



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
18th January 2022 at the Community Centre, Eskdale Road.



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

Buckinghamshire Council Councillors: S Bowles and P Strachan.

Public Attendance: One.

Clerk: A Skeggs

Assistant Clerk: A-M Davies

Absent: n/a

No.	Description	Action
22/01	APOLOGIES Apologies were received and accepted from Cllrs Clark and Shrivastava.	
	OPEN FORUM FOR MEMBERS OF THE PUBLIC Cllr Ezra raised two points on behalf of residents: <ul style="list-style-type: none"> Had there been any development on a new streetlight at the Ligo Avenue junction? The clerk would investigate the possibility. The previous chairman had two oak trees which she was donating to the council but needed to be moved. The clerk was aware of this. 	
	REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS Cllrs Bowles and Strachan informed the meeting of the following: <ul style="list-style-type: none"> Buckinghamshire Council were heavily involved in preparing their 2022/23 budget. Community Boards – There would be a review of the process, with a streamlining of the application and approval process. Both councillors would be attending a MIG meeting for HS2 applications covering the Stoke Mandeville area. Buckinghamshire Council had planted a lot of trees around the county. Cllr Strachan was keen educate residents on the environment and what they could do to save the planet. 	
22/02	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no new declarations of interest or requests for dispensation.	
22/03	MINUTES OF PREVIOUS MEETING a) <u>Minutes</u> - The minutes of the meeting held on 14 th December were AGREED and signed by the Chairman as a correct record. b) <u>Action Plan</u> - The action plan was reviewed, with two completed actions being removed. Two remained outstanding.	
22/04	QUEEN'S PLATINUM JUBILEE The meeting considered whether the parish council should recognise the Queen's Platinum Jubilee in June. It was agreed that something should be done and that it should be simple to organise. After a discussion it was proposed by Cllr Ezra and seconded by Cllr Wood that a 'Picnic in the Park' event should be held with some live music. This was AGREED . The event would be held on Friday 3 rd June from 3pm onwards. Cllr Ezra would contact SMVCA to book the community centre to allow access to the toilets.	Cllr Ezra

22/05	<p>DEVELOPMENT PLAN</p> <p>The development plan for 2022/23 onwards was considered and NOTED, with the only addition to be the Queen's Jubilee Event.</p>	
22/06	<p>NEIGHBOURHOOD PLAN</p> <p>Cllr Robinson updated the meeting of progress to date:</p> <ul style="list-style-type: none"> • The deadline for the return of quotes for the work on the feasibility of the five themes in the plan was the 24th January. • There would need to be a special parish council meeting on the 27th January to consider any quotes received. • The grant application to cover some of the above expenditure needed to be submitted by the 31st January. • There had been a meeting with Breakthrough Communications on how to best to use social media to publicise the next stage of the Plan to ensure the greatest coverage possible. <p>It was suggested that once the SEALR and village bypass were finished that an application should be made to designate Station Road and Lower Road 20 mph zones. This was AGREED in principle.</p>	
22/07	<p>ANNUAL PARISH MEETING</p> <p>This year's Annual Parish Meeting would be on the 19th April and most likely it would be held in the community centre. The chairman asked the meeting if they had any suggestions for speakers. The following were put forward – R Wood from Fusion Archaeology, R Butler MP, M Tett Leader of Buckinghamshire Council, and a representative from the NHS.</p>	
22/08	<p>ASSISTANT CLERK VACANCY</p> <p>The chairman reported that the Assistant Clerk would be retiring on the 31st March 2022. A draft job description had been circulated for consideration. Cllr Magill commented that flexible working was a key factor now. The post was for 15 hours per week, but Cllr Stewart felt that there might be a need to increase this especially if the post was to pick up some of the Neighbourhood Plan work.</p> <p>The vacancy would be advertised on the noticeboards, BALC, Facebook and via the SLCC (Society of Local Council Clerks).</p> <p>A closing date of the 11th February was set, with interviews later in the month.</p>	Clerk
22/09	<p>FINANCE</p> <p>a) <u>Inter Account Bank Transfer</u> – It was NOTED that the following transfers had been carried out since the last meeting.</p> <ul style="list-style-type: none"> • 15 December - £15,000 from Deposit A/C to the Treasurers A/C. • 12 January - £10,000 from Deposit A/C to the Treasurers A/C. <p>b) <u>Payment of invoices for January 2022</u> – the list of payments, as circulated, was APPROVED. (See Appendix 1).</p> <p>c) <u>Devolved Services 2022/23</u> – The variation to the Agreement and the 3% increase in the payment was NOTED.</p>	Clerk
22/10	<p>CLERK'S REPORT</p> <p>The clerk's report, attached as appendix 3, was NOTED.</p>	

22/11	POINTS OF INTEREST No points of interest were raised.	
22/12	DATE OF NEXT MEETING The date of the next meeting of the Parish Council would be Tuesday 15 th February 2022 starting at 7.30pm .	
	EXCLUSION OF THE PUBLIC – Confidential Item 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.	
22/13	PROVISION OF ADDITIONAL CAR PARKING AT THE PLAYING FIELD Two quotes had been received for the provision of additional car parking at the Eskdale Road playing field. After consideration it was AGREED to accept the quote from SLN for £22,199 ex.vat. There would be a slight variation to the work required: <ul style="list-style-type: none"> • Increasing the white lining of bays from 8 to 10. • Tarmac the path from the car park to the new footpath. 	Assis Clerk

The chairman thanked everyone for their contributions during the evening.

The meeting finished at 8.50 pm.

Signed.....Chair

Date: 18th January 2022

Appendix 1 - Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 18th JANUARY 2022						
RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
				-	-	
				-	-	
Total Receipts			-	-	-	
PAYMENTS - From Current Account						
Direct Debits						
			Gross	VAT	Net	Transaction Detail
04/01/2022	PEAC Finance	22/0049097	534.00	89.00	445.00	Photocopier Rental 17/12/2021 to 16/03/2022
05/01/2022	Drax (formerly Haven Power)	1105694577	25.21	1.20	24.01	Street Lighting for November 2021 (5% vat)
05/01/2022	Drax (formerly Haven Power)	1105694578	598.39	99.73	498.66	Street Lighting for November 2021
14/01/2022	BAS Associates	117065	151.20	25.20	126.00	Payroll January to March 2022
19/01/2022	Peoples Pension	december	228.80	-	228.80	Pension Costs December 2021
19/01/2022	BT (SM5086 3603)	M150 WD	56.39	9.40	46.99	Office Phone to 6th January 2022
Standing Orders						
31/01/2022	Roger Haines	january	666.67	-	666.67	Grounds Maintenance for January 2022
			2,260.66	224.53	2,036.13	
Online Transfer - Paid 12 January						
12/01/2022	CloudyIT	221	14.22	2.37	11.85	Email addresses for NPSG members
12/01/2022	Buckinghamshire Council	2205037547	4,800.00	800.00	4,000.00	Contribution to Hawkslade CC running costs
12/01/2022	A.Bamford	NPSG-180	150.00	-	150.00	NPSG Administration - to 10 January
12/01/2022	A.Weatherhead Ltd	76532	180.00	30.00	150.00	Clear Blocked Drain on 7 December 2021
12/01/2022	Chesham Town Council	718	294.00	49.00	245.00	Installing Zip Wire / Gate Buffer / Climbing Net
12/01/2022	A.Bamford	NPSG-181	150.00	-	150.00	NPSG Administration - to 17 January
12/01/2022	SLN	402	4,050.00	675.00	3,375.00	New pathway from allotment car park
			9,638.22	1,556.37	8,081.85	
Online Transfer - Paid 26 January						
26/01/2022	Tulu Toilet Hire	27606	132.85	22.14	110.71	Portable Toilet for Playing Field - December
26/01/2022	Jamtastic	5305	220.80	36.80	184.00	NPSG - A3 Posters design and print
26/01/2022	A.Bamford	NPSG-182	150.00	-	150.00	NPSG Administration - to 24 January
26/01/2022	A.Bamford	NPSG-183	150.00	-	150.00	NPSG Administration - to 1 February
26/01/2022	A-M.Davies	january	888.05	-	888.05	January Salary
26/01/2022	A.Skeggs	january	1,644.23	-	1,644.23	January Salary
26/01/2022	HMRC	january	598.41	-	598.41	PAYE & NIC for month 10 (6 February 2022)
			3,784.34	58.94	3,725.40	
From Clerks Debit Card Account						
					-	
			-	-	-	
Total Payments			15,683.22	1,839.84	13,843.38	
This list of payments has been checked by the clerk and verified for payment.						
Signed	<i>A.Skeggs</i>		(Clerk)			
Date	13th January 2022					
The above list of payments was approved by the Parish Council at its meeting on 18th January 2022.						
Signed	<i>Graham Stewart</i>		(Chair)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	18th January 2022					

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
18/01/22	22/04	Book community centre for 3 rd June 2022.	Cllr Ezra	Completed
18/01/22	22/08	Advertise assistant clerk vacancy.	Clerk	Completed
18/01/22	22/09c	Devolved services agreement to Bucks Cnl.	Clerk	Completed
18/01/22	22/13	Inform SLN of award of contract.	Assis 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

- Lower Road – Abbey Homes have removed the PC lights after they installed their roadside lights. Trying to find out when this was done so I can contact UKPN.
- Dorchester Close – Light no.3 has been knocked down by a Buckinghamshire Council contractor. It has been made safe but will need replacing. In contact with Buckinghamshire Council about costs.

Community Centre / Playing Field -

- Playing Field – Still no news from Thames Water.
- Centre Drains – Agripower have been contacted and asked to inspect the inspection chamber that is causing the problems with a view to make it lower.

Environmental Issues – Calls from Residents

- Enborne Close – Anti social behaviour being carried out in the parking area. Assistant clerk has reported it to Thames Valley police and given the resident the contact details of the local police that cover that area. Buckinghamshire Council are looking into the situation.

Environmental Issues

- Station Road Bridge – Network Rail have been out again and have cut back the other side of the bridge where there is usually a problem with brambles.

Other

- Allotments – The new gravel path leading from the car park has been completed and receiving favourable comments.
- Village Green – A bid has been submitted to the Community Board to fund the installation of an electricity supply to the green to enable the positioning of a Christmas tree.
- Village Green – Thanks to the efforts of a resident, the trees on the green opposite the school were decorated with baubles and tinsel over the Christmas period.