



Stoke Mandeville Parish Council

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STOKE MANDEVILLE PARISH COUNCIL MEETING AGENDA

TUESDAY 21st MAY 2024 AT 7.30pm

MAIN HALL, COMMUNITY CENTRE, ESKDALE ROAD

To: Cllrs B Ezra, D Field, S Kirve, J Hudson, C Jenkins, L Prestage, K Shanahan, G Shrivastava, D Smith, J Theobald, D Willmer, and P Wood.

You are hereby summoned to attend the above-mentioned meeting when it is proposed that the following business will be transacted.

Members of the Public / Press are welcome to attend.

A. Skeggs

Clerk of the Council

16th May 2024

AGENDA

1. **ELECTION OF CHAIR** – To elect a Chair of the Council and receive the Chair's Declaration of Acceptance of Office.
2. **ELECTION OF VICE CHAIR** - To elect a Vice Chair of the Council.
3. **APOLOGIES FOR ABSENCE** - To receive any apologies for absence.

OPEN FORUM FOR RESIDENTS (to be limited to 15 minutes)

- a) To adjourn the meeting to allow members of the public to raise issues with the Council.
- b) To receive a report from a Buckinghamshire Council councillor.

4. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

To declare any non-registered pecuniary or personal interests relating to the agenda.

5. **MINUTES OF PREVIOUS MEETING** circulated.

- a) To approve the minutes of the Parish Council Meeting held on 16th April 2024.
- b) To review the Action Plan.

6. **ANNUAL GOVERNANCE AND ACCOUNTS RETURN (AGAR)** Documents circulated.

- a) To agree the completion of Section 1, Annual Governance Statement, of the Annual Return.
- b) To receive and approve Section 2, the Annual Accounts for 2023/24 of the Annual Return.
- c) To authorise the Chairman to sign sections 1 and 2 of the Annual Return.
- d) To note the following dates regarding the Notice of Exercise of Public Rights:
 - Announcement to be made / published on website – Friday 7th June 2024.
 - Period of Inspection Begins – Monday 10th June 2024.
 - Period of Inspection Ends – Friday 19th July 2024.

7. **BUCKS CC SPORTS & SOCIAL CLUB WORKING GROUP.**

To consider the outcome of the Buckinghamshire Council Strategic Sites committee of the 9th May and to consider what action, if any, should be taken from the following:

- a) Write to the Secretary of State.
- b) Submit a Freedom of Information (FOI) request to Buckinghamshire Council.
- c) Submit a complaint to Buckinghamshire Council Standards Committee.

8. NEIGHBOURHOOD PLAN

To receive an update on the latest position with the Plan.

9. DRAFT STREET TRADING POLICY

To consider a response to the draft Street Trading policy issued by Buckinghamshire Council, circulated.

10. TERMS OF REFERENCE OF COMMITTEES

To review and confirm the Terms of Reference of the following committees:

- a) Communities.
- b) Finance and Governance.
- c) Planning.
- d) Staffing.

11. MEMBERSHIP OF COMMITTEES document circulated.

- a) To review and agree the membership of the Committees for the coming year.
- b) To review and agree the membership of the Working Groups for the coming year.

12. APPOINTMENT TO EXTERNAL BODIES

To consider the representation on the following external bodies:

- a) Wendover & Villages Community Board (Currently Cllr Shanahan and Clerk).
- b) ARLA Liaison Group (Currently Cllr Wood).
- c) Buckinghamshire Council Parish Liaison Group (Currently Cllr Field).

13. BANKING ARRANGEMENTS document circulated.

- a) To review and approve the Direct Debits / Standing Orders currently in place.
- b) To review and approve the bank signatories.

14. COMMUNITIES COMMITTEE

To note the draft minutes of the Communities Committee meeting of the 14th May, circulated.

15. FINANCE (Clerk)

- a) To approve those payments already made and those to be made in May, circulated.
- b) To formally approve the final cost of the new play equipment installation, circulated.
- c) To note the following subscription was renewed in April:
 - BALC – renewal membership for 2024/25 was £1,166.
- d) To note the following Inter Account bank transfers were performed between the 14th April and 16th May.
 - 23rd April - £85,000 from Treasurer Account to Deposit Account.

16. CLERKS REPORT circulated.

To receive the clerks report.

17. POINTS OF INTEREST

Councillors to report on issues with the parish or meetings / seminars that they have attended as representatives of the Council since the last meeting.

- Development Plan update.

18. DATE OF NEXT MEETING

To note that the next meeting of the parish council will be on Tuesday 18th June 2024.