

**STOKE MANDEVILLE PARISH COUNCIL**

*Clerk: Mrs Sarah Copley*

*Telephone: (01296) 613888*

**Minutes of the meeting of the Environment Committee held at the Community Centre,  
Eskdale Road, Stoke Mandeville on Tuesday 26<sup>th</sup> May 2015.**

**PRESENT:** Cllrs: M Rogers (Chair), S Pluckwell, D Starr, P Wood

Mr J Reed (co opted)

**CLERK:** Sarah Copley

E15/27	<p><b>ELECTION OF COMMITTEE CHAIRMAN</b></p> <p>Cllr Rogers was unanimously elected Chairman for 2015-16.</p>	
E15/28	<p><b>APOLOGIES</b></p> <p>Apologies were received from Cllr Hunt.</p>	
E15/29	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest.</p>	
E15/30	<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>The Minutes of the Meeting held on 27<sup>th</sup> January 2015, previously circulated, were agreed as a correct record, subject to correction in minute E15/24 - "TEES" should read "TREES".</p>	
E15/31	<p><b>TERMS OF REFERENCE</b></p> <p>At the full Council meeting the previous week, it had been agreed to review the committees and their remit. The Terms of Reference for the Environment Committee therefore remain unchanged until the new committee structure is agreed by the Council.</p>	
E15/32	<p><b>DEVOLVED SERVICES</b></p> <p>a) The latest draft agreement had been discussed at the full Council meeting the previous week and the Chairman and Vice Chairman had been delegated to sign the final agreement when it was received provided no further amendments contrary to the Council's position and views had been made. No further communications had been received since.</p> <p>b) Aylesbury Town Council had commenced the second grass cut, feedback was mostly positive and the Clerk was asked to write to ATC to thank them for a job well done to date.</p> <p>A couple of roads had been missed and these had been reported back to ATC.</p> <p>A complaint about weeds in Plough Close had been received. The Clerk had spoken to ATC's Grounds Maintenance Manager who confirmed that they now have staff certificated for using weed control chemicals and they would be commencing shortly. Councillors were asked to notify the Clerk of particular areas of concerns and ATC would prioritise these.</p> <p>A further complaint had been received from a resident in Station Road that hers and her neighbour's food compost bins had been damaged by the grass cutting machinery and that AVDC were charging £10 each to replace them. The Committee <b>agreed to recommend</b> that the Council reimburse both residents and the Clerk was asked to bring it to ATC's attention to ask that more care is taken in future.</p>	<p align="center">Council  Clerk</p>
E15/33	<p><b>STREETLIGHTS</b></p> <p>a) <b>LED Trial – Feedback</b></p> <p>One resident had contacted the Council to complain that the new LED light near his house was very bright and intrusive. The contractor had attended and realigned the light, the resident had reported that it was improved but still had more glare than before. The Clerk had written to all householders in the area asking for their feedback on the new lights but no responses had been received.</p> <p>b) <b>Future rollout of LED upgrade and funding for the project</b></p>	

	<p>The Clerk reported that Wendover PC had recently upgraded a third of their streetlights to LEDs and were seeing excellent savings on their electricity costs. After extensive discussion it was <b>agreed to recommend</b> to the Council that the streetlights were upgraded over a four year period. The Clerk was asked to make some initial enquiries into the costs of this, although it was recognised that the contract would need to go out to tender.</p> <p>c) <b>Street light for bus stop on Risborough Road (near Fremantle Nursing Home)</b> The Clerk had been in contact with BCC and AVDC regarding a streetlight for this bus stop. AVDC had confirmed that s106 money allocated to the Parish Council could not be used for street lighting. The Clerk was asked to make enquiries about the use of New Homes Bonus to fund this and also to contact the Fremantle Trust to ask for their support for the provision of a street lamp.</p>	Clerk
<b>E15/34</b>	<p><b>CHURCHES AND BURIAL GROUND</b></p> <p>a) <b>Review of Fees for Burial Ground</b> The fees were reviewed and it was <b>agreed to recommend</b> to the Council that an increase was applied as the fees were much lower than other Council's in the area. The Clerk would produce an updated schedule of fees based on discussions for the Council to consider. The Clerk would also contact Rev Henderson for their charges for interment of ashes in the churchyard.</p> <p>b) <b>Request for Memorial Bench</b> A request had been received via KY Green for a family to provide a memorial bench to be placed in the burial ground. The family had asked that it be sited along near the ashes plots along the hedgerow. The committee <b>AGREED</b> to this request provided there was no cost to the Council and the bench was secured with ground anchors.</p>	Clerk  Clerk
<b>E15/35</b>	<p><b>ALLOTMENTS</b></p> <p>a) <b>Report from Clerk</b> One tenant had recently given up their plot which was being offered to the next person on the waiting list. Two other plots were looking very overgrown and the Clerk had contacted both tenants. One had been in a car accident but hoped to be able to start again soon. The other had advised the Council earlier in the year that they would not be able to work on it until June due to a training commitment. The Clerk had reminded her that she had agreed to keep the grass cut during this period.</p> <p>b) <b>Review of Tenancy Agreement</b> The tenancy agreement was discussed and compared to the NALC template. One change would need to be made to ensure that the agreement complied with the law – item 5e needed to be amended to state “not to keep livestock or poultry on the allotment plot other than a reasonable number of hens or rabbits which shall not be kept for a business or trade”. A copy of the revised agreement would be circulated to the Committee and then put to the full Council for adoption.</p>	Clerk
<b>E15/36</b>	<p><b>STREET FURNITURE</b></p> <p>a) The Clerk reported that the felt roof on the bus shelter in Wendover Road had become loose and torn in the recent high winds. It had been tacked back down but as it had been torn it needed replacing to prevent the roof rotting. The Clerk was asked to get a quote for replacement felt.</p> <p>b) Cllr Wood reported that the benches on Hawkslade were currently in good repair with no graffiti. There did not appear to be an issue with litter in the area at that time.</p> <p>c) Salt Bins for Hawkslade – the Clerk would meet with Cllr Wood to look at the sites identified for the two salt bins funded by County Cllr B Adam's Community Leaders Fund. She would then liaise with Transport for Bucks to get the salt bins ordered and installed.</p> <p>d) <b>Bus Shelter for Hawkslade</b> The Clerk had asked about use of s106 funds for a bus shelter but had been advised it was not a suitable use for these funds. It was suggested that the Council contact the Co-op to see if they had any community grant schemes that might be suitable for this purpose.</p>	Clerk  Clerk / PW  Clerk



## Actions

Ref	Action	By whom	Update/Complete
E15/10	Identify potential sites for new cemetery	ALL	
E15/32	Write to Aylesbury TC to (1) Give thanks for the excellent service to date (2) Bring to their attention the problem with damaged food waste bins caused by grass cutters	Clerk	√
E15/33	Get initial costs for rollout of LED street lights	Clerk	√
E15/33	Contact Fremantle Trust regarding support for new street light for the bus stops outside	Clerk	√
E15/33	Contact AVDC regarding possible bid for New Homes Bonus funds for these street lights	Clerk	√
E15/34	Update burial ground fees schedule	Clerk	√
E15/34	Contact KY Green regarding request for memorial bench	Clerk	√
E15/35	Update allotment tenancy agreement as discussed	Clerk	√
E15/36	Quote for replacement felt for bus shelter on Wendover Road	Clerk	√
E15/36	Contact TFB regarding new salt bins for Hawkslade	Clerk	√
E15/36	Write to the Co-op to enquire about Community Funding opportunities for a bus shelter	Clerk	√
E15/37	Draft Council's response to the ETRO consultation for Stoke Leys	MR	
E15/38	Cataloguing of trees on council land	JR, DS, PW plus one other	