

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 8th NOVEMBER 2017 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Ms Tamsin Addison, Mrs Sue Jones, Mr Graham Wass 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 Merchant, Cllr Ryan, Cllr Turner, County Cllr Carl Etholen and District Cllrs Shade Adoh and Saeed Saddique.

PUBLIC SESSION

There were no members of the public present.

MEETING REOPENED

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

No declarations were made.

3. **Acceptance and signing of minutes of Ordinary Meeting of the Parish Council held on 11th October 2017.**

The minutes of the meeting held on 11th October 2017 were approved as proposed by Cllr Jones and seconded by Cllr Addison and agreed by all as a true and accurate record. The Chairman signed and dated the minutes.

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

Cllr Addison reports that SSE are planning to put cabling behind Green End Road and at the same time for fibre to be put into the ground, most likely by Openreach. Further information will be sought. It is suggested that perhaps a local resident may wish to investigate this matter and perhaps contact Connected Counties.

ACTION: TA

A complaint has been made regarding the doubling in width of the access gate to The Barn, Green End Road, with larger vehicles now regularly accessing the site and with a spread of commercial activities. It appears multiple businesses are in operation including vehicle / Land Rover repair, use of metal skip for the burning of rubbish and an electrical appliance business. This matter will be discussed with WDC Planning Dept.

ACTION: CLERK

Cllr Addison reports that potential grants have been looked at for the provision of a defibrillator for the village. The British Heart Foundation have now released new funds and a full grant has been applied for. Any funding awarded will not include housing of the unit or installation so this must be budgeted for.

5. **Planning Applications.**

To note determined Planning Applications:

- a) Case Ref: 17/06924/FUL Holly Tree Cottage, Sprigs Holly Lane Application Permitted
- b) Case Ref: 17/07428/TPO St.Mary's Church Application Permitted

To consider Planning Applications for:

- a) 17/07612/FUL – *Guelder Barn, City Road - Householder application for widening existing driveway.*
The Council recorded that they have no objection to this planning application, and believe it would actually improve the safety of access to the property.
The Parish Council requests that should permission be granted any HGV's and site traffic wishing to access the property should use a route from the A40, via Mudds Bank only, as the village lanes and other routes of access are not suitable for such vehicles.
- b) 17/07381/FUL – *Guelder Barn, City Road - Householder application for construction of replacement detached garage.*
The Council expressed concerns regarding the glazing of one end elevation as not consistent with the use as stated in the application and request that a covenant be imposed to prevent future use as ancillary / residential accommodation. The footprint is an increase of 50% and the Council respectfully ask the planning officer to check the increase as it appears to be against the spirit of the AONB (proliferation).
The Parish Council requests that should permission be granted any HGV's and site traffic wishing to access the property should use a route from the A40, via Mudds Bank only, as the village lanes and other routes of access are not suitable for such vehicles.
- c) 17/07382/LBC – *Guelder Barn, City Road - Listed Building application for construction of replacement detached garage.* Comments as above at b) 17/07381/FUL
- d) 17/07384/FUL – *Guelder Barn, City Road - Householder application for construction of part two storey, part first floor side/rear extension (alternative scheme to 17/05203/FUL).*

The Council recorded that they have no objection to this planning application.

The Parish Council requests that should permission be granted any HGV's and site traffic wishing to access the property should use a route from the A40, via Mudds Bank only, as the village lanes and other routes of access are not suitable for such vehicles.

- e) 17/07385/LBC – Guelder Barn, City Road - *Listed Building application for construction of part two storey, part first floor side/rear extension (alternative scheme to 17/05204/LBC).*

Comments as above at d) 17/07384/FUL

- f) 17/07385/LBC – The Old Rectory - *Listed Building application for internal alterations and reinstated window to south elevation.*

The Council recorded that they have no objection to this planning application.

The Parish Council requests that should permission be granted any site traffic wishing to access the property should use a route from Bledlow Ridge into Church Lane only, as the village lanes and other routes of access are not suitable for such vehicles.

6. Finance

- a) The Clerk had circulated the latest budget summary and no questions arose from this. The Clerk advised that as at 30th September 2017 the Business Account held a balance of £31,050.98 representing interest of £1.19 for the last month and the Treasurers Account a balance of £29,497.12

- b) Invoices from G. Spratt for hedgecutting, grasscutting and additional work carried out at the village hall playing field, together with an invoice from our regular supplier Castle Water (VH), had been received and were included for payment. The payments for October 2017 were approved as proposed by Cllr Addison, seconded by Cllr Wass and agreed by all. Cllr Addison and Cllr Nikiel undertook the signing of the invoices and cheques.

The schedule from Castle Water stated that an actual' reading would be taken from the meter in the road on 28/29th October. The invoice received stated an 'estimated' reading. They will be contacted to clarify.

ACTION: CLERK

- c) Cllr Nikiel reports that the bid proposals had been submitted to the LAF and to the Buckinghamshire County Council Awards Budget for both the playground project and the MVAS (mobile vehicle activated sign).

7. Village Hall

- a) Cllr Turner had previously circulated his report advising the Council that the kitchen door stop has been repaired and replaced; the external door catches have been inspected and those that were found to be broken have been replaced with replacement of those remaining planned; and the window unit that had failed has now been replaced by Premier Windows and Doors under guarantee. Thanks are extended to our bookings clerk for facilitating their entry to the hall to carry out the works.

Cllr Turner also reported that the brick pillar at the War Memorial has been rebuilt.

Cllr Nikiel reports on the progress made in clearing the overgrowth of the NE boundary of the Village Hall grounds. The area against the boundary with 2, Green Lane and to the playground side has been cut back. This has revealed various old tools/rollers, bits of metal and debris together with a small quantity of building waste, concrete and rubbish which are now an eyesore and need to be removed. Photographs will be taken and quotes obtained for its removal and levelling of the ground to assist with future maintenance of the area.

ACTION: GW

An area may need to be set aside for the disposal of compostable material from the planters etc. Our contractor will be asked if there is already an allocated place in the village for this when clearing the burial ground, disposing of hedge trimmings, grass cuttings from the Common etc.

ACTION: CLERK

Cllr Nikiel reports that the downpipe to the rear of the village hall has been repaired but that the drain cover and its reinstatement has not yet been actioned by SSE. They have been contacted but no response has been received. They will be informed that the solicitor will now be approached to ensure that this matter is dealt with without any further delay.

ACTION: RN

- b) The planters purchased for the village hall will be lined and installed to the left of the front doors. Cllr Jones reports that she has a volunteer to care for these once planted. Cllr Addison proposes to purchase topsoil for these at a maximum cost of £60 which is supported by Cllr Nikiel, seconded by Cllr Ryan, and agreed by all. A request for donations of plants being split out this Autumn and for bulbs will be placed in Contact and on Radnage.net

ACTION: CLERK

- c) The November cover for the Village Hall Bookings Clerk is as follows:

30 October – 5 November Cllr Nikiel following a hand-over

6 November – 12 November Cllr Merchant

13 November – 19 November Cllr Ryan

20 November – 30 November Cllr Jones

The bookings diary will be held by the person in charge together with booking forms for new business. Cllr Jones will receive all emails and forward as necessary as the email account is not able to be accessed directly. The bookings for football training and for dog training will be notified of the road closure from The Crown to Green Lane for the Remembrance Parade and service on November 12th.

ACTION: SJ

Cllr Ryan will liaise with the Rugged Radnage Team to facilitate the opening of the gate for delivery of toilets on Saturday November 18th and for access to the hall on Saturday afternoon and on Sunday morning (18-19th). The gate from the road onto the playground is locked and will be opened as required.

ACTION: AR

The Rugged Radnage Team will be informed of the point of contact, to liaise with Cllr Ryan, and be asked to please place mats on the hall floor at the 'muddiest traffic' areas and not just by the tables. **ACTION: CLERK**

- d) Teacups & Tandems have paid a deposit for the arrangement of hiring the village hall commercial kitchen space and have submitted dates as to when the space is required. Following recent discussions the company will be providing the catering for the forthcoming Radnage School Christmas Lunch.

8. SSE

Cllr Nikiel reports that SE have now completed their works to improve and upgrade the service as planned, and have removed the generators and equipment that enabled the village to have an electricity supply during the necessary works by them to cut back and clear all the major power lines of overgrown vegetation. As mentioned at item 7a) the damage caused to the drain cover during the undergrounding of cables to the rear of the village hall remains unresolved. They will be informed that the solicitor will now be approached to ensure that this matter is dealt with without any further delay. A protective barrier remains in place. **ACTION: RN**

9. Risk Assessment/Open Spaces

a) The Clerk confirmed that the monthly playground inspection report had been received. The bins have been emptied after a call to the council. Prior to any purchase it has been agreed to look at Cllr Turners bird deterrent spikes for the swings and an application has been started for funding with Safe Consultancy Services for the playground project on a no win no fee basis. Information to assist with this application have been provided by our Clerk. **ACTION: AR**

b) Cllr Nikiel reported that the wooden cross on one of the graves needs repair or replacement.

c) An update on the bus shelters and noticeboards will be received at a future meeting.

10. Locally Focused Village Projects

Cllr Wass reports that there is nothing further to report at this time and so is deferred to the next meeting of the Council in December. **ACTION: GW**

11. Deeds of Easement

Cllr Wass reports that this matter has been further researched and in relation to the residents adjacent to Radnage Common, who require access over the common, for registered Village Greens there is no automatic right to drive across to access a property and a right of way prescription may not be claimed. It must be determined if vehicle access will interrupt recreation or cause damage to the village Green. There is a legal recommendation that a consideration in favour of the land owner for the granting of a deed of easement should be set at 2% of the value of the property (at the time of application) which benefits from the easement. Supporting documents from Defra & gov.uk were referred to. This matter will be considered at the forthcoming Budget meeting to perhaps set aside funds for further investigation.

12. Speeding Traffic

Following a request via Contact volunteers have come forward to be involved in a Speed control initiative and they will be kept updated as progress is made with this. The Clerk and Cllr Jones met with a representative from Transport for Bucks, together with the Headteacher from Radnage School, during the morning drop-off period to assess the risk and to offer advice on what can be done to increase the safety for our children, families and all road users. Discussions were had regarding the Community Speedwatch project, the possibility of a MVAS, the condition of boundary hedges and their impact on our roads, and road markings. The owner or occupier of a property has a legal responsibility (Highways Act 1980) to ensure that the 'public highway' (defined by law as consisting of any verge, footway, carriageway, bridleway or footpath) is not obstructed by vegetation from their property. Cutting back should be done to a minimum width from the highway of 1.2m (or to your boundary which is the central growth line) and to a height of 5.2m (roads) or 2.5m (verge/path). This will be included in Contact and property owners will be contacted directly if necessary. It was agreed that TfB would repaint the markings outside of the school and the council would pursue the possibility of a MVAS, perhaps shared with a nearby Parish. The Clerk has approached our PCSOs who plan to offer their assistance in speed control at different times of the day. **ACTION: RN/CLERK**

13. Introduction of GDPR (General Data Protection Regulation) in May 2018

Cllr Nikiel is the DPO of Radnage Parish Council and together with our Clerk will attend the Data Protection & FOI training event later this month. The Clerk previously circulated the key points relating to the requirement of GDPR, as informed by the Principal Solicitor at WDC during a recent Clerks meeting. **ACTION: RN/CLERK**

14. Rural Services Network

The Council were recently approached by the Rural Services Network to participate in a survey. Rural areas are disparate across the country and the RSN aim to achieve a network of 250,000 residents to enable a clear consensus rural response system. It is the intention to set up a system of specific Sounding Boards and a Rural Panel to allow those interested in rural issues to input three times a year in more detail. Cllr Addison has agreed to be involved with this. The Clerk will complete the online survey on behalf of the Parish Council. **ACTION: TA/CLERK**

15. Chiltern Conservation Board

The Chiltern Conservation Board have received six nominations for two available vacancies for election as Buckinghamshire Parish Council representatives on the Chilterns Conservation Board. Having considered the nominations it is the decision of Radnage Parish Council to vote for Richard Langridge, Bradenham PC and Robin Thomas, Stokenchurch PC. Proposed by Cllr Wass, seconded by Cllr Nikiel and agreed by all. The completed ballot paper will be submitted, as required, by our Clerk.

ACTION: CLERK

16. Consultation Matters – posted on radnage.net

- a) Household Recycling Centres - Residents across Bucks are able to give their views on the Household Recycling Centres as the annual customer satisfaction survey is launched. The survey is to find out what works well, what could be improved, and how residents are using the Household Recycling Centres in Bucks.
- b) Wycombe District Council Local Plan Consultation - The new Local Plan is a long term blueprint for the District which sets out our plans for meeting the District's future development needs – looking at where to build new homes and to provide new jobs, identifying what key infrastructure is needed to support new development whilst safeguarding our special environment. The draft plan identifies specific sites for development and sets down guidelines on the key sites for how they could be developed to achieve a high quality development and to deliver the right infrastructure. The plan also contains detailed policies which are used to direct development to the right locations, and to guide decisions on planning applications. This is the final version of the plan being consulted on which is planned to be submitted to the Secretary of State for examination in March 2018.
- c) Mobile Library Consultation - It is proposed that from May 2018 the current mobile library service is discontinued. However, BCC are committed to ensuring that all mobile library customers will still be able to access library services via alternative community-based options such as 'click & collect' schemes. Please let them know your views through their consultation – your opportunity to have your say on the proposals and share your own ideas. All of the information is on the radnage.net website under 'Latest News' together with a link to the Consultation (www.tinyurl.com/bucksmobile) which is available online until the closing date of 31st December 2017. Paper copies of the consultation will be available at main libraries and at mobile library service stops. Customers who solely use mobile libraries will be contacted via email, and those who have not provided an email address will receive a letter, copy of the survey and a freepost address. The Mobile Library Service is provided by Bucks County Council and not at Parish level. The above details will be included in Contact for information purposes and to enable anyone who wishes to do so to put forward their comments.

ACTION: CLERK

17. Clerk's Matters – including correspondence.

- a) War Memorial - Cllr Turner previously circulated his report that the repair to the pillar at the War Memorial had been completed. Thanks have been received from local residents regarding this and are extended to Cllr Turner. The previous wreaths and crosses have been removed ahead of the forthcoming Remembrance Day Parade and the wreath to be layed by our Chairman has been received. A payment of £50 as permitted by Sect 137 Donations expenditure will be included in payments made next month. The Yr 5 & 6 children from Radnage School visited the War Memorial today and layed new crosses.
- b) Home Farm – a complaint from a resident has been received regarding the display of an advertising banner at the entrance to Home Farm. The sign had been removed at the time of this meeting but the matter will be passed to the WDC Planning Compliance Department and include a query as to new business activity and the potential environmental health issue with food preparation and/or handling.
- c) WDALC – The positions of Chairman, Vice Chairman and Secretary are scheduled to be confirmed at the next meeting of WDALC on December 7th following prolonged vacancies. We are asked to consider our membership and future representation at meetings of the WDALC. An Agenda ahead of the next planned meeting will be requested and a representative will be sent if possible.

ACTION: CLERK

18. Forthcoming Meetings and attendees.

- a) To hear a report from recently attended meetings.
 - Clerks Meeting – GDPR – key points were previously circulated by our Clerk and mentioned at item 13 above.
 - WDC Rural Forum 19th October – attended by our Clerk who reported that this was a very well attended, interesting and useful meeting with key speakers from Arla and the NFU, as well as the BCA. Electronic copies of the presentations were provided.
- b) To agree attendance at any forthcoming meetings.
 - Data Protection & FOI – November 22nd – Cllr Nikiel & the Clerk will attend.
 - BRAG (Buckinghamshire Rural Affairs Group) Conference Gt Kingshill – November 24th 10-2
Cllr Jones and the Clerk will attend.
 - South West Chilterns & Marlow LAF - 6th February 2018 – Hambleton Village Hall
Cllr Nikiel will attend.

19. Date of Next Meeting:

The next **Ordinary Meeting** of the Parish Council is scheduled to take place on **Wednesday 13th December 2017 at 8pm**, to be held in the Village Hall.

The **Action Plan Meeting** will take place on **29th November at 7.30pm**

The **Budget / Precept Planning Meeting** will take place on **6th December at 7.30pm**

PUBLIC SESSION

There were no members of the public present.

The Chairman closed the meeting at 22.25 hours.

Chairman's Signature: R. Nikiel

Date: 13th December 2017