



Stoke Mandeville Parish Council

Minutes of the PARISH COUNCIL meeting held on Tuesday 20th
June 2023 at the Community Centre, Eskdale Road.



Present: Cllrs J Magill (Chair), B Ezra, D Field, L Prestage, G Shrivastava, D Smith, and P Wood.

Buckinghamshire Council Councillor: Cllr Strachan.

Public Attendance: Three (All three left after the Open Forum)

Clerk: A Skeggs

Assistant Clerk: P Rayner

Absent: n/a

No.	Description	Action
23/69	APOLOGIES Apologies were received and accepted from Cllrs S Kirve, J Robinson, and D Willmer. Buckinghamshire Council councillor Newcombe gave his apologies.	
	OPEN FORUM FOR PARISHIONERS <ul style="list-style-type: none">A resident asked for an update of the footpath from The Hawthorns to the playing field. The Parish Council was still trying to contact Abbey Homes.A resident reported that the new footpath alongside the church to The Hawthorns was overgrown. The Clerk had reported this on the Rights of Way website.A resident raised the issue of noise, parking problems and damaged gardens from recent events held at The Bull. She was due to meet the landlords next week. Buckinghamshire Council officers were aware of the complaints. Cllrs Field and Strachan both responded.	
	REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLOR Cllr Strachan hoped councillors had seen an improvement in the roads since the increase in crews working on potholes. Cllr Shanahan asked about the recent traffic problems outside the ambulance station where the contractor had overrun into the rush hour which caused considerable delays for motorists. Buckinghamshire Council had provided a response and indicated it shouldn't happen again. He was asked about the progress of the SEALR, which seemed to have stopped. He replied that it was a very complex project and not all the funding was currently available.	
23/70	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION <ol style="list-style-type: none">There were no new declarations of interest.There were no new requests for dispensation.	
23/71	MINUTES OF PREVIOUS MEETING <ol style="list-style-type: none">The minutes of the meeting of the 16th May 2023 were unanimously AGREED. The Clerk reported that the Chairman had signed his Acceptance of Office.The action plan was reviewed.	
23/72	BUCKS COUNTY COUNCIL SPORTS AND SOCIAL GROUND <ol style="list-style-type: none">Cllrs Magill and Shrivastava updated the meeting on recent meetings of the Task and Finish group and those with Buckinghamshire Council. The T&F group had been looking at the financials and needed to approach the other interested parties. They were working on refining the operational running costs for the Business Plan. The aim was to produce a draft plan, submit it to Buckinghamshire Council for review and refine if required. Buckinghamshire Council were in discussion with Booker Park school on the management of the lower field.	

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- b) Revised plans and more information had been uploaded on to the planning portal as well as further objections. Now showing a total of 98 dwellings, 28 affordable. The Lower Road entrance was now dual entry rather than single entry. Booker Park vision to expand the facility into the lower field. The Parish Council to request attendance at the Buckinghamshire Council planning committee.
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23/73 MARSH LANE BURIAL GROUND

Cllr Wood and the Clerk gave an update following receipt of the Socotec Contaminated Land report. The results were better than expected. Whilst there was contamination, it was low level and was not harmful to humans. This meant that there was no requirement for the topsoil to be cleared prior to the main works. An Asbestos Management Plan would need to be prepared alongside the main works schedule and would require attendance on site during the works to ensure the plan was followed. The CCTV examination of the Marsh Lane culverts had been done and the results submitted to Buckinghamshire Council as part of the drainage planning condition. Once Buckinghamshire Council were happy that all planning conditions had been met, work could start of the specification for tender.

23/74 SMVCA (Stoke Mandeville Village Community Association)

Cllr Shrivastava reported on the first meeting of the Charity Trustee committee, which had covered:

- Issues arising from the handover.
 - Financial position to date and forming a scheme of delegation.
 - Progress with amending the bank mandate.
 - Confirming Pollyanna Pre-School hire rates.
 - Discount rates that may be applied.
 - Online booking system.
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23/75 MEMBERSHIP OF COMMITTEES

The co-option of J Durden-Moore on to the Communities Committee was considered. After consideration it was **AGREED** not to co-opt at this time as the major projects being worked on have been completed and that there was insufficient work or new projects in the pipeline that required the additional expertise or resource from a co-opted member.

Clerk

23/76 NEIGHBOURHOOD PLAN

- a) The appointment of the following non-councillors on the Steering Group was **CONFIRMED** – R Butler, M Duncan, J Durden-Moore, and A Mahmood.
- b) Cllr Prestage gave an update on the Masterplan and the Administrator’s contract. The Masterplan had been updated to remove the Stoke Brook Country Park and the Southern Boundary as they were no longer part of the Plan. The administrator’s contract had been extended until the 31st August 2023, with no change to the hours worked each week or the hourly rate.
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23/77 PLANNING COMMITTEE

The draft minutes of the meeting held on the 23rd May were **NOTED**.

23/78 FINANCE AND GOVERNANCE COMMITTEE

The draft minutes of the meeting held on the 13th June were **NOTED**. The Clerk highlighted that the Village Ward Councillors may need some help from fellow Councillors when it came to verifying the assets in the village.

23/79 FINANCE

- a) The list of payments made since the last meeting, as circulated, was **APPROVED**.
- b) It was **NOTED** that there the following bank transfers had been carried out since the last meeting.
- 17th May - £100,000 from Deposit Account to Treasurer Account.

23/80 CLERKS REPORT

The clerk's report, attached as appendix 3, was **NOTED**.

23/81 POINTS OF INTEREST

- Arla Visit - Cllr Wood had attended the first in person meeting since the pandemic, which had included a tour of the factory. Arla was keen to conduct a tour for any Councillors interested. Cllr Wood would get some dates.
- Community Event - Cllr Field floated the idea of another event, like the Kings Coronation, for September. The general feeling was an annual event should be considered but that maybe a Christmas Market may be a good idea. Cllr Wood
- Wendover & Villages Community Board - Cllr Shanahan informed the meeting that the Community Board would be meeting on the 29th June to consider its priorities for the coming year. If Councillors had any suggestions for priorities, please let her know by the 28th June.

23/82 DATE OF NEXT MEETING

The next meeting will be on Tuesday 18th July 2023. Whether to hold the August meeting was considered. It was proposed by Cllr Ezra, seconded by Cllr Shrivastava, and unanimously **AGREED** not to hold a meeting in August.

The meeting closed at 9.00pm

Signed _____ Dated: 18-July-2023

Action List

Date	Minute	Description	By Whom	Status
16/05/23	23/58e	Record time spent on SMVCA related work.	Staff	Ongoing
16/05/23	23/62b	Add Kirve & Shrivastava as bank signatories.	Clerk	In Progress
16/05/23	23/63	View conveyance of playing field for access points.	Clerk	Outstanding
16/05/23	23/64b	Make donations to the charities.	Clerk	Completed
20/06/23	23/75	Write to J Durden-Moore	Clerk	Completed
20/06/23	23/81	Organise tour of Arla Milk Processing Plant	Cllr Wood	In Progress

APPENDIX 2 – PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 20 JUNE 2023

RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
15/05/2023	Kings Coronation Event	donation	887.50	-	887.50	Donations from Stall Holders / The Bull
16/05/2023	Kings Coronation Event	donation	50.00	-	50.00	Donations from Stall Holder / Tea & Coffee
02/06/2023	D Obosi	rent	10.00	-	10.00	Allotment Rent Plot 33B
08/06/2023	Surman & Horwood Funeral Drs	williams	200.00	-	200.00	Plot 240-Interment & Exclusive Right of Burial
			-	-	-	
			1,147.50	-	1,147.50	
PAYMENTS - From Current Account						
			Gross	VAT	Net	Transaction Detail
Direct Debits						
31/05/2023	Onecom Ltd	782199	68.89	11.48	57.41	Office Phone - 30 April 2023
09/06/2023	Drax	1107057466	42.77	7.13	35.64	Street Lighting for May 2023
17/06/2023	PEAC Finance (Current)	23-0022883	390.94	65.16	325.78	Photocopier Rental 17/06/23 to 16/09/2023
	Drax				-	
19/06/2023	Peoples Pension	may	246.83	-	246.83	Pension Costs May 2023
					-	
			749.43	83.77	665.66	
Online Bank Transfer - Paid 31st May						
31/05/2023	A.Bamford	NPSG-249	200.00	-	200.00	NPSG Administration - to 19 May
31/05/2023	A.Bamford	NPSG-250	200.00	-	200.00	NPSG Administration - to 26 May
31/05/2023	Cllr D Field	expenses	112.73	12.75	99.98	Tea and Coffee etc for King's Coronation
31/05/2023	First Rescue Training & Supplies	90937	3,054.00	509.00	2,545.00	Solar Powered Defibrillator Cabinet
31/05/2023	ENC Ltd	710	477.60	79.60	398.00	Repair to street light no.3 Ligo Avenue
31/05/2023	ENC Ltd	711	477.60	79.60	398.00	Repair to street light no.5 Walnut Close
31/05/2023	Bedford Engraving Ltd	48032	177.60	29.60	148.00	King's Coronation Plum Tree Plaque
31/05/2023	P Kernan Tree Surgery Ltd	Ligo	1,800.00	300.00	1,500.00	Tree Works at Ligo Avenue
31/05/2023	P Rayner	expenses	13.99	-	13.99	Bungee Ball Toggles for Marquee
31/05/2023	HMRC	may	814.33	-	814.33	PAYE & NIC for month 2 (5 June 2023)
			7,327.85	1,010.55	6,317.30	
Online Bank Transfer - To be Paid 21st June						
21/06/2023	Cllr S Kirve	expenses	45.00	-	45.00	Flowers for Kings Coronation
21/06/2023	A.Bamford	NPSG-251	200.00	-	200.00	NPSG Administration - to 2 June
21/06/2023	A.Bamford	NPSG-252	200.00	-	200.00	NPSG Administration - to 9 June
21/06/2023	A.Bamford	NPSG-253	200.00	-	200.00	NPSG Administration - to 16 June
21/06/2023	The Cloudy Group	4634	32.40	5.40	27.00	NPSG Email addresses
21/06/2023	Tulu Toilet Hire	35831	132.85	22.14	110.71	Portable Toilet for Playing Field - May
21/06/2023	St John Ambulance Services	23003218	190.08	31.68	158.40	Provision of First Aid Kings Coronation
21/06/2023	Sparkx	4767	878.38	146.40	731.98	Emergency Call Out / Barriers Eskdale Rd
21/06/2023	CDS Group	74227	4,578.00	763.00	3,815.00	CCTV Survey with Supervision
21/06/2023	Oxfordshire Play Association	8171	1,300.00	-	1,300.00	Play Ranger Sessions July and August
			7,756.71	968.62	6,788.09	
Standing Orders						
28/06/2023	R Haines	may	666.67	-	666.67	Grounds Maintenance for June 2023
28/06/2023	Clerk	may	1,779.81	-	1,779.81	Salary for June 2023
28/06/2023	Assistant Clerk	may	738.85	-	738.85	Salary for June 2023
			3,185.33	-	3,185.33	
From Clerks Debit Card Account						
17/05/2023	Nobel Stationers	2023-29455	9.79	1.63	8.16	A4 Laminating Pouches (Pack of 100).
18/05/2023	JRB Enterprises Ltd	13646	40.14	6.69	33.45	Dog Waste Dispensing Bags
18/05/2023	Amazon	34839	30.90	5.15	25.75	A4 White Paper (Pack of 5 Reams).
19/05/2023	Durable	name holders	53.98	-	53.98	Place Name Holders - Wrong Size Ordered
26/05/2023	Durable	name holders	-	53.98	-	Place Name Holders - Refund Received
			80.83	13.47	67.36	
			19,100.15	2,076.41	17,023.74	
This list of payments has been checked by the clerk and verified for payment.					RECONCILED BANK BALANCES AS AT 31 MAY 2023	
					£ 116,746.93	Treasurers Account
					£ 317,150.53	Deposit Account
Signed	<i>A.Skeggs</i>		(Clerk)		£ 300.00	Debit Card Account
					£ 434,197.46	
Date		15th June 2023				
The above list of payments was approved by the Parish Council at its meeting on 20th June 2023.						
Signed			(Chair)			
						<i>This is an electronic signature - a hard copy with a wet signature is available.</i>
Date		20th June 2023				

APPENDIX 3

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 –

- Eskdale Road – Car collided with a streetlight in Eskdale Road. Car registration details reported to the police. Claim has been made with the Parish Council insurers for a replacement.

Community Centre / Playing Field –

- Nothing to Report.

Environmental Issues – Calls from Residents

- Dog Waste Bins – Dog waste bins on Harborne Manor Estate to be installed by the 30th June.
- Dog Walking Patch next to SEALR – The area allocated for the dog walkers had not been cut. Buckinghamshire Council aware and are sourcing a contractor.
- The Bull – A noise complaint received regarding outside events. Resident referred to Buckinghamshire Council. Resident has arranged to meet with the landlord.
- Grass Cutting – A complaint for a lack of grass cutting on Hawkslade but the area fell under Aylesbury Town Council.

Environmental Issues -

- Nothing to Report.

Allotments –

- Water Tank – This has been repaired and is now working again.
- Plots – One relet this month. Currently, 16 people on the waiting list.

Burials

- No burials planned.

Other

- Network Rail – Drop-in session at the Community Centre on 28th June from 3.30pm to 7.00pm to publicise the major railway upgrades happening in August this year.
- A tree to commemorate the Kings Coronation has been planted in the open space at the railway station. A plaque, provided by the Parish Council, is also in place. Cllr Wood attended the planting of the tree along with representatives of the Chiltern Railways and the Chiltern Society.
- Best Kept Village Competition – To note that the judging period for the competition has started.