

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 14th NOVEMBER 2012 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Councillors: Vice-Chairman Ms Elizabeth Fynn, Mr Martin Blakstad, Mrs Sue Jones, Mr Lew Perring, Mr Roy Pitcher, Mr Tim Tordoff and Clerk Mrs Gill MacKenzie.

1. Welcome and Apologies for Absence.

The Chairman welcomed councillors and 2 members of the public to the meeting. Apologies for absence had been received from Cllr Mr Robin Fawell (holiday).

MEETING CLOSED FOR PUBLIC SESSION

Members of the public present were interested in hearing the council's views on the planning application for Romani Lodge but made no comment.

MEETING REOPENED

2. Declarations of any pecuniary interests.

No declarations of any pecuniary interests were declared.

3. Acceptance and signing of minutes of Meeting of the Parish Council held on 10th October 2012.

It was proposed by Cllr Jones, seconded by Cllr Perring with all in favour that the minutes of the previous meeting 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.

Further to item 9 and following advice it had been agreed that an investigation to be made into the ownership and recommended future of the barn on Radnage Common was necessary. The Clerk was tasked with responding formally to the resident of Flints Cottage and to ask Mr Blaylock if he would be willing to undertake an investigation on behalf of the Parish Council.

It had been further agreed that any requests for Deeds of Easement from residents adjacent to Radnage Common wishing to seek formal permission to have vehicle access across the Common would be approved, subject to the same conditions as a previous application i.e. with no annual fee and at no charge to the council.

ACTION: Clerk

5. Planning.

To record the council response to planning application:

- Stratford House: Householder application for replacement crossover (retrospective). The Parish Council had no objection.

To decide on council response to planning applications:

- Romani Lodge: Demolition of existing dwelling and outbuildings and erection of 1 x 5 bed dwelling with detached garage and poolhouse with associated new access. The Parish Council felt that the proposed newbuild was out of keeping with the picturesque nature of the valley and of the village. The Clerk was tasked with asking WDC to have some consideration with the agreed finish to the property, if permitted, using local materials to retain a sympathetic view.
- The Crown: Erection of detached block to create 4 additional letting rooms with associated parking and construction of part two storey, part single storey rear extension. The Parish Council had no objection.

The Clerk was asked to submit comments to WDC on these three applications.

ACTION: Clerk

6. Finance

- a) The Clerk reported that as at 31st October the current account held a balance of £17,665.01 and that as at 9th October the deposit account held a balance of £22,077.86 representing interest received of 88p. It was noted on the monthly balance summary, that income from the Village Hall was not as high as anticipated and it was suggested that the Hall be advertised more widely. There were no questions concerning the summary. The Clerk advised that impending changes to the PAYE system would require monthly reporting, a small increase in the workload.
- b) The payments for November 2012 were approved, as proposed by Cllr Blakstad and seconded by Cllr Tordoff who signed the cheques. This had been agreed by all.
- c) The formal resignation of appointment from Mr Blaylock (common land project/Assistant RFO) had been received and was accepted by councillors. The Clerk was asked to write a letter of thanks to Mr Blaylock for his contribution to the work of the parish.

7. Village Hall

a) The Village Hall Manager reported that the heating boiler had been serviced by JKL Heaters Ltd. of Walters Ash. Two faults had been identified and rectified. Cllr Jones reminded the council of the need to ensure that a service is carried out each year to maintain efficiency of the boiler. The control of the heating system had been addressed and a weekly test made of the automatic programming. The bookings administrator was content to operate the system and update it each week to suit the hirers' needs. The frost stat had been set and would engage should the temperature go below 3 degrees C (24/7). It was advised that it would be necessary to address the question of increasing insulation for the roof space and vulnerable water pipes.

For the forthcoming Rugged Radnage Run on 18th November, UK Mats had kindly offered to let us have some old mats, free of charge, to help control the amount of dirt in the hall and would deliver these on Friday 16th November. They would then collect them for cleaning.

The Friendship Club had advised that they no longer wish to hire the hall on a regular basis for their meetings.

Premier Windows had not yet notified a date for installation of the two windows, front door, gutters and soffits.

b) It was proposed by Cllr Fynn, seconded by Cllr Pitcher and agreed by all that an additional fire extinguisher be purchased as identified in the fire servicing report. This was anticipated to be approx. £50.

ACTION: SJ

c) Cllr Fynn presented a report and proposal prepared by Cllr Fawell on the modification of the heating system. It was anticipated that if agreed, the changes would reduce noise and that a dramatic improvement was to be expected. Following discussion and as proposed by Cllr Fawell and seconded by Cllr Fynn, it was agreed by all that this proposal be accepted and that the cost of £2,339.70 +VAT be taken out of village hall maintenance budgeted funds, with appropriate adjustment to the overall village hall budget to ensure there was no overspend at year end.

ACTION: RF/EF

d) The Theatre in the Villages event had been cancelled by the company as their players were unable to be available at the last minute. This had resulted in the organiser being faced with a cancellation fee for the Hall. It was proposed by Cllr Jones and seconded by Cllr Pitcher with all in favour that the cancellation fee of £56 be waived as a one-off as this was to have been a fundraising activity in support of the Village Hall.

ACTION: SJ

8. Open Spaces

- a) Cllr Blakstad advised that the burial ground was in a tidy state and that the Dodwell memorial was now in place.
- b) Cllr Pitcher reported that some of the allotments were looking untidy and that noticeably some had not been worked throughout the year. It was suggested that a personal approach to tenants be the first

step, and a letter be sent at renewal time. Plot 3 at City Allotments was to be split into halves in order to encourage lettings.

ACTION: RP

c) The Grasscutting contract was coming to an end of its two year cycle and it was suggested that the existing contractor be invited to provide a quotation as he had proved himself to be reliable and efficient.

ACTION: Clerk

An email complaint had been received regarding the condition of the children's playground. It was agreed that it would be helpful to involve users of the playground in future discussions about its upkeep. A volunteer had come forward and the Clerk provided Cllr Perring with her telephone number to follow this up.

ACTION: LP

It had been noticed that during the recent spell of heavy rain that the Wards Pond drain appeared to be working well.

d) A letter of concern from a resident on Bottle Square Lane regarding traffic along City Road had been received. After some discussion, it was decided that an approach to BCC Highways would be the first course of action, to seek advice on options and costs of introducing traffic calming measures.

ACTION: Clerk

9. Action Plan

The Action Plan as updated was presented and a minor alteration made. It was proposed by Cllr Pitcher, seconded by Cllr Fynn with all in agreement that this be adopted.

10. Risk Management. The Risk Register for October would be reissued along with the November list at the December meeting of the council.

ACTION: Clerk

11. Clerks Matters.

The Clerk advised that an email from one of the school governors had been received regarding the Village School using the village playing field facilities off Radnage Common Rd for sports activity. The request was to ask if this item could be included in a future agenda for further discussion. Councillors agreed to consider this request favourably and tasked the clerk with asking the school to provide more detail including proposed start date, days/timings/frequency, duration, access requirements etc. It was considered that this level of detail would give the council a better idea of the involvement being suggested and enable them to consider the request alongside other hirers of the hall, car park and surrounds.

ACTION: Clerk

12. Assistance to Councillors

It was agreed that if specific projects were required as part of the council remit, that the adoption of additional volunteers to assist with these tasks would be appropriate. This could be individuals, a working group or a sub-committee, all of whom would be asked to report their findings back to the council for consideration and a decision. These would be initiated on an 'as and when' basis.

13. Forthcoming Meetings and Attendees.

It was agreed that the proposed list of future meetings 2013 be published. It was noted that the Precept Planning Working Group meeting was scheduled to take place on Monday 3rd December 8pm at 2 Lydalls Cottages.

ACTION: All

14. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council will be held on Wednesday 12th December 2012 at 8pm in the Village Hall.

PUBLIC SESSION.

There was no further public session.

The meeting closed at 21:56 hours.

Appendix 1

Cheques for approval and signing:

Cheque number 2475	Michelle Skidmore – Village Hall admin – October £292
Cheque number 2476	Debbie White – Village Hall cleaning – October £114
Cheque number 2477	Mike New – Radnage Scouts – Deposit return £50
Cheque number 2478	Julie Bailey – Progressive Supper – Deposit return £50
Cheque number 2479	Rebecca Jacobs – Childs Party – Deposit return £50
Cheque number 2480	Panache Fire Services Ltd – a £82.50+ VAT
Cheque number 2481	Woodridge Cleaning Supplies - £12.19 +VAT
Cheque number 2482	G Spratt – grasscutting contractor Oct/Nov £877
Cheque number 2483	G MacKenzie – clerks salary and expenses £387.48
Cheque number 2484	Thames Water – July – October £62.54
Cheque number 2485	G Jones – Deposit return £50
Cheque number 2486	Community Impact Bucks – annual subscription £50
Cheque number 2487	V Patterson – village hall charge return £56
Direct Debit	Southern Electric – Village Hall monthly direct debit £90
Direct Debit	Sita UK Ltd – Village Hall Waste £tbc