



Stoke Mandeville Parish Council

Minutes of the PARISH COUNCIL meeting held on Tuesday 19th May 2026 at the Community Centre, Eskdale Road.



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

Buckinghamshire Council: Cllr S Bateman.

Absent: n/a

Clerk: A Skeggs

Assistant Clerks: B Hotya

Public Attendance: One

No.	Description	Action
26/54	ELECTION OF CHAIR: On a proposal from Cllr Shrivastava, seconded by Cllr Theobald, Cllr Shanahan was, unanimously, elected as Chair for the forthcoming year. Cllr Shanahan then signed the declaration of acceptance of office.	
26/55	ELECTION OF VICE CHAIR: On a proposal from Cllr Shrivastava, seconded by Cllr Shanahan, Cllr Theobald was, unanimously, elected as the Vice Chair for the forthcoming year.	
26/56	APOLOGIES FOR NON-ATTENDANCE Apologies had been received and accepted from Cllrs Ezra (prior engagement), Middleton (work commitment), and Wood (prior engagement).	
OPEN FORUM FOR RESIDENTS		
	<ul style="list-style-type: none"> A resident raised the issue of the groundworks on the land behind Brudenell Drive. Cllr Prestage and Theobald responded. The resident also raised the issue of the litter on the Wendover Road and how the grass cutters mowed over the litter so could regular litter picking take place. <i>Cllr Bateman suggested contacting the Town Council to get a copy of the mowing rota.</i> Cllr Bateman reported that the annual meeting of Buckinghamshire Council would be on the 20th May. 	
26/57	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no new declarations for interest. b) There were no requests for dispensation.	
26/58	MINUTES OF PREVIOUS MEETINGS a) The minutes of the meeting of the 21 st April were unanimously AGREED . b) The action plan was reviewed with a number of actions completed. On the action point to install a solar light at the junction of Old Risborough Road, the Clerk was to contact Highways to understand what permissions would be required.	Clerk
26/59	2025/26 INTERNAL AUDIT REPORT a) The internal audit reports were presented for consideration, and it was NOTED that the auditor had raised no issues. b) The internal audit year-end observations report was considered along with the Clerk's responses. The observations related to unsigned bank reconciliations, bank statements for the deposit accounts, a need to undertake a data audit, and to confirm the independence of the internal auditor. The Internal Audit reports and proposed actions were APPROVED .	

26/60 MAJOR PROJECTS WORKING GROUP

Cllr Kirve gave an update on the working group which was meeting on a regular basis. There had been a minor planning issue with the War Memorial but in order to have the Memorial in place for November the project should be progressed rather than waiting for Buckinghamshire Council. This was **AGREED**. There had been a playing field site visit to determine the location of the toilet block, storage and pavilion. There were a number of options that needed to be costed. It was felt that this should be a legacy project which we mean that grants may be needed to fund it. Cllr Shrivastava added the addition of cricket nets should be considered and that he would research the costs.

Cllr
Shrivastava

26/61 NEIGHBOURHOOD PLAN

Cllr Prestage informed the meeting that the Steering Group had accepted the Examiners recommendations The key points being:

- The green buffer would follow the route of the existing bridleway and not the line of the existing dwellings.
- The Settlement Boundary would remain in the Neighbourhood Plan.
- The Bucks CC S&S Club was not accepted as a Green Space.

The Plan would now go forward to the referendum, probably in July. Only a simple majority in favour of the Plan is needed for it to be passed.

The meeting felt that as the BCC S&S Club was no longer accepted as a Green Space then an application for it to be considered as an Asset of Community Use should be made. This was **AGREED**.

He also reported that the developers of the land South of the village had appealed the decision of Buckinghamshire Council to refuse planning for 650 dwellings, with the hearing likely to be in July. The Parish Council and a resident had produced an evidence pack challenging the reasons why permission should be given. The pack focuses on the Chilterns Beechwood SAC & SANG, biodiversity net gain and archaeology.

26/62 TERMS OF REFERENCE OF COMMITTEES

The Terms of Reference of the Parish Council committees were reviewed and after consideration, no changes were proposed. Therefore the existing Terms of Reference were **AGREED** for the coming financial year.

26/63 MEMBERSHIP OF COMMITTEES, WORKING GROUPS AND OUTSIDE BODIES

The membership of committees was reviewed. The membership as shown below was **AGREED**.

- Communities – Cllrs Broad, Field, Gates, and Theobald.
- Finance and Governance – Cllrs Ezra, Kirve, Middleton, Shrivastava, and Wood.
- Planning – Cllrs Lennard, Prestage, Shanahan, and Theobald.
- Neighbourhood Plan - Cllrs Prestage, and Shanahan, plus D Smith.

The membership of working groups was reviewed. The membership as shown below was **AGREED**.

- Bucks CC S&S Club – Cllrs Kirve, Shanahan, and Shrivastava plus M Duncan, N Hills, and D Smith.
- Marsh Lane Burial Ground – Cllrs Ezra and Wood.
- SMVCA Management Group – Cllrs Ezra, Gates, Shrivastava, and Wood plus I Linares.
- Major Projects - Cllrs Kirve, Shrivastava, and Theobald plus I Sharp.
- Environmental Regeneration – Cllrs Shanahan and K Middleton plus L Tice and a J O'Neill.

The representation at the following groups was reviewed. The membership as shown below was **AGREED**:

- East Bucks Community Board – Cllr Field.
- Aylesbury Community Board – Cllrs Ezra and Wood.
- Buckinghamshire Council Parish Liaison – Cllr Shanahan.

26/64 BANKING ARRANGEMENTS

a) Direct Debits and Standing Orders - The direct debits were reviewed and **CONFIRMED** that they should remain in place. There were no Standing Orders active on the account.

- BAS Associates – Payroll Provider – paid quarterly,
- Onecom – Office Telephone and Broadband – paid monthly,
- Castle Water – Allotment Water – paid half yearly,
- Information Commissioners Office – GDPR – paid annually,
- Land Registry – Land Searches – paid ad hoc,
- Lloyds Bank – Account Maintenance Charges – paid monthly,
- PEAC Finance – Photocopier Lease – paid quarterly,
- Peoples Pension – Pension Deductions – paid monthly.

Bank Signatories – The current online bank signatories were Cllrs Ezra, Kirve, Shrivastava, and Wood. The cheque signatories were Cllrs Ezra and Wood. All existing signatories were **CONFIRMED**.

26/65 COMMUNITIES COMMITTEE

The minutes of the meeting held on the 12th May were considered and **NOTED**. Cllr Field report that the preparation for the Christmas events would start in July.

26/66 FINANCE

- a) Payments made since the last meeting were **APPROVED**. See appendix 1.
- b) The subscription of £1,341.84 to BALC for 2026/27, which provided support to councillors, clerks and the Council, was **AGREED**. The membership includes the Buckingham branch as well as membership to NALC. The membership is based upon the size of the electorate.
- c) Cllr Kirve gave an update on the Party in the Park expenditure, which was currently within the £20,000 budget.
- d) It was **NOTED** that the following inter-account transfers had been performed since the last meeting in March:
- 15 April - £100,000 from current account to deposit account.
 - 6 May – £24,000 from current account to deposit account.

26/67 CLERKS REPORT

The Clerks report was **NOTED**.

26/68 POINTS OF INTEREST

- Allotment Holders Meeting – Cllr Shanahan and the Clerk had organised an allotment holder meeting to promote the Grow to Give Scheme. Two champions had been found to help run the scheme. A number of ideas had come out of the meeting which would be presented to the Communities Committee to take forward. Clerk
- The Bell public house was set to become a Sports Bar.

26/69 DATE OF NEXT MEETING

The next meeting will be on Tuesday 16th June 2026.

The meeting closed at 9.05 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.	MPWG	In Progress
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
21/04/26	26/46b	Book training course for Parish Warden.	Clerk	In Progress
19/05/26	26/58	Contact Bucks Council re-lighting at Goat Centre	Clerk	Completed
19/05/26	26/60	Investigate cost of cricket nets in playing field.	Shrivastava	
19/05/26	26/61	Submit application on BCC S&S Club as an ACV.	Clerk	Completed
19/05/26	26/68	Prepare allotment plan for Communities.	Clerk	

APPENDIX 1 – Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 19th MAY 2026

RECEIPTS						
Date Received	Received from	Reference	Amount Received		Details	
			Gross	VAT	Net	
31/03/2026	NatWest Bank	march	217.61	-	217.61	Interest for March
23/04/2026	HMRC	VAT126	34,848.56	-	34,848.56	Reclaimed VAT from 2025/26 Year
30/04/2026	Hamilton, Casserley, Sheikh	PitP	75.00	-	75.00	Fees for Craft Stalls * 3
01/05/2026	J Sasso	playing fd	625.00	-	625.00	First Quarter Exclusive Use Payment
05/05/2026	CCLA	april	240.63	-	240.63	Interest for April
06/05/2026	Michael Bishop	deposit	125.00	-	125.00	Deposit for Plot 261 Swallow Lane
09/05/2026	Lloyds Bank	may	170.54	-	170.54	Interest for May
12/05/2026	Various	PitP	300.00	-	300.00	Fees for Food & Craft Stalls * 6
12/05/2026	EKFB	donation	800.00	-	800.00	Donation from EKFB for Party in the Park
Total Receipts			37,402.34	-	37,402.34	
PAYMENTS - From Current Account						
			Gross	VAT	Net	Transaction Detail
Direct Debits						
29/04/2026	Onecom Ltd	7801690	89.59	14.93	74.66	Office Phone - 31 March 2026
06/05/2026	Lloyds Bank	483189669	8.50	-	8.50	Bank Charges to 9th April Current A/c
15/05/2026	Lloyds Bank	484206119	8.50	-	8.50	Bank Charges to 15th April Debit Card A/c
19/05/2026	Peoples Pension	april	438.61	-	438.61	Pension Costs April 2026
			545.20	14.93	530.27	
Online Bank Transfer - Paid 23rd April						
23/04/2026	Aubergine 262	16080	180.00	30.00	150.00	One off WCAG 2.2AA Compliance Test
23/04/2026	Cllr P Wood	expenses	3.15	-	3.15	Refreshments for Fun & Fitness
			183.15	30.00	153.15	
Online Bank Transfer - Paid 28th April						
28/04/2026	BALC	6939	1,341.84	-	1,341.84	2025/26 Annual BALC & NALC Membership
28/04/2026	BALC	7027	25.00	-	25.00	2026 Clerks Conference - 20th April
28/04/2026	M Surana	refund	25.00	-	25.00	Refund of Craft Stall fee for PitP
28/04/2026	Clerk	april	2,340.95	-	2,340.95	Salary for April 2026
28/04/2026	Assistant Clerk	april	965.63	-	965.63	Salary for April 2026
28/04/2026	Parish Warden	april	621.60	-	621.60	Salary for April 2026
28/04/2026	HMRC	Tax & NI	1,112.18	-	1,112.18	PAYE & NIC for April
28/04/2026	St Mary The Virgin	Ark2026/27	40.00	-	40.00	Hire of Ark for AITC Four Sessions in April
28/04/2026	Gardenforces	2026-04-048	315.60	52.60	263.00	Clearing Vegetation from Goat Centre verge
			6,787.80	52.60	6,735.20	
Online Bank Transfer - Paid 1st May						
01/05/2026	JM Band	1596	719.88	-	719.88	5,000 Embossed Plastic Tokens
01/05/2026	Foreign Transaction Charge	1596	15.00	-	15.00	International Payment to Denmark
			734.88	-	734.88	
Online Bank Transfer - Paid 13th May						
13/05/2026	SMVCA	Apr-26	44.00	-	44.00	Hire of Park Room for Fun & Fitness
13/05/2026	CDS	76372	3,600.00	600.00	3,000.00	Project Management Burial Ground (April)
13/05/2026	ENC Ltd	924	3,280.80	546.80	2,734.00	Risborough Road / Roylands New Column
13/05/2026	Tulu Toilet Hire	51002	128.57	21.43	107.14	Portable Toilet for Playing Field - April
13/05/2026	Drax	1109374774	694.00	115.66	578.34	Street Lighting for March 2026
13/05/2026	IAC Audit & Consultancy	2125	474.00	79.00	395.00	Internal Audit of 2025/26 Annual Return
13/05/2026	Gardenforces	2026-04-053	678.00	113.00	565.00	Removal & Disposal of Compost Heap.
13/05/2026	R Haines	April	337.50	-	337.50	Playing Field Bin Emptying / Litter Picking
			9,236.87	1,475.89	7,760.98	
From Clerks Debit Card Account						
28/04/2026	Solopress	4885486	140.67	-	140.67	Party in the Park - 5000 Flyers
28/04/2025	Sumup	107959698	189.60	31.60	158.00	Two Sumup machines
29/04/2026	JRB Enterprises Ltd	15029	36.48	6.08	30.40	Dog Waste Dispensing Bags
07/05/2026	Stihl	916982189	33.39	5.56	27.83	Face Protection Visor
13/05/2026	UPS		135.84	-	135.84	Import Tariff for Plastic Tokens
			535.98	43.24	492.74	
Total Payments			18,023.88	1,616.66	16,407.22	

This list of payments has been checked by the clerk and verified for payment.

Signed A. Skeggs (Clerk)
 Date 14th May 2026

BANK BALANCES AS AT 14 MAY 2026

£ 5,481.15	Treasurers Account
£ 250,201.54	Deposit Account
£ 500.00	Debit Card Account
£ 91,472.78	NatWest 95 Day Liquidity Account
£ 84,500.00	Hinckley & Rugby Building Society
£ 80,000.00	CCLA Public Sector Deposit Account
£ 512,155.47	

The above payments were approved by the Parish Council at its meeting on 19th May 2026.

Signed K Shanahan (Chair)
 Date 19th May 2026
This is an electronic signature - a hard copy with a wet signature is available.

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 –

- Nothing to report.

Community Centre / Playing Field –

- Playing Field – Nothing to report.

Environmental Issues – From Residents

- Far Furlong – A request to clear up the verge next to his property.
- 54 Orwell Drive – Overhanging tree branches from tree on grass verge. Cleared by the Parish Warden.
- Ligo Avenue – A resident has reported fly-tipping in the sub-station and requests signage is put up.
- Anton Way / Parslow Close – Overgrown hedge needs cutting back. Passed to the Parish Warden.

Environmental Issues –

- Shelter Outside Church – The shelter needs re-staining. Passed to the Parish Warden.

Allotments –

- Meeting – A meeting was held with a number of allotment holders to promote the Grow to Give initiative where surplus food is donated to food banks. Also, a number of suggestions came out of the meeting which will be presented to the Council at a later date.

Burials -

- Compost Heap – The compost heap has been cleared and is ready to be filled again.

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.

Parish Warden

- Various work at the burial ground, allotments and the footpath alongside the church.

SMVCA Related

A new website and booking system was due to go live on the 20th / 21st May.