment tenant at Sprigs Holly Lane site to request that one of the underutilised plots be given up so that it could be taken on by a new tenant. It had been agreed that a plot could be re-opened for use by the new tenant and the Clerk agreed to advise the tenant and ask them to contact Cllr Pitcher for the specific arrangements. **ACTION: Clerk/RP**

12. Forthcoming Meetings and Attendees.

- (i) Council was not able to be represented at the forthcoming Wycombe 2013 Planning Forum meeting to be held on Thursday 6th June.
- (ii) Councillors were reminded that the Annual Parish Meeting was scheduled for Wednesday 15th May 2013 at 8pm.

13. Date of Next Meeting:

The next ordinary meeting of the Parish Council would be held on Wednesday 12th June 2013 commencing at 8pm in the Village Hall.

The meeting closed at 21:15 hours. No further public session was held.

Chairman's Signature:

Date:

Appendix 1

Cheques to be approved:

Electronic transfer	Debbie White – Village Hall cleaning – March £150
Cheque number 2547	M Skidmore – lettings management £292
Cheque number 2548	Insurance – Broker Network Ltd £1,296.65
Cheque number 2549	G MacKenzie – Clerks salary and expenses £495.09
Cheque number 2550	Thames Water £41.20
Cheque number 2551	Kent Murray Building Services £144
Cheque number 2552	CCL Services Ltd – kickplates £69.45 +VAT
Cheque number 2553	J Rolfe – return of village hall hire deposit £50
Cheque number 2554	G Spratt – grasscutting contractor £920.25

To note the following:

Direct Debit	Southern Electric – Village Hall monthly direct debit £90
Direct Debit	Sita UK Ltd – Village Hall Waste £17.14