



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday 17th October 2023 at the Community Centre, Eskdale Road.



Present: Cllrs J Magill (Chair), B Ezra, D Field, C Jenkins, S Kirve, L Prestage, K Shanahan, G Shrivastava, D Smith, and P Wood.

Buckinghamshire Council Councillor: Cllrs R Newcombe and P Strachan.

Public Attendance: None

Clerk: A Skeggs

Assistant Clerk: P Rayner

Absent: n/a

No.	Description	Action
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23/109 APOLOGIES

Apologies were received and accepted from Cllr D Willmer.

PRESENTATION FROM BUCKINGHAMSHIRE COUNCIL LIBRARY SERVICE

David Jones and Katy de Jonx from Buckinghamshire Council Library Service gave a presentation on the plans for a new Community Hub at the Wendover Library.

- Wendover Library was a Council supported library.
- Extensive consultation had highlighted the need for the building to be more visible and the Childrens library to be more inviting and larger.
- A tourist / visitor hub would be incorporated.
- Art installations by local artists would be incorporated, dementia friendly.
- The Community Garden would be revived and be made more accessible.
- There was currently a potential £100k funding gap.
- Other funding was coming from crowd funding, merchandising and legacy plaques.
- Stoke Mandeville profile, 5% of the residents were registered with the library.
- The mobile library service had been axed 5 years ago, there would be no additional car parking and the building could accommodate solar panels.

Following questions from the Councillors, the chairman thanked David and Katy for the presentation.

OPEN FORUM FOR PARISHIONERS – No questions.

REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLOR

Cllr Newcombe updated the meeting on the traffic issues raised at the last meeting. The white lining at the Kynaston Avenue junction was considered a matter of urgency. The Chairman was to write to Cllr Newcombe. Cllr Newcombe informed the meeting that the Brudenell Drive to Station Road footpath had been added to the Footpath Maintenance programme. Cllr Strachan informed the meeting that Buckinghamshire Council were working on the budget and were in a reasonable position.

Chairman

23/110 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

- There were no new declarations of interest.
- There were no new requests for dispensation.

23/111 MINUTES OF PREVIOUS MEETING

- The minutes of the meeting of the 19th September were unanimously **AGREED**.
- The action plan was reviewed.

23/112	WENDOVER COMMUNITY HUB	Cllr Shanahan commented that maybe the Parish Council should push for a library as part of the major planning applications requirements or support the Wendover Hub. Whilst the percentage of residents registered with the library was low, a new revitalised library may attract more residents. After consideration it was AGREED that any support should be considered as part of the Parish Development Plan being reviewed later in the meeting.	
23/113	TRAFFIC RELATED ISSUES	The Assistant Clerk had circulated speed data from four sites around the Village, Risborough Road, Lower Road, and Wendover Road (2 sites). The data indicated that there wasn't a major speeding problem with the majority of motorists under the speed limit. It was suggested that consideration be given to lowering the speed limit from the PACE Centre to the Hampden Hall roundabout to 30mph. As there were other traffic related issues affecting the Parish, it was proposed by Cllr Shanahan that a Traffic Working Group be formed. After consideration this was AGREED with Cllrs Shanahan, Field, and Smith be appointed to the group. It was proposed that the resident who raised his concerns on the Wendover Road be invited to join the group.	
23/114	PARISH DEVELOPMENT PLAN	The Parish Development Plan was reviewed with a number of completed projects being removed from the Plan. The basis of the Plan was questioned as the current Plan was purely an action list, whereas it could be more Objectives Driven concentrating on Community Cohesion. It was proposed that the December Parish Council meeting should be given over to formulating a new Plan. This would give Councillors time to consider the structure of the Plan and items that could be included. This was AGREED .	
23/115	COMMITTEES	<ul style="list-style-type: none"> a) Planning – It was NOTED that Cllrs Field and Robinson had resigned from the Committee. b) Communities – The appointment of Cllr Jenkins to the Committee was AGREED. c) Trustees – The appointment of Cllr Jenkins to the Charity Trustees Group was AGREED. d) Membership – The Chairman asked councillors to consider joining some committees, particularly the F&G Committee, to ensure sufficient numbers were available for meetings. e) Communities – Cllr Field asked whether the Communities Committee could be held on a monthly basis to ease the decision-making process. After consideration it was proposed by Cllr Field, seconded by Cllr Shanahan, and AGREED to hold the Communities Committee monthly. The dates to be added to the Schedule of Meetings. 	
23/116	SCHEDULE OF MEETINGS	The schedule of meetings for 2024, as circulated, was considered and AGREED subject to adding new dates for the Communities Committee and removing some Neighbourhood Plan Steering Group meetings.	Clerk
23/117	CHRISTMAS LIGHTS SWITCH ON	After consideration it was proposed by Cllr Magill, seconded by Cllr Wood that the date of the Christmas Lights switch on would be Friday 1 st December to coincide with the School's Christmas Fayre. This would be the format for future years. The lights	Cllr Ezra

would remain on until the 6th January 2024. This was unanimously **AGREED**. Cllr Ezra to confirm timings with the school, and to ask them to select a pupil for the switch on.

23/118 D-DAY 80th CELEBRATIONS

This item was deferred and would be considered at the next Communities Committee.

23/119 NEIGHBOURHOOD PLAN

Cllr Prestage informed the meeting that two statements had just been completed and that the draft Plan would be submitted to Buckinghamshire Council.

23/120 FINANCE AND GOVERNANCE COMMITTEE

The draft minutes of the Committee meeting held on the 10th October were **NOTED**.

23/121 PLANNING COMMITTEE

The draft minutes of the Planning meeting held on the 26th September were **NOTED**.

23/122 FINANCE

- a) The list of payments made since the last meeting, as circulated, was **APPROVED**. It was **NOTED** that the annual insurance had been paid for 2023/24.
 - b) It was **NOTED** that there the following bank transfer has been carried out since the last meeting.
 - 15th September - £95,000 from Treasurer Account to Deposit Account.
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23/123 CLERKS REPORT

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

23/124 POINTS OF INTEREST

- Community Action Day - Cllr Field reported that the Community Action Day event that he had attended had been very useful. Thames Valley police had suggested a number of options for the anti-social behaviour in the play area.
 - Community Centre Boilers – Cllr Ezra reported that the boiler had been repaired and that Campbell West had visited the Centre and were preparing a report with options.
 - Chairman – Cllr Magill announced that due to work commitments he was standing down as Chairman with immediate effect. Cllr Shanahan would act as Chair until the November meeting, when a new Chair would be elected.
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23/125 DATE OF NEXT MEETING

The next meeting will be on Tuesday 21st November.

The meeting closed at 9.50pm

Signed _____ Dated: 17-Oct-2023

Action List

Date	Minute	Description	By Whom	Status
20/06/23	23/81	Organise tour of Arla Milk Processing Plant.	Cllr Wood	In Progress
18/07/23	23/86	Arrange stake holder meeting in September.	Clerk	Outstanding
18/07/23	23/88	Write to SLN over playing field footpath.	Clerk	On Hold
19/09/23	Forum	Order dog bin for Wendover Road.	Clerk	Completed
19/09/23	23/100b	Open two fixed term deposit accounts.	Clerk	In Progress

17/10/23	23/117	Contact the School re Lights Switch On.	Cllr Ezra	Completed
17/10/23	23/124	Contact Thames Valley Police for Signage.	Cllr Field	?

APPENDIX 2 – PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 17th OCTOBER 2023						
RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
15 to 29 Sept	Allotment Holders	rent	200.00	-	200.00	Annual Rent Payment
30 to 12 Oct	Allotment Holders	rent	160.00	-	160.00	Annual Rent Payment
Total Receipts			360.00	-	360.00	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
30/09/2023	Onecom	850903	68.89	11.48	57.41	Office Phone to 31st August 2023
14/10/2023	BAS Associates	121643	136.80	22.80	114.00	Payroll Costs for Quarter Ending Dec 2023
19/10/2023	Peoples Pension	september	246.83	-	246.83	Pension Costs September 2023
19/10/2023	Drax	1107346175	41.37	6.90	34.47	Street Lighting for September 2023
19/10/2023	Drax	1107346176	468.82	78.13	390.69	Street Lighting for September 2023
Standing Orders						
28/10/2023	R Haines	october	666.67	-	666.67	Grounds Maintenance for October 2023
28/10/2023	Clerk	october	1,683.81	-	1,683.81	Salary for October 2023
28/10/2023	Assistant Clerk	october	687.05	-	687.05	Salary for October 2023
			4,000.24	119.31	3,880.93	
Online Transfer - Paid 27 September						
27/09/2023	A.Bamford	NPSG-265	140.00	-	140.00	NPSG Administration - to 11 September
27/09/2023	A.Bamford	NPSG-266	140.00	-	140.00	NPSG Administration - to 18 September
27/09/2023	Glasdon UK Ltd	SI871225	469.98	78.33	391.65	New Bench for Tennis Courts
27/09/2023	Assistant Clerk	wickes	21.60	-	21.60	Wood for Swallow Lane Compost Bin
27/09/2023	HMRC	september	814.53	-	814.53	PAYE & NIC for month 6 (6 October 2023)
			1,586.11	78.33	1,507.78	
Online Transfer - Paid 11 October						
11/10/2023	Tulu Toilet Hire	37900	128.57	21.43	107.14	Portable Toilet for Playing Field - September
11/10/2023	CloudyIT	5535	32.40	5.40	27.00	Email addresses for NPSG members
11/10/2023	Gallagher Insurance (23/122a)	527422501	4,839.15	-	4,839.15	Insurance 10/10/2023 to 09/10/2024
11/10/2023	A.Bamford	NPSG-267	180.00	-	180.00	NPSG Administration - 2 October (2 weeks)
11/10/2023	A.Bamford	NPSG-268	160.00	-	160.00	NPSG Administration - to 9 October
11/10/2023	Bell Cornwell	10759	1,905.00	317.50	1,587.50	Review of Neighbourhood Plan
11/10/2023	Future Digital Systems	304352	156.24	26.04	130.20	Photocopying 14/01/22 to 01/07/22
11/10/2023	Future Digital Systems	305203	200.00	33.33	166.67	Photocopying 01/07/22 to 03/02/23
11/10/2023	Future Digital Systems	305871	140.80	23.47	117.33	Photocopying 03/02/23 to 06/07/23
11/10/2023	Future Digital Systems	306112	61.56	10.26	51.30	Photocopying 06/07/23 to 11/09/23
			7,803.72	437.43	7,366.29	
From Clerks Debit Card Account						
01/09/2023	B&Q	227	38.00	6.33	31.67	Bags of Cement for Waste Bin Base
14/09/2023	Wickes	650039917	203.80	33.97	169.83	Wood for Burial Ground Compost Bin
04/10/2023	B&Q	dc	25.60	4.27	21.33	Bags of Cement for Heritage Board
			267.40	44.57	222.83	
Total Payments			13,657.47	679.64	12,977.83	
This list of payments has been checked by the clerk and verified for payment.					RECONCILED BANK BALANCES AS AT 30 SEPTEMBER 2023	
					£ 16,515.49	Treasurers Account
					£ 468,501.08	Deposit Account
Signed <i>A.Skeggs</i> (Clerk)					£ 300.00	Debit Card Account
					£ 485,316.57	
Date 12th October 2023						
The above list of payments was approved by the Parish Council at its meeting on 17th October 2023.						
Signed <i>J.Magill</i> (Chairman)						
<i>This is an electronic signature - a hard copy with a wet signature is available.</i>						
Date 17th October 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 –

- Nothing to report.

Community Centre / Playing Field –

- Tennis Courts – New bench has been installed, so both courts now have benches.

Environmental Issues – Calls from Residents

- Otway Close – Overgrown foliage alongside footpath. Parish Council to investigate.
- Lower Road – Query on a new sign next to the new Toucan Crossing. Referred resident to Buckinghamshire Council.

Environmental Issues -

- Lower Road - Overgrown foliage encroaching on to footpath. Letters sent to residents of 35 and 41 requesting the hedges to be cut back.

Allotments –

- Annual rent demands have been sent out. There are only a couple still to pay.
- A leaking water trough has been fixed by the assistant clerk.

Burials -

- No burials planned.

Other -

- New Heritage Information Board has been installed on the Village Green.
- The area of land between the Playing Field car park and the bungalows in Eskdale Road has been cleared and a new gate installed prior to the planning application being submitted.
- The vacancy in the Stoke Grange ward has been advertised.