



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
15th June 2021 at the Community Centre, Eskdale Road.



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

Buckinghamshire Council Councillor: R Newcombe.

Public Attendance: One member of the public plus K Shanahan (BCE) attended for item 21/91.

Clerk: A Skeggs

Assistant Clerk: A-M Davies

Absent: None

No.	Description	Action
21/88	APOLOGIES Apologies were received and accepted from Cllr J Robinson.	
21/89	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no new declarations of interest or requests for dispensation.	
	OPEN FORUM FOR PARISHIONERS No questions were asked.	
	REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLOR Cllr Newcombe informed the meeting of the roles the councillors now had: <ul style="list-style-type: none"> • S Bowles – Cabinet member for Communities, • P Strachan – Cabinet member for Climate Change and the Environment, • R Newcombe – Chair of Audit & Governance Committee as well as a member of the Strategic Sites and Central Bucks planning committees. <p>The ‘Call-In’ process was to change. PC’s can now request a ‘Call-In’. If all three Buckinghamshire Council cllrs request it, it will be heard by a planning committee.</p> <p>Buckinghamshire Council now has 147 councillors, of whom 55 are new.</p> <p>Cllr Mike Collins was the new chair of the Wendover & Villages Community Board. The four themes of the community boards were:</p> <ul style="list-style-type: none"> • Support Economic Growth, Health and Well Being, Improving the Environment, and Highways. <p>Funding was available from the Boards. Unspent 2020/21 funds have been carried forward into 2021/22, so new schemes were welcomed.</p> <p>Details of a proposed new cycleway along the Wendover Road would be reported later.</p> <p>Cllr Magill commented on the bad state of the Risborough Road and would send photographs to Cllr Newcombe. He also asked why Marsh Lane was closed now when work had not yet started on HS2.</p> <p>Cllr Thorn commented on the problems the bollards on Prebendal Avenue were causing for motorists. There had been a few accidents and the old line-markings were still visible, which added to the problems.</p>	
21/90	MINUTES OF PREVIOUS MEETING	

	<p>a) <u>Minutes</u> - The minutes of the meeting held on 18th May were AGREED and signed by the Chairman as a correct record. Cllr Wood reported that the state of the land at Deverill Road had got worse.</p> <p>b) <u>Action Plan</u> - The action plan was reviewed, with completed actions removed.</p>	
21/91	<p>BUCKS COMMUNITY ENERGY</p> <p>The meeting received a presentation from Kirsty Shanahan of Bucks Community Energy (BCE) on potential energy saving options for the parish council, which were solar panels on the community centre, air source heat pumps to replace the boilers and electric vehicle charging points. There were several different funding options available if required.</p> <p>The Chairman thanked Kirsty for her presentation. The parish council would now look at the options and see if they would want to take any forward.</p>	
21/92	<p>2020/21 INTERNAL AUDIT AND ACCOUNTS</p> <p>a) The internal audit report was considered, and it was NOTED that item B showed a negative response for not complying with financial regulations. The clerk explained to the meeting the cause of the negative response, which related to a reporting issue. It was AGREED that the meeting accept the report.</p> <p>b) The internal audit year-end observations were considered, along with the comments of the clerk. The observations related to payment schedules, contracts, and dating bank reconciliations. The observation report was NOTED.</p> <p>c) The 2020/21 year-end statement of income and expenditure was considered and NOTED.</p>	
21/93	<p>COMMUNICATIONS STRATEGY</p> <p>Now that there was a new council, the chairman thought that the communications strategy should be revisited with a view of deciding which items to take forward. After consideration it was AGREED that the parish council should survey the residents, make more use of social media, produce a 'Welcome to Stoke Mandeville PC' video and think about having face to face options, such as attendance at local events. It was suggested that the council could work with the SM and Other Parishes charity to increase the number of times the magazine is produced. Also, the clerk was to contact Aylesbury Town Council to talk to their social media officer.</p>	Clerk
21/94	<p>S.106 FUNDING</p> <p>The council had been notified of potential s.106 funds from planning application 19/01628 – Land to East of Lower Road and had been asked to identify schemes for its use. Cllr Clark suggested the purchase of the former Bucks CC S&S Club and the provision of sports pavilions on new developments. It was AGREED that the chairman and clerk would draft a response to Buckinghamshire Council.</p>	C/man & Clerk
21/95	<p>FINANCE</p> <p>a) <u>Payment of invoices for June 2021</u> – the list of payments, as circulated, was APPROVED. (See Appendix 1).</p> <p>b) <u>Bank Reconciliation</u> – the bank reconciliation as at the 1st June 2021 was NOTED.</p>	

	<p>c) Training – The following training sessions for the clerk were AGREED:</p> <ul style="list-style-type: none"> • Committees, Sub-Committees & Working Groups Webinar - £18.00, • Cyber Awareness Course – Eight hours over six months - £58.80. 	
21/96	<p>NEIGHBOURHOOD PLAN</p> <p>Cllr Clark informed the meeting that the Neighbourhood Plan was on target for the Steering Group to authorise a draft plan on the 17th June for signing off by the Full Council on the 24th June. He recommended that all councillors should read the Executive Summary and the policy papers before the meeting on the 24th June. As the plan ran to 1,000+ pages, councillors would be able to view the plan via several links rather than in paper form.</p> <p>He then thanked everyone who had been involved in the preparation of the plan since the beginning: past councillors, residents, consultants, and current councillors. It had been a real team effort.</p>	
21/97	<p>POLICIES</p> <p>The recommendation of the F&G Committee to adopt the updated policies on 'Pre-Application Developer Meetings' and 'Social Media' was AGREED.</p>	
21/98	<p>COMMUNITIES COMMITTEE</p> <p>The assistant clerk reported the key points from the Communities Committee held on the 8th June 2021.</p> <ul style="list-style-type: none"> • Tennis court cleaning had been aborted. Now looking for a company with a water bowser. • ROSPA report. The points raised would be considered with the help of Chesham Town Council play area maintenance team. • Village Gates. Potential sites had been identified and a PID application was being completed. • Playing Field Water. The environment agency had referred the council to Buckinghamshire Council. The clerk was awaiting a response. 	
21/99	<p>CLERK'S REPORT</p> <p>The clerk's report, attached as appendix 3, was NOTED. The clerk highlighted a meeting with the Active Travel section of Buckinghamshire Council and the proposal for a cycleway connecting Bedgrove to Stoke Mandeville station. Central government funding had been secured for the project, which once agreed by Buckinghamshire Council would go out for public consultation.</p>	
21/100	<p>DATE OF NEXT MEETING</p> <p>The date of the next meeting of the Parish Council would be Tuesday 20th July 2021 starting at 7.30pm.</p>	

The chairman thanked everyone for their contributions during the evening.



The meeting finished at 9.20 pm.

Signed.....Chair

Date: 20th July 2021

Chair Init.....

Appendix 1 - Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 15th JUNE 2021						
RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
11/06/2021	Stoke Mandeville & Other Parishes		6,000.00	-	6,000.00	Grant - First instalment.
15/06/2021	Whitchurch PC		40.00	-	40.00	Contribution towards printer cartridges
Total Receipts			6,040.00	-	6,040.00	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
08/06/2021	Land Registry	2001858008	3.00	-	3.00	NPSG
19/06/2021	Haven Power	1105229912	26.03	1.24	24.79	Street Lighting for May 2021
19/06/2021	Haven Power	1105230202	618.31	103.05	515.26	Street Lighting for May 2021
20/06/2021	Peoples Pension	may	228.80	-	228.80	Pension Costs May 2021
20/06/2021	BT (SM5086 3603)	M130 MU	56.39	14.04	42.35	Office Phone to 6th June 2021
Standing Orders						
30/06/2021	Roger Haines	june	666.67	-	666.67	Grounds Maintenance for June 2021
			1,599.20	118.33	1,480.87	
Online Bank Transfer - Paid 10th June						
10/06/2021	A. Bamford	NPSG-148	150.00	-	150.00	NPSG Administration - to 7 June
10/06/2021	A. Bamford	NPSG-149	150.00	-	150.00	NPSG Administration - to 14 June
10/06/2021	The Cloudy Group	19053ab	14.22	2.37	11.85	NPSG Email addresses
10/06/2021	E. Sharp Electrical	733	252.00	42.00	210.00	Repairs to Light 8 on Carters Ride
			566.22	44.37	521.85	
Online Bank Transfer - To be Paid 28th June						
28/06/2021	Aylesbury Town Council	111852	2,400.00	400.00	2,000.00	Devolved Services - Previous VAHT areas
28/06/2021	Clerk	june	1,644.23	-	1,644.23	Salary for June 2021
28/06/2021	Assistant Clerk	june	888.05	-	888.05	Salary for June 2021
28/06/2021	HMRC	june	604.01	-	604.01	Tax and NI for June 2021
28/06/2021	A. Clark	allowance	75.45	-	75.45	Quarterly allowance to June 2021
28/06/2021	A. Bamford	NPSG-150	150.00	-	150.00	NPSG Administration - to 21 June
28/06/2021	A. Bamford	NPSG-151	150.00	-	150.00	NPSG Administration - to 28 June
28/06/2021	A. Bamford	NPSG-152	75.00	-	75.00	NPSG Administration - to 21 June - Extra
28/06/2021	JW Mowing Services	04/21	120.00	-	120.00	Marsh Lane paddock cutting
			6,106.74	400.00	5,706.74	
From Clerks Debit Card Account						
06/06/2021	Nimvelo	967893	3.60	-	3.60	Covid-19 Support Group Telephone Line
07/06/2021	Tulu Toilet Hire	24069	17.15	2.86	14.29	Portable Toilet for Playing Field
08/06/2021	Post Office	PO	7.08	-	7.08	Cleaning Supplies for the Office
10/06/2021	Amazon		84.95	14.16	70.79	Printer cartridges for clerk
11/06/2021	SLCC	202435	18.00	3.00	15.00	Webinar on Committees & Working Groups
21/06/2021	The Zip Wire Company	2311	79.99	13.33	66.66	Rubber Seat for Zip Wire
			210.77	33.35	177.42	
Total Payments			8,482.93	596.05	7,886.88	
This list of payments has been checked by the clerk and verified for payment.						
Signed			(Clerk)			
Date	10 June 2021					
The above list of payments was approved by the Parish Council at its meeting on 16th June 2021.						
Signed			(Chair)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	15 June 2021					

Appendix 2 – Action Plan

Date	Minute	Action	By whom	Status
20/10/20	20/102	To investigate engaging external support.	Clerk / GS	On hold
16/03/21	21/41	Organise meeting with Irvine Dr Residents.	Clerk	Outstanding
18/05/21	21/83a	Write to CDS to arrange meeting.	Clerk	Outstanding
15/06/21	21/93	Contact ATC social media officer.	Clerk	
15/06/21	21/94	S.106 funding proposal.	Clerk / Chair	

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

- Carters Ride – Light no.8 has been reported to UKPN as there is an intermittent connector fault.

Community Centre / Playing Field -

- Playing Field – The water problem has returned plus the far corner is permanently flooded (suggest building a wildlife pond). Have contacted the Environment Agency who referred me to Buckinghamshire Council. Awaiting a response from them.
- Signs – Two “You have walked 500 metres” signs have been put up at the Irvine Drive entrance and the entrance by the play area.

Environmental Issues – Calls from Residents

- Ravensbourne Road Alleyway – A yearlong problem of fly tipping / grass not being cut in a pathway owned by VAHT might be resolved as the new Buckinghamshire Council has been in touch and was going to meet the resident.
- Hampden Road – A resident reported a problem with the VAHT grass cutters who said they would stop cutting the grass if the dog fouling problem was not stopped. VAHT are to distribute leaflets in the area reminding dog owners to clear up after their dogs.
- Castlefields – A resident reported that the grass and hedges need cutting. The hedges are encroaching over the pathways. Has been reported to Cala Homes.
- Station Road – A resident called regarding the overgrown foliage opposite the station entrance.

Environmental Issues

- Station Road / Lower Road Junction – The road markings, indicating the roundabout, still have not been painted.

Other

- Cycle Route – Buckinghamshire Council Active Travel section have been awarded Government funding for a cycle route. The proposal is for dedicated cycle lanes from Bedgrove to Stoke Mandeville railway station. They will run alongside the existing road. There will be a consultation period once a draft scheme is agreed.