

# PARISH OF RADNAGE

## A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 14<sup>th</sup> MAY 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, Mr Neil Raven and Clerk: Mrs Gill MacKenzie.

There were 4 members of the public present. Mr Frank Coggrave, Mr Tony Eden, Mr James Wagstaff and Mr Andrew Radford.

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

The Chairman welcomed everyone to the meeting. All councillors were present. Members of the public present at the start of the meeting had no comments to make. Cllr Jones introduced Mr Tony Eden who, together with his wife Carol, had taken over the role of Village Hall Bookings Clerk.

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

No declarations were received.

### **3. Acceptance and signing of minutes of Meeting of the Parish Council held on 9th April 2014.**

It was proposed by Cllr Pitcher, seconded by Cllr Jones with all in agreement that the minutes of the meeting held on 9<sup>th</sup> 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 Mr Blaylock and Mr Hornsey had been formally invited to attend the working group meeting to discuss the future of the Black Barn on Wednesday 25<sup>th</sup> June 2014. The Clerk reported that the outstanding paperwork for the grazing licence at Chapel Pasture had been completed. She also advised that the allotment tenant who had requested permission to put a poly tunnel on his plot had been told that it would only be permitted if within 48 sq ft.

### **5. Forthcoming Vacancy for the Chilterns Conservation Board**

The Clerk had circulated information prior to the meeting regarding a vacancy for a councillor on the Chilterns Conservation Board. There were no nominations.

### **6. Planning.**

Two planning applications had been received:

Stocks, City Road: Householder application for demolition of existing first floor rear extension, construction of first floor front and two storey side extensions, alterations to roof to include rooflights and alterations to garage roof to form storage above

1 Green End Cottages, Green End Road: Householder application for erection of a 1.8m high closed wooden board fence with an 18 inch wooden trellis atop x 13m long. This property is also subject to a Listed Building Application.

Councillors had not all had the opportunity to view the applications so a decision was not made at this meeting. The owner of Stocks was in attendance and it was suggested that he might wish to make a comment at the end of this meeting.

**ACTION: RF,HO,NR**

### **7. Finance**

a) The Clerk had already circulated the new budget sheet for the year and she pointed out the funds (£7,859) that had been transferred into the business account representing capital funds for dedicated use. There were no questions arising from the budget summary. The Clerk reported a balance of

£29,953.90 in the business account, with interest received of 91 pence. A balance of £14,627.65 was in the current account at the end of April and included the receipt of 50% of the annual precept. The Clerk advised that the internal auditor had concluded that the accounts were in excellent order with no adverse comments on the management of the books. The Chairman complimented the Clerk on her work and a vote of thanks was given.

b) The payments for April 2014 were approved by all and Cllrs Pitcher and Perring undertook the signing of cheques.

c) A partially completed bank mandate form was forwarded to Cllr Raven for completion. **ACTION: NR**

### **8. Deed of Easement Request – 2 Chiltern Cottages**

The council's solicitors had written to advise that the owners of No 2 Chiltern Cottages were pursuing a Deed of Easement over Radnage Common and requested an amendment to give them the right to park two cars immediately adjacent to their property. Having considered this proposal, it was proposed by Cllr Fynn, seconded by Cllr Perring with all in favour of rejecting this request. The Clerk was tasked with responding to our solicitors. **ACTION: Clerk**

### **9. Village Hall**

The Village Hall Manager reported that a second chair trolley had been purchased for £79.65 + VAT. The PA system was missing a microphone stand but Cllr Fawell had kindly donated one. The charges for the hall telephone from BT had been reviewed and a new contract agreed for £57.60 per annum less.

At the earlier Annual Meeting of the Parish Council, it was decided to create a larger Village Hall working team with Cllrs Orchard and Raven and Mr Coggrave (with ongoing support from Cllr Perring). This was thought to be a timely decision as it had become evident that several people were needed to be conversant with the bookings system and to provide cover in an emergency. The team would meet outside council meetings in order to discuss options before bringing proposals to a council meeting for a decision.

A notice has been put into Contact to remind dog owners to be responsible citizens and pick up after their dogs and to remind them that the field is used by children and for ball games. New notices around the playing field reminding people to pick up after their dogs were needed and it was proposed by Cllr Fynn, seconded by Cllr Jones with all in favour that up to £50 be approved for the new signs. **ACTION: SJ**

### **10. Open Spaces**

a) A request to ask BCC to place a mirror to improve safety at junction of Radnage Lane and Chinnor Road had been received from a Radnage resident. It was agreed that the Clerk should write to BCC to seek their advice and action on the best course of action. The Clerk pointed out that the sign would be within the parish of Bledlow Ridge so she would copy their clerk in on the correspondence. **ACTION: Clerk**

b) The Clerk asked for guidance on when to ask the hedgecutting contractor to make the next cut as in previous years requests for a cut prior to Garden Sunday had been agreed. It was decided that cuts should take place after 31 July and prior to 28 Feb if at all possible, to protect the bird population. **ACTION: Clerk**

c) WDC had once again offered a deal for arranging the annual RoSPA playground inspection. All agree to accept this offer and that the Clerk should ask for notification of the inspection date prior to the inspection taking place. **ACTION: Clerk**

d) The Clerk advised that the Faculty request for a memorial to the late Michael Day had been compiled together with all supporting documents and had been sent to the Oxford Diocese Office.

### **11. Clerks Matters.**

a) The Clerk advised that she had attended a WDC Resilience meeting which concentrated on the recent floods and flood damage which she reported was not terribly relevant to Radnage.

b) The Clerk reported that the Definitive map modification mentioned in earlier meetings this year had now been completed and a copy of the revised map details received from BCC.

c) The Clerk brought various other general correspondence to councillors' attention but none was of particular interest to this council.

## **12. Forthcoming Meetings and Attendees.**

a) Councillors were reminded that the **Annual Parish Meeting was scheduled for Wednesday 21<sup>st</sup> May** beginning at 8pm and asked to email their reports to the Clerk the next day for forwarding on to Cllr Fynn who would be chairing the meeting. **ACTION: All**

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

The next meeting of the Parish Council will be held on **Wednesday 11<sup>th</sup> June 2014** commencing at 8.00pm in the Village Hall.

## **PUBLIC SESSION**

There was a brief public session when Mr Wagstaff, owner of Stocks, advised the council that his planning application was intended to improve the look of his property and hoped that it would meet with the council's approval. Mr Radford, his next door neighbour confirmed his support for the work.

Chairman's Signature:

Date:

## **Appendix 1**

Payments approved:

Cheque number 2658	G Spratt – grass cutting contractor £920.25
Cheque number 2659	P A Kimber – internal auditor £45
Cheque number 2660	Broker Network Ltd (Came and Coy) PC Insurance ££1,268.77
Cheque number 2661	Thames Water £49.47
Cheque number 2662	G MacKenzie clerks salary and expenses £438.71
Cheque number 2663	BALC – annual subscription £110.24
Cheque number 2664	Woodridge Cleaning Supplies £13.43 + VAT
Cheque number 2665	Gopak – for chair trolley £79.65 + VAT
Cheque number 2666	VH Deposit H Doherty £100
Cheque number 2667	VH Deposit P Hague £50
Cheque number 2668	VH Deposit S Watts £50
Electronic transfer	Debbie White – Village Hall cleaning – April 2014 18 ½hours @£12 =£222
Standing Order	M Skidmore – Village Hall Administrator £292 (final payment)
Standing Order	C Eden – Village Hall Bookings Clerk £216
Direct Debit	Southern Electric February £62