



Stoke Mandeville Parish Council

Minutes of the Council Meeting held on Tuesday 17th November 2020. Due to the Covid-19 pandemic the meeting was held remotely via a Teams video link.



Present: Cllrs G Stewart (Chair), R Butler, A Clark, B Ezra, J Hunt, S Kirve, J Magill, L Prestage, J Robinson, C Thorn and P Wood.

Public Attendance: One member of the public plus Buckinghamshire Council Cllr S Bowles.

Clerk: A Skeggs

Assistant Clerk: A-M Davies

Absent: None

No.	Description	Action
20/115	<p>APOLOGIES There were no apologies as everyone was present.</p>	
	<p>OPEN FORUM FOR PARISHIONERS Cllr Thorn raised an issue on behalf of a resident relating to the cycle path alongside Lower Road: the foliage / hedge needed to be cut back. The clerk replied that other residents had raised the same issue, and that the hedgerow had recently been cut back.</p>	
20/116	<p>REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLOR Buckinghamshire Councillor Steve Bowles introduced himself and gave an update covering the following areas:</p> <ul style="list-style-type: none"> • Lower Road entrance to the Abbey Homes site. Highways were unhappy with the road profiles and were requesting remedial works, which might alleviate future flooding. • Next meeting of the Wendover Community Board was 24th November. • AGT Garden Way Consultation – important that the Parish Council responds. • Kingsbury / Market Square Consultation – total revamp of the area. • Cycleways in Wendover were being extended up to the station. • HS2 – Steve and his colleagues were hoping to form a working panel to challenge HS2 as currently there was no meaningful consultation. <p>In reply questions were asked on the tree felling on the Risborough Road, the new cycleway on Churchill Avenue and the LATS being brought back under the control of Buckinghamshire Council. Cllr Bowles asked that the details be emailed to him. Cllr Hunt asked that the County Councillors covering the Mandeville and Hawkslade wards be invited to future meetings.</p>	
20/117	<p>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) Cllr Ezra declared an interest in items on the SMVCA. b) There were no new requests for dispensation.</p>	
20/118	<p>MINUTES OF PREVIOUS MEETING a) Minutes - The minutes of the meeting held on 20th October were AGREED, and signed by the Chairman as a correct record, after comments were made on the community centre lease.</p>	

	<p>b) Action Plan - The action plan was reviewed, with completed actions removed. The clerk was to circulate the new logo.</p> <p>The chairman reminded councillors that they were all able to request items for inclusion on the agenda.</p>	Clerk
20/119	<p>BUCKS COUNCIL and AGT1 CONSORTIUM</p> <p>The chairman and Cllr Clark gave a report of the meeting held with Buckinghamshire Council and the AGT1 consortium, the minutes of which had been circulated.</p> <p>a) The level of engagement by the parish council was discussed. It was felt that it would be difficult for the NPSG not to engage and that by not engaging would not stop any development. It was AGREED that the parish council / Neighbourhood Plan SG would engage as fully as possible.</p> <p>b) A series of workshops was planned, which would start in 2021. It was important that the parish council attended to ensure policy compliance.</p> <p>c) There were no real implications for the NPSG other than spend earmarked for 2021/22 would need to be brought forward into 2020/21.</p>	
20/120	<p>COMMUNICATION / ENGAGEMENT</p> <p>The chairman introduced the item by saying that the clerk had circulated some examples of how other parish councils had engaged with their residents. He felt that there should be a two-pronged strategy, an electronic option, and a paper option. Cllrs Thorn and Magill both felt that Facebook was the best way forward as it was a powerful medium and that a multi-faceted strategy was the way to go. Cllr Clark spoke about proactive as well as reactive communication. Need to look at how the council can comment reactively.</p> <p>Cllr Hunt commented about the availability of the agenda and papers for residents. The clerk replied that all agendas and papers were available on the website.</p> <p>Several webinars and training sessions had been held with a company who specialised in Communication and Engagement and they had been asked to prepare an options paper for the council. The paper would be considered at the December meeting.</p>	
20/121	<p>SCHEDULE OF MEETINGS 2021</p> <p>The schedule of meetings for 2021, as circulated, was AGREED, with the Planning Committee moving from a Thursday to the fourth Tuesday in the month. No change to the start times, which would remain at 7.30pm.</p>	
20/122	<p>PLANNING COMMITTEE</p> <p>a) The draft minutes of the meeting held on the 22nd October 2020 were NOTED. Thanks were expressed to Cllr Robinson for stepping in as chairman on the night.</p> <p>b) The response to the Planning White Paper, prepared by Cllr Clark, was NOTED. Thanks were expressed to Cllr Clark for preparing the response.</p>	
20/123	<p>NEIGHBOURHOOD PLAN</p> <p>Cllr Prestage gave an update on the Neighbourhood Plan following a steering group last week. He then went through the action plan which showed some key milestones. Evidence papers were being distributed to councillors for</p>	

	<p>comment and all were welcome to attend steering group meetings. Still required to carry out Regulation 14 and 16 consultations. A leaflet was to be distributed before Christmas highlighting the work to date and asking for support when it comes to the referendum. It was hoped that the Plan would be formally approved by the council in March or April 2021. Cllr Clark emphasised that the approval of the complete draft of the Neighbourhood Plan by the parish council would be a formality because all councillors will have been given every opportunity to comment on the evidence and policy papers as they were drafted.</p>	
20/124	<p>FINANCE</p> <p>a) Inter Account Bank Transfers. It was NOTED the following transfers were performed between 15th October and 12th November 2020:</p> <ul style="list-style-type: none"> • 28 October - £5,000 from Deposit Account to Treasurers Account. • 11 November - £5,000 from Deposit Account to Treasurers Account. <p>b) Payment of invoices for November 2020 – the list of payments, as circulated, was APPROVED. (See Appendix 1). The Florence Nightingale payment, queried by the chairman, is listed in the October payments.</p> <p>c) The bank reconciliation as at the end of October 2020 was NOTED and signed by the chairman.</p> <p>d) The monitoring statement to 31st October was NOTED after a couple of questions relating to the precept and reroofing were answered.</p>	
20/125	<p>COMMUNITIES TOPICS</p> <p>a) Eskdale Road Works – Mud on the road and broken drains were still a problem. VAHT contacting Thames Water about use of their grass verge.</p> <p>b) Burial Ground – Three years since application submitted, cost of ecology reports was questioned. It was AGREED that the chairman would write to Buckinghamshire Council informing them that the parish council would be applying to the Secretary of State for non-determination.</p> <p>c) Provision of Extra Car Park Spaces – This item was not discussed.</p> <p>d) Bus Shelter – It was suggested that a bus shelter be provided on the Hawkslade Estate. Cllr Wood responded that there was insufficient space.</p>	Cllr GS
20/126	<p>CLERKS REPORT</p> <p>a) Following the demolishing of the bus shelter in Station Road, it was AGREED to replace the bus shelter with a disabled friendly bench. It was suggested by Cllr Kirve that a bus shelter be provided on Lower Road opposite the Bloor Homes estate.</p> <p>b) It was AGREED to install a bench in the Hawkslade ward to remember Cllr Stephen Pluckwell, subject to his wife giving consent and a suitable location being found.</p> <p>c) The clerk’s report, attached as appendix 3, was NOTED.</p>	Clerk Cllr PW
20/127	<p>POINTS OF INTEREST</p> <ul style="list-style-type: none"> • Cllr Robinson reported on the Demystifying Planning course he had attended, which was worthwhile. The role of the Planning Committee would change if the new regulations were agreed. Handouts from the training had been circulated to the Planning Committee. 	

	<ul style="list-style-type: none"> • Cllr Kirve asked how many payment authorisers there were. There are four now that the chairman has been added. • Cllr Clark reported that there would be an additional AGT1 board meeting for the non-council representatives to determine how they could work more effectively with those they are representing. • Future Meetings – <ul style="list-style-type: none"> • 26th November – Planning Committee. • 8th December – Finance and Governance Committee (Precept). 	
20/128	<p>DATE OF NEXT MEETING</p> <p>The date of the next meeting of the Parish Council would be Tuesday 15th December 2020 starting at 7.30pm. This would be held remotely.</p>	

The chairman thanked everyone for their contributions during the evening.

The meeting finished at 9.15 pm.

Signed..... Chair

Date: 15th December 2020

Appendix 1 - Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 17th NOVEMBER 2020						
RECEIPTS						
Date Received	Received from	Reference	Amount Received			Details
			Gross	VAT	Net	
10/11/2020	Stoke Mandeville FC	04/2020	100.00	-	100.00	Pitch Hire for 2020/21 Season
10/11/2020	Coombes Forestry	05/2020	69.00	-	69.00	Reimburse cost of street light repair
Various	Allotments		105.00	-	105.00	Various
Total Receipts			274.00	-	274.00	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
02/11/2020	PEAC Finance	21/0142878	385.12	64.19	320.93	Photocopier Rental 01/11/20 to 31/01/21
15/11/2020	EON	H191E7558A	542.70	90.45	452.25	Street Lighting for October 2020
17/11/2020	Castle Water	1812735	105.40	-	105.40	Allotment Water - 1 September to 28 February
19/11/2020	BT (SM5086 3603)	m136 9u	56.84	9.47	47.37	Office Phone to 6th November 2020
19/11/2020	Peoples Pension	october	228.60	-	228.60	Pension Costs October 2020
Standing Orders						
28/11/2020	Roger Haines	november	666.67	-	666.67	Grounds Maintenance for November 2020
			1,985.33	164.11	1,821.22	
Online Transfer - Paid 11 November						
11/11/2020	CloudyIT	17531ab	14.22	2.37	11.85	Email addresses for NPSG members
11/11/2020	A.Bamford	NPSG-110	150.00	-	150.00	NPSG Administration - to 9 November
11/11/2020	A.Bamford	NPSG-111	75.00	-	75.00	NPSG Administration - Extra 5 Hours Work
11/11/2020	A.Bamford	NPSG-112	150.00	-	150.00	NPSG Administration - to 16 November
11/11/2020	A.Bamford	NPSG-113	60.00	-	60.00	NPSG Administration - Extra 4 Hours Work
11/11/2020	Bell Cornwell	2282	1,326.00	221.00	1,105.00	NPSG Professional Services - Evidence
11/11/2020	Geosphere Ltd	11ub084-0003	360.00	60.00	300.00	Parish Online Subscription to 5 Nov 2021
11/11/2020	E.Sharp	521	72.00	12.00	60.00	Make safe light no.3 Old Risborough Road
11/11/2020	BALC	2087	41.55	-	41.55	Councillor Training - J Magill
11/11/2020	BALC	2166	70.66	-	70.66	Demystifying Planning Training - J Robinson
			2,319.43	295.37	2,024.06	
Online Transfer - Paid 26 November						
26/11/2020	A.Bamford	NPSG-114	150.00	-	150.00	NPSG Administration - to 23 November
26/11/2020	A.Bamford	NPSG-115	60.00	-	60.00	NPSG Administration - Extra 4 Hours Work
26/11/2020	A.Bamford	NPSG-116	150.00	-	150.00	NPSG Administration - to 30 November
26/11/2020	A.Bamford	NPSG-117	60.00	-	60.00	NPSG Administration - Extra 4 Hours Work
26/11/2020	Sign Wizzard	34474	226.15	37.69	188.46	Aluminium Covid-19 Signs for Play Areas
26/11/2020	Chesham Town Council	450	156.00	26.00	130.00	Repairs to Play Equipment - Rocker etc.
26/11/2020	Kompan	232371	692.64	115.44	577.20	New Elephant Rocker
26/11/2020	Buckinghamshire Council	469190	4,000.00	-	4,000.00	Contribution to Hawkslade CC running costs
26/11/2020	A-M.Davies	November	887.45	-	887.45	November Salary
26/11/2020	A.Skeggs	November	1,642.43	-	1,642.43	November Salary
26/11/2020	HMRC	November	601.99	-	601.99	PAYE & NIC for month 8 (6 December 2020)
			8,626.66	179.13	8,447.53	
From Clerks Debit Card Account						
03/11/2020	Nirvelo	956320	3.60	0.60	3.00	Covid-19 Support Group Phone
			3.60	0.60	3.00	
Cheques						
			-	-	-	
Total Payments			12,935.02	639.21	12,295.81	
The above list of payments was approved by the Parish Council at its meeting on 17th November 2020.						
Signed	<i>G.Stewart</i>		(Chair)			
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	17 November 2020					

Appendix 2 - Actions

Date	Minute	Action	By whom	Status
21/07/20	20/74c	Engage an arborist for mature tree audit.	Clerk	On Hold
15/09/20	20/90b	Obtain likely cost of mature tree audit.	Clerk	In Progress
20/10/20	20/102	To investigate engaging external support	Clerk / GS	Outstanding
20/10/20	20/102	Write to Bucks Council re: s106 definition	Clerk / GS	Completed
20/10/20	20/103	Arrange provision of a portable toilet.	Clerk	On Hold
20/10/20	20/103	Prepare an options appraisal for toilets.	Clerk	Outstanding
17/11/20	20/118	Circulate new informal logo to councillors.	Clerk	Completed
17/11/20	20/125b	Chairman to write to Buckinghamshire Council informing them that the PC would be applying for non-determination	Cllr GS	Not Required as Decision Made
17/11/20	20/126a	Research disabled friendly benches	Assistant	In Progress
17/11/20	20/126b	Speak to Mrs Pluckwell regarding a commemorative bench to remember Cllr Pluckwell.	Cllr PW	Completed

APPENDIX 3 – CLERKS REPORT

Image of Clerks Report

Stoke Mandeville Support Group – Good News

- Following the introduction of a second lockdown the group is gearing itself up for requests for help, be it shopping, prescriptions or just a chat.

Streetlights –

- Streetlight no.3 in Old Risborough Road was damaged by contractors working for HS2. It has been made safe by E.Sharp with the cost being reclaimed from HS2.

Community Centre / Playing Field -

- Play Area Signs – A more permanent aluminium covid-19 safety sign has been put up at both play areas.
- Play Area – Following a visit from a play provider. They suggested no need to replace anything now, the equipment is good for another 4/5 years.
- Car Park Extension – A letter has gone to the owners of the field, Juniper Investments Ltd based in Northern Ireland. The project has been put on hold until a reply is received from Juniper Investments.

Environmental Issues – Calls from Residents

- Castlefields – Construction lorries for Eskdale Road / Lower Road think they can access the site via Castlefields. No entry signs for contractors will be put up.
- Ravensbourne Road – Dumped rubbish in alleyway has led to rats. Reported to VAHT to clear.

Environmental Issues

- Castlefields / Petersfield – Cala Homes have instructed their legal section to draw up the paperwork for consideration by the PC.
- Bus Shelter on Station Road – This has been demolished by a driver avoiding a digger. The structure has been removed. Currently going through the insurance claim.
- Eskdale Road - an Enforcement Officer from Bucks Council has visited the site. The Officer was entirely comfortable the developer was adhering to and exceeding all requirements placed upon them. Current problems are the result of Thames Water.
- Thames Water on Station Road - VAHT have been contacted but they had not given permission for Thames Water to use their grass verge. VAHT are writing a legal to Thames Water on the use of the verge. Thames Water has been contacted about the lack of communication and the mud/gravel on the road. The work has not finished. They will be back to test and connect the water main. Details to follow.
- Abandoned Vehicle in Hawkslade – Following work by Cllr Wood and the clerk, a vehicle that had been outside a resident's property for over 18 months, which the vehicle owner refused to move, has finally been towed away by Bucks Council.

Allotments

- All rents have been paid. There are two vacant plots. Work to clear a couple of plots to start shortly.

Marsh Lane Burial Ground –

- No decision has yet been made. A Tree Species and Management report has been sent to Buckinghamshire Council, which should provide the information required. Our consultant is chasing them.

Other – Florence Nightingale Charity Trust

- By agreeing to purchase the 1 rainbow section (7 tiles), the parish council is recognised as a Bronze Sponsor. In addition to the tiles the PC will be mentioned on the Florence Nightingale website and the PC will get a Bronze Sponsor logo for use on its website / Facebook.
For info – Silver Sponsor is 5 sections (35 tiles) for £500 and Gold Sponsor is name of plaque / public recognition for £2,500.