

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 13th MAY 2015 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Ms Elizabeth Fynn, Vice-Chairman Mrs Sue Jones, Mr Frank Coggrave, Mrs Helen Orchard and Mr Robert Nikiel and Clerk Mrs Gill MacKenzie.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting. There were no absentees. Two members of the public were present – Mr Perring attended the public session only.

MEETING CLOSED FOR PUBLIC SESSION

Tamsin Addison offered to assist the council with anything they thought appropriate but did not really wish to be considered as a potential councillor. She stated that she had experience in research and scheduling.

Retired councillor Mr Perring attended to hand over the set of keys he held for the village hall, retaining just the gate and door key. He agreed to continue to be a first point of contact for minor maintenance for the village hall and for emergencies. He wished the new council well and thanked them and the Clerk for their work.

MEETING REOPENED

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

Nil declarations were received.

3. Acceptance and signing of minutes of Ordinary Meeting of the Parish Council held on 8th April 2015.

It was proposed by Cllr Orchard and seconded by Cllr Jones that the minutes of the meeting held on 8th 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.

No items to report.

5. Planning Applications.

The following planning applications were considered:

- The Stables, Green End Road. 15/05948/FUL Application for use of land as residential garden/curtilage in connection with existing residential unit (retrospective). No objection.
- 73 Green Lane. 15/06057/FUL Householder application for construction of single storey front and rear extensions and fenestration alterations. No objection.

The Clerk was tasked with entering these decisions on the WDC planning portal. **ACTION: Clerk**

6. Finance

a) The Clerk reported that the internal audit had gone well. Once again, the pair of auditors had comprehensively gone through the accounts, line by line, and that no irregularities had been found. They had also queried insurance and asset register details.

The monthly budget sheet had been available for all to see and there were no questions arising from this. General Capital funds had been increased due to delays in project work. As at the end of April the Treasurers Account had a balance of £25,484.24 including receipt of the first half of the annual Precept, and the Business Account had a balance of £29,968.81 representing monthly interest of £1.27. The Clerk advised that she intended to transfer the sum of £8,000 from the Treasurers Account to the Business Account.

ACTION: Clerk

b) The payments for April 2015 were approved as proposed by Cllr Coggrave and seconded by Cllr Nikiel and agreed by all. Cllrs Jones and Orchard signed the cheques as bank mandates from Cllrs Coggrave and Nikiel were still being processed by the bank.

7. Election.

The need to consider co-opting additional councillors was discussed and it was agreed that this would be an agenda item for the next meeting. In the meantime the Clerk was asked to continue advertising for expressions of interest from residents in the Church and Community Newsletter – Contact magazine. The Clerk reminded councillors that once received they would be required to complete their election expenses form – even if these were nil returns.

ACTION: Clerk

8. Insurance.

Following investigations by the Clerk and Mr Hornsey (in his voluntary capacity as Insurance Adviser to the council), Mr Hornsey had recommended that the council accepted the quotation from Zurich Insurance. After a brief discussion it was proposed by Cllr Orchard, seconded by Cllr Nikiel with all in favour that the council accept the offer from Zurich for a one year period. The Clerk was asked to thank Mr Hornsey for his assistance with this task.

ACTION: Clerk

9. Village Hall

a) In her last report as Village Hall Manager, Cllr Jones reported that the bookings clerk had taken a holiday during April and that as was the arrangement, she had taken over the role for the duration. She stated that she had found it useful to witness first-hand how much time is involved looking after our hirers and potential hirers. She had also found it reassuring to see that the diary and the control of the bookings were well organized.

Several parishioners had enquired about the whereabouts of the photographs of times gone by at the Village Hall as there appeared to be a strong feeling that they should be displayed in the foyer and should not be archived. Cllr Jones had given assurance that they were in safe keeping and recommended to councillors that they should keep this request in mind when redecorating the foyer.

The process of transferring and sharing out the village hall tasks had begun.

Cllr Jones advised that obtaining quotes for the toilet refurbishment had been disappointingly slow and was being revisited. In addition further information had been obtained from several companies regarding improving the acoustics in the hall. Also the possibility of providing soft padded chairs was still being investigated.

ACTION: SJ/HO/FC

b) The opportunity to place an advert in the Stokenchurch Primary School Summer Fete programme for the village hall had been offered and after a brief discussion it was decided to go ahead with this. It was therefore proposed by Cllr Orchard and seconded by Cllr Coggrave with all in favour that a ½ page, black and white, landscape advert be purchased at a cost of £50. Mr Tony Eden had offered to provide the image.

ACTION: Clerk

10. Open Spaces

a) Cllr Nikiel had undertaken a safety inspection of the Childrens Playground and would create monthly reports from now on. The Clerk agreed to provide him with the council guidelines, RoSPA advice and the previously used monthly proforma for consideration.

ACTION:Clerk/RN

b) It was reported that a resident had remarked that the railing around the pond at the bottom of Bowers Lane (Crossroads Pond) was in need of painting to make it easier to see. The Clerk agreed to pursue Bucks CC Highways to see if this could be undertaken by them in the first instance.

ACTION: Clerk

c) Cllr Nikiel agreed to locate the water meters at the village hall and both Chapel and City Allotment sites and to pass on the meter readings to the Clerk.

ACTION: RN

d) The Clerk reported that she had been advised that the grasscutting and upkeep of the ground at the War Memorial could no longer be done by representatives of the Radnage Branch of the Royal British Legion. She had taken the opportunity to obtain a quote from the current grasscutting contractor with a view to adding this requirement onto the existing contract. After brief consideration it was proposed by Cllr Nikiel, seconded by Cllr Orchard with all in favour to accept the quotation. **ACTION: Clerk**
Councillors also considered thanking the residents on the Common who keep the grass cut voluntarily. It was proposed by Cllr Fynn, seconded by Cllr Jones with all in favour that a donation of £25 to both David Keown and Martin Woodland be given as a thank you. **ACTION: Clerk**

11. Clerks Matters – including late received correspondence.

Nothing to report.

12. Forthcoming Meetings and Attendees.

a) Final preparations were agreed for the forthcoming Annual Parish Meeting scheduled for **Wednesday 20th May 2015**. Cllr Fynn would prepare a short report for the meeting, the Clerk would send her a copy of the financial report to prevent too much duplication, and the Clerk confirmed she was providing the refreshments. It was noted that 2 potential new councillors had expressed an interest in meeting the council members at this meeting. **ACTION: All**

b) There was no interest in the forthcoming vacancy for a Parish Member representing a Buckinghamshire Parish Council on the Chilterns Conservation Board. **ACTION: Clerk**

c) It was agreed to defer the Risk Schedule review until a date later in the year.

13. Date of Next Meeting:

The next meeting of the Parish Council was scheduled to take place on **Wednesday 10th June 2015** commencing at 8pm in the Village Hall.

PUBLIC SESSION – (10 minutes in total) – Members of the public may be given a further opportunity to raise any matters of concern.

Chairman's Signature:

Date: