



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
14th December 2021 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
21/161	APOLOGIES Apologies were received and accepted from Cllrs Clark and Magill.	
	OPEN FORUM FOR MEMBERS OF THE PUBLIC No questions were raised.	
	REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLORS Cllr Newcombe informed the meeting of the following: <ul style="list-style-type: none"> • There would be a consultation on whether to keep the bollards on the Churchill Avenue bridge but as they were not in the parish the parish council might not be consulted. Cllr Thorn thanked Cllr Newcombe for looking into this matter. • Buckinghamshire Council had cleared 50% of the gullies. • The HS2 traffic movements grant by the planning inspectorate would be taken to judicial review by Buckinghamshire Council. • A recent call for brown field sites would accommodate 5,000 houses. A second call for more sites is expected. A new Local Plan would go up to 2040. • Buckinghamshire Council were trialling three cameras on roads / bridges in the south of the county. 	
21/162	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no new declarations of interest or requests for dispensation.	
21/163	MINUTES OF PREVIOUS MEETING a) <u>Minutes</u> - The minutes of the meeting held on 16 th November were AGREED and signed by the Chairman as a correct record. b) <u>Action Plan</u> - The action plan was reviewed, with one completed action being removed. Two remained outstanding.	
21/164	2022/23 BUDGET AND PRECEPT The chairman reported that the Finance and Governance Committee had considered the 2022/23 draft budget and precept at its last meeting and was recommending to the council that a net expenditure budget of £216,180 be approved. The budget relating to the burial ground project had been refined since the last parish council meeting. Cllr Ezra asked how much had been allocated to the Neighbourhood Plan. The budget included £20,000 for routine expenditure and £40,000 for feasibility work on the five projects. The	

	<p>clerk pointed out that these figures had yet to be tested by the way of quotes. There were no further questions, and the budget was AGREED. Cllr Stewart then reported that the Finance and Governance Committee was recommending a 9.75% increase to the Band D council tax. The decision was based upon the tax base increase generating an additional £8,500 in precept, inflation had increased, there was a need to progress projects and there had been no increase for 2021/22.</p> <p>After discussion it was proposed by Cllr Stewart, seconded by Cllr Robinson that the recommendation of the Finance and Governance committee be accepted. This was unanimously AGREED. This would result in a precept for 2022/23 of £198,500 and a Band D council tax of £71.48.</p>	Clerk
21/165	<p>WEBSITE</p> <p>After consideration it was AGREED that a new website specification be prepared and sent to the three shortlisted website developers, Aubergine, Impact and Creative Solutions, asking them to quote.</p>	Clerk
21/166	<p>LAND AT 14 LAMBOURNE AVENUE</p> <p>The parish council had considered an offer to purchase this area of land at its October meeting, which was declined. The owner had now come back offering the land at no cost. After consideration it was again AGREED not to accept the offer, as it would be an additional cost to the parish, had no particular practical use, and could lead to further approaches from residents.</p>	Clerk
21/167	<p>NEIGHBOURHOOD PLAN</p> <p>Cllr Robinson updated the meeting of progress to date:</p> <ul style="list-style-type: none"> • The group was still responding to those people who had commented on the draft Neighbourhood Plan. • Some areas designated Green Space areas were still being negotiated, while another area had seen some compromise from the landowner. • Still no costings for the feasibility work but there was a possibility that the parish council would be eligible for a £11,000 grant. • The chairman and Cllr Robinson, accompanied by ex-councillor David Starr, had shown Rob Butler MP around the parish. He came across as very knowledgeable of what was being considered and impressed with the projects. • A meeting had also been had with Bucks Business First, primarily around the Village Centre. Whilst there was no funding available, some useful information had been gained on what could be expected if the centre went ahead. • A new video had been produced and was available on the PC website, Facebook, and Twitter. Posters were displayed on all the noticeboards. 	
21/168	<p>FINANCE AND GOVERNANCE COMMITTEE</p> <p>The chairman reported on the recent Finance and Governance committee meeting. Apart from the 2022/23 budget and precept, the Health and Safety policy had been reviewed, with no changes being made.</p>	

21/169	<p>FINANCE</p> <p>a) <u>Inter Account Bank Transfer</u> – It was NOTED that no transfers had been carried out since the last meeting.</p> <p>b) <u>Payment of invoices for November 2021</u> – the list of payments, as circulated, was APPROVED. (See Appendix 1).</p>	
21/170	<p>CLERK’S REPORT</p> <p>The clerk’s report, attached as appendix 3, was NOTED.</p>	
21/171	<p>POINTS OF INTEREST</p> <ul style="list-style-type: none"> • Cllr Stewart reported on the meeting that he and Cllr Robinson had had with Bucks Business First on the Neighbourhood Plan. • Cllr Stewart reported on the walkabout that he and Cllr Robinson had had with Rob Butler MP on the Neighbourhood Plan. • Cllr Stewart reported on the meeting that he had had with the Bucks Council archaeologist on AGT1. • Cllr Stewart and the clerk had met with the Florence Nightingale Hospice over the possible use of the new burial ground for a memorial garden. • Cllr Stewart reported on the meeting with EKFB / Fusion that included: <ul style="list-style-type: none"> ○ Old St Mary’s site now back under EKFB control. ○ The Aylesbury to Marylebone line would be closed from 24th to 29th December and the 1st to 3rd January. ○ Footpath SMA/6/1 behind the Woolpack was now closed. ○ The footpath on Risborough Road from the Old Risborough Road junctions is being moved nearer to the road. ○ On Hawkslade the trains would approach from the North around midnight and leave towards the South around 7 am. After Easter the line would be closed all day for about six weeks. ○ HS2 would be touring the area in their new Engagement bus. ○ A new engagement officer was being recruited. ○ A badly worded letter had been sent to some Hawkslade residents, which had caused some anxiety but had been resolved by a second letter. 	
21/172	<p>DATE OF NEXT MEETING</p> <p>The date of the next meeting of the Parish Council would be Tuesday 18th January 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>	
21/173	<p>STAFFING COMMITTEE</p> <p>The chairman reported on a recent meeting of the Staffing Committee that had considered:</p> <p>a) The annual¹ pay rise for staff, which was thought to be 1.75%. It was unanimously AGREED this should be paid, with the necessary backdating.</p> <p>b) It was noted that other parishes had paid a special bonus to staff in recognition of additional/changed responsibilities during the pandemic. It</p>	

	<p>was unanimously AGREED that a bonus of £500 each should be paid to the Clerk and Assistant Clerk, with the option of payment as a pension contribution if requested.</p> <p>c) Councillors then discussed the forthcoming retirement of the Assistant Clerk, and what changes to the current role would be desirable to reflect the changed work of the parish council. Cllr Shrivastava offered to find some relevant role profiles and the chairman said he would obtain the current role profile to act as a starting point.</p>	
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The chairman thanked everyone for their contributions during the evening.

The meeting finished at 9.25 pm.

Signed.....Chair

Date: 18th January 2022

1. *Note: no pay rise has been agreed yet.*

Appendix 1 - Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 14th DECEMBER 2021						
RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
30/11/2021	Dignity Funeral Service	Rowe	300.00	-	300.00	Interment - Mr MJ Rowe
	KY Green	Leach	100.00	-	100.00	Interment Ashes - D Leach
16/12/2021	Carpenter	plot 31a	20.00	-	20.00	Allotment Rent
Total Receipts			420.00	-	420.00	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
15/12/2021	Drax (formerly Haven Power)	1105624833	26.03	1.24	24.79	Street Lighting for October 2021 (5% vat)
15/12/2021	Drax (formerly Haven Power)	1105624834	618.31	103.05	515.26	Street Lighting for October 2021
19/12/2021	Peoples Pension	november	228.80	26.03	1.24	Pension Costs November 2021
19/12/2021	BT (SM5086 3603)	m149 q9	56.39	618.31	103.05	Office Phone to 6th December 2021
Standing Orders						
31/12/2021	Roger Haines	december	666.67	-	666.67	Grounds Maintenance for December 2021
			1,570.17	747.39	1,286.22	
Online Transfer - Paid 15 December						
15/12/2021	CloudyIT	20508ab	14.22	2.37	11.85	Email addresses for NPSG members
15/12/2021	SLCC	mem237610-1	270.00	-	270.00	Clerk Full Membership for 2022
15/12/2021	Buckinghamshire Council	555892	2,247.60	374.60	1,873.00	Dog waste service April 2021 - March 2022
15/12/2021	Bell Cornwall	5015	798.00	133.00	665.00	NPSG Professional Fees & Expenses
15/12/2021	A. Bamford	NPSG-178	150.00	-	150.00	NPSG Administration - to 13 December
15/12/2021	A. Bamford	NPSG-179	150.00	-	150.00	NPSG Administration - to 20 December
15/12/2021	Bell Cornwall	5016	1,650.00	275.00	1,375.00	Advice on Conformity with Strategic Policies
15/12/2021	BALC	3373	60.00	-	60.00	Quotes, Tenders & Contract Man. Course
15/12/2021	E. Sharp Electrical	906	54.00	9.00	45.00	Light 11 Risborough Road reported to UKPN
15/12/2021	G. Stewart	exp	13.86	-	13.86	Postage for Neighbourhood Plan Letters
			5,407.68	793.97	4,613.71	
Online Transfer - Paid 22 December						
22/12/2021	A.M. Davies	december	888.05	-	888.05	December Salary
22/12/2021	A. Skeggs	december	1,644.23	-	1,644.23	December Salary
22/12/2021	A. Clark	allowance	81.25	-	81.25	Quarterly allowance to December 2021
22/12/2021	HMRC	december	598.21	-	598.21	PAYE & NIC for month 9 (6 January 2022)
			3,211.74	-	3,211.74	
From Clerks Debit Card Account						
			-	-	-	
			-	-	-	
Total Payments			10,189.59	1,541.36	9,111.67	
This list of payments has been checked by the clerk and verified for payment.						
Signed	<i>A. Skeggs</i>		(Clerk)			
Date	9th December 2021					
The above list of payments was approved by the Parish Council at its meeting on 14th December 2021.						
Signed	<i>G. Stewart</i>		(Chair)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	14th December 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
14/12/21	21/164	Notify Buckinghamshire Council of precept.	Clerk	In Progress
14/12/21	21/165	Send website specification to companies.	Clerk	In Progress
14/12/21	21/166	Contact owner of 14 Lambourne Avenue.	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

- Risborough Road – Light no.11 at the entrance to Royston Estate has been reported to UKPN for repair as there is a supply problem to the light.

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.
- Footpath – The large crack has been temporarily repaired by the contractor.

Environmental Issues – Calls from Residents

- Station Road – There is a foliage problem on the entrance to the railway station, which makes visibility difficult when exiting the station. Clerk has arranged for it to be cut back.
- Dorchester Close – On street parking problem. Non-resident parked cars are causing access problems. Referred to Buckinghamshire Council to investigate extending the single yellow line.
- Hampden Close – On street parking problem. Non-resident parked cars are causing access problems. Referred to Buckinghamshire Council councillors.

Environmental Issues

- Station Road Bridge – Network Rail have been out again but seem to have concentrated on one side. Assistant Clerk to contact them again and ask them to do the other side on the bridge.

Other

- Clerk – Has successfully completed the Cyber Awareness E-course.
- Clerk – Has recently attended a “Tenders, Quotes and Contract Management” course.