



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday 21st November 2023 at the Community Centre, Eskdale Road.



Present: Cllrs K Shanahan (Chair), B Ezra, D Field, C Jenkins, S Kirve, L Prestage (left after item 6), D Smith, D Willmer, and P Wood.

Buckinghamshire Council Councillor: None.

Public Attendance: One.

Clerk: A Skeggs

Assistant Clerk: P Rayner

Absent: n/a

No.	Description	Action
23/126	ELECTION OF CHAIR On a proposal from Cllr Field, seconded by Cllr Smith, Cllr Shanahan was, unanimously, elected as Chairman for the remainder of the year.	
23/127	APOLOGIES Apologies were received and accepted from Cllrs J Magill and G Shrivastava.	
	OPEN FORUM FOR PARISHIONERS – No questions, although the following were highlighted. <ul style="list-style-type: none"> • Kynaston Avenue – The white lining at the junction would be carried out this winter. • SEALR – There seemed to be an issue on the allocation of funds from Buckinghamshire Council. Cllr Shanahan to investigate. 	
23/128	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no new declarations of interest. b) There were no new requests for dispensation.	
23/129	MINUTES OF PREVIOUS MEETING a) The minutes of the meeting of the 17 th October were unanimously AGREED . b) The action plan was reviewed. Cllr Field informed the meeting that a stakeholder meeting on the Ex-BCC Sports & Social Club had been arranged for January. It was requested that TVP PCSOs be invited to future Parish Council meetings.	Clerk
23/130	CO-OPTION The Council had received an application to join the Parish Council from resident Jamie Hudson. After answering a couple of questions from Cllr Shanahan, it was proposed by Cllr Shanahan, seconded by Cllr Field that Jamie Hudson be co-opted to represent the Stoke Grange ward. This was unanimously AGREED . After signing the Declaration of Acceptance of Office Cllr Hudson joined the meeting	
23/131	NEIGHBOURHOOD PLAN Cllr Prestage informed the meeting that the Plan had been submitted to Buckinghamshire Council on the 10 th November. They had responded within 24 hours requesting some evidential information, which had been provided. Cllr Prestage then thanked Cllrs Shanahan and Smith for their tremendous contribution over the last few months, which enabled the Neighbourhood Plan to be completed and submitted.	

23/132 COMMUNITIES COMMITTEES

- a) Cllr Ezra reported on the Communities Committee held on the 14th October. Cllr Willmer offered to distribute the letter to residents of Brudenell Drive regarding the bollards.
- b) Cllr Field outlined the preparation required for the 2024 Community event. It was proposed to hold the event on Sunday 26th May. It will be advertised as a Parish Council event for residents. There would be no leafleting outside the Parish. It was **AGREED** to set up a working group consisting of Cllrs Field, Hudson, Jenkins, Prestage, and Smith.
- c) Following a request from the Communities Committee, it was proposed by Cllr Shanahan, seconded by Cllr Field that the organisation of the D-Day 80th Celebration be delegated to the Committee. This was unanimously **AGREED**. Cllr Jenkins outlined what was being considered:
- A performance by a Swing & Jive trio.
 - Mobile Fish & Chip van.
 - Formal tribute involving the Royal British Legion.

23/133 ARLA VISIT

Cllr Wood had been in contact with Arla regarding the visit to the factory. It was **AGREED** that Cllr Wood ask Arla for their best day and preferred time, then Cllrs could attend if they were available.

Cllr Wood

23/134 FINANCE

- a) The list of payments made, attached as appendix 1 since the last meeting were **APPROVED**.
- b) It was **NOTED** that the following bank transfer has been carried out since the last meeting.
- 7th October - £20,000 from Deposit to Treasurers Account.
- c) It was **NOTED** that NALC had agreed the 2023/24 pay award for council staff, effective from the 1st April 2023. It was unanimously **AGREED** to apply the pay award to the staff.

23/135 CLERKS REPORT

The clerk's report, attached as appendix 2, was **NOTED**. Cllr Field raised a request for some benches in the Stoke Leys ward.

Clerk

23/136 POINTS OF INTEREST

- HS2 EKFB – Cllr Field reported that the meetings were useful.
- Community Board – Cllr Shanahan reported that there was still budget available this year for projects. Suggested applying for a grant for the D-Day Anniversary.

23/137 DATE OF NEXT MEETING

The next meeting will be on Tuesday 12th December. This meeting will be devoted to review of the Development Plan and the 2024/25 Budget/Precept.

Cllrs Ezra and Wood gave their apologies.

The meeting closed at 8.35pm

Signed _____

Dated: 12-Dec-2023

Action List

Date	Minute	Description	By Whom	Status
18/07/23	23/86	Arrange stake holder meeting in September.	Clerk	Completed
18/07/23	23/88	Write to SLN over playing field footpath.	Clerk	On Hold
19/09/23	23/100b	Open two fixed term deposit accounts.	Clerk	Completed
17/10/23	23/124	Contact Thames Valley Police for Signage.	Cllr Field	In Progress
21/11/23	23/129	Invite TVP PCSOs to Parish Council meetings.	Clerk	In Progress
21/11/23	23/133	Cllr Wood to contact Arla requesting dates.	Cllr Wood	?
21/11/23	23/135	Clerk to check site for benches on Stoke Leys.	Clerk	Completed

APPENDIX 1 – PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 21st NOVEMBER 2023						
RECEIPTS						
Date Received	Received from	Reference	Amount Received		Details	
			Gross	VAT	Net	
13/11/2023	Dignity Caring Funeral Services	scutchings	250.00	-	250.00	Interment of Ashes - Plot 262
				-	-	
		Total Receipts	250.00	-	250.00	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
16/10/2023	Castle Water	359334	511.39	-	511.39	Allotments Water 1 to 30 September 2023
31/10/2023	Onecom	866707	68.89	11.48	57.41	Office Phone to 30th September 2023
16/11/2023	Castle Water	536879	190.21	-	190.21	Allotments Water 1 to 31 October 2023
19/11/2023	Drax	1107423683	42.77	7.13	35.64	Street Lighting for October 2023
19/11/2023	Drax	1107423684	484.46	80.74	403.72	Street Lighting for October 2023
19/11/2023	Peoples Pension	october	246.83	-	246.83	Pension Costs October 2023
Standing Orders						
28/11/2023	Rosalyn Haines	november	666.67	-	666.67	Grounds Maintenance for November 2023
28/11/2023	Clerk	november	1,779.81	-	1,779.81	Salary for November 2023
			3,991.03	99.35	3,891.68	
Online Transfer - Paid 7 November						
07/11/2023	A.Bamford	NPSG-269	160.00	-	160.00	NPSG Administration - to 16 October
07/11/2023	A.Bamford	NPSG-270	40.00	-	40.00	NPSG Administration - to 6 November
07/11/2023	Royal British Legion	eba20	50.00	-	50.00	Poppy wreath for Remembrance Service
07/11/2023	HMRC	october	998.33	-	998.33	PAYE & NIC for month 7 (6 November 2023)
07/11/2023	Assistant Clerk	wickes	18.24	-	18.24	Bolts for Tennis Court Bench
07/11/2023	Buckinghamshire Council	2205066338	11,847.70	-	11,847.70	Carters Ride Parking Review Consultation
07/11/2023	Tulu Toilet Hire	38370	132.85	22.14	110.71	Portable Toilet for Playing Field - October
07/11/2023	CloudyIT	5740	32.40	5.40	27.00	Email addresses for NPSG members
07/11/2023	Future Digital Systems	306360	53.58	8.93	44.65	Photocopying 11/09/23 to 03/11/23
07/11/2023	Parish Online	11UB084-0006	360.00	60.00	300.00	Annual Subscription to Digital Mapping
07/11/2023	Glasdon UK Ltd	873905	194.51	32.42	162.09	Dog Bin and Fixings
			13,887.61	128.89	13,758.72	
Online Transfer - 23rd November						
23/11/2023	Signs of Cheshire Ltd	10866	2,937.00	489.50	2,447.50	Two Noticeboards (50% Balance)
23/11/2023	Buckinghamshire Council	2205068164	4,800.00	800.00	4,000.00	Contribution to Hawkslade CC Running Costs
23/11/2023	BALC	5052	60.00	-	60.00	Demystifying Planning - P Rayner
23/11/2023	Sparkx	5100	360.00	60.00	300.00	Repair Christmas Tree Lights
23/11/2023	SLCC	mem246814-1	298.00	-	298.00	SLCC Membership Fee for 2024
			8,455.00	1,349.50	7,105.50	
From Clerks Debit Card Account						
05/10/2023	B&Q	246155	20.00	-	20.00	Mastic and Fence Preservative
31/10/2023	JRB Enterprises Ltd	13888	77.88	12.98	64.90	Dog Waste Dispensing Bags
13/11/2023	Amazon	461773316	31.28	5.20	26.08	Magnets for Noticeboards
21/11/2023	VKF Renzel	514910	38.62	6.44	32.18	Six Acrylic Name Holders for Tables
			167.78	24.62	143.16	
		Total Payments	26,501.42	1,602.36	24,899.06	
This list of payments has been checked by the clerk and verified for payment.					RECONCILED BANK BALANCES AS AT 31 OCTOBER 2023	
					£ 4,403.43	Treasurers Account
					£ 468,923.77	Deposit Account
Signed <i>A.Skeggs</i> (Clerk)					£ 300.00	Debit Card Account
					£ 473,627.20	
Date 16th November 2023						
The above list of payments was approved by the Parish Council at its meeting on 21st November 2023.						
Signed <i>K Shanahan</i> (Chairman)						
<i>This is an electronic signature - a hard copy with a wet signature is available.</i>						
Date 21st November 2023						

APPENDIX 2

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 –

- Risborough Road – Street light No.5 has been reported for repair.

Community Centre / Playing Field –

- Recycling Bins – A new Salvation Army recycling bin is being provided by the Salvation Army.

Environmental Issues – Calls from Residents

- Otway Close – Overgrown foliage alongside footpath. Letter sent to resident.
- Anton Way – Overhanging foliage alongside footpath. Parish Council has instructed a contractor to clear.
- Isis Close – Overgrown hedge overhanging garages. Clerk to investigate who is responsible.
- Old Risborough Road – Overgrown hedge running along the road opposite the Goat Centre needs cutting back. Clerk investigating whose responsibility it is.

Environmental Issues -

- Wendover Road – Following a request from a resident a dog waste bin has been installed on the Wendover Road close to the Hampden Hall roundabout.
- Harborne Estate – Two dog waste bins have been installed on the estate. The location of a third one has caused a problem with a resident objecting to its location and has removed the bin.
- Substation Chess Close – Overhanging foliage from the substation. Parish Council has instructed a contractor to clear the footpath and UKPN will cut back the offending tree within the compound.

Allotments – Nothing to report.

Burials -

- There was an interment of ashes on the 17th November.

Other -

- The Harborne Manor and Royston estates now have their own noticeboards, both located close to the play areas.
- Parish Council E-Newsletter – The first newsletter has been issued. The next edition will be issued at the end of December. There are currently 27 resident subscribers. Posters advertising the newsletter have been put up in the noticeboards. Sign up is via the Parish Council website.
- War Memorial – The planning application submitted by the Village Society for a war memorial has been granted planning permission.