

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mrs Sarah Copley

Telephone: (01296) 613888

**Minutes of the Parish Council Meeting held on Tuesday 13th May 2014
at the Community Centre, Eskdale Road**

PRESENT:

Cllrs: J Hunt (Chair), B Adams, R Butler, B Ezra, M Palmer, M Rogers, D Starr, S Watson and P Wood

Clerk: Sarah Copley

One member of public.

14/67 ELECTION OF CHAIRMAN Cllr Jenny Hunt was elected Chairman by a unanimous vote and signed the declaration of acceptance of office. The Chairman thanked Councillors for their past support especially Committee Chairmen and those representing the Council on outside bodies and organisations.	
14/68 ELECTION OF VICE CHAIRMAN Cllr David Starr was elected Vice Chairman by a unanimous vote.	
14/69 APOLOGIES Apologies were received from Parish Councillors A Clark, D Kennedy and B Tyndall.	
14/70 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no declarations of interest made. No requests for dispensation had been received.	
14/71 OPEN FORUM FOR PARISHIONERS Two members of the Wendover Police team attended the meeting and gave an update on the crime rate for the Stoke Mandeville village ward for the previous month. There had been one suspected arson and two assaults. All incidents were thought to be personal. Cllr Butler asked whether the police could assist with a parking issue in Yew Tree Close as a red transit van was parking near the junction with Risborough Road causing an obstruction for cars when entering/leaving the road. The Chairman raised the issue of commuter parking in Hampden Road and Orchard Close where cars are parked at the junction causing an obstruction. The Police agreed to look into these matters.	
14/72 MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 11 th March 2014 had been previously circulated. It was unanimously agreed that the Chairman sign the minutes as a correct record. The table of actions was noted: 13/83 It was AGREED to schedule in the speed watch exercise for Station Road prior to the next Council meeting on 10 th June.	DS, RB, SW
14/73 COMMITTEES It was agreed that membership of the committee would be as follows although it was recognised that Councillors could change or take on additional committees at any time: Finance & Governance – Cllrs Starr, Hunt, Kennedy, Watson and Clark Environment – Cllrs Wood, Kennedy, Rogers, Starr and Hunt. Co-opted members: Mr J	

<p>Reid and Mr R Jones</p> <p>Leisure – Cllrs Adams, Butler, Ezra, Hunt, Starr and Wood</p> <p>Planning – Cllrs Adams, Clark, Ezra, Hunt, Palmer, Rogers and Tyndall.</p> <p>Staffing – Cllrs Butler, Hunt, Starr and Wood. Deputies - Cllrs Ezra and Watson</p> <p>The Chairman reminded Councillors that a chairman for the year should be elected at the first meeting of each committee and that the terms of reference should be reviewed.</p>	
<p>14/74 APPOINTMENTS TO EXTERNAL BODIES</p> <p>The Council agreed to appoint as follows:</p> <p>Greater Aylesbury Local Area Forum – Cllr Rogers</p> <p>Wendover Local Area Forum – Cllr Hunt</p> <p>ARLA Liaison Group – Cllr Adams</p> <p>The Chairman reminded councillors that anyone can attend the Local Area Forums.</p>	
<p>14/75 STANDING ORDERS</p> <p>It was RESOLVED to adopt the standing orders as recommended by the Finance and Governance Committee which had been previously circulated.</p>	
<p>14/76 FINANCE</p> <p>a) Payment of Invoices – the list of payments tabled and was agreed subject to that for Interflora being amended to £40.49.</p> <p>b) Bank reconciliation and finance report – the bank reconciliation and finance report were noted.</p> <p>c) Annual Accounts 2013-14 – A copy of the accounts for the financial year ending 31 March 2014 had been circulated. The accounts showed a surplus for the year set aside for the upgrade of the older street lights. The Clerk reported that the internal auditor had inspected the accounts and signed the section of the Annual Return relating to internal audit. There being no questions or comments, the Annual Return was agreed and signed by the Chairman and Clerk. The Clerk stated that the Annual Return would now be submitted to the External Auditors.</p>	Clerk
<p>14/77 CAR PARKING</p> <p>a) Stoke Leys</p> <p>Cllr B Tyndall and County Councillor B Roberts had provided an update to say that work on the new multi storey car park at the hospital was due to commence in June and expected to be complete by the end of the year.</p> <p>There had been no progression to date with the Experimental Traffic Regulation Order (ETRO) for Stoke Leys. Cllr Rogers said that there had been further difficulties in the area caused by inconsiderate parking which had left a lorry unable to leave the area. It was unanimously AGREED that the Parish Council would write to Bucks CC Cabinet member for Transport to express concerns about the delays in implementing the ETRO.</p> <p>b) Stoke Mandeville Village</p> <p>Further complaints had been received regarding commuter parking in Hampden Road, Orchard Close and Eskdale Road. It was AGREED to contact the Vale of Aylesbury Housing Trust to see if they had any plans to improve parking for residents in these roads.</p>	Clerk Clerk
<p>14/78 HIGH SPEED RAIL 2</p> <p>a) Petitioning the Bill</p> <p>The draft petition had been circulated to Councillors and the Chairman thanked Cllr Rogers for his hard work.</p>	

<p>A letter of authority on headed paper giving permission for Cllr Rogers to act as the Council's agent in the matter would be needed. The cost to submit the petition to the House of Commons would be £20.</p> <p>It was unanimously AGREED that Cllr Rogers would submit the petition on behalf of the Parish Council, subject to minor amendments and that the Council pay the £20 fee.</p> <p>b) Chiltern Tunnel</p> <p>A report promoting an extended bored tunnel through the Chilterns had been published by Chiltern District Council, Aylesbury Vale District Council and Bucks County Council. It was thought that this would form part of the petition for these Councils. Cllr Rogers confirmed that all petitions are published once received at the House of Commons.</p> <p>The proposed new alignment of the track would move it further from Stoke Mandeville village, although a large construction camp would be required near the tunnel portal (north) but to date it was unclear as to where the tunnel portal or the construction site would be located. After discussion it was AGREED not to make reference to this report within the Council's petition as it had not been included within the hybrid Bill. The Council would therefore reserve its position until Petitions had been published and further information became available.</p> <p>c) Community Forum Group</p> <p>The members of the former HS2 Community Forum for Aylesbury and Stoke Mandeville had met and discussed petitioning. David Lidington MP had also attended. The meeting had been useful in discussing issues of common interest and concern with a focus on the situation of South West Aylesbury. It was noted that Aylesbury, Hawkslade and Stoke Mandeville had been subsequently mentioned in the opening speech of the Secretary of State for Transport at the second reading of the Hybrid Bill.</p>	Clerk
<p>14/79 CONSULTATIONS - Vale of Aylesbury Local Plan</p> <p>The consultation document on the Scope of the New Plan had been previously circulated and was discussed. In responding to the four questions listed Councillors were concerned to note that no transport strategy had been included insofar as HS2 and East West Rail were concerned. The Clerk to submit the Council's response by the deadline of 28th May.</p>	Clerk
<p>14/80 LEISURE COMMITTEE</p> <p>a) The draft minutes of the meeting held on 29th April were noted.</p> <p>b) The committee had recommended that the Council hold a "Theatre in the Villages" event under Scheme 'A' as this was without financial risk to the Council. The Clerk had made enquiries and neither of the two chosen performances qualified for Scheme 'A'. After discussion, it was AGREED not to go ahead with the event.</p> <p>c) The Clerk reported that a request had been received for the hire the Queen Elizabeth II field for a family party on 19th July. The enquirer had also hired the hall through SMVCA but wished to have a marquee on the field and barbeque on the patio. No objections were raised to the booking.</p> <p>d) The Clerk reported that she had been contacted by SMVCA requesting that the Council consider a proposal to alter the changing rooms to at the rear of the Community Centre building for use as a cloakroom with toilets and storage facilities for the Preschool Playgroup. A decision was required imminently in order that the necessary funds could be drawn down. The Chairman stated that as this item had arrived too late to be included on the published Agenda no decision could be made at the meeting. It was therefore proposed by Councillor Wood and seconded by Cllr Starr that in view of the urgency of the matter, an Extra ordinary meeting of the Council take place before the meeting of the Environment Committee scheduled for the following week. On being put to the vote it was AGREED that an Extraordinary Meeting of the Parish Council be arranged for 20th May at 7pm to enable the matter</p>	Clerk Clerk

<p>to be discussed.</p>	
<p>14/81 FINANCE AND GOVERNANCE COMMITTEE</p> <p>a) The minutes of the meeting held on 22nd April were noted.</p> <p>b) It was unanimously AGREED to accept the risk assessment carried out in March by the Chairman, Vice Chairman and Clerk.</p>	
<p>14/82 PLANNING COMMITTEE</p> <p>a) The minutes of the meeting held on 23rd April were noted.</p> <p>b) It was AGREED to hold a public meeting on neighbourhood planning in the autumn.</p> <p>c) It was AGREED to submit an expression of interest for New Homes Bonus funding in relation to a pedestrian crossing for Wendover Road, subject to Highways support. The Clerk to raise with the Local Area Technician [LAT]. The LAT had advised that it would not be possible to extend the railings across the railway bridge to offer a wider pedestrian pathway as the pavement due to the restricted width of the pavement.</p> <p>d) Application 14/00989/APP Ligo Avenue, Stoke Mandeville for a first floor side and rear extension with dormer windows. This application was discussed and it was AGREED TO RAISE NO OBJECTIONS.</p>	<p>Clerk</p> <p>Clerk</p>
<p>14/83 ENVIRONMENT COMMITTEE</p> <p>a) The date of the next meeting of the Environment Committee would be 20th May.</p> <p>b) Full details of the legal agreement with Bucks County Council to clear footpaths within the parish had been received and the Clerk had discussed with Mr Haines who was willing to undertake the work. After discussion it was unanimously AGREED (with two abstentions) NOT to enter into an agreement with Bucks CC to clear paths in the Parish restricted payment on offer which did not include for the administration or monitoring of the work.</p> <p>c) Planting and maintenance of the raised flower bed on the green was discussed and it was unanimously AGREED to instruct Windowflowers to plant and maintain the flower bed until end of October to a maximum cost of £500. The Chairman was thanked for the work she had undertaken in planting and maintaining the flower bed. She said that without mains water and appropriate equipment it was not possible to maintain the planting during summer months.</p> <p>d) Other issues relating to Environment – Cllr Hunt reported that she had noticed that several mature trees had been cut down in the boundary hedge between the playground and the adjoining land currently which had recently been cleared. There had been no engagement with the Parish Council over the works to the boundary. Councillors were concerned to learn of this action and it was AGREED that the Parish Council would write to the landowners regarding this matter.</p>	<p>Clerk</p>
<p>14/84 CLERKS REPORT</p> <p>The Clerk had circulated her report prior to the meeting, there were no questions raised.</p> <p>The Clerk was booked to attend the following:</p> <ul style="list-style-type: none"> • SLCC training course on Allotment Management on 5th June at a cost £95 • BALC training course on insurance on 25th June at a cost of £31.40 • SLCC Regional Conference on 2nd July at £69 	
<p>14/85 CORRESPONDENCE</p> <p>The list of correspondence circulated was noted.</p> <p>a) The Clerk reported that she had received a request from AVDC as to the correct spelling of Bradenham/Braddenham Walk off Kynaston Avenue. After discussion, it was AGREED to respond to Aylesbury Vale District Council that the Council believed that the spelling should be with one 'd' only to reflect the village of Bradenham</p>	<p>Clerk</p>

<p>[Manor] Buckinghamshire.</p> <p>b) It was AGREED to support promotion of fibre broadband which was being installed in the area.</p>	Clerk
<p>14/86 POINTS OF INFORMATION</p> <p>Representation to Outside Bodies</p> <p>Brian Adams said that he had attended a meeting of the ARLA Community Group. The meetings had been successful and it was considered that now that the building was complete these meetings should be less frequent. He added that ARLA welcomed schools visiting the premises and it was AGREED to alert Stoke Mandeville Combined School of this fact. Furthermore that enquiries be made to ascertain whether it would be possible for the Parish Council to visit the premises and observe the work being done.</p>	
<p>14/87 DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would take place on Tuesday 10th June.</p> <p>There would be an extraordinary meeting on Tuesday 20th May at 7pm.</p>	

Signed _____

Date: 10th June 2014

Appendix 1

	Action	By whom	Update/Complete
13/38	Audit of street furniture	JH/Clerk MP/MR	Wards outstanding – Stoke Leys Village
13/83	Speedwatch exercise for Station Road	Clerk / trained councillors	✓
14/56	Debit / prepaid card for bank account	Clerk/JH/DS	
14/76	Submit annual report to external auditors	Clerk	✓
14/77	Write to BCC Cabinet member for transport re ETRO for Stoke Leys	Clerk	✓
14/77	Write to Vale of Aylesbury Housing Trust regarding parking issues in Hampden Road, Orchard Close and Eskdale Road	Clerk	
14/78	HS2 Petition to be submitted before 23rd May – any comments on the draft to Marcus	MR	✓
14/78	Letter of authority on headed paper for MR to act as Parliament B agent for the Parish Council	Clerk	✓
14/79	Submit response to Vale of Aylesbury Local Plan consultation	Clerk	
14/80	Confirmation letter for renting the QEII field	Clerk	✓
14/80	Extra ordinary meeting of the Parish Council to be convened for 7pm on 20th May	Clerk	✓
14/82	Contact the Local Area Technician regarding a pedestrian crossing for Wendover Road	Clerk	
14/82	Submit response re planning application 14/00989	Clerk	✓
14/83	Inform BCC that PC do not wish to enter into agreement for path clearance	Clerk	✓
14/83	Arrange for contractor to plan and maintain the raised flower bed	Clerk	✓
14/83	Write to owners of land adjacent to the playground regarding the trees that have been cut down	Clerk	✓