



# Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday  
16<sup>th</sup> November 2021 at the Community Centre, Eskdale Road.



Present: Cllrs G Stewart (Chair), B Ezra, J Magill, 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
21/149	<b>APOLOGIES</b> Apologies were received and accepted from Cllr Clark.	
21/150	<b>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</b> There were no new declarations of interest or requests for dispensation.	
	<b>OPEN FORUM FOR PARISHIONERS</b> No questions were raised.	
	<b>REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS</b> Cllr Newcombe informed the meeting of the following: <ul style="list-style-type: none"> <li>• HS2 – Buckinghamshire Council had received an application for the stretch of track from the St Mary’s site to Risborough Road.</li> <li>• Enforcement – a short briefing on the current enforcement situation.</li> <li>• Swallow Lane Flooding – Work had been carried out on the drains which seems to have alleviated the problem.</li> </ul> Cllr Thorn asked about the bollards on the Churchill Avenue bridge, which were still causing problems. Cllr Newcombe responded.	
21/151	<b>MINUTES OF PREVIOUS MEETING</b> a) <u>Minutes</u> - The minutes of the meeting held on 19 <sup>th</sup> October were <b>AGREED</b> 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.	
21/152	<b>NEIGHBOURHOOD PLAN</b> a) The chairman informed the meeting of progress to date: <ul style="list-style-type: none"> <li>• The process of responding to those who had commented on the draft plan had started.</li> <li>• Posters, a new video, and summarised response information would be circulated on social media and the website soon.</li> <li>• A project plan had been developed, highlighting the five main themes.</li> <li>• There would be a large number of meetings coming up and help was required to resource them.</li> <li>• Subject to ‘B’ below Bell Cornwall would be used to get the plan to the required ‘Reg 16’ position.</li> <li>• A brief is being sent to planning consultants for quotes to undertake feasibility work on the five themes.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Meetings had been held with the Buckinghamshire Council Neighbourhood Plans team / AGT team / Buckinghamshire Council councillors / Strategic and Major Land team (Ex-BCC S&amp;S club).</li> <li>• There had been a presentation of the draft SPD by the AGT team, which did not seem to comply with the VALP. Buckinghamshire Council archaeology section had not been consulted at any stage, so that may delay the process.</li> </ul> <p>b) The meeting considered a quote from Bell Cornwell of £6,500 ex-vat to provide advice on responding to the comments made on the Regulation 14 consultation. It was proposed by Cllr Robinson, seconded by Cllr Thorn that the parish council accept the quote. This was unanimously <b>AGREED</b>.</p> <p>c) The meeting considered a proposed timetable for the feasibility work on the five themes, which would be split into three phases. Quotes for phase one would be considered at the December meeting. The requirements of phases two and three would be dependent on the results of phase one. The timetable as <b>NOTED</b>.</p>	
21/153	<p><b>BURIAL GROUND PROJECT MANAGEMENT</b></p> <p>a) Cllr Stewart had circulated a report of progress made to date with CDS and Fusion. CDS had proposed a new layout for the burial ground, which would not impact on the planning requirements, was more aesthetic, increased biodiversity and was cheaper. It was proposed by Cllr Stewart, seconded by Cllr Wood that the parish council accept the revised layout. This was unanimously <b>AGREED</b>.</p> <p>b) The second section of the report outlined the estimated cost of construction and the income expected from HS2 for loss of income and their contribution towards the construction costs. Fusion was in the process of submitting their report to HS2, which would outline all the costs. The NHB (New Homes Bonus) grant awarded by AVDC but now administered by Buckinghamshire Council can be claimed in instalments, which would ease cashflow. It was <b>AGREED</b> to defer the decision on allocating a proportion of reserves to cover contingency items until next meeting.</p> <p>c) The final part of the report focussed on the Florence Nightingale Hospice who wished to establish an 'In Memory Garden' but they had no land. Cllr Stewart had spoken to them, and although the idea was still in the very early stages it was felt that there was scope that it could be sited in the burial ground. It was <b>AGREED</b> that the parish council would continue to talk to Florence Nightingale Hospice to produce a plan which would benefit both parties.</p>	
21/154	<p><b>WEBSITE</b></p> <p>The clerk had circulated a paper with details of six website design companies with links to examples of their work. Councillors had been asked to review the examples and suggest a preferred designer / designers for further work. After consideration it was <b>AGREED</b> that three companies, Aubergine, Impact and Shared Creative, would be shortlisted. Councillors would then test the sites using a PC, tablet, and mobile phone with a view to selecting a preferred company at the December meeting.</p>	

21/155	<b>COMMUNITIES COMMITTEE</b> a) The draft minutes of the meeting held on the 9 <sup>th</sup> November were <b>NOTED</b> . The LAT had viewed the playing field footpath and had agreed with the contractor as to the reason for the cracking. He had given two possible solutions which would be taken up with the contractor. b) The meeting considered a quote of £3,125 ex-vat from SLN for a new footpath leading from the allotment car park. It was proposed by Cllr Ezra and seconded by Cllr Thorn that the quote be accepted. This was <b>AGREED</b> . Cllr Stewart commented that the allotments had had quite a lot of money spent recently, given the relatively small number of beneficiaries.	
21/156	<b>SCHEDULE OF MEETINGS 2022</b> The schedule of meetings for 2022, as circulated, was <b>AGREED</b> . There was no change to the start times, which would remain at 7.30pm.	
21/157	<b>FINANCE</b> a) <u>Inter Account Bank Transfer</u> – It was <b>NOTED</b> that no transfers had been carried out since the last meeting: b) <u>Payment of invoices for November 2021</u> – the list of payments, as circulated, was <b>APPROVED</b> . (See Appendix 1). It was <b>AGREED</b> that the Nimvelo telephone number was no longer required and should be cancelled.	Clerk
21/158	<b>CLERK'S REPORT</b> The clerk's report, attached as appendix 3, was <b>NOTED</b> .	
21/159	<b>POINTS OF INTEREST</b> <ul style="list-style-type: none"> <li>• Cllr Stewart reported on the meeting with Buckinghamshire Council Neighbourhood Planning team. He pointed out the referendum might extend beyond the borders of the parish as the suggested themes could impact on neighbouring parishes.</li> <li>• Cllr Stewart reported on the meeting with Buckinghamshire Council Garden Town team.</li> <li>• Cllr Stewart reported on the meeting with Buckinghamshire Council councillors on the Neighbourhood Plan.</li> <li>• Cllr Stewart reported on the meeting with Buckinghamshire Council and Savills about the Ex-BCC Sports &amp; Social Club.</li> <li>• Cllr Stewart reported on the AGT1 presentation of the SPD.</li> <li>• Cllr Stewart reported that he had attended the Remembrance Day Service on the previous Sunday.</li> </ul>	
21/160	<b>DATE OF NEXT MEETING</b> The date of the next meeting of the Parish Council would be Tuesday 14 <sup>th</sup> December 2021 starting at <b>7.30pm</b> .	

The chairman thanked everyone for their contributions during the evening.

The meeting finished at 9.15 pm.

Signed.....Chair

Date: 14<sup>th</sup> December 2021

Chair Init.....

## Appendix 1 - Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 16th NOVEMBER 2021						
<b>RECEIPTS</b>						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
01/11/2021	Stoke Mandeville & Other Parishes		6,000.00	-	6,000.00	Grant - Second instalment.
	Various Allotments		140.00	-	140.00	Various
17/11/2021	Dignity Funeral Services		300.00	-	300.00	Interment - Mr MJ Rowe
17/11/2021	CPJ Field		350.00	-	350.00	Interment - Mr DJ Saysell
			<b>Total Receipts</b>	<b>6,790.00</b>	<b>-</b>	<b>6,790.00</b>
<b>PAYMENTS - From Current Account</b>						
<b>Direct Debits</b>						
			Gross	VAT	Net	Transaction Detail
01/11/2021	PEAC Finance	22/0107748	385.12	64.19	320.93	Photocopier Rental 01/11/21 to 31/01/22
15/11/2021	Drax (formerly Haven Power)		25.21	1.20	24.01	Street Lighting for October 2021 (5% vat)
15/11/2021	Drax (formerly Haven Power)		598.39	99.73	498.66	Street Lighting for October 2021
19/11/2021	BT (SM5086 3603)		56.39	9.40	46.99	Office Phone to 6th November 2021
19/11/2021	Peoples Pension	october	228.60	-	228.60	Pension Costs October 2021
17/11/2021	Altdigital	631846	264.30	44.05	220.25	Photocopying 01/04/2020 to 20/10/2021
<b>Standing Orders</b>						
28/11/2021	Roger Haines	november	666.67	-	666.67	Grounds Maintenance for November 2021
			<b>2,224.68</b>	<b>218.57</b>	<b>2,006.11</b>	
<b>Online Transfer - Paid 3 November</b>						
03/11/2021	Royal British Legion	eba20	50.00	-	50.00	Poppy wreath for Remembrance Service
03/11/2021	CloudyIT	20270ab	14.22	2.37	11.85	Email addresses for NPSG members
03/11/2021	A.Bamford	NPSG-173	150.00	-	150.00	NPSG Administration - to 8 November
03/11/2021	New Group Ltd	3659	3,405.50	567.58	2,837.92	Installation of artificial grass for Pollyanna
03/11/2021	Fox Group	ifox2963	138.00	23.00	115.00	Removal of concrete bench at roundabout
			<b>3,757.72</b>	<b>592.95</b>	<b>3,164.77</b>	
<b>Online Transfer - Paid 17 November</b>						
17/11/2021	A.Bamford	NPSG-174	150.00	-	150.00	NPSG Administration - to 15 November
17/11/2021	A.Bamford	NPSG-175	150.00	-	150.00	NPSG Administration - to 22 November
17/11/2021	Tulu Toilet Hire	26742	132.85	22.14	110.71	Portable Toilet for Playing Field - October
17/11/2021	Geosphere Ltd	11ub084-0004	360.00	60.00	300.00	Parish Online Subscription to 5 Nov 2022
17/11/2021	T.Audley	SM4	380.00	-	380.00	Cutting back foliage / conifers - Wendover Rd
			<b>1,172.85</b>	<b>82.14</b>	<b>1,090.71</b>	
<b>Online Transfer - Paid 26 November</b>						
26/11/2021	A.Bamford	NPSG-176	150.00	-	150.00	NPSG Administration - to 29 November
26/11/2021	A.Bamford	NPSG-177	150.00	-	150.00	NPSG Administration - to 6 December
26/11/2021	A-M.Davies	November	888.05	-	888.05	November Salary
26/11/2021	A.Skeggs	November	1,644.23	-	1,644.23	November Salary
26/11/2021	HMRC	November	598.21	-	598.21	PAYE & NIC for month 8 (6 December 2020)
			<b>3,430.49</b>	<b>-</b>	<b>3,430.49</b>	
<b>From Clerks Debit Card Account</b>						
03/11/2021	Nimvelo	990627	3.60	0.60	3.00	Covid-19 Support Group Phone
08/11/2021	Post Office		6.18	-	6.18	Cleaning supplies for the office
			<b>9.78</b>	<b>0.60</b>	<b>9.18</b>	
<b>Cheques</b>						
			-	-	-	
			-	-	-	
			<b>Total Payments</b>	<b>6,837.80</b>	<b>301.31</b>	<b>6,536.49</b>
This list of payments has been checked by the clerk and verified for payment.						
Signed	<i>A.Skeggs</i>		(Clerk)			
Date	11th November 2021					
The above list of payments was approved by the Parish Council at its meeting on 16th November 2021.						
Signed	<i>G.Stewart</i>		(Chair)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	16th November 2021					

## Appendix 2 – Action Plan

Date	Minute	Action	By whom	Status
15/06/21	21/93	Contact ATC social media officer.	Clerk	Outstanding
15/06/21	21/94	S.106 funding proposal.	Clerk / Chair	Outstanding
16/11/21	21/157	Cancel Nimvelo telephone contract.	Clerk	Completed

## 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

- Nothing to report.

#### Community Centre / Playing Field -

- Playing Field – No news from Thames Water.
- Conifer Hedges – The hedges and over hanging brambles have been cut back.
- Artificial Grass – The artificial grass for the Pollyanna Pre-school outdoor space has been laid and a plaque from the Vale of Aylesbury Housing Trust Thriving Communities Fund will be put up.

#### Environmental Issues – Calls from Residents

- Westfields – Fallen tree blocking footpath behind Westfields.
- Hawkslade Furlong – Hedging blocking half the pavement. Letter has been sent to the resident.
- Wendover Road – Hedging at the junction with Station Road. This has been cut back.
- Orwell Drive – Two properties with overhanging foliage. Reported to VAHT as properties were empty and the foliage has been cut back.

#### Environmental Issues

- Station Road Bridge – Network Rail have been out but haven't done a very good job. They have been contacted about this.

#### Other

- Burials at Swallow Lane:  
10<sup>th</sup> November, 13<sup>th</sup> November, 25<sup>th</sup> November and 29<sup>th</sup> November.
- Play Around the Parishes: Monday 25<sup>th</sup> July @ 10 am and Thursday 18<sup>th</sup> August @ 2 pm. Both are two hour sessions and the 18<sup>th</sup> August is sports themed.