



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
17th January 2023 at the Community Centre, Eskdale Rd.



Present: Cllrs K Shanahan (Chair), B Ezra, D Field, S Kirve, D King, L Prestage, J Robinson, G Shrivastava, D Smith, D Willmer, and P Wood.

Buckinghamshire Council Councillors: Cllr Newcombe.

Public Attendance: Three.

Clerk: A Skeggs

Assistant Clerk: P Rayner

Absent: n/a

No.	Description	Action
23/01	APOLOGIES Apologies were received and accepted from Cllr Magill. In the absence of the chairman, Cllr Shanahan took the chair for the meeting.	
23/02	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no new declarations of interest made. b) There were no new requests for dispensation.	
	OPEN FORUM FOR RESIDENTS There were no questions from the floor.	
	REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLOR Councillor Newcombe reported that Buckinghamshire Council were in budget setting mode. Also, they were aware of the pothole problems around the County. Cllr Kirve asked about the HS2 traffic lights south of Wendover that were causing disruption in the morning and Cllr Shanahan asked if the results of the AGT1 SPD consultation were available. Cllr Newcombe would report the HS2 lights problem. The results of the consultation were not yet available.	
23/03	MINUTES OF PREVIOUS MEETING a) The minutes of the meeting held on 13 th December were AGREED and signed by the Chairman as a correct record. b) The action plan was reviewed and updated.	
23/04	2023/24 PRECEPT AND TAX BASE Following the previous meeting, Buckinghamshire Council had issued an updated tax base figure, which showed a new figure of 2,911.88 compared to the original figure of 2,897.49. This meant that without any increase in the Band D tax figure of £71.48, the precept would be £208,140. It was proposed by Cllr Kirve that the precept should be set at £208,140, this was seconded by Cllr Wood and unanimously AGREED . The Band D tax figure to be £71.48.	Clerk
23/05	NEIGHBOURHOOD PLAN a) Cllr Prestage made a presentation to the meeting and highlighted that the 31 st January 2023 target was unlikely to be met. He highlighted four areas: <ul style="list-style-type: none"> • Settlement Boundary – To be included within the Plan. • Green Spaces – Need to identify which ones to include. • Existing Videos – Are they still relevant for the current Plan. • BCC S&S Club Land – Possible conflict with Buckinghamshire Council. Consideration to only designating the back field. b) The draft minutes of the meeting held on the 3 rd January were NOTED .	

23/06	FORMER BCC S&S CLUB SITE LOWER ROAD In the absence of the chairman, Cllr Magill, the item was deferred until the February meeting.	
23/07	SMVCA TRUSTEE TRANSFER Cllr Shrivastava updated the meeting with progress to date. The new lease would be vested with the Charity Commission during February with the new constitution being adopted at the same time.	
23/08	ANNUAL PARISH MEETING The format of the Annual Parish Meeting was considered. It was AGREED to reduce the length of the meeting and to invite local community groups to make a presentation about their group.	Clerk
23/09	REQUEST FOR ASSISTANCE The request for assistance from the Aylesbury Sea Scouts was considered. It wasn't clear as to what they were asking for. It seemed to be publicity for their fundraising. It was questioned why they had not approached Weston Turville PC as they based within Weston Turville parish. It was AGREED to ask a representative to come and present to the February parish council meeting.	Clerk
23/10	COMMUNITIES COMMITTEE The draft minutes of the meeting held on the 10 th January were NOTED . There was a discussion on the Memorial item, and it was questioned why it had to be in the village. The King's Coronation was to be included on the next agenda.	
23/11	FINANCE a) The list of payments made since the last meeting, as circulated, was APPROVED (See appendix 2). b) The budget monitoring statement as at the 31 st December was considered and NOTED .	
23/12	CLERKS REPORT The clerk's report, attached as appendix 3, was NOTED .	
23/13	POINTS OF INTEREST HS2 / EKFB – Unfortunately, due to technical problems the meeting did not take place.	
23/14	DATE OF NEXT MEETING The date of the next meeting of the Parish Council would be Tuesday 21 st February 2023. Due to the Main Hall not being available this would be held in the Committee Room.	

The meeting finished at 8.45 pm.

Signed.....Chair

Date: 21st February 2023

APPENDIX 1 – ACTION PLAN

Date	Minute	Action	By whom	Status
19/07/22	22/102	Establish PC as Corporate Trustees for SMVCA.	Cllr Shrivastava	In Progress
15/11/22	22/150	Obtain tenders for contamination work.	Clerk	In Progress
17/01/23	23/08	Contact Community Groups - Annual Parish Meeting.	Clerk	In Progress

APPENDIX 2 – PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 17th JANUARY 2023

RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
29/12/2022	Buckinghamshire Council	bc-01-2022	1,950.00	-	1,950.00	Community Board Grant for Xmas Lights
30/12/2022	Buckinghamshire Council	nhb-2022-007	2,100.00	-	2,100.00	Seventh NHB Burial Ground Payment
Total Receipts			4,050.00	-	4,050.00	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
30/12/2022	Onecom	720702	49.74	8.29	41.45	Office Phone to 30th November 2022
14/01/2023	BAS Associates	119774	115.20	19.20	96.00	Payroll January to March 2023
19/01/2023	Peoples Partnership	december	246.83	-	246.83	Pension Costs December 2022
01/02/2023	PEAC Finance (Old Agreement)	23-102115	385.12	64.19	320.93	Photocopier Rental 01/02/23 to 30/04/2023
			796.89	91.68	705.21	
Online Transfer - Paid 21 December						
21/12/2022	A.Bamford	NPSG-228	200.00	-	200.00	NPSG Administration - to 19 December
21/12/2022	A.Bamford	NPSG-229	200.00	-	200.00	NPSG Administration - to 26 December
21/12/2022	Bianco Developments	per quote	520.00	-	520.00	Hedge Reduction Oat Close
21/12/2022	BALC	4270	45.00	-	45.00	Planning Framework - K Shanahan
21/12/2022	Bell Cornwell	8128	198.00	33.00	165.00	Jonathan Jarman - Meeting with NPSG
21/12/2022	P Kernan Tree Surgery Ltd	per quote	1,800.00	300.00	1,500.00	Tree Works on the Village Green
21/12/2022	CDS Group	73913	450.00	75.00	375.00	Planning Management Fee
21/12/2022	Clerk	expenses	78.75	-	78.75	Mileage Claim 01/04/21 to 31/12/22
21/12/2022	HMRC	december	814.33	-	814.33	PAYE & NIC for month 9 (6 January 2023)
			4,306.08	408.00	3,898.08	
Online Transfer - Paid 17 January 2023						
17/01/2023	Fox Group	ifox4264	576.00	96.00	480.00	Gritting of Car Park and Footpath 4 Times
17/01/2023	Tulu Toilet Hire	33544	132.85	22.14	110.71	Portable Toilet for Playing Field - December
17/01/2023	CloudyIT	3136	41.04	6.84	34.20	Email addresses for NPSG members
17/01/2023	A.Bamford	NPSG-230	200.00	-	200.00	NPSG Administration - 6 January
17/01/2023	A.Bamford	NPSG-231	200.00	-	200.00	NPSG Administration - 13 January
17/01/2023	A.Bamford	NPSG-232	200.00	-	200.00	NPSG Administration - 20 January
17/01/2023	CDS Group	73910	1,785.00	297.50	1,487.50	Review of Drainage Design for Planning
17/01/2023	BALC	4296	380.00	-	380.00	Bespoke Councillor Training 4th October
			3,514.89	422.48	3,092.41	
Standing Orders						
28/01/2023	Roger Haines	january	666.67	-	666.67	Grounds Maintenance for January 2023
28/01/2023	Clerk	january	1,779.81	-	1,779.81	Salary for January 2023
28/01/2023	Assistant Clerk	january	738.85	-	738.85	Salary for January 2023
			3,185.33	-	3,185.33	
From Clerks Debit Card Account						
12/01/2023	Amazon	37YL92AEUI	33.98	5.66	28.32	New Telephone Handset for the Office
			33.98	5.66	28.32	
Total Payments			11,837.17	927.82	10,909.35	
This list of payments has been checked by the clerk and verified for payment.						
Signed	<i>A.Skeggs</i>		(Clerk)			
Date	12th January 2023					
The above list of payments was approved by the Parish Council at its meeting on 17th January 2023.						
Signed	<i>Kirsty Shanahan</i>		(Chairman)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	17th January 2023					
RECONCILED BANK BALANCES AS AT 31 DECEMBER 2022						
	Treasurers Account	£ 81,182.53				
	Deposit Account	£ 306,495.65				
	Debit Card Account	£ 300.00				
		£ 387,978.18				

APPENDIX 3

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 / Lighting –

- Playing Field Car Park – The light in the car park will be repaired towards the end of January.

Community Centre / Playing Field –

- Playing Field Footpath – Repair work has started.

Environmental Issues – Calls from Residents

- Tamar Close – Problem with pathway light. Not within parish but reported on fix my street.
- Waste Bins – The two waste bins at the bus stops on the Risborough Road had been filled up and more black bags left by the side. Reported to Bucks Council who emptied them and will investigate for a potential case of fly tipping.
- Hawthorn Estate – The question of access from the estate to the playing field has been raised. The issue will be considered by the planning committee.
- Bus Shelter Risborough Road – Broken glass in window reported.
- Footpath – Section from the Bell to the Combined School reported as hazardous and unsafe. Will be reported to fixmystreet. Local Area Technician is investigating.

Environmental Issues -

- Parking Reviews – No updates for the two schemes submitted. Buckinghamshire Council has been contacted again and a meeting has been arranged for the 19th January to review the process.

Allotments –

- Nothing to report.

Other

- Eskdale Road Play Area – Pre-work site meeting took place on the 5th January, potential start date of the 7th March.
- Internal Audit – The 22nd March is the date for the on-site internal audit for 2022/23.