

**Minutes of the meeting of the COMMUNITIES COMMITTEE held in the Community Centre,  
Eskdale Road, Stoke Mandeville on Tuesday 14<sup>th</sup> January 2020 at 7.30pm**

**PRESENT:** Cllrs R Butler, B Ezra, K Gomm, J Hunt, S Pluckwell and P Wood.  
Clerk: Mr Tony Skeggs Residents: 1 plus Chairman of SMVCA.

C20/01	<p><b>APPOINTMENT OF CHAIRMAN</b> It was proposed by Cllr Ezra and seconded by Cllr Butler that Cllr Wood be elected as Chairman. This was unanimously agreed.</p>	
C20/02	<p><b>APOLOGIES</b> - There were no apologies as everyone was present.</p>	
C20/03	<p><b>DECLARATIONS OF INTEREST</b> Cllr Hunt declared an interest in the items relating to the community centre and the allotments. There were no other declarations of interest.</p>	
C20/04	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <ul style="list-style-type: none"> <li>a) The minutes of the meetings of the Environment Committee of the 8<sup>th</sup> October and the Leisure Committee of the 24<sup>th</sup> September were unanimously agreed as a true record and signed by the Chairman, after the Leisure minutes were amended to show the correct Chair of the Leisure meeting.</li> <li>b) The action plan of both set of minutes were reviewed, with several completed tasks being removed.</li> </ul>	
C20/05	<p><b>TERMS OF REFERENCE</b> The draft terms of reference were considered by the committee. It was felt that the layout needed to be changed and the responsibilities made clearer. The clerk would make the changes and bring back to the committee in March.</p>	Clerk
C20/06	<p><b>COMMUNITY CENTRE</b></p> <ul style="list-style-type: none"> <li>a) Public Conveniences – After consideration it was unanimously <b>AGREED</b> that as the centre utilities were inadequate and so would be unable to cope with the increase in electricity and water demands that no public conveniences should be provided.</li> <li>b) Air Conditioning – Although this was a good idea, it was not practical due to the additional demands on electricity and so it was <b>AGREED</b> not to install air conditioning in the Committee Room and Park Room. Cllr Hunt declined to vote.</li> <li>c) Drains – The sleeving of the drains would be done on the 21st February. It was <b>AGREED</b> to ask Agripower to look at the new manhole, which seemed to be causing problems with drainage. Thanks, were expressed to the Chairman of the SMVCA for clearing the recent blockage that had occurred.</li> </ul> <p>During the discussion on the community centre Cllr Gomm suggested that the parish council should seriously considering making use of s.106 funds and build a new community centre that would accommodate the growing community.</p>	
C20/07	<p><b>QUEEN ELIZABETH II PLAYING FIELD</b></p> <ul style="list-style-type: none"> <li>a) Expansion of the Car Park – After consideration it was felt that the addition of eight parking spaces would benefit the centre and so it was unanimously <b>AGREED</b> to go ahead with the expansion and the provision of a new pathway between the conifers and the fence. It was also <b>AGREED</b> to ask SLN for advice, particularly around the conifers, on the layout. It was pointed out that utilities to the centre ran through the area. Cllr Wood would contact AVDC to ask whether planning permission was required.</li> </ul>	Clerk / Cllr Wood

	<p>b) Cleaning of the Tennis Courts – It was proposed by Cllr Hunt and seconded by Cllr Ezra and <b>AGREED</b> that Mr R Haines be asked to sweep and treat the tennis courts. In future quotes from other companies should be sought.</p> <p>c) Field Hire – Sri Lankan Charity Day. After discussion it was unanimously <b>AGREED</b> not to waive the hire fee and deposit, as it was felt that it would set a precedent. A reminder to all hirers that fireworks and Chinese lanterns are not permitted on the playing field.</p>	Clerk
<b>C20/08</b>	<p><b>DEVOLVED SERVICES</b></p> <p>The Agreement of Variation for the financial years 2020/21 and 2021/22 detailing annual payments of £7,562.50 submitted by Bucks County Council was <b>AGREED</b>. The Chairman was required to sign the agreement. Cllr Hunt asked the committee to bear in mind that possible assets owned of Bucks CC and AVDC could be offered to parish councils once the new Unitary Council is in existence.</p>	Clerk
<b>C20/09</b>	<p><b>ASSETS OF COMMUNITY VALUE</b></p> <p>Three assets were currently registered with AVDC under this scheme. The registration ends in May 2020. The assets are:</p> <ol style="list-style-type: none"> <li>1. The Woolpack public house, Risborough Road,</li> <li>2. The Bull public house, Risborough Road and</li> <li>3. The former Bucks CC S&amp;S club, Lower Road.</li> </ol> <p>It was unanimously <b>AGREED</b> that these assets should be re-designated Assets of Community Value. The clerk was to refresh / update the previous nomination forms. Cllr Butler would provide information to support the Sports and Social Club as would the NPSG.</p>	Clerk
<b>C20/10</b>	<p><b>HIGHWAYS, RIGHTS of WAY and FOOTPATHS</b></p> <p>a) Anns Close – A resident whose property was next to the Anns Close / Davids Close alleyway was requesting that the path be cleared, and the trees cut back. Cllr Hunt questioned who owned the land and whose responsibility it was to maintain. It was <b>AGREED</b> that the ownership be checked and the clerk to report back.</p> <p>b) Brudenell Drive/Station Road Alleyway – Cllr Hunt had received a complaint about the condition of the alleyway, which she had forwarded to County Councillor Bowles. She provided photographs of the condition of the alleyway. A Bucks CC LAT had looked at it previously but had taken no action. It was <b>AGREED</b> that the complaint should be referred higher than the LAT.</p> <p>c) Hillier Road – Three car parking spaces were becoming overgrown preventing their use. The ownership of the area was being checked but it was <b>AGREED</b> to get R.Haines to have a look.</p>	Clerk Assist.
<b>C20/11</b>	<p><b>ALLOTMENTS</b></p> <p>a) Hard Standing – The clerk gave an update on the project. A new boot scrape had been installed by one of the allotment holders and new composite bollards would be installed soon.</p> <p>b) Use of Hard Standing by Parents – There was concern over the use of area by parents for dropping off / picking up of their children following a complaint by an allotment holder who was blocked in. The assistant clerk had liaised with the school over this issue as well as the length of time parents should park there. It was made clear to the school that the use would be monitored and that parents should only park in the marked bays. It was <b>AGREED</b> that Cllr Pluckwell would raise the use at the next Governors meeting.</p>	Cllr P'well
<b>C20/12</b>	<p><b>STREET FURNITURE</b></p> <p>a) Chapel Lane Light – UKPN would investigate the light once their tree maintenance team had cleared the foliage. Clerk to continue to chase.</p> <p>b) Benches – New composite benches were about to be ordered to replace the stolen bench in Hawkslade and the broken bench in Marsh Lane. The bench in Hawkslade would have Stoke Mandeville PC embossed on it. Both benches would require installing.</p>	Clerk

<b>C20/13</b>	<b>TREES and OPEN SPACES</b> The resident of 15 Irvine Drive had asked that the large tree in the playing field that rested against her boundary fence be cut back and old branches removed. It was <b>AGREED</b> that as the tree was the parish council's responsibility that a tree surgeon be asked to provide advice.	
<b>C20/14</b>	<b>RE-BRANDING EXERCISE</b> It was <b>AGREED</b> that a re-branding exercise would be a good idea, the cost of stickers / plates to be investigated.	Assis.
<b>C20/15</b>	<b>POINTS FOR INFORMATION</b> <ul style="list-style-type: none"> <li>• Cllr Pluckwell raised an issue of parking on pavements in Misbourne Close as well as the hedge of number 4 was overhanging the pavement. The clerk would send a letter to the resident.</li> <li>• The timing and the time of future meetings was raised. As detailed on the agreed Schedule of Meetings, meetings were every two months and would start at 7.30 pm.</li> <li>• The signs in the Station car park were now showing the revised wording agreed by the committee. Chiltern Railways had no objection to the new wording.</li> </ul>	Clerk
<b>C20/16</b>	<b>DATE OF NEXT MEETING</b> The next meeting will be on the 10 <sup>th</sup> March 2020 at 7.30pm.	

The meeting closed at 9.20pm.

Signed \_\_\_\_\_ Dated: 10<sup>th</sup> March 2020

## Action List

Date	Minute	Description	By Whom	Status
02/10/18	L18/27(h)	Contact Stoke Mandeville FC regarding a plaque for the wall	Clerk	Clerk to chase
11/06/19	L19/18c	Prepare specification and obtain quotes for a red tarmac footpath around the playing field.	Clerk	Deferred
24/09/19	L19/29e	Consult Cllr Clark regarding ramps for the Park Room	Clerk	Outstanding
08/10/19	E19/50e	Prepare a specification for an ad-hoc gardener.	Clerk	Outstanding
14/01/20	C20/05	Amend draft Terms of Reference.	Clerk	Completed
14/01/20	C20/07a	Contact SLN for advice on specification.	Clerk	Completed
14/01/20	C20/07a	Contact AVDC to enquire if planning permission required.	Cllr Wood	Completed
14/01/20	C20/07b	Contact R Haines to sweep / clean the tennis courts	Clerk	Completed
14/01/20	C20/08	Sign and return Devolved Services Agreement to Bucks CC.	Clerk	Completed
14/01/20	C20/09	Complete Asset of Community Value nomination forms and send to AVDC.	Clerk	In Progress
14/01/20	C20/10a	Investigate ownership of Anns Close / Aiden Close alleyway.	Clerk	Completed
14/01/20	C20/10b	Refer Brudenell Drive / Station Way alleyway complaint to the manager of the LAT.	Assistant	Completed
14/01/20	C20/11b	Raise parent use of the allotment hard standing at Governors meeting.	Cllr Pluckwell	Meeting 24/01/2020
14/01/20	C20/12a	Chase UKPN and the Chapel Lane streetlight.	Clerk	Completed
14/01/20	C20/14	Obtain quotes for SMPC logo stickers.	Assistant	Completed
14/01/20	C20/15	Letter to be sent to 4 Misbourne Close – Overhanging Hedge.	Clerk	Completed