



Stoke Mandeville Parish Council

Minutes of the **PARISH COUNCIL** meeting held on Tuesday 15th September 2026 at the Community Centre, Eskdale Road.



Present: Cllrs J Theobald (Chair), M Broad, B Ezra, D Field, J Gates, S Kirve, A Lennard, G Shrivastava, and P Wood.

Buckinghamshire Council: Apologies

Absent: n/a

Clerk: Apologies

Assistant Clerk: B Hotya

Public Attendance: 3

No.	Description	Action
26/105	APOLOGIES FOR NON-ATTENDANCE Apologies were received and accepted from Cllrs Middleton, Prestage and Shanahan.	
	OPEN FORUM FOR RESIDENTS - A resident expressed concerns about the proposed care home development on Arnold Drive. - A resident asked for an update on the connecting bridge and the war memorial and raised concerns about dogs not being kept on leash on the playing field. - Cllr Field gave an update from Buckinghamshire Council.	
26/106	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no new declarations for interest. b) There were no requests for dispensation.	
26/107	MINUTES OF PREVIOUS MEETINGS a) The minutes of the meeting of the 18th August were unanimously AGREED. b) The action plan was reviewed which showed a number of completed actions.	
26/108	CAPITAL PROJECTS WORKING GROUP Cllr Kirve gave an update on the working group: - Toilet facilities - It was considered the installation of either a permanent toilet block or two fully accessible Kazuba toilets, which could be potentially located in separate areas around the playing field. It was noted that a budget of £40,000 has been allocated and could be used from S106 funding. The Kazuba toilets could be relocated to the allotments if permanent toilet facilities would be installed in the future. The cost for two units would be £31,990 plus VAT. - Storage and changing room facilities - It was also considered a larger investment in a pavilion facility. One option would be to purchase made-to-order containers that could be fully refurbished, with the football club using part of the facility for storage. Cllrs Theobald and Shrivastava had also investigated the possibility of sourcing pre-used units that would not require a ground-screw base. The cost of the changing room would be £21,885 plus VAT and the storage unit would be £1,500 plus VAT. After consideration, it was proposed by Cllr Lennard, seconded by Cllr Gates, that all three facilities should be installed. This was unanimously AGREED. Cllr Field recommended reviewing the available budget and exploring whether all the facilities could be designed in a similar style, avoiding a combination of different materials and considering whether all the facilities could be integrated into one modular building instead.	

26/109	PLANNING COMMITTEE a) Draft Local Plan – Cllr Theobald reported that the documents and comments had been submitted electronically and emailed to Buckinghamshire Council’s Planning Department. Cllr Field reported that 8,600 responses had been received as part of the Buckinghamshire Local Plan consultation. The Parish Council is now awaiting the outcome. b) Consultation Meetings - Cllr Theobald thanked everyone who had attended the public consultation meetings, and he reported that the meetings had been well received with positive feedback from the residents. Approximately 120 people attended the in-person consultation meeting, where MP Greg Smith attended as well. 18 people attended the online consultation meeting. Cllr Kirve thanked the planning committee for organising the consultation meetings.	
26/110	MARSH LANE BURIAL GROUND Cllr Theobald reported that the consultants had put the groundworks out to tender. The Council is awaiting the tender documents to determine whether the £900,000 quotation was accurate, after which it would decide whether to continue with the project.	
26/111	2026/27 INSURANCE SCHEDULE The insurance schedule was reviewed, and it was suggested that items currently in progress should be added once completed, together with their associated values and costs. The Clerk to check the item description for ‘gates and fences’ and ‘cyber claims and losses’.	Clerk
26/112	FINANCE AND GOVERNANCE COMMITTEE Cllr Kirve presented the draft minutes of the Finance & Governance Committee held on 1 st September. After consideration these were NOTED . It was noted that SMVCA had waived the hall hire fee for the Kids Winter Party and Seniors Christmas Lunch. Assistant Clerk to contact the SMVCA chair and ask whether they could waive the hall hire charge for the Halloween Kids Party as well.	Assistant
26/113	COMMUNITIES COMMITTEE Cllr Field presented the draft minutes of the Communities Committee held on 8 th September. After consideration these were NOTED .	
26/114	FINANCE a) Payments made since the last meeting were APPROVED . See appendix 1. b) It was NOTED that NALC had agreed a pay award for 2026/27 of 64p per hour, effective from the 1 st April 2026. It was AGREED that this would be applied to the staff salaries.	Clerk
26/115	CLERKS REPORT The Clerks report was NOTED .	
26/116	POINTS OF INTEREST • Community Board – Cllr Field encouraged councillors to share the Parish Council’s plans when attending community board meetings, as the other councils had discussed their plans, but our Parish Council’s work had not been mentioned. • SMVCA – Cllrs Theobald and Shrivastava are looking into ways to maximise the use of the community centre’s solar system, including improving the heating and cooling systems and replacing the boilers.	
26/117	DATE OF NEXT MEETING The next meeting will be on Tuesday 20 th October 2026.	

EXCLUSION OF THE PUBLIC – Confidential Item

To resolve that under the Public Bodies (Admissions to Meetings) Act, the public and press be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

26/118 CAPITAL PROJECTS WORKING GROUP

The quotations for the pedestrian bridge between the playing field and the Hawthorn estate were reviewed, and it was noted that they were higher than expected. After consideration, it was proposed by Cllr Theobald, seconded by Cllr Shrivastava, that the permanent bridge project be postponed until the other projects currently in progress had been completed, following Cllr Field's suggestion. This was unanimously **AGREED**.

26/119 FINANCE AND GOVERNANCE COMMITTEE

After consideration, it was proposed by Cllr Kirve, seconded by Cllr Wood that the hours of the Assistant Clerk be increased from 15 hours per week to 20 hours per week effective from the 1st October. This was unanimously **AGREED**.

The meeting closed at 9:23 pm.

Signed _____ Dated: _____ 2026

Action List

Date	Minute	Description	By Whom	Status
21/04/26	26/46b	Book training course for Parish Warden.	Clerk	In Progress
19/05/26	26/60	Investigate cost of cricket nets in playing field.	Shrivastava	Outstanding
15/09/26	Forum	Refresh the dog leash signs and add to newsletter.	Assistant	Completed
15/09/26	26/111	Review insurance schedule as per minute.	Clerk	Completed
15/09/26	26/112	Contact SMVCA Chair regarding Halloween party	Assistant	Completed
15/09/26	26/114	Inform Payroll company of pay award.	Clerk	Completed

APPENDIX 1 – Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 15th SEPTEMBER 2026

RECEIPTS						
<u>Date Received</u>	<u>Received from</u>	<u>Reference</u>	<u>Amount Received</u>			<u>Details</u>
			<u>Gross</u>	<u>VAT</u>	<u>Net</u>	
18/08/2026	Buckinghamshire Council	nhb-2026-002	11,746.00	-	11,746.00	NHB Burial Ground Final Payment
18/08/2026	J Gunawickrama	hire	750.00	-	750.00	Hire of Playing Field 5 September
01/09/2026	Allotment Holders * 1	rent	20.00	-	20.00	Annual Rent Payment
02/09/2026	Allotment Holders * 16	rent	415.00	-	415.00	Annual Rent Payment
	CCLA	interest	254.79	-	254.79	Interest for August
03/09/2026	Allotment Holders * 5	rent	160.00	-	160.00	Annual Rent Payment
04/09/2026	Allotment Holders * 5	rent	160.00	-	160.00	Annual Rent Payment
07/09/2026	Allotment Holders * 4	rent	80.00	-	80.00	Annual Rent Payment
08/09/2026	Allotment Holders * 3	rent	85.00	-	85.00	Annual Rent Payment
09/09/2026	Lloyds Bank	deposit	138.57	-	138.57	Deposit interest for September
Total Receipts			13,809.36	-	13,809.36	
PAYMENTS - From Current Account						
<u>Direct Debits</u>			<u>Gross</u>	<u>VAT</u>	<u>Net</u>	<u>Transaction Detail</u>
31/08/2026	Onecom	7874058	89.59	14.93	74.66	Office Phone to 31st July 2026
05/09/2026	Lloyds Bank	493300236	10.85	-	10.85	Bank Charges to 9th August Current A/c
15/09/2026	Lloyds Bank	494394306	10.00	-	10.00	Bank Charges to 9th August Debit Card A/c
17/09/2026	PEAC Finance (Current)	006/27/0046421	390.94	65.16	325.78	Photocopier Rental 17/09/26 to 16/12/2026
21/09/2026	Peoples Pension	august	438.61	-	438.61	Pension Costs August 2026
			939.99	80.09	859.90	
Online Transfer - Paid 26th August						
26/08/2026	Clerk	august	2,340.95	-	2,340.95	Salary for August 2026
26/08/2026	Assistant Clerk - New	august	965.63	-	965.63	Salary for August 2026
26/08/2026	Parish Warden	august	621.40	-	621.40	Salary for August 2026
			3,927.98	-	3,927.98	
Online Transfer - Paid 3rd September						
11/08/2026	Enterprise Skiphire	T21377	792.00	132.00	660.00	Portable Toilet for Playing Field
26/08/2026	HMRC	Tax & NI	1,112.38	-	1,112.38	Tax and NI for August 2026
27/08/2026	St Mary The Virgin	Ark2026/55	40.00	-	40.00	Hire of Ark for AITC Four Sessions in August
31/07/2026	R Haines	July	375.00	-	375.00	Playing Field Bin Emptying / Litter Picking
24/08/2026	CDS	76605	1,380.00	230.00	1,150.00	Planning Conditions Submission
19/08/2026	C Putnam & Sons Ltd	32921	4,560.00	760.00	3,800.00	Remedial Works to Playing Field Pathway
04/08/2026	Jamtastic Design	jam7233	342.00	57.00	285.00	A5 Flyer for Local Plan Consultation
31/08/2026	Parish Warden	mileage	50.90	-	50.90	Mileage Claim March to May
02/09/2026	Moonlite Productions	26209	1,145.40	190.90	954.50	Audio Visual Equipment for Local Plan
			9,797.68	1,369.90	8,427.78	
Online Transfer - Paid 14th September						
14/09/2026	Sri Lankan Hub	refund	500.00	-	500.00	Refund of hire deposit for 5th September
			500.00	-	500.00	
From Clerks Debit Card Account						
08/09/2026	Blue Diamond	1816292	277.99	4.66	273.33	Gift Cards for Best Allotment Competition
09/09/2026	Buckinghamshire Council		408.00	-	408.00	Planning Conditions Submission Fee
			685.99	4.66	681.33	
Total Payments			11,923.66	1,454.65	10,469.01	
This list of payments has been checked by the clerk and verified for payment.						
Signed	<i>A.Skeggs</i>	(Clerk)				
Date	10th September 2026					
The above list of payments was approved by the Parish Council at its meeting on 15th September 2026.						
Signed	<i>J Theobald</i>	(Chair)				
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	15th September 2026					

APPENDIX 2 – 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 / Lighting –

- March Lane – Three lights have been reported to the electrical contractor for repair.

Community Centre / Playing Field –

- Tree – A tree close to the playing field footpath will be cut back by the Parish Warden.

Environmental Issues – From Residents

- Lott Meadow – Overhanging foliage has been cleared by the Parish Warden.
- Lower Road – Overhanging foliage encroaching of the footpath. The Parish Council will be clearing the foliage but leaving it for the resident to dispose of.

Environmental Issues –

- Nothing to report.

Allotments –

- Tenancies – The renewal of tenancy letters have been issued and payments are coming in.
- Competition – The results are in and five tenants will be receiving £50 vouchers. Thanks to Sheila and Frank from Lindengate for carrying out the judging.

Burial Grounds -

- Nothing to report.

Other -

- Front Garden Competition – A nice thank you email has been received from one of the winners of a garden centre voucher.

SMVCA Related

- Nothing to report.