



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
9th August 2022 at the Community Centre, Eskdale Road.



Present: Cllrs A Clark (Chair), B Ezra, D Field, S Kirve, J Magill, K Shanahan, G Shirvastava, D Willmer and P Wood.

Public Attendance: Two.

Clerk: A Skeggs

Assistant Clerk: P Rayner

Absent: n/a

No.	Description	Action
22/111	<p>ELECTION OF CHAIR</p> <p>It was proposed, seconded, and AGREED that Cllr Clark take the Chair for this meeting.</p>	
22/112	<p>APOLOGIES</p> <p>Apologies were received and accepted from Cllr J Robinson (prior engagement).</p>	
22/113	<p>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</p> <p>There were no new declarations of interest or requests for dispensation.</p>	
22/114	<p>MINUTES OF PREVIOUS MEETING</p> <p>The minutes of the meeting held on 19th July were AGREED and signed by the Chair as a correct record, after Cllr Shanahan queried why the following action points had not recorded:</p> <ol style="list-style-type: none"> 1. Request to view ill-health evidence from Cllr Clark. 2. Request for the contract of the NPSG administrator to be circulated. <p>The points were added to the minutes.</p>	
22/115	<p>MARSH LANE BURIAL GROUND</p> <p>a) The meeting considered a quote from a contractor to sieve and remove the contaminated topsoil from the burial ground. It was proposed, seconded, and AGREED that a warranty be obtained from the contractor against possible future claims as well as their Terms and Conditions.</p> <p>There were concerns, that considering the amount, only one quote had been sought. This was down to the nature and timing of the work. On the basis that the contractor had been recommended by Cemetery Development Services it was AGREED, in principle, to use the proposed contractor once the warranty and Terms and Conditions had been received and circulated to councillors.</p> <p><i>Subsequently, the clerk has decided that three quotes are required as per procurement regulations.</i></p> <p>b) Subject to above it was AGREED, in principle, that the Enablement Fee of £20,000 be paid to progress the work.</p>	
22/116	<p>FINANCE (Cllr Santosh left the meeting at this stage).</p> <p>The list of payments made since the last meeting, as circulated, was APPROVED (See appendix 2) after Cllr Shanahan highlighted a typo on the payment to A Bamford on 10th August (this was corrected before signing).</p>	
22/117	<p>DATE OF NEXT MEETING</p> <p>It was AGREED that the date of the next meeting of the Parish Council would be Tuesday 20th September 2022.</p>	

The meeting finished at 8.10 pm.

Signed.....Chair

Date: 20th September 2022

APPENDIX 1 – ACTION PLAN

Date	Minute	Action	By whom	Status
28/06/22	22/88b	Contact BC regarding further s.106 funding.	Clerk	On Hold
28/06/22	22/89	Aid Pollyanna Pre-school grant applications.	Clerk	In Progress
19/07/22	22/101	Write to BC regarding ex-BCC S&S Club.	?	Outstanding
19/07/22	22/102	Finalise transfer of PC to Corporate Trustee status.	Clr Shrivastava	In Progress
19/07/22	22/103	Continue process to engage solicitors.	Clr Shrivastava	In Progress

APPENDIX 2 – PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 9th AUGUST 2022

RECEIPTS

Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
01/08/2022	Aylesbury Malayali Samajam	Field Hire	220.00	-	220.00	Field Hire 16th July 2022
02/08/2022	V Hoyte	Field Hire	20.00	-	20.00	Field Hire 23rd July 2022
Total Receipts			240.00	-	240.00	

PAYMENTS - From Current Account

Direct Debits			Gross	VAT	Net	Transaction Detail
14/07/2022	BAS Associates	118433	172.80	28.80	144.00	Payroll July to September 2022
31/07/2022	Onecom	654002	49.74	8.29	41.45	Office Phone to 31st July 2022
19/08/2022	Peoples Pension	july	232.79	-	232.79	Pension Costs July 2022

Standing Orders

29/08/2022	Roger Haines	august	666.67	-	666.67	Grounds Maintenance for August 2022
29/08/2022	Clerk	august	1,683.00	-	1,683.00	Salary for August 2022
29/08/2022	Assistant Clerk	august	686.50	-	686.50	Salary for August 2022
			3,491.50	37.09	3,454.41	

Online Bank Transfer - Paid 29th July

29/07/2022	A.Bamford	NPSG-207	150.00	-	150.00	NPSG Administration - to 25 July
29/07/2022	A.Bamford	NPSG-208	150.00	-	150.00	NPSG Administration - to 1 August
29/07/2022	Sparkx	4068	3,870.00	645.00	3,225.00	Lower Road 7 lights converted to LEDs
29/07/2022	JW Mowing Service	22/004	120.00	-	120.00	Mowing of Marsh Lane Paddock - July
29/07/2022	Clerk	july	1,683.81	-	1,683.81	Salary for July 2022
29/07/2022	Assistant Clerk	july	686.85	-	686.85	Salary for July 2022
29/07/2022	HMRC	july	765.39	-	765.39	Tax and NI for July 2022
			7,426.05	645.00	6,781.05	

Online Bank Transfer -To be Paid 10th August

10/08/2022	Windowflowers	48314	510.00	85.00	425.00	Summer Planting 2022
10/08/2022	PKF Littlejohn	20220226	720.00	120.00	600.00	External Audit of 2021/22 Annual Return
10/08/2022	CloudyIT	2019	31.92	5.32	26.60	Email addresses for NPSG members
10/08/2022	Tulu Toilet Hire	31049	132.85	22.14	110.71	Portable Toilet for Playing Field - July
10/08/2022	Caloo	3807	234.00	39.00	195.00	Repairs to Gym Equipment
10/08/2022	A.Bamford	NPSG-209	150.00	-	150.00	NPSG Administration - to 8 August
10/08/2022	Aylesbury Malayali Samajam	refund	100.00	-	100.00	Refund of Field Hire Deposit
10/08/2022	Bell Cornwell	7085	651.00	108.50	542.50	Advice on Compliance Paper - Village Centre
10/08/2022	CDS Group	73636	6,738.00	1,123.00	5,615.00	Project Management / Drainage / Landscape
10/08/2022	Buckinghamshire Council	5001018266	389.22	-	389.22	Business Rates for Swallow Land Burial
			9,656.99	1,502.96	8,154.03	

From Clerks Debit Card Account

12/07/2022	Defib4Life	45721	46.80	7.80	39.00	SP1 Smart Pads
14/07/2022	Ferland Leisure	47586	47.00	7.83	39.17	New Spring for Play Area Gate
04/08/2022	Wickes	689720663	28.40	4.73	23.67	Plywood Panel / Screws to Repair Seesaw
			122.20	20.36	101.84	

Total Payments 20,696.74 2,205.41 18,491.33

This list of payments has been checked by the clerk and verified for payment.

Signed A.Skeggs (Clerk)

Date 4th August 2022

The above list of payments was approved by the Parish Council at its meeting on 9th August 2022.

Signed Andrew Clark (Chair)

This is an electronic signature - a hard copy with a wet signature is available.

Date 9th August 2022