



Stoke Mandeville Parish Council

Minutes of the PARISH COUNCIL meeting held on Tuesday 17th March 2026 at the Community Centre, Eskdale Road.



Present: Cllrs K Shanahan (Chair), M Broad, B Ezra, D Field, S Kirve, A Lennard, K Middleton, L Prestage, G Shrivastava, J Theobald. and P Wood.

Buckinghamshire Council: Cllr P Strachan.

Absent: n/a

Clerk: A Skeggs

Assistant Clerks: B Hotya

Public Attendance: Two

| No. | Description | Action |
|--------------|--|--------|
| 26/27 | APOLOGIES FOR NON-ATTENDANCE Apologies had been received and accepted from Cllr J Gates. | |
| | OPEN FORUM FOR RESIDENTS <ul style="list-style-type: none"> A resident raised the issues of potholes. These must be reported on fixmystreet. Cllr Strachan reported that Buckinghamshire Council had agreed a balanced budget for 2026/27 whilst protecting services. The public engagement exercise for the Local Plan was now closed. The public consultation exercise would open in July. | |
| 26/28 | DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION <ol style="list-style-type: none"> There were no new declarations for interest. There were no requests for dispensation. | |
| 26/29 | MINUTES OF PREVIOUS MEETINGS <ol style="list-style-type: none"> The minutes of the meeting of the 17th February were unanimously AGREED. The action plan was reviewed. | |
| 26/30 | BUCKS CC SPORTS AND SOCIAL CLUB Cllr Shrivastava gave an update of the meeting held with Buckinghamshire Council on the 4 March 2026. It had been another positive meeting. Buckinghamshire Council had a new lead officer, Richard Wilson. The following points were covered during the meeting: <ul style="list-style-type: none"> Booker Park school and their plans. The potential road though the site. Two alternative options were discussed which RW would take to the Highways department. The site would be advertised for community use to see if there were any other parties that may be interested. The earliest the advert would go out would be June 2026. The length of time that the notice would be advertised had yet to be determined. The Parish Council would be notified of the red line plan before the notice would go out. A further meeting would be arranged once RW had received a response from Highways. | |
| 26/31 | WAR MEMORIAL The Parish Council had received a draft licence from Buckinghamshire Council, which they had reviewed and fed back comments to Buckinghamshire Council. These had been accepted so the scheme was ready to go. The Major Projects WG would requote for the memorial and groundworks. | Clerk |

| | | |
|--------------|---|-------|
| 26/32 | <p>SMVCA</p> <p>a) Cllr Shrivastava gave an update on the recruitment of a new administrator. There had been a good response, with nearly 30 applications received. Five had been interviewed with the preferred candidate accepting the position. It was hoped that she could start before the end of the month. Cllr Shrivastava was in the process of drawing up a contract and employee handbook. He expressed his thanks to the Clerk for covering the period when there was no administrator and for being part of the interview panel along with Issy Linares.</p> <p>b) Cllr Shrivastava had also approached Issy Linares with the view of him becoming the Chair of the Management Committee, which he had accepted. This would be confirmed at the Annual General Meeting.</p> | |
| 26/33 | <p>COMMITTEES AND WORKING GROUPS</p> <p>The membership of the Committees and Working Groups was reviewed. After consideration the following were AGREED:</p> <ul style="list-style-type: none"> • East Bucks Community Board – Cllrs Broad and Lennard. • Parish Liaison Group – Cllr Shanahan. • All working groups should appoint a Chair, have a schedule of meetings and record the action points which should be submitted to the Clerk. | |
| 26/34 | <p>ANNUAL PARISH MEETING</p> <p>The Annual Parish Meeting on the 21 April was considered. It was AGREED to invite the Village Society, The Bull, and the new Rectors to give a presentation. The Chair would also introduce a new Volunteer award. The Clerks to prepare a review of the year presentation.</p> | Clerk |
| 26/35 | <p>COMMUNITIES COMMITTEE</p> <p>Cllr Field gave an update from the Communities Committee and highlighted that the Party in the Park budget was £4,500 under spent but there was still some marketing to do. There would be an Easter Egg around the playing field on the 1 April. The Parish Council would be entering the Best Kept Village Competition again this year.</p> | |
| 26/36 | <p>WORKING PARTIES UPDATE</p> <ul style="list-style-type: none"> • Major Projects – Projects had been prioritised and meetings scheduled. • Party in the Park – This was meeting regularly and reporting to the Communities Committee. • Sports & Social Club – Following up on the 4 March meeting and working on a response to Buckinghamshire Council. | |
| 26/37 | <p>FINANCE</p> <p>Payments made since the last meeting were APPROVED. See appendix 1.</p> | |
| 26/38 | <p>CLERKS REPORT</p> <p>The Clerks report was NOTED after it was AGREED to contact Buckinghamshire Council to see if there were any plans to install some traffic calming measures at the Station Road / Risborough Road / Lower junction. A request was made to install a convex traffic mirror at the end of Swallow Lane to ease exiting the road.</p> | Clerk |
| 26/39 | <p>POINTS OF INTEREST</p> <ul style="list-style-type: none"> • Aylesbury Community Board – Cllr Ezra and Wood had attended and reported that there would be an outdoor cinema event in the summer. | |
| 26/40 | <p>DATE OF NEXT MEETING</p> <p>The next meeting will be on Tuesday 21st April 2026.</p> | |

The meeting closed at 9.00 pm.

Signed _____

Dated: _____ 2026

Action List

| Date | Minute | Description | By Whom | Status |
|-------------|---------------|--|----------------|---------------|
| 20/01/26 | 26/05a | Open Buckinghamshire Building Society Account. | Clerk | In Progress |
| 20/01/26 | 26/06 | Investigate signage / lighting at Goat Centre. | Clerk | In Progress |
| 17/03/26 | 26/31 | Agree draft licence for war memorial | Clerk | Completed |
| 17/03/26 | 26/34 | Invite groups to Annual Parish Meeting. | Clerk | Completed |
| 17/03/26 | 26/34 | Prepare Review of the Year for Parish Meeting. | Clerk | Completed |
| 17/03/26 | 26/38 | Contact BC re traffic calming measures. | Clerk | Outstanding |
| 17/03/26 | 26/38 | Order convex traffic mirror for Swallow Lane. | Clerk | In Progress |

APPENDIX 1 – Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 17th MARCH 2026

| RECEIPTS | | | | | | |
|---|---|-----------------|------------------|-----------------|------------------|--|
| Date Received | Received from | Reference | Amount Received | | | Details |
| | | | Gross | VAT | Net | |
| 20/02/2026 | Buckinghamshire Council | nhb-2025-004 | 4,571.50 | | 4,571.50 | NHB Burial Ground Payment |
| 10/03/2026 | Lloyds Bank | interest | 122.37 | | 122.37 | Interest for March |
| 28/02/2026 | NatWest | interest | 393.14 | | 393.14 | Interest for January and February |
| | | | | | - | |
| | Total Receipts | | 5,087.01 | - | 5,087.01 | |
| PAYMENTS - From Current Account | | | | | | |
| Direct Debits | | | Gross | VAT | Net | Transaction Detail |
| 23/01/2026 | HMRC | Oct-Dec | 2,565.00 | - | 2,565.00 | PAYE & NIC for October to December |
| 18/01/2025 | Castle Water | | | - | - | Allotments Water 1 to 31 December 2023 |
| 28/02/2026 | Onecom | 7768335 | 83.48 | 13.91 | 69.57 | Office Phone to 31st January 2026 |
| 10/03/2026 | Lloyds Bank | 478220431 | 9.35 | - | 9.35 | Bank Charges to 9th February Current A/c |
| 17/03/2026 | Lloyds Bank | 479201443 | 8.50 | - | 8.50 | Bank Charges to 9th February Debit Card A/c |
| 17/03/2026 | PEAC Finance (Current) | 27/0000956 | 390.94 | 65.16 | 325.78 | Photocopier Rental 17/03/26 to 16/06/2026 |
| 19/03/2025 | Peoples Partnership | february | 329.06 | - | 329.06 | Pension Costs February 2026 |
| | | | 821.33 | 79.07 | 742.26 | |
| Online Transfer - Paid 27th February | | | | | | |
| 18/02/2026 | CloudyIT | 10682 | 2,942.35 | 415.39 | 2,526.96 | 2026/27 IT Licenses and Support |
| 13/06/2026 | ENC Ltd | 906 | 809.40 | 134.90 | 674.50 | Old Risborough Road Pole 2 to LED |
| 13/06/2026 | ENC Ltd | 907 | 809.40 | 134.90 | 674.50 | Old Risborough Road Pole 1 to LED |
| 13/06/2026 | ENC Ltd | 908 | 492.00 | 82.00 | 410.00 | Old Risborough Road Pole 5 to LED |
| 13/06/2026 | ENC Ltd | 909 | 3,280.80 | 546.80 | 2,734.00 | Wootton Path New Streetlight Column |
| 13/06/2026 | ENC Ltd | 910 | 276.00 | 46.00 | 230.00 | Lower Road Disconnect Redundant Light |
| 13/06/2026 | ENC Ltd | 911 | 492.00 | 82.00 | 410.00 | O/s 23 Dorchester Close New Led Light |
| 13/06/2026 | ENC Ltd | 912 | 492.00 | 82.00 | 410.00 | O/s 27 Dorchester Close New Led Light |
| 27/02/2026 | Assistant Clerk | expenses | 94.31 | - | 94.31 | Supplies for Winter Party & Easter Egg Hunt |
| 27/02/2026 | Parish Warden | mileage | 106.26 | | 106.26 | Mileage Claim from August to February |
| 23/02/2026 | UK Security Group | 2365 | 474.00 | 79.00 | 395.00 | Supply and Install Replacement Camera |
| 05/02/2026 | Buckinghamshire Council | 2205100622 | 2,160.00 | 360.00 | 1,800.00 | Dog Waste Collection for 2025/26 |
| 19/02/2026 | RCF Windows | 67185 | 345.00 | 57.50 | 287.50 | Supply and Fit Nine Window Handles Park Rm |
| 23/02/2026 | CDS | 76232 | 900.00 | 150.00 | 750.00 | Post Submission Management |
| 27/02/2026 | Clerk | february | 2,310.35 | - | 2,310.35 | Salary for February 2026 |
| 27/02/2026 | Assistant Clerk | february | 1,014.32 | - | 1,014.32 | Salary for February 2026 |
| 27/02/2026 | Parish Warden | february | 580.00 | - | 580.00 | Salary for February 2026 |
| 27/02/2026 | St Mary The Virgin | Ark2026/11 | 40.00 | - | 40.00 | Hire of Ark for AITC Four Sessions in Feb |
| 10/02/2026 | Chiltern Utility Solutions Ltd | 82001/0331 | 180.00 | 30.00 | 150.00 | EPC for Community Centre |
| 23/02/2026 | KND Surveys Ltd | B042026 | 2,880.00 | 480.00 | 2,400.00 | Survey Work of Playing Field and Centre |
| | | | 20,678.19 | 2,680.49 | 17,997.70 | |
| Online Transfer - Paid 11th March | | | | | | |
| 25/02/2026 | Buckinghamshire Council | 2205101265 | 840.00 | 140.00 | 700.00 | Extra Dog Waste Collection for 2025/26 |
| 06/03/2026 | Tulu Toilet Hire | 50170 | 120.00 | 20.00 | 100.00 | Portable Toilet for Playing Field - February |
| 11/03/2026 | Frosts Portable Railway | 8 | 112.50 | - | 112.50 | Portable Railway for Party in the Park 25% |
| 03/03/2026 | Drax | 1109259146 | 645.33 | 107.56 | 537.77 | Street Lighting for January 2026 |
| 06/03/2026 | IPS | 68470 | 651.24 | 108.54 | 542.70 | Staging for Party in the Park |
| 06/03/2026 | Katie Mason | 252636 | 600.00 | - | 600.00 | Delivering Dance Classes - January to March |
| 27/02/2026 | BALC | 6631 | 110.00 | - | 110.00 | Planning Demystified - Assistant Clerk |
| 11/03/2026 | SMVCA | 03-2026 | 132.00 | - | 132.00 | Hire of Park Room for Fun & Fitness |
| 11/03/2026 | R Haines | february | 292.50 | - | 292.50 | Playing Field Bin Emptying / Litter Picking |
| | | | 3,503.57 | 376.10 | 3,127.47 | |
| From Clerks Debit Card Account | | | | | | |
| 02/02/2026 | Buckinghamshire Council | | 379.00 | - | 379.00 | Planning Application Fee for Burial Ground |
| 11/02/2026 | JRB Enterprises Ltd | | 36.48 | 6.08 | 30.40 | Dog Waste Dispensing Bags |
| 23/02/2026 | Wix.com | 1226194651 | 230.40 | 38.40 | 192.00 | Website Hosting Fee for 2026/27 |
| | | | 645.88 | 44.48 | 601.40 | |
| | Total Payments | | 25,648.97 | 3,180.14 | 22,468.83 | |
| | | | | | | |
| | | | | | | RECONCILED BANK BALANCES AS AT 20 February 2026 |
| | | | | | £ 14,720.57 | Treasurers Account |
| | | | | | £ 276,079.17 | Deposit Account |
| | | | | | £ 500.00 | Debit Card Account |
| | | | | | £ 91,255.17 | NatWest 95 Day Liquidity Account |
| | | | | | £ 84,500.00 | Hinckley & Rugby Building Society |
| | | | | | £ 80,000.00 | CCLA Public Sector Deposit Account |
| | | | | | £ 547,054.91 | |
| This list of payments has been checked by the clerk and verified for payment. | | | | | | |
| Signed | <i>A. Skeggs</i> | | (Clerk) | | | |
| Date | | 12th March 2026 | | | | |
| The above list of payments was approved by the Parish Council at its meeting on 17th March 2026 | | | | | | |
| Signed | <i>K Shanahan</i> | | (Chairman) | | | |
| | <i>This is an electronic signature - a hard copy with a wet signature is available.</i> | | | | | |
| Date | | 17th March 2026 | | | | |

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 –

- Risborough Road – The streetlight at the junction with the Roylands estate has been repaired.
- Bradenham Walk – The streetlight outside number 9 has been repaired.

Community Centre / Playing Field –

- Playing Field – There is a potentially dangerous branch that is wedged in a tree. A quote to have it removed has been sought.

Environmental Issues – From Residents

- Station Road / Lower Road Junction – A resident has asked whether there is any traffic calming planned for the roundabout as the traffic from Lower Road now speeds across the junction up Station Road.

Environmental Issues –

- 12 Farrow Close – Overhanging foliage from a hedge. A second letter has been sent to the resident as the hedge has not been cut back. If there is no response to the second letter, then it will be referred to Buckinghamshire Council.
- 35 Risborough Road – The hedge has encroached over the pavement. A letter has been sent to the resident requesting that it be cut back.

Allotments – Nothing to report.

Burials

- Interments – No interments scheduled.

Other -

- Rights of Way – A member of the Ramblers will be walking the Rights of Way around the village during the summer checking for obstructions / missing waypoints etc.

SMVCA Related

- Administrator – Interviews for a new administrator were held on Friday 13th March. Nearly 30 applications had been received with five being interviewed.