

PARISH OF RADNAGE

A MEETING OF THE PARISH COUNCIL WAS HELD ON WEDNESDAY 10th OCTOBER 2012 AT 8 PM IN RADNAGE VILLAGE HALL

Present: Cllrs: Chairman Mr Robin Fawell, Vice-Chairman Ms Elizabeth Fynn, Mrs Sue Jones, Mr Lew Perring, Mr Roy Pitcher and Clerk Mrs Gill MacKenzie.

1. Welcome and Apologies for Absence.

The Chairman welcomed everyone to the meeting, including District Councillor Mr John Gibbs. Apologies for absence had been received from Cllr Mr Martin Blakstad (away on business).

MEETING CLOSED FOR PUBLIC SESSION

Cllr Gibbs advised that Wycombe District Council had signed the new joint waste contract, for collections and street cleansing, which would take effect in March 2013. The debate on the sports centre continues. He holds a small amount of money (approx £500) which is available as a grant and encouraged an application from the Parish Council.

MEETING REOPENED

2. Declarations of any personal or prejudicial interests.

No declarations of any pecuniary interests were declared.

3. Acceptance and signing of minutes of Meeting of the Parish Council held on 12th September 2012.

It was proposed by Cllr Pitcher, seconded by Cllr Perring with all in favour, that the minutes of the previous meeting dated 12th September 2012 be accepted as a true and accurate record. The Chairman signed and dated the minutes.

4. Acceptance and signing of minutes of Confidential meeting of the Parish Council held on 12th September 2012.

It was proposed by Cllr Jones, seconded by Cllr Fynn that the minutes of the confidential meeting held on 12th September be accepted as a true and accurate record. All agreed. The Chairman signed and dated the minutes.

5. Report on progress on items in the open minutes not otherwise included in this agenda.

The Clerk advised that she was still to write thank you letters to Mr Channon and Mr Jones for their work on Radnage Common. No other reports were necessary at this time.

6. Planning.

Two planning applications had been received concerning 2 Whitethorns, Horseshoe Road, Radnage:

- Householder application for construction of two storey side and rear extensions and refurbishment of existing dwelling along with replacement garage and associated external alterations
- Demolition of existing dwelling and erection of replacement 4 bed dwelling and garage with associated works at 1 Whitethorns.

Councillors strongly objected to the developments being proposed on the grounds of overdevelopment of an existing property within the Chilterns AONB. The Clerk was asked to respond to WDC accordingly.

ACTION: Clerk

7. Finance

a) The Clerk reported that as at 28 September the current account held a balance of £20,895.33 which included receipt of the second half of the annual precept. As at the 9th September the deposit account held a balance of £22,076.98 including interest of 97p. The report from the external auditor had been received on 26th September and the requisite display of accounts was posted on the village notice boards on 27th September. The report included a note advising that fixed assets should be accounted for at purchase cost and that if this was unknown, a proxy cost (e.g. insurance value) should be adopted and applied consistently. Councillors were advised that all assets, in particular, the village hall should be re-appraised in preparation for the next annual return. **ACTION: All**

b) The payments for October 2012 were approved, as proposed by Cllr Jones, seconded by Cllr Fynn who then signed the cheques. All were in agreement.

c) As RFO, the Clerk requested authority to return village hall hire deposit using electronic banking, whilst ensuring that all transfers were well documented and recorded, on the basis that the money did not belong to the council and should be returned at the earliest opportunity. Any hirers who did not wish to be refunded in this way would continue to be given the option of having a cheque raised at the next meeting of the council. The Clerk suggested a trial of this system be used and reviewed again at the end of the financial year. Cllr Jones proposed and Cllr Fawell seconded that the clerk be allowed to use electronic banking for the return of hire deposits. All agreed. **ACTION: Clerk**

8. Village Hall

a) Cllr Jones, Village Hall Manager, reported that a new hall cleaner, Debbie White had begun work in September with flexible working around bookings and that she has made a good start. The new floor surface has been much admired by most of the hall users but a report has been received that it is proving to be slippery for the Pilates class. A solution to this problem is being investigated.

Thanks go to Cllrs Fynn and Perring for spending time turning out unwanted items, old doors and cleaning the area of the Toddlers cupboard. The removal of the old shower and making good parts of the floor and walls needs to be completed when practical. It would also be necessary to ensure that the toddlers' toys do not impede access to the boiler room. The possibility of swapping the use of the cleaning cupboard with the toddlers' store was being considered.

The fire inspection service had been carried out by Panache in the presence of Cllr Fynn. An extra 6kg powder extinguisher for the boiler room would be required with an estimated cost of £50.

News from Community Impact Bucks reminds us of changes to the need for music licences, PPL and PRS, for community halls. Cllr Jones had been investigating the need as it would appear that exemptions may be relevant for the hall. It was suggested that the licencing officers at WDC may be able to advise further. Cllr Fawell agreed to take another look into this requirement as he had already undertaken investigations earlier in the year. **ACTION: RF**

The memorial bench for Patricia Sharley was duly installed at the side of the playing field adjacent to the hall, on 20 September, and witnessed by Cllr Fynn and Clerk Gill MacKenzie.

b) The proposed policy for grant applications was presented by Cllr Fawell. This was discussed and it was agreed that the document required refinement and that it would be helpful to discuss the content with the current volunteer applying for grants on behalf of the council. The Clerk suggested that if a policy was

to be adopted, it might be useful to ensure that it is not preclusive to the village hall and that once agreed, could be annexed to the council's financial standing orders.

ACTION: RF

c) The proposed policy for fundraising was presented by Cllr Fawell and following discussion about not wishing to make things difficult for those who wished to fundraise for council projects, it was agreed that Cllrs Fawell, Jones and Fynn should review the document with a view to refining it and ensuring clarity of content for all possible situations, and return this to the council for a decision. **ACTION: RF/EF/SJ**

9. Open Spaces

The Clerk advised that a letter had been received very recently from the resident of Flints Cottage regarding ownership of barn on Radnage Common and to clarify resident's rights over vehicle access to his property. It was agreed that the Clerk should seek advice from Mr Blaylock who is currently finalising the common land registration project.

ACTION: Clerk

10. Risk Management.

The monthly Risk Register was distributed for completion by councillors.

11. Clerks Matters.

The Clerk advised that an email had been received from Mr Blaylock providing the following updates:

- a) Following a visit to the County Archives in July Mr Blaylock had taken a number of photographs of the Parish Award and had produced a presentation folder for the council records. The folder is available for viewing by councillors on request and will be available to view by the public at the next Parish Meeting.
- b) The Sprigs Holly Allotments have still not been registered by HM Land Registry and the council's solicitors have been obliged to submit a new application. The Clerk advised that this is likely to result in further cost to the council.
- c) Additional copies of missing Land Registry documents have now been provided for the Asset Register.

Water continues to flow along City Road from Pophleys to Wards Pond which is causing some concern to residents. The Clerk was intending to speak to the area technician to see if anything could be done to investigate the situation and to allay these concerns.

12. Forthcoming Meetings and Attendees.

The Clerk reminded councillors of forthcoming working group meetings:

Action Plan Working Group – Tuesday 30th October 8pm Eton Lodge

Precept Planning Working Group – Wednesday 21st November 8pm at 2 Lydalls Cottages

Unfortunately the Chairman advised that he was unable to attend the Precept Planning meeting so alternative dates were to be suggested outside the meeting to see if a change of date could be arranged.

The Clerk advised that she had produced a list of proposed dates for meetings of the council for the year 2013. All councillors were given a copy and asked to advise the Clerk by the next meeting if these dates were considered suitable.

13. Date of Next Meeting:

The next Ordinary Meeting of the Parish Council will be held on Wednesday 14TH November 2012 at 8pm in the Village Hall.

PUBLIC SESSION

There was no further public session.

The meeting closed at 21:50 hours.

Chairman's Signature:

Date:

Cheques approved and signed:

Cheque number 2467	M Skidmore – Village Hall administrator £292.00
Cheque number 2468	D White – Village Hall cleaner 7 hours £84
Cheque number 2469	G MacKenzie – clerk salary and expenses October £396.03
Cheque number 2470	HMRC Quarterly Tax and NI £281.80
Cheque number 2471	Mazars - external audit fee £420+VAT
Cheque number 2472	Village Hall deposit refund Keown £50
Cheque number 2473	Village Hall deposit refund Cole £50

Direct Debit	Southern Electric – Village Hall monthly direct debit £90
Direct Debit	Sita UK Ltd – Village Hall Waste £16.67