



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday
19th July 2022 at the Community Centre, Eskdale Road.



Present: Cllrs G Stewart (Chair), B Ezra, J Magill, J Robinson, and K Shanahan. Cllrs Field, Kirve, and Willmer joined the meeting from item 22/101.

Buckinghamshire Council Councillor: S Bowles, R Newcombe, and P Strachan.

Public Attendance: Twenty-One.

Clerk: A Skeggs

Assistant Clerk: P Rayner

Absent: n/a

No.	Description	Action
22/97	<p>APOLOGIES</p> <p>Apologies were received and accepted from Cllrs Clark (ill-health), Shrivastava (holiday), and Wood (holiday).</p> <p>Cllr Shanahan raised concerns over the continued absence of Cllr Clark, who was not attending face to face meetings, and questioned whether he could fulfil his duties as a councillor and Vice-Chairman of the Council. She requested to see the medical evidence.</p>	
22/98	<p>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</p> <p>There were no new declarations of interest or requests for dispensation.</p>	
	<p>OPEN FORUM FOR MEMBERS OF THE PUBLIC</p> <ul style="list-style-type: none"> • A member of the Village Society addressed the meeting, giving some background on the Village Society and requesting that the Introductory Statement in the Neighbourhood Plan be amended to focus more on the Village. Comments to be passed to the NPSG. He also requested that a Speeding Working Group be established. • A resident added his support to Cllr Shanahan and suggested that Cllr Clark consider his position. • The same resident claimed that letters to Buckinghamshire Council stating the parish councils' position on the ex-BCC S&S club had not been approved by full council. • A resident asked if there was any progress on the ex-BCC S&S club site being reopened. The Chairman replied that Buckinghamshire Council had informed him that "the ex-BCC S&S club site would not be opened up until unresolved public liability issues had been resolved". • A request was made to designate the back field of the ex-BCC S&S club site as open space in the Neighbourhood Plan. 	
	<p>REPORT FROM BUCKINGHAMSHIRE COUNCIL COUNCILLOR</p> <p>The following was reported by Cllr Bowles –</p> <ul style="list-style-type: none"> • <u>Parish Charter</u> – A revised charter was to be issued shortly stating the commitment between the unitary authority and town / parish councils. 	
22/99	<p>MINUTES OF PREVIOUS MEETING</p> <p>a) <u>Minutes</u> - The minutes of the meeting held on 28th June were AGREED and signed by the Chair as a correct record, after Cllr Shanahan queried why questions in the Open Forum were not always recorded or answered.</p>	

	<p>The clerk replied that the Open Forum was not part of the parish council meeting and that there was no requirement to record what was raised. Cllr Shanahan suggested the parish council should review this.</p> <p>b) <u>Action Plan</u> - The action plan was reviewed, there was only one action still to be completed.</p>	
22/100	<p>CO-OPTION ON TO THE PARISH COUNCIL AND COMMITTEES</p> <p>a) The council had received applications to join the parish council from three residents Derek Willmer, Dean Field, and Santosh Kirve. They would be representing the Hawkslade, Stoke Grange, and Stoke Leys wards. After each candidate had been given the opportunity to address the meeting and answered questions from councillors. Each candidate was proposed and seconded that they be co-opted on to the parish council. This was AGREED in each case. After signing the Declaration of Acceptance of Office Derek Willmer, Dean Field, and Santosh Kirve joined the meeting.</p> <p>b) The council had received an application from resident Jo Durden-Moore to join the Communities Committee and Neighbourhood Plan Steering Group as a resident member. It was proposed by Cllr Magill, seconded by Cllr Shanahan that Jo Durden-Moore be co-opted onto the committees. This was AGREED by 7 votes in favour with one abstention.</p>	
22/101	<p>EX-BUCKS CC SPORTS AND SOCIAL CLUB</p> <p>Two letters had been sent to Buckinghamshire Council 18th March and 1st June outlining the parish council's position at that time. It was questioned whether the letters had been formally approved by the full council, even though some points were covered at the special meeting of the 14th June. After consideration it was proposed by Cllr Magill, seconded by Cllr Shanahan that the parish council writes to Buckinghamshire Council withdrawing the letters sent from the Chairman and Chairman of the NPSG as they did not reflect the Neighbourhood Plan Steering Group's current view. Once the current view is firmed up a new letter would be sent. This was AGREED.</p>	
22/102	<p>STOKE MANDEVILLE VILLAGE COMMUNITY ASSOCIATION (SMVCA)</p> <p>The chairman introduced a paper that proposed two options that needed to be considered. Option 1, the parish council becomes a corporate trustee and option 2, the parish council takes over the running of the centre as an additional service. He pointed out that since the last meeting independent legal advice had been sought and that the existing SMVCA funds must stay within the charitable world. Any potential conflict of interests could be addressed by appointing independent trustees. It was proposed by Cllr Stewart, seconded by Cllr Field that the parish council becomes a Corporate Trustee of SMVCA. This was AGREED by 7 votes in favour with one against.</p>	
22/103	<p>ENGAGEMENT OF SOLICITORS (Cllr Kirve was absent for this item)</p> <p>The chairman highlighted that there were several projects where legal advice would probably be needed, SMVCA Trustees, Marsh Lane Burial Ground, Brudenell Drive Land, Neighbourhood Plan and Adoption of Open Spaces. He had approached a few local solicitors with one responding quite positively. It was proposed, seconded, and AGREED that the parish council should engage solicitors.</p>	

22/104	MARSH LANE BURIAL GROUND (Cllr Kirve was absent for this item) The chairman informed the meeting that following a soil condition survey, it had been found that the bottom third of the field was contaminated with asbestos fragments, rubble, and scrap metal. The cost to remove the contaminated was not known but the landfill tax alone would be in the region of £150,000. It was expected that the cost to remove the contaminated topsoil could more than £300,000. There was an option to sort the soil on site and just remove the contaminated element. An indicative quote was around £30,000. HS2 had been made aware of this development.	
22/105	UKPN SUBSTATION LOCATION The chairman reported on a meeting the parish council had had with UKPN who were looking for sites for a new substation. UKPN's preferred site was the Southeast corner of the back field of the Ex-Bucks CC Sports & Social Club. The dimensions of the substation were 45m by 20m. Buckinghamshire Council were to do a wider review of power provision with Bucks.	
22/106	NEIGHBOURHOOD PLAN Cllr Robison gave an update. Work is progressing on the feasibility of the aspirations. But you were dependent upon receiving responses from existing landowners / developers. It was hoped that the Neighbourhood Plan would be able to go to referendum in 2023 following another round of consultation. The Terms of Reference needed updating, minutes publishing and a project plan to finalisation required.	
22/107	FINANCE a) The list of payments made since the last meeting, as circulated, was APPROVED (See appendix 2) after Cllr Shanahan questioned the payments to Cllr Clark (quarterly allowance) and to A Bamford (weekly invoice for Neighbourhood Plan administration) and requested that the contract for A Bamford be circulated. b) To NOTE that the Chairman had signed the 30 June bank reconciliation.	
22/108	CLERK'S REPORT The clerk's report, attached as appendix 3, was NOTED .	
22/109	POINTS OF INTEREST <ul style="list-style-type: none"> • Wendover and Village Community Board – Cllr Shanahan reported on the meeting, which concentrated on setting its priorities for the year. • The HS2 Mobile Visitor Centre would be in the Hawkslade Community Centre car park on the 21st July from 10am-3pm. It was suggested that an evening slot may attract more residents. 	
22/110	DATE OF NEXT MEETING There would be no meeting in August and so the date of the next meeting of the Parish Council would be Tuesday 20 th September 2022.	

The Chair thanked everyone for their contributions during the evening.

The meeting finished at 9.50 pm.

Signed.....Chair

Date: 20th September 2022

APPENDIX 1 – ACTION PLAN

Date	Minute	Action	By whom	Status
28/06/22	22/88b	Contact Buckinghamshire Council regarding further s.106 funding.	Clerk	In Progress
28/06/22	22/89	Aid Pollyanna Pre-school grant applications.	Clerk	In Progress
19/07/22	22/101	Write to Buckinghamshire Council regarding ex-Bucks CC S&S Club.		Outstanding
19/07/22	22/102	Finalise transfer of PC to SMVCA Corporate Trustee position.	Cllr Shrivastava	In Progress
19/07/22	22/103	Continue process to engage solicitors.	Cllr Shrivastava	In Progress

APPENDIX 2 - PAYMENTS

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 19th JULY 2022

RECEIPTS						
Date Received	Received from	Reference	Amount Received		Details	
			Gross	VAT	Net	
12/07/2022	Buckinghamshire Council	nhb-2022-005	9,763.80	-	9,763.80	Fifth NHB Burial Ground Payment
Total Receipts			9,763.80	-	9,763.80	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
30/06/2022	Onecom	640608	49.74	8.29	41.45	Office Phone to 31st May 2022
20/07/2022	Peoples Pension	june	232.79	-	232.79	Pension Costs June 2022
01/08/2022	PEAC Finance (Old Agreement)	23-0050829	415.12	69.19	345.93	Photocopier Rental 01/08/22 to 31/10/2022
Standing Orders						
31/07/2021	Roger Haines	july	666.67	-	666.67	Grounds Maintenance for July 2021
			1,515.52	103.88	1,411.64	
Faster Payments - Paid 30th June						
30/06/2022	A.Bamford	NPSG-204	150.00	-	150.00	NPSG Administration - to 4 July
30/06/2022	A.Clark	allowance	81.25	-	81.25	Quarterly allowance to June 2022
30/06/2022	Clerk	june	1,654.00	-	1,654.00	Salary for June 2022
30/06/2022	Assistant Clerk	june	682.33	-	682.33	Salary for June 2022
30/06/2022	HMRC	june	754.27	-	754.27	Tax and NI for June 2022
			3,321.85	-	3,321.85	
Faster Payments - Paid 13th July						
13/07/2022	HMRC	june	45.65	-	45.65	Underpayment of Tax and NI for June 2022
13/07/2022	The Cloudy Group	1744	22.80	3.80	19.00	NPSG Email addresses
13/07/2022	Tulu Toilet Hire	30498	128.57	21.43	107.14	Portable Toilet for Playing Field - June
13/07/2022	Pollyanna Preschool	deposit	100.00	-	100.00	Refund of Playing Field Hire Deposit - 3 July
13/07/2022	CDS Group	73583	7,722.00	1,287.00	6,435.00	Ecology, Highways, Landscaping Designs
13/07/2022	Pollyanna Preschool	grant	1,135.00	-	1,135.00	Grant for Artificial Grass for Play Area
13/07/2022	A.Bamford	NPSG-205	150.00	-	150.00	NPSG Administration - to 11 July
13/07/2022	A.Bamford	NPSG-206	150.00	-	150.00	NPSG Administration - to 18 July
13/07/2022	K.Barnes	legal fees	549.00	-	549.00	Contribution to Irvine Drive Legal Fees
			10,003.02	1,312.23	8,690.79	
From Clerks Debit Card Account						
04/07/2022	Requestaplan	42707	21.00	3.50	17.50	Play Area Plan for Planning Application
06/07/2022	Royal Mail	postage	2.50	-	2.50	Parking Review Response Letter
07/07/2022	Buckinghamshire Council	planning	234.00	-	234.00	Planning Application Fee
07/07/2022	Buckinghamshire Council	planning	32.20	5.37	26.83	Planning Application Fee Service Charge
			289.70	8.87	280.83	
Total Payments			15,130.09	1,424.98	13,705.11	

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

Signed *A.Skeggs* (Clerk)

Date 14 July 2022

The above list of payments was approved by the Parish Council at its meeting on 19th July 2022.

Signed *G.Stewart* (Chair)

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

Date 19 July 2022

APPENDIX 3 – CLERKS REPORT

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 –

- Lower Road – Seven streetlights along Lower Road have been converted to LEDs. There is one outside Weston Industrial Estate still to be done.

Community Centre / Playing Field -

- Surface Water – Thames Water has been out, and they have identified the problem. There is a blockage just up from the stream, which has caused the blow hole where the fountain appeared. The blockage and blow hole will both require digging out repairing. Another team will be out to do the repairs at some stage.
- Field Letting – There is a booking on the 23rd July.

Environmental Issues – Calls from Residents

- Lower Road Hedging – Three volunteers cleared the whole stretch of pathway of nettles and overhanging foliage. Leaving the pathway looking its best for several years.
- Land Behind Carters Ride – A call to cut down overhanging tree branches and to clear the footpath. The area was inspected, and the landowner details passed to the resident.
- Carters Ride – Overhanging tree branches from the open space. Resident referred to Buckinghamshire Council.

Environmental Issues -

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Allotments –

- Fence Alongside School Field – There was a small section of the fence that looked like it had been cut. The hole was not big enough for a child to get through, so a repair is needed.

Other

- Defibrillators – Both the parish council owned defibrillators (Eskdale Road community centre and Hawkslade community centre) have been registered with a new national database “The Circuit”. New pads have been ordered for the Eskdale Road defibrillator but there is a national shortage and so there is a 22/23-week lead time.
- Poster Competition – In conjunction with Buckinghamshire Council and Stoke Mandeville Combined School a poster competition was organised for a “No Smoke Play Area” campaign. As part of a judging panel two winners were chosen. This is being used as a pilot for the whole of Bucks.