

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 12th SEPTEMBER 2018 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr Robert Nikiel, Mrs Alex Ryan, Ms Tamsin Addison, Mr Darren Ungless and Mrs Morag Wagstaff.

There were 3 members of the public present for the meeting.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting.

Apologies for absence had been received from Clerk Lin Freeth, Cllr Mr Everton Merchant, County Cllr Carl Etholen and District Cllr Shade Adoh.

MEETING CLOSED FOR PUBLIC SESSION

Householder for a previous planning application (Case Ref 18/05755/FUL) expressed surprise that his application had recently been refused by WDC Planning Dept. Radnage Parish Council had raised no objection to this submission in their response to WDC. A brief discussion was held as to apparent reasons for the refusal and the next steps intended to be taken by the householder.

Householders for planning application awaiting RPC response (Case ref 18/07131/FUL) took the opportunity to explain the reason for this application and to answer any question in regard to the application, as this is running concurrent to an appeal against an Enforcement Notice on the same property. RPC councillors will take note of any comments made by the applicants in their forthcoming response to this application.

MEETING REOPENED

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

None were made.

3. Acceptance and signing of the minutes of the Ordinary Meeting of the Parish Council held on 11th July 2018.

The minutes of the meeting held on 11th July 2018 were approved as proposed by Cllr Ryan, seconded by Cllr Ungless, 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.

Further correspondence was had with the MVAS supplier, regarding types of brackets and other equipment required, and the order is being progressed. The equipment is likely to be received in 2-3 weeks.

ACTION: RN

5. Locally Focused Village Projects

Due to main project persons being unavailable for this meeting, updates will need to be provided at a forthcoming meeting.

ACTION: EM

6. Planning Applications.

Discuss the process for consolidation of planning comments for submission.

As Cllr Peter Turner had taken the lead in this area, and due to his recent resignation from the Parish Council, Cllr Tamsin Addison will endeavour to obtain all relevant materials from Cllr Turner for further consideration by members of a re-constituted planning sub-committee.

ACTION: TA

To Note Planning Decisions:

No further comments were made regarding the cases listed in the Agenda

To consider planning applications:

Case Ref: 18/06822/FUL - Ashridge Barn, Green End Road – Application for conversion of existing barns to 3 bedroom residential dwelling and associated car port along with demolition of part of existing barn and associated external alterations.

No comments submitted by deadline.

Case Ref: 18/06715/FUL – Boundary Farm, Sprigs Holly Lane – Application for change of use of existing single storey building to form a two bedroom home with parking, access and amenity space.

No comments submitted. Application on hold.

Case Ref: 18/07045/VCDN – Andridge Farm, Sprigs Holly Lane - Application for removal of condition 1 (agricultural occupancy) attached to PP WR/1235/63

No comments submitted.

Case Ref: 18/07131/FUL – Rose Cottage Green End Road – Householder application for construction of two storey front, side and rear extension and detached outbuilding.
Councillors to make comments in time for consultee deadline of 24/09/2018. Note to be made of comments provided at this meeting by householder (ref earlier Public Session).

Planning comments are submitted by the Clerk on behalf of the Council.

ACTION: CLERK

Planning Control:

There are no further updates at this time.

7. Roles and Responsibilities

- a) To determine Parish Council roles and responsibilities.
Cllr Robert Nikiel has created a document detailing the responsibilities undertaken by councillors and who is currently responsible. As at this meeting, the list is incomplete and also needs to be updated given recent and expected resignations. Deferred until October meeting. **ACTION: RN**

8. Standing Orders

- a) To receive and adopt updated Standing Order document (NALC)
The meeting unanimously agreed to approve and adopt the Standing Orders as documented and distributed – as proposed by Cllr Wagstaff, seconded by Cllr Ryan.

9. Finance

- a) To receive a report from the RFO and findings of external audit
It was noted that the audit is complete without any questions or points raised by the external auditor.
- b) To approve payments for July/August 2018 and signing of cheques (Appendix 1)
Payments were approved by all, proposed by Cllr Addisson, seconded by Cllr Ungless
- c) Agree date in October for intermediate audit of accounts – RFO and Booking Clerk
Cllr Nikiel has agreed to undertake the intermediate audit during the first week of October, for report back in October meeting. **ACTION: RN**

10. Village Hall

- a) To receive an update on Village Hall matters:
- Maintenance
 - Electrics

Lights in Disabled WC stopped working in July. Cllr Nikiel and Owen Nikiel undertook fault finding and repairs. Fault was in the light switch circuit. Rather than replace the circuit, a PIR was installed in place of the manual switch, which brings this WC in line with the Gents and Ladies WCs. It is suspected that this circuit was the reason for previous power 'earth leak' outages experienced.

The new WiFi has been positioned within the hall. Rather than extend a new power supply it was decided, for expense and convenience, to extend the phone line into the hall. A new bracket has been purchased to mount the router and power supply to the router will need to be tidied up with conduit.

ACTION: RN

- b) To consider out renting of tables / chairs
The principal of renting out village hall tables and chairs, for use 'off site' was discussed. Precedent has been set as these are sometimes let out for village events, where a 'donation' is asked for. Possibility of taking a deposit, in order to cover any damage, was suggested. A proposal to be documented. **ACTION: RN**

11. Defibrillator – Village Hall

Cllr Addisson reported that payment of the agreed £1000 to BHF will be due. Preferred siting of the defibrillator is on the short section of wall closest to Green Lane and accessible from the pedestrian entrance on Green Lane or from the car park area. Inspection with Cllr Nikiel established that this would be possible but existing electrical circuits would need to be extended to agreed position. This could be included in expected quote for VH electrics update. The cabinet must remain unlocked. It was queried if the unit would be covered under our existing insurance – Cllr Nikiel to check with John Hornsey.

ACTION: TA/RN

12. Risk Assessment/Open Spaces

To review items needing attention.

- a) To receive the monthly inspection report on the Children's Playground and any update – Cllr Ryan - The monthly report has been received.
Cllr Ryan reported that the new play equipment is now installed and in use. The old swings have been painted. All agreed that these improvements have made a big difference to the area and its usage. A quote of £750 has been received to paint and restore the large slide. All agreed that this would bring all existing equipment up to same level of condition and would be desirable - we will need to check on budget availability. **ACTION: RN/AR/CLERK**
A member of the public had reported that one of the 3 wooden poles on the pull-up bars had collapsed. On inspection, it was seen to have been rotted through internally. The wood and metal pieces have since been removed from the area. On discussion, it was decided to remove this piece of equipment in

its entirety as it posed a potential H&S risk. Cllr Nikiel undertook to mark off the equipment as unusable until final removal is effected. **ACTION: RN**

- b) To receive the annual inspection of the Children's Playground.
We are awaiting a date for re-scheduling of this inspection.
- c) To receive burial ground report and update.
Report has been received. Cllr Nikiel reported that the organic waste bin had been emptied on behalf of the PCC – next emptying to be on behalf of RPC.
- d) To discuss Environment Agency burial site guidelines and requirements.
Cllr Nikiel reported that he has reviewed all materials supplied with regard to possible pollution of groundwater by burial sites – this is a new statutory requirement on the owner/operator of such a facility. In his view, following inspection of the site according to guidelines given, he believes our site poses no risk of this nature. An official response of our findings will need to be submitted to the relevant authorities and it would be sensible to co-ordinate this with any response from St Mary's church regarding the adjacent burial site under their control. **ACTION: RN**
- e) To receive bus shelter and noticeboards reports and update.
None received but it has been noticed that bus shelters have recently been tidied up.
- f) To receive an update on the War Memorial.
Due to resignation from the council, Cllr Turner was not present to update on this point. However, it has been noticed that grass and hedge cutting has recently taken place. A member of the RPC will need to take over this responsibility, especially with regard to November's Remembrance activities.

13. Buckinghamshire Best Kept Village 2018

To receive report and Highly Commended Certificate of Merit

The certificate will be displayed in the Village Hall, with previous certificate.

ACTION: CLERK

14. Death of a Sovereign and/or senior member of the Royal Family.

It was agreed to defer adoption of the Wycombe District Council protocol to a future meeting.

15. Remembrance Sunday.

To agree arrangements to mark the Centenary of the Armistice

The application for funding for 10 'seen but unseen' silhouettes, on behalf of RPC, has been granted in full. Cllr Nikiel will work with Rev Linda Richardson and the Radnage British Legion to decide best use of the silhouettes, as well as to co-ordinate other community activities marking the Centenary. Cllr Nikiel will be attending the October meeting of the British Legion and will report back at October meeting.

ACTION: RN

16. Councillor Election / Co-option

Councillor resignation and co-option.

WDC have confirmed we can co-opt on this occasion. Despite notices on boards and in Contact since July no official expressions of interest have been received, although a verbal expression of interest by a resident was noted.

17. Clerk's Matters – including late received correspondence.

- a) To note any correspondence received after the Agenda had been produced.
None received for attention at this meeting.
- b) Fly tipping & vehicle crime.
The Clerk has submitted latest TfB information and rural crime updates for publication in next issue of Contact, as well as placing on our website.
We have received notification of BCC's possible closure of the Bledlow Recycling Centre. Following discussion, councillors unanimously agreed that, for a number of reasons, this would not be of benefit to our residents and may encourage fly-tipping in our area. Cllr Nikiel undertook to make an official statement of RPC objections, for inclusion in our website and copy to our county and district councillors. There are a number of petitions being circulated in Radnage and we would urge residents to use these to make their feelings felt on this matter. **ACTION: RN**
- c) Maintenance of the Village Grit Bins.
Cllr Nikiel has established that filling of these is responsibility of TfB, excepting those in Green Lane which are owned and managed by Green Lane Residents Association.
- d) CIL allocations for 2019/20 (due 15 September)
No suggestions for bids have been received so far.
- e) Note possible route through Radnage by Action Challenge – Chiltern 50 (29th September) and Chiltern Challenge (July 2019)
Correspondence received from the organisers indicated that the possible route may cut through Radnage with a very small portion on the road junction of Church Lane. We have pointed out that this is a dangerous point and could be avoided or properly signed and marshalled. Recent correspondence indicated that the route may change to bypass Radnage – yet to be decided and communicated by the organisers.

16. Forthcoming Meetings and attendees.

a) Recently attended meetings.

Project Griffin – WDC Terrorism Awareness – July 23rd 10am-1pm or 2pm-5pm
Event was cancelled

South West Chilterns & Marlow Local Area Forum – 11th September, 8pm

This was held in the Radnage Village Hall. Cllr Nikiel attended on behalf of RPC. There were no topics or issues affecting Radnage. Minutes will be available for all after issue by the LAF.

b) To agree and approve attendance at any forthcoming meetings:

Parish Liaison and TfB Conference Update - September 26th 6:30pm

- Cllrs Wagstaff and Nikiel agree to attend

AVDC Chairman's Quiz Night – 19th October 7pm

- Councillors expressed an interest but no firm commitments for attendance have been received

17. Date of Next Meeting:

The next **Ordinary Meeting** of the Parish Council is scheduled to take place on **Wednesday 10th October at 8pm**, to be held in the Village Hall.

PUBLIC SESSION

There were no members of the public present for this session.

The Chairman closed the meeting at 22.05 hours.

Chairman's Signature:

R. Nikiel

Date:

10th October 2018

Thanks are extended to Cllr R Nikiel for producing these Minutes in the absence of the Clerk.