



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
15th February 2022 at the Community Centre, Eskdale Road.



Present: Cllrs G Stewart (Chair), B Ezra, J Robinson, G Shrivastava, C Thorn and P Wood.

Buckinghamshire Council Councillors: R Newcombe.

Public Attendance: One.

Clerk: A Skeggs

Assistant Clerk: A-M Davies

Absent: n/a

No.	Description	Action
22/17	APOLOGIES Apologies were received and accepted from Cllrs Clark and Magill.	
	OPEN FORUM FOR MEMBERS OF THE PUBLIC A question was asked on the programme for the SEALR. Buckinghamshire Council Cllr Newcombe responded.	
	REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS Cllr R Newcombe informed the meeting that Buckinghamshire Council had agreed their budget for the 2022/23 financial year.	
22/18	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no new declarations of interest or requests for dispensation.	
22/19	MINUTES OF PREVIOUS MEETING a) <u>Minutes</u> - The minutes of the meeting held on 18 th January were AGREED and signed by the Chairman as a correct record. b) <u>Action Plan</u> - The action plan was reviewed, with several completed actions being removed. Two remained outstanding. c) <u>Minutes</u> - The minutes of the special council meeting held on 27 th January were AGREED and signed by the Chairman as a correct record.	
22/20	RISK REGISTER The chairman presented the updated Risk Register. He highlighted that there was one red risk, which was in relation to the position of SMVCA. This would be discussed later in the meeting. As there were no further comments or amendments suggested, the Risk Register was unanimously AGREED .	
22/21	TREASURY AND INVESTMENT POLICY The clerk explained that under the paragraph 14 of the Statutory Guidance on Local Government Investments, Local Councils with total investments above £100,000 (previously £500,000) were required to have an Investment Strategy. It also suggests that all cash deposits should not be held with one institution. It was proposed, seconded, and unanimously AGREED to adopt the Treasury Policy as circulated.	
22/22	PICNIC ON THE PLAYING FIELD – 3 JUNE The chairman highlighted that the parish council needed to identify a budget for the event. After consideration it was proposed, seconded, and AGREED that a budget of £3,000 be set, with £1,000 set aside for the musical entertainment. There was also a need to establish a working group to include	

	other groups like the school PTA and the church. This was AGREED . The provision of food stalls / food vans was discussed, and it was AGREED to make enquiries as to availability. There would be no charge for the pitches.	Assis. Clerk
22/23	<p>NEIGHBOURHOOD PLAN</p> <p>Cllr Robinson updated the meeting of progress made to date:</p> <ul style="list-style-type: none"> • The £10,000 grant to cover the consultation work had been agreed. • The consultants could now start work on the feasibility of the five themes within the plan. • Buckinghamshire Council had suggested that some of the plans be reformatted. • A series of meetings with outside bodies needed to be planned. • Breakthrough Communications had submitted their quote for the social media work. This would be considered at the next meeting. • There would be two public consultation events on the future use of the former Bucks CC S&SC. They were being held by Savills on the 1st and 3rd March at the Booker Park school. 	
22/24	<p>ASSISTANT CLERK VACANCY</p> <p>The clerk reported that the closing date for applications had been the 11th February and that six applications had been received. These would be circulated to all councillors, with the Staff Working Group members to feedback to the Chairman by the 20th February. Interviews to be held in the week beginning 28th February. These would be face to face interviews at the community centre. The clerk to notify all applicants.</p>	Clerk
22/25	<p>SMVCA (Stoke Mandeville Village Community Association)</p> <p>The chairman informed the meeting that SMVCA had given notice to terminate their lease on the 31st July 2022. SMVCA were currently advertising to recruit a new committee of trustees with the aim of continuing. If no new trustees are found, then the running of the centre would fall to the parish council.</p> <p>The parish council needed to be aware of the financial implications, the staffing implications (two staff were employed), and ensuring a service was maintained for the regular hirers and booked events.</p> <p>Cllr Stewart felt that there was a need for a working group to oversee the transfer process, which would start from the 1st April 2022.</p>	Chair
22/26	<p>FINANCE</p> <p>a) <u>Inter Account Bank Transfer</u> – It was NOTED that the following transfer had been carried out since the last meeting.</p> <ul style="list-style-type: none"> • 26 January - £10,000 from Deposit A/C to the Treasurers A/C. <p>b) <u>Payment of invoices Since the Last Meeting</u> – the list of payments, as circulated, was APPROVED. (See Appendix 1).</p> <p>c) <u>Monitoring Statement to January</u> – The clerk introduced the financial position as at the 31st January. After consideration the statement was NOTED.</p>	
22/27	<p>CLERK'S REPORT</p> <p>The clerk's report, attached as appendix 3, was NOTED.</p>	

22/28	<p>POINTS OF INTEREST</p> <ul style="list-style-type: none"> • Cllr Stewart reported on the meeting with Buckinghamshire Council on the SEALR. • Cllr Wood reported on the Flood Resilience training course she had attended. She was awaiting a booklet on the subject. • Cllr Stewart was to have discussions on the parish magazine with a resident. • Cllr Stewart informed the meeting that HS2 had delayed the decision on the Marsh Lane burial ground until March. • The clerk informed the meeting that several site visits had taken place with play equipment suppliers and that the school competition entries were waiting to be collected. 	
22/29	<p>DATE OF NEXT MEETING</p> <p>The date of the next meeting of the Parish Council would be Tuesday 15th March 2022 starting at 7.30pm.</p>	
	<p>EXCLUSION OF THE PUBLIC – Confidential Item</p> <p>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.</p>	
22/30	<p>WEBSITE</p> <p>Three quotes had been received for the provision of a new website. It was felt that the quote from company A was too high compared to the two others. It was proposed that Company B be asked if they could provide a booking system, and online payment pages and what would be the additional cost.</p> <p>After consideration it was felt that, depending upon the response from Company B, that either Company B or Company C would be acceptable. It was proposed, seconded, and AGREED that the meeting give delegated authority, in conjunction with the chairman, to the clerk to select the supplier.</p>	Clerk
22/31	<p>COMPLAINT FROM IRVINE DRIVE RESIDENTS</p> <p>The chairman informed the meeting that the parish council had not responded to a complaint made in 2021 by the residents of Irvine Drive. After consideration it was AGREED that the chairman and clerk would formulate a reply, relinquishing any involvement in the strip of land and leaving the residents to negotiate with Abbey Homes to resolve the dispute.</p>	Clerk / Chair

The chairman thanked everyone for their contributions during the evening.

The meeting finished at 9.30 pm.

Signed.....Chair

Date: 15th March 2022

Appendix 1 - Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 15th FEBRUARY 2022						
RECEIPTS SINCE THE LAST MEETING IN JANUARY						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
04/02/2022	Kompan	235930	865.80	144.30	721.50	Refund for Wrong Netting Sent to PC
08/02/2022	Memorials of Distinction	tablet	100.00	-	100.00	Tablet for M.Rowe - Plot 212 Swallow Lane
	Buckinghamshire Council	4100977163	2,000.00	-	2,000.00	First NHB Burial Ground Payment
11/02/2022	Dignity Funeral Directors	tablet	100.00	-	100.00	Tablet for Bullenthorpe - Plot 240 Swallow Lane
Total Receipts			3,065.80	144.30	2,921.50	
PAYMENTS SINCE THE LAST MEETING IN JANUARY						
Direct Debits			Gross	VAT	Net	Transaction Detail
11/02/2022	Drax (formerly Haven Power)	1105768065	31.18	5.20	25.98	Street Lighting for December 2021 (5% vat)
11/02/2022	Drax (formerly Haven Power)	1105768066	618.37	103.06	515.31	Street Lighting for December 2021
19/02/2022	Peoples Pension	january	728.80	-	728.80	Pension Costs includes bonus January 2022
19/02/2022	BT (SM5086 3603)	M138 HY	56.39	9.40	46.99	Office Phone to 6th February 2021
Standing Orders						
28/02/2022	Roger Haines	february	666.67	-	666.67	Grounds Maintenance for February 2022
			2,101.41	117.66	1,983.75	
Online Transfer - Paid 26 January						
26/01/2022	Tulu Toilet Hire	27199	128.57	21.43	107.14	Portable Toilet for Playing Field - November
26/01/2022	Sparkx	3653	600.00	100.00	500.00	Call Out - Dorchester Close Street Light
26/01/2022	A-M.Davies	january	425.60	-	425.60	Agreed bonus
26/01/2022	HMRC	january	143.20	-	143.20	Tax increase due to bonus
			1,297.37	121.43	1,175.94	
Online Transfer - Paid 10 February						
10/02/2022	CDS Group	73297	2,400.00	400.00	2,000.00	Marsh Lane Burial Ground Design Work
10/02/2022	UK Security Group	1264	54.00	9.00	45.00	Call Out Fee to Reset Camera Access
10/02/2022	CloudyIT	466	14.22	2.37	11.85	Email addresses for NPSG members
10/02/2022	A.Bamford	NPSG-184	150.00	-	150.00	NPSG Administration - to 7 February
10/02/2022	A.Bamford	NPSG-185	150.00	-	150.00	NPSG Administration - to 14 February
10/02/2022	Tulu Toilet Hire	28036	137.15	22.86	114.29	Portable Toilet for Playing Field - January
10/02/2022	Smoking Rocket	20366	150.00	-	150.00	Website Hosting and Domain Name
			3,055.37	434.23	2,621.14	
31/01/2022	Hewlett Packard	9056852331	9.98	1.66	8.32	New wireless mouse for clerk
			9.98	1.66	8.32	
Total Payments			6,464.13	674.98	5,789.15	
This list of payments has been checked by the clerk and verified for payment.						
Signed	<i>A.Skeggs</i>		(Clerk)			
Date	10th February 2022					
The above list of payments was approved by the Parish Council at its meeting on 15th February 2022.						
Signed	<i>Graham Stewart</i>		(Chair)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	15th February 2022					
BANK BALANCES AS AT 10 FEBRUARY 2022						
	Treasurers Account	11,775.64				
	Deposit Account	281,339.12				
	Debit Card Account	300.00				
			293,414.76			

Appendix 2 – Action Plan

Date	Minute	Action	By whom	Status
15/06/22	21/93	Contact ATC social media officer.	Clerk	Outstanding
15/06/22	21/94	S.106 funding proposal.	Clerk / Chair	Outstanding
15/02/22	22/22	Establish Platinum Jubilee working group.		Outstanding
15/02/22	22/22	Investigate potential street food vendors.	Assistant	In Progress
15/02/22	22/24	Inform candidates of interview dates.	Clerk	Completed
15/02/22	22/25	Establish SMVCA working group.	Chairman	In Progress
15/02/22	22/30	Contact web designers on website.	Clerk	In Progress
15/02/22	22/31	Respond to Irvine Drive residents.	Chair / Clerk	Outstanding

APPENDIX 3 – CLERKS REPORT

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

- Dorchester Close – A claim has been made against Buckinghamshire Council for the removal of a streetlight. The area has since been made good, presumably by Buckinghamshire Council.

Community Centre / Playing Field -

- Trees – Two donated oak trees will be planted in the far corner of the playing field nearest to Irvine Drive.
- Pollyanna – A banner will be displayed advertising the Pollyanna Preschool on the centre wall.

Environmental Issues – Calls from Residents

- Eynsford Road / Eskdale Road Roundabout – Residents entering the new estate are not going around the roundabout but cutting across the road. The local LAT has been asked for his views.
- Eynsford Road Estate – A resident has requested some dog and litter bins for the estate.
- Roylands Estate - A resident has requested some dog bins for the estate.
- Lower Road – A resident reported the overgrown foliage between the BCC S&S Club entrance and the Asda traffic lights. This has been passed to Aylesbury Town Council as a devolved service request.
- Anton Way – A resident has reported cars and buses mounting the grass verge to pass each other and thus churning up the verge. The clerk will contact Buckinghamshire Council to ask for some bollards to be placed there.

Environmental Issues

- Eskdale Road – Ridgepoint Homes has been contacted regarding making good the roundabouts and erecting a new 15 mph sign. It will be done once they complete the footpath to Station Road.

Other

- Ex Bucks CC S&S Club – Savills will be holding two public consultation sessions on their proposed plans for the site at the Community Centre on Tuesday 1st March 10 am to 2 pm and Thursday 3rd March 3 pm to 8 pm.
- BALC County Officer – BALC have appointed a new County Officer – Mrs Melinda (Mel) Woof – to replace Carole Burslam. Mel starts on the 1st March and was previously the deputy and is returning after a short spell as a parish clerk.