

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 13th SEPTEMBER 2017 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Vice-Chairman Mrs Alex Ryan, Ms Tamsin Addison, Mrs Sue Jones, Mr Everon Merchant, Mr Peter Turner, Mr Graham Wass and Clerk Mrs Lin Freeth.
There was 1 member of the public present.

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

The Chairman welcomed everyone to the meeting. Apologies for absence had been received from County Cllr Carl Etholen and District Cllr Shade Adoh.

PUBLIC SESSION

It was brought to our attention that the mountings of a previous bench seat in the village hall grounds, near to the small gate entrance into the playground area, remained and needed to be removed. **Action: RN**
Also that the manhole cover at the corner of the village hall building needs to be taken off, cleaned out and replaced.

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 12th July 2017.**

The minutes of the meeting held on 12th July 2017 were approved as proposed by Cllr Jones and seconded by Cllr Ryan 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.**

The Clerk reported that the matter of emptying the compost bin within the RPC Burial Ground at St. Mary's had been taken to the last meeting of the PCC. Visitors to the wider churchyard use this bin and so it was agreed to share the cost for emptying it on an alternating basis. As the Parish Council undertook this at the beginning of the year, and again in August, the next occasion will be undertaken by the PCC. The incorrect use of the bin for non-compostable material/rubbish will be monitored.

5. **Planning Applications.**

To consider Planning Applications for:

- a) 17/06934/FUL Holly Tree Cottage, Sprigs Holly Lane - Householder application for rendering of dwelling
The Council recorded no objection to this application.
- b) 17/07428 St. Mary's Church – Removal of epicormic growth & deadwood and reduce height by approx. 2 - 3m to 7 x mature Lime trees situated along the Northern boundary .
The Council recorded no objection to this application.

6. **Finance**

- a) The Clerk had circulated the latest budget summary and no questions arose from this. The Clerk advised that as at 31st August 2017 the Business Account held a balance of £31,048.39 representing interest of £1.28 for the last month and the Treasurers Account a balance of £16,907.97 The Clerk reported that the Report from the External Auditors had been received with no further questions or points raised and that it had been published on the website as required. The Clerk also reported that the WDC Precept payment had been received on September 8th.
- b) The invoice from WDC for the Annual Playground Inspection had been received and included for payment. The payments for August 2017 were approved as proposed by Cllr Ryan, seconded by Cllr Wass and agreed by all. Cllr Addison and Cllr Ryan undertook the signing of the invoices and cheques.

7. **Village Hall**

- a) Copies of all Guarantees relating to the windows at the Village Hall, installed by Premier Windows & Doors, have been passed to Cllr Turner. A claim will be made under guarantee to replace the unit that has failed. The door retainers / catches for the external doors of the hall need to be replaced. **ACTION: PT**
It is noted that Lew Perring has very kindly undertaken repairs to the metal curtain hold-back retainers in the main hall. A letter of thanks will be sent. **ACTION: CLERK**
- b) A request has been received from a local small Events Prop Hire and Catering business to hire the commercial kitchen facilities at the village hall. Cllr Jones, Cllr Nikiel and our Clerk met with one of the partners who explained that they currently create cakes and bespoke biscuits and favours for their clients, and would also be interested in quoting for any catering requirements for Radnage events. The company are very flexible regarding the hours/days required and happy to fit around existing hall bookings. Further research regarding our costs, insurance, H&S, Environmental Health and hygiene certification etc will be undertaken. All agree in principle to proceed further for the use of this under utilised asset. **ACTION: RN/SJ**

- c) Following on from our last meeting it is agreed to explore further the possibility of having a defibrillator in Radnage. There are many factors to consider such as location, effectiveness relating to the distance from the patient, ongoing costs and maintenance etc. The availability of any Grants from the British Heart Foundation, the National Lottery and others will be explored and information for support from local businesses and residents will be circulated via Facebook to see how this might be financed. **ACTION: TA**
The Radnage Charities will be approached to request their consideration in supporting this proposal. **ACTION RN**
- d) The contract for the cleaning requirements of the Village Hall was put out to tender and 4 quotations were received, including one from our existing supplier. Two of those submitted offered a dedicated service not affected by illness or holidays taken, and following discussion, taking into account all aspects of our requirements and the quotations received, it was proposed by Cllr Jones, seconded by Cllr Turner, and agreed by all that Chiltern Cleaning Services would be appointed on a trial basis from October, with any future contract being for 2 years which Cllr Nikiel will prepare. It is suggested that individual cleaners be offered one-off cleans for those hirers that do not wish to undertake it themselves. **ACTION: RN/SJ**
A letter informing our current supplier of the decision of the council will be sent. **ACTION: CLERK**
- e) Cllr Nikiel and our Clerk met with our contractor to discuss tackling the overgrowth of the NE boundary of the Village Hall grounds. This area will be cut back against the boundary with 2, Green Lane and slightly beyond, as much as is possible later in the year as part of the big cut. It is not known what is beneath the foliage further towards the playground and so this will be worked on gradually, monitoring what is there and reporting anything that needs to be removed (scrap, concrete, stumps etc).
- f) Cllr Addison proposes the purchase of pre-assembled wooden planters for outside the front entrance of the Village Hall. Two large @ £59.99 each and one small @ £39.99 are required. This proposal is seconded by Cllr Turner and agreed by all. **ACTION: TA**
They will be installed level and mounted on sacrificial wooden bars. **ACTION: GW**

8. SSE

The works in Green Lane have been completed and the large pile of spoil left outside of the village hall building has been removed. The pole will not be coming down to the rear of the hall as it will keep the transformer. The cut on Chapel allotments is complete but did not include the trees that overhang the road as they did not come within the 4m radius, and so will be looked at as part of the Tree Management Programme'. The power outage is now rescheduled for 23rd October when the Charity field cut is done. Confirmation of this will be requested so that residents can be informed. **ACTION: RN**

9. Risk Assessment

- a) The Clerk confirmed that the monthly playground inspection report had been received.
Cllr Ryan reported that the bins are very full and that WDC will be contacted. The chin-up bars, damaged by previous strimming, are now getting wet. Remedial work will be carried out in the Spring. Bird deterrent spikes will be purchased up to a maximum of £50 to prevent fouling of the swings as proposed by Cllr Jones, seconded by Cllr Wass, and agreed by all. The new signage has now been installed and the business case for funding application has been chased up numerous times. A response was promised within 6 weeks and it has now been 4 months and so a positive outcome is in doubt. **ACTION: AR**
Cllr Addison suggests looking at Lottery funding and offers to investigate further. Cllr Ryan will forward the necessary documents. **ACTION: AR/TA**
Many thanks are extended to Mr & Mrs Wass for the donation of a wooden bench that has been received and which is similar to those already in the playground. It might also be used as a replacement in the Village Hall grounds but ground anchors would need to be installed.
- b) The Annual Play Area Inspection has been received and details every aspect of the playground with colour-coding of any and all areas that have been commented upon. The comprehensive report includes colour photographs of all equipment and the playground area. The full report will be studied to determine any works required and Cllr Turner proposes that areas coded orange be looked at first. **ACTION: AR/RN**
- c) Cllr Nikiel reported that a Burial Ground survey has taken place and that a Risk Assessment template will be produced and the frequency of reports proposed for discussion at the October meeting. **ACTION: RN**
- d) An update on the bus shelters and noticeboards will be received at a future meeting.

10. Clerk's Matters – including correspondence.

Cllr Wass raised the matter of speeding in the village and suggests that a repeat request for volunteers to the Speedwatch initiative be put in Contact magazine. Cllr Addison has identified 2 volunteers for this scheme but a minimum of 6, and ideally 12, are needed. West Wycombe village have data and stats, received from their own purchased speed recognition machine, which is very worrying indeed. These matters will be discussed further at our next meeting. **ACTION: CLERK**

11. Locally focused village projects

Nothing to report at this time and so deferred to the next meeting of the Council in October. **ACTION: GW**

12. 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 in November.

13. Town and Parish Charter

There have been no changes and as further developments relating to this matter are expected this will be deferred for consideration at a future meeting of the council.

14. Development Management Policy Consultation

This consultation is for managing the transport and travel impact of new developments and aims to ensure that growth happens in the right way. Its policies will inform new developments and ensure that they meet Buckinghamshire's needs. The survey for the public to have their say has been included on the radnage.net website and the consultation will run until September 29th.

15. Buckinghamshire Best Kept Village

The Clerk has received the Highly Commended Certificate of Merit achieved by Radnage in this competition, and presents it to the Parish Council. It will be laminated and displayed on the Village Hall noticeboard.

ACTION: SJ

16. Forthcoming Meetings and attendees.

- a) The NHS Clinical Commissioning Group Talk at Longburrow on September 6th was attended by our Clerk but on arrival it was announced that the speaker would not be attending and that this part of the evening had been cancelled. A disappointment to all of those attendees who had made a special journey for this.
- b) To agree attendance at any forthcoming meetings:
 - WDALC Meeting – September 28th – Cllr Nikiel will endeavour to attend.
 - Allotments Training – November 7th – Cllr Nikiel and Cllr Wass have expressed an interest.
 - Data Protection & FOI – November 22nd – Cllr Nikiel & the Clerk will attend.
- c) The Planning Meeting will take place, ahead of our regular meeting, at 7.15pm. Details will be circulated via Facebook by Cllr Ryan during the preceding week.

ACTION: AR

17. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council is scheduled to take place on **Wednesday 11th September 2017 at 8pm**, to be held in the Village Hall. **This will be preceded by a Planning Department meeting at 7.15pm - all welcome.**

The formal meeting closed at 21.50 hours.

PUBLIC SESSION

The resident attending the meeting this evening very kindly offered to collect the wooden planters on behalf of the council and will confirm the details with Cllr Addison. This is an enormous help to us and our grateful thanks are extended to him.

The Chairman closed the meeting at 22.00 hours.

Chairman's Signature: R. Nikiel

Date: 11th October 2017