



# Stoke Mandeville Parish Council

Minutes of the PARISH COUNCIL meeting held on Tuesday 20<sup>th</sup> February 2024 at the Community Centre, Eskdale Road.



Present: Cllrs K Shanahan (Chair), B Ezra, D Field, S Kirve, L Prestage, G Shrivastava, and D Smith.

Buckinghamshire Council Cllrs: R Newcombe, S Bowles, and P Strachan. Absent: n/a

Clerk: A Skeggs Assistant Clerk: P Rayner Public Attendance: One.

No.	Description	Action
24/15	<b>APOLOGIES</b> Apologies were received and accepted from Cllrs Hudson, Jenkins, Willmer, and Wood.	
	<b>OPEN FORUM FOR PARISHIONERS</b> – No questions from the floor. The update from the Buckinghamshire Council Cllrs was: <ul style="list-style-type: none"> <li>The 2024/25 Buckinghamshire Council budget was being considered on the 21<sup>st</sup> February.</li> <li>There was a Wendover &amp; Villages Community Board meeting on the 22<sup>nd</sup> February.</li> </ul> Cllr Field asked when the white lining outside Asda would be done. Cllr Newcombe undertook to find out. Cllr Shanahan asked now that the AGT1 SPD had been accepted, what was the status of the applications within AGT1.	
24/16	<b>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</b> a) There were no new declarations of interest. b) There were no new requests for dispensation.	
24/17	<b>MINUTES OF PREVIOUS MEETING</b> a) The minutes of the meeting of the 16 <sup>th</sup> January were unanimously <b>AGREED</b> . b) The action plan was reviewed with a number of completed items being removed.	
24/18	<b>CO-OPTION</b> The Council had received an application to join the Parish Council from resident Jon Theobald. After answering a couple of questions from Councillors, it was proposed by Cllr Field, seconded by Cllr Shrivastava that Jon Theobald be co-opted to represent the Village ward. This was unanimously <b>AGREED</b> .	
24/19	<b>BUCKS CC SPORTS AND SOCIAL CLUB</b> a) The meeting considered the current arrangements of the Working Group and whether a more formal approach was more appropriate to ensure openness and transparency. After debating the current position it was proposed by Cllr Shanahan, seconded by Cllr Smith, that the Working Group should continue in its present form until the decision is made by Buckinghamshire Council and that minutes be taken at future meetings which would be reported to the Parish Council for noting. If there was a positive outcome, then a formal committee would be created. This was unanimously <b>AGREED</b> . b) Cllr Shanahan reported on the meeting that she and Cllr Kirve had had with Booker Park school. Booker Park outlined their plans for a 4G sports pitch on the back field, which would be used primarily by the school with some community use in the evenings and at weekends and they were keen for a vehicular access to Lower Road. They also indicated the current position with Buckinghamshire Council.	

24/20	<b>NEIGHBOURHOOD PLAN</b>	Cllr Prestage the current position with the Plan. Buckinghamshire Council had requested some additional documentation and raised four points, all of which had been answered. The Plan was in conflict with the SPD as the SPD had been approved prior to the Plan submission. The conflict related to the location of the green buffer, which there were still no dimensions. The next step was for Buckinghamshire Council to appoint an independent inspector to commence the Regulation 16 consultation.	
24/21	<b>DEVELOPMENT PLANNING AWAY DAY</b>	After considering various dates it was <b>AGREED</b> that the away day would be held on Saturday 16 <sup>th</sup> March at The Ark, starting at 10 o'clock.	Clerk
24/22	<b>COMMUNITIES COMMITTEE</b>	Cllr Field gave an update of the meeting held on the 6 <sup>th</sup> February and reported that arrangements for the two events were going well. The draft minutes were <b>NOTED</b> .	
24/23	<b>FINANCE AND GOVERNANCE COMMITTEE</b>	Cllr Kirve gave an update of the meeting held on the 13 <sup>th</sup> February. He reported that the year-end accounts would show a small surplus and that a verification of the Council's assets would be required in the coming months. The draft minutes were <b>NOTED</b> .	Clerk
24/24	<b>FINANCE</b>	<p>a) The list of payments made, attached as appendix 1 since the last meeting were <b>APPROVED</b>.</p> <p>b) It was <b>NOTED</b> that the following bank transfer had taken place since the last meeting.</p> <ul style="list-style-type: none"> <li>• 26 January - £10,000 from Deposit to Treasurers Account.</li> </ul> <p>c) It was <b>NOTED</b> that the Financial Regulations had been updated to reflect the new Contract Procedure Thresholds.</p> <p>d) It was <b>NOTED</b> that the S.137 amount per resident for 2024/25 would be £10.81.</p>	
24/25	<b>CLERKS REPORT</b>	The clerk's report, attached as appendix 2, was <b>NOTED</b> .	
24/26	<b>POINTS OF INTEREST</b>	<ul style="list-style-type: none"> <li>• Arla Visit – This had been arranged for the 6<sup>th</sup> March. Cllr Wood needed to know which councillors would be going.</li> <li>• EKFB – Cllr Dean gave an update of the meeting. A turning point for buses close to the Goat Centre had been suggested and would be considered by EKFB.</li> <li>• Village Society – The Chair and Cllr Dean had met with the Village Society to discuss potential projects.</li> </ul>	All Cllrs
24/27	<b>DATE OF NEXT MEETING</b>	The next meeting will be on Tuesday 19 <sup>th</sup> March 2024.	
	<b>EXCLUSION OF THE PUBLIC – Confidential Item</b>	To resolve that under the Public Bodies (Admissions to Meetings) Act, the public and press be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.	
24/28	<b>BUCKS CC SPORTS AND SOCIAL CLUB SITE</b>	<p>Cllr Shanahan congratulated the working group for all their hard work in producing the Bid document. The following points were made:</p> <ul style="list-style-type: none"> <li>• The offer value was based upon an independent valuation.</li> </ul>	

- S106 funds would be needed to fund the purchase and renovate the building.
- The formal offer would cover the whole site (9 acres).
- Legal advice had been given on the offer document.

It was proposed by Cllr Shrivastava, seconded by Cllr Smith, that the circulated Offer document be presented to Buckinghamshire Council. This was unanimously **AGREED**. The offer would be subject to an agreed contract, completion of all necessary searches and due diligence.

It was then proposed by Cllr Shanahan, seconded by Cllr Kirve, that the following be included in the Offer:

*Although, this is an offer for the full site, we are aware of the needs of the Booker Park School to support sporting amenity for SEN children. We are fully supportive of their needs and have engaged with Booker Park School regarding their use of the field bordering the school. Therefore, we are proposing a joint discussion with Booker Park School and Buckinghamshire Council to reach an agreement which satisfies the needs of all parties. We reserve the right to revise our offer if an alternate approach to back field is agreed.*

This was unanimously **AGREED**.

The meeting closed at 9.22pm

Signed \_\_\_\_\_ Dated: 19-March-2024

#### **Action List**

<b>Date</b>	<b>Minute</b>	<b>Description</b>	<b>By Whom</b>	<b>Status</b>
21/11/23	23/129	Invite TVP PCSOs to Parish Council meetings.	Clerk	In Progress
16/01/24	24/05a	Contact HS2 with deadline with agreements.	Clerk	Completed
20/02/24	24/21	Arrange Development Plan Strategy session.	Clerk	Completed
20/02/24	24/23	Arrange Verification of Fixed Assets.	Clerk	In Progress
20/02/24	24/26	Reply to Cllr Wood on Arla Attendance.	All Cllrs	Completed

## APPENDIX 1 – PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 20th FEBRUARY 2024						
<b>RECEIPTS</b>						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
09/02/2024	Lloyds Bank	february	379.02		379.02	Interest for February
<b>Total Receipts</b>			<b>379.02</b>	<b>-</b>	<b>379.02</b>	
<b>PAYMENTS - From Current Account</b>						
<b>Direct Debits</b>			Gross	VAT	Net	Transaction Detail
18/01/2024	Castle Water	791481	192.80	-	192.80	Allotments Water 1 to 31 December 2023
31/01/2024	Onecom	916727	68.89	11.48	57.41	Office Phone to 31 December 2023
19/02/2024	Peoples Partnership	january	260.87	-	260.87	Pension Costs January 2024
19/02/2024	Drax	1107634145	42.77	7.13	35.64	Street Lighting for January 2024
19/02/2024	Drax	1107634146	484.46	80.74	403.72	Street Lighting for January 2024
<b>Standing Orders</b>						
28/01/2024	Rosalyn Haines	january	666.67	-	666.67	Grounds Maintenance for January 2024
28/01/2024	Clerk	january	1,861.97	-	1,861.97	Salary for January 2024
28/01/2024	Assistant Clerk	january	593.45	-	593.45	Salary for January 2024
			<b>4,171.88</b>	<b>99.35</b>	<b>4,072.53</b>	
<b>Online Transfer - Paid 22 January 2024</b>						
22/01/2024	Future Digital Systems	306612	40.39	6.73	33.66	Photocopying 30/11/23 to 09/01/24
22/01/2024	Ellevate Entertainment Ltd	pdd6624	300.00	50.00	250.00	Deposit for D-Day 80th Anniversary Trio
22/01/2024	Mr Paul Adams	24003	50.00	-	50.00	Deposit Entertainment - Community Event
			<b>390.39</b>	<b>56.73</b>	<b>333.66</b>	
<b>Online Transfer - Paid 26 January 2024</b>						
26/01/2024	Windowflowers	58069	561.00	93.50	467.50	Winter / Spring Planting 2023/24
26/01/2024	Amelia Marquees	05/2024	699.75	-	699.75	Deposit for Marquees - Community Event
26/01/2024	Clerk	december	27.35	-	27.35	Adjustment for overpaid tax in December
26/01/2024	HMRC	january	1,065.89	-	1,065.89	PAYE & NIC for month 10 (6 February 2024)
			<b>2,353.99</b>	<b>93.50</b>	<b>2,260.49</b>	
<b>Online Transfer - Paid 5 February 2024</b>						
05/02/2024	Tulu Toilet Hire	39571	132.85	22.14	110.71	Portable Toilet for Playing Field - January
05/02/2024	CloudyIT	6229	32.40	5.40	27.00	Email addresses for NPSG members
05/02/2024	Future Digital Systems	306732	23.21	3.87	19.34	Photocopying 09/01/24 to 01/02/24
05/02/2024	Stimpsons Eves	6055	2,436.00	406.00	2,030.00	Valuation of Bucks CC S&S Club Site
			<b>2,624.46</b>	<b>437.41</b>	<b>2,187.05</b>	
<b>Online Transfer - To Be Paid 20 February 2024</b>						
20/02/2024	Chiltern Society	grant	480.00	-	480.00	Grant for Conservation Work
20/02/2024	Sustainable Furniture	110609	1,744.00	290.67	1,453.33	Two Teak Garden Benches
20/02/2024	BALC	4955	70.00	-	70.00	Code of Conduct & Respect Seminar
20/02/2024	Grant & Stone	118626	617.60	102.93	514.67	Rope Posts Drilled for Brudenell Drive
20/02/2024	Value Products Ltd	141891	61.56	10.26	51.30	Parking Signs for the Community Event
			<b>2,973.16</b>	<b>403.86</b>	<b>2,569.30</b>	
<b>From Clerks Debit Card Account</b>						
22/01/2024	Amazon	3348	44.08	7.34	36.74	Envelopes and Dividers
22/01/2024	Amazon	11404	23.65	3.94	19.71	A4 Files
08/02/2024	Sandhu Newsagents		3.59	-	3.59	Office Cleaning Supplies
14/02/2023	JRB Enterprises Ltd	13996	77.88	12.98	64.90	Dog Waste Bags For Dispenser
			<b>149.20</b>	<b>24.26</b>	<b>124.94</b>	
<b>Total Payments</b>			<b>12,663.08</b>	<b>1,115.11</b>	<b>11,547.97</b>	
This list of payments has been checked by the clerk and verified for payment.					<b>RECONCILED</b>	<b>BANK BALANCES AS AT 31 JANUARY 2024</b>
					£ 4,403.43	Treasurers Account
					£ 384,423.77	Deposit Account
Signed	<i>A. Skeggs</i>		(Clerk)	£ 500.00	Debit Card Account	
Date	15th February 2024			£ 84,600.00	NatWest 95 Day Liquidity Account	
					£ 473,927.20	
The above list of payments was approved by the Parish Council at its meeting on 20th February 2024.						
Signed	<i>K. Shanahan</i>		(Chair)			
<i>This is an electronic signature - a hard copy with a wet signature is available.</i>						
Date	20th February 2024					

## **APPENDIX 2**

### **Parish Council Meeting – 20<sup>th</sup> February 2024**

#### **Clerks Report (For Information Only)**

Below are updates to the council on issues that are ongoing where no decision or minimal expenditure is required. The purpose of this update is to keep councillors and the public up to date on various issues and to save time at the meeting.

#### **Streetlights / Lighting**

- Marsh Lane Street Lights – Call from a resident reporting that all but one streetlight is not working. This will be reported to UKPN as it seems connected to a recent outage in the area.

#### **Community Centre / Playing Field –**

- Recycling Bin – A new Air Ambulance recycling bin is now in place.

#### **Environmental Issues – Calls from Residents**

- Swallow Lane Burial Ground – Call from a daughter whose father is buried in the burial ground. The conifers have spread over the plot so need cutting back or removed. Will be discussed at the next Communities Committee meeting.
- Dog Waste Bin - Preparations have been made to install a dog waste bin on the Hawthorns estate.

#### **Environmental Issues -**

- Village Gates – The village gates are due to be installed in the week beginning 4<sup>th</sup> March. Although, there seems to be a land query.
- Hedge – The hedge at the Station Road / Wendover Road junction has been cut back by the assistant clerk.
- Burial Ground – A hedge has been trimmed back to allow for a bench to be painted.

**Allotments** – Nothing to report.

**Burials** - No burials scheduled.

#### **Other -**

- Parish Council e-Newsletter – The next newsletter will be issued at the end of March. There are now currently 124 resident subscribers. Sign up is via the Parish Council website.
- Arla Visit – This will be on Wednesday 6<sup>th</sup> March. Cllr Wood is the contact point for the visit.
- Buckinghamshire Council – Steven Broadbent is the new Deputy Leader.
- Station Approach – Chiltern Society brought 11 volunteers to do the planting at the station.
- The Ark – The last visit to the Ark coffee morning produced a range of questions from those present.
- Town & Parish Council Forum – Clerk and Assistant Clerk attended the latest forum held by Buckinghamshire Council.
- Fixmystreet – The Assistant Clerk met with the LAT to discuss fixmystreet updates.