



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday 16th
September 2025 at the Community Centre, Eskdale Road.



Present: Cllrs K Shanahan, B Ezra, S Kirve, G Shrivastava, and P Wood.

Buckinghamshire Council Cllr: Cllr P Strachan.

Absent: n/a

Clerk: A Skeggs

Assistant Clerks: B Hotya

Public Attendance: Six

No.	Description	Action
25/111	APOLOGIES FOR NON-ATTENDANCE Apologies had been received and accepted from Cllrs Field, Prestage and Theobald.	
	OPEN FORUM FOR RESIDENTS - A resident asked about the bridge linking the playing field with the Hawthorns. <i>The Assistant Clerk responded that a Google poll had shown that 88% of the 95 respondents were in favour.</i> There was no news on the war memorial. - Cllr Strachan from Buckinghamshire Council reported that he had met with the Corporate Director regarding the number of HGV's going to the village. The Local Plan consultation period opens on the 17th September for 6 weeks. The Clerk asked about the planning portal that did not appear to be working as he had received no planning application notifications and that the GDPR issue was still a problem. It was suggested that when residents comment that they send a copy of the comment to the Parish Council.	
25/112	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no new declarations for interest. b) There were no requests for dispensation.	
25/113	MINUTES OF PREVIOUS MEETINGS a) The minutes of the meeting of the 19th August were unanimously AGREED. b) The action plan was reviewed.	
25/114	CO-OPTION OF COUNCILLOR a) The Council had received an application to join the Parish Council from resident Ann Lennard. It was proposed by Cllr Shanahan, seconded by Cllr Shrivastava that Ann Lennard be co-opted to represent the Hawkslade ward. This was unanimously AGREED. b) The Council had received an application to join the Communities Committee from resident Jon Gates. It was proposed by Cllr Shanahan, seconded by Cllr Shrivastava that Jon Gates be appointed to the Communities Committee. This was unanimously AGREED.	
25/115	BUCKS CC SPORTS AND SOCIAL CLUB WORKING GROUP Cllr Shrivastava reported that the Bid had been updated with a new valuation figure, a pre-emption clause and an overage clause. The revised Bid has been sent to Buckinghamshire Council on the 12th September ahead of the meeting scheduled for 18th September. The site which had been visited on a number of occasions was not in a bad state of repair, but it needed a survey to confirm the exact condition. The Parish Council had met with Booker Park school whose requirements remained the same; they wanted the "back field" and an access road through the site.	

25/116 MARSH LANE BURIAL GROUND

The meeting considered a quote from CDS for a £47,138 for preparation and submission of a new planning application with associated surveys. There was a discussion on the amount of fees being applied. The Clerk was asked to go back to CDS with this observation. It was proposed by Cllr Wood, seconded by Cllr Ezra, that the quote be accepted. This was unanimously **AGREED**.

25/117 PROJECTS

Councillor Shrivastava gave a report on the number of large projects that had been identified and the need for a co-ordinated approach which would aid applications for external funding. It was suggested that a whole site survey be carried out to identify the location of the utilities / drains in the ground. There were too many projects for the Communities Committee to manage so external support may be needed. A more detailed report would be brought to the next meeting in conjunction with the Development Plan. Councillors were also asked to identify small projects that would be suitable for the Parish Warden to undertake.

Major Projects identified to date:

- Works to the Community Centre.
 - New circular pathway around the playing field.
 - New toilet block.
 - New fire doors.
 - Connecting bridge to Hawthorns estate.
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25/118 COMMUNITIES COMMITTEE

- a) Cllr Shrivastava gave a report from the Communities Committee that had considered the repairs to the footpath, use of the playing field by Stoke Mandeville FC, bench repairs/replacement, Remembrance Day, Christmas Lights switch on and the Best Kept Village competition.
- b) The meeting considered a quote from Putnams of a maximum cost of £8,200 for temporary repairs to the footpath. After consideration it was **AGREED** to accept the quote.

Clerk

25/119 FINANCE AND GOVERNANCE COMMITTEE

- a) The minutes of the meeting of the 2nd September were **NOTED**, following an update from Cllr Kirve.
- b) Cllr Kirve reported that the Council had exceeded the limit of reserves held in one institution so was requesting a temporary exemption until new institutions were found, this was seconded by Cllr Wood and unanimously **AGREED**.
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25/120 PLANNING COMMITTEE

The minutes of the Planning Committee meeting held on the 26th August were **NOTED**, after Cllr Shanahan had updated the meeting of the area of land off Swallow Lane. It was proposed by Cllr Shanahan, seconded by Cllr Wood, that specialist advice be sought over the issue of "adverse possession". This was unanimously **AGREED**.

Clerk

25/121 FINANCE

Payments made since the last meeting were **APPROVED**. See appendix 1.

25/122 CLERKS REPORT

The Clerks report was **NOTED**.

25/123 POINTS OF INTEREST

- Cllr Theobald that attended the EKFB Roadshow.
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25/124 DATE OF NEXT MEETING

The next meeting will be on Tuesday 21st October 2025.

EXCLUSION OF THE PUBLIC – Confidential Item

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.

25/125 STOKE MANDEVILLE FOOTBALL CLUB

The current agreement with the Football Club, which expired on the 31st August, was considered. The cost for the season, the use during the week and the container would be discussed at the meeting with the Football Club.

25/126 BUCKS CC SPORTS AND SOCIAL CLUB WORKING GROUP

Cllr Shrivastava went through the updated valuation report, which showed a lower valuation from the original report. It was **NOTED** that this was an indicative figure and that the purchase price may be higher. The balance of S.106 funds currently available was £1.5 million.

The meeting closed at 9.10 pm.

Signed _____ Dated: 21 October 2025

Action List

Date	Minute	Description	By Whom	Status
17/06/25	Forum	The Hawthorns situation with Abbey / B C.	Clerk	Chasing
17/06/25	25/74	Produce a Volunteer Programme.	Chair	In Progress
15/07/25	25/89a	Finalise Development Plan.	Chair	In Progress
15/07/25	25/90b	Playing field pathway specifications.	Theobald	In Progress
15/07/25	25/90c	Contact SM FC about the storage container.	Clerk	Completed
19/08/25	Forum	Gather opinion from residents of a bridge.	Field	On Hold
19/08/25	25/100b	Appeal decision of Bucks Council on Comm. Asset.	Clerk	Outstanding
16/09/25	25/118	Contact Putnams regarding quote.	Clerk	Completed
16/09/25	25/120	Contact Richard Max & Co for planning advice.	Clerk	In Progress

APPENDIX 1 – Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 16th SEPTEMBER 2025

RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
13/08/2025	Allotment Holders * 6	rent	180.00	-	180.00	Annual Rent Payment
14/08/2025	Allotment Holders * 6	rent	160.00	-	160.00	Annual Rent Payment
15/08/2025	Allotment Holder	rent	20.00	-	20.00	Annual Rent Payment
18/08/2025	Allotment Holders * 4	rent	140.00	-	140.00	Annual Rent Payment
	Amelia Marquees	refund	150.00	-	150.00	Refund as no Sunday Collection
19/08/2025	Allotment Holder	rent	40.00	-	40.00	Annual Rent Payment
20/08/2025	Allotment Holder	rent	20.00	-	20.00	Annual Rent Payment
31/07/2025	NatWest Bank	july	257.16	-	257.16	Interest on Deposit for July
09/09/2025	Lloyds Bank	deposit	216.37	-	216.37	Deposit interest for September
Total Receipts			1,183.53	-	1,183.53	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
31/08/2025	Onecom	7661629	73.94	12.32	61.62	Office Phone to 31st July 2025
24/07/2025	HMRC	384929	4,990.03	-	4,990.03	PAYE & NIC for April, May and June
05/09/2025	Lloyds Bank	463525554	13.95	-	13.95	Bank Charges to 9th August Current A/c
15/09/2025	Lloyds Bank	464397807	8.50	-	8.50	Bank Charges to 9th August Debit Card A/c
18/09/2025	ICO	z2855737	47.00	-	47.00	Annual Data Protection Fee
17/09/2025	PEAC Finance (Current)	26-0062898	390.94	65.16	325.78	Photocopier Rental 17/09/25 to 16/12/2025
19/09/2025	Peoples Pension	august	313.51	-	313.51	Pension Costs August 2025
			5,837.87	77.48	5,760.39	
Standing Orders						
28/09/2024	Rosalyn Haines	september	666.67	-	666.67	Grounds Maintenance for September 2025
			666.67	-	666.67	
Online Transfer - Paid 21st August						
12/08/2025	Buckinghamshire Council	2205095161	2,169.00	-	2,169.00	1st May Parish Election Costs
29/06/2025	RPM Displays	152	1,600.00	-	1,600.00	Party in the Park BMX Bike Display
19/08/2025	DJ Dan Blaze	4120	900.00	-	900.00	Party in the Park DJ and Compere
10/05/2723	Aylesbury Town Council	112581	3,354.00	559.00	2,795.00	Devolved Services - Ex-VAHT areas
28/08/2025	Assistant Clerk	mileage	19.22	-	19.22	Mileage Expenses for July and August
			8,042.22	559.00	7,483.22	
Online Transfer - Paid 28th August						
28/08/2025	Clerk	august	2,265.19	-	2,265.19	Salary for August 2025 plus Backpay
28/08/2025	Assistant Clerk - Existing	august	706.43	-	706.43	Salary for August 2025 plus Backpay
28/08/2025	Assistant Clerk - New	august	392.64	-	392.64	Salary for August 2025
28/08/2025	Parish Warden	august	337.92	-	337.92	Salary for August 2025
22/08/2025	Stimpsons Eves	6837	1,200.00	200.00	1,000.00	Revaluation Report for Bucks CC S&S site
27/08/2025	Ben Collins	refund	250.00	-	250.00	Refund of Playing Field Hire Deposit
27/08/2025	St Mary The Virgin	Ark2025/28	40.00	-	40.00	Hire of Ark for AITC Four Sessions in August
			5,192.18	200.00	4,992.18	
Online Transfer - Paid 4th September						
13/06/2025	Richard Max & Co		3,618.00	603.00	3,015.00	Neighbourhood Plan Advice
01/09/2025	Tulu Toilet Hire	47712	132.85	22.14	110.71	Portable Toilet for Playing Field - August
29/08/2025	UKSG	2225	102.00	17.00	85.00	Process 3 files for submission to TVP.
02/09/2025	Gardenforces	146	306.00	51.00	255.00	Clearing Footpath to The Hawthorns Estate
02/09/2025	Drax	1108875848	489.99	81.66	408.33	Street Lighting for August 2025
			4,648.84	774.80	3,874.04	
From Clerks Debit Card Account						
03/09/2025	Stihl	915574861	413.00	68.83	344.17	Cordless Grass and Hedge Trimmers
04/09/2025	B&Q	130503	84.96	14.16	70.80	Tools, Broom, Grouting & Bucket
04/09/2025	Mutts Butts	9085643	41.34	6.89	34.45	Dog Waste Dispenser Refill Bags
08/09/2025	B&Q	130502	104.20	17.37	86.83	Three tubs of grouting, hack saw & rake.
12/09/2025	Lakeside-Hire	2173221	356.40	59.40	297.00	A Weeks Hire of Heras Fencing to 11/09/25
			999.90	89.88	449.42	
Total Payments			25,387.68	1,701.16	23,225.92	
This list of payments has been checked by the clerk and verified for payment.					Bank Balances as at 11 September 2025	
					£ 16,368.41	Treasurers Account
					£ 342,101.17	Deposit Account
Signed	A.Skeggs	(Clerk)	£ 500.00 Debit Card Account			
Date	11th September	2025	£ 89,684.74 NatWest 95 Day Liquidity Account			
					£ 84,500.00	Hinckley & Rugby Building Society
					£ 533,154.32	
The above list of payments was approved by the Parish Council at its meeting on 16th September 2025.						
Signed					K Shanahan (Chair)	
This is an electronic signature - a hard copy with a wet signature is available.						
Date	16th September 2025					

APPENDIX 2 – Clerks Report

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 –

- 6 Coombe Close – The streetlight outside no.6 is faulty and has been reported for repair.

Community Centre / Playing Field –

- Pavement – The pavement alongside the Centre is in the process of being regouted.
- Ditch – The ditch alongside the playing field is in the process of being cleared of fallen branches.

Environmental Issues – Calls from Residents

- Elizabeth Close – An overgrown hedge encroaching on to the footpath has been reported. A letter has been sent to the resident.
- Station Road Bridge – The bridge is causing more vibration and noise caused by the excessive number of lorries. Has been referred to Bucks Council.
- Ligo Avenue Waste Bin – It has been reported that someone is dumping their household rubbish / empty bottles in the bin filling it up each time. The situation is being monitored and may have to be temporarily removed.

Environmental Issues –

- Central Reservation on Wendover Road – The central reservation nearest the SEALR is covered in mud. The issue has been raised on fixmystreet.
- Village Gate Sign – The Village Gate sign on the Wendover Road has been demolished by a motorist.

Allotments –

- Tenants – A number of plots have been handed back, some of which have been relet. There are currently five on the waiting list.

Burials

- There is an interment of ashes scheduled for Friday 19th September at 11.30am.

Other -

- Violent Incident – The police were called to the Centre following an “alleged” assault amongst hirers. CCTV footage has been passed to TV police, for which the Parish Council had to pay for.
- Parish Office – A fire door hammer has been purchased for the Parish office.

SMVCA Related -

- Boilers – Both boilers have been serviced. Boiler 1 is reaching the end of its useful life so plans should be made to replace it whilst boiler 2 is okay.
- Signage – The fire related signage for the Centre has been ordered.