

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mrs Sarah Copley

Telephone: (01296) 613888

**Minutes of the Parish Council Meeting held on Tuesday 10th March 2015
at the Community Centre, Eskdale Road, Stoke Mandeville**

PRESENT:

Cllrs: B Adams, R Butler, A Clark, B Ezra, J Hunt (Chairman), M Rogers, S Pluckwell, D Starr, R Swinney and P Wood

Clerk: Sarah Copley

County Cllr C Adams and representatives from Bucks Disability Service (BuDS)

15/34 WELCOME AND APOLOGIES All Councillors were present.	
15/35 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no declarations of interest. No requests for dispensation had been received.	
15/36 OPEN FORUM FOR PARISHIONERS a) A presentation was given by Andrew Clark, Chairman of BuDS on the Stoke Mandeville Way which is the fully accessible route for people with disabilities from Aylesbury to Stoke Mandeville. The next step for the project would be to install information boards and seating along the route. BuDS had involved Transport for Bucks in the process and hoped to use students from Bucks UTC to carry out the work under TFB supervision. There would be two information boards and a seat installed within Stoke Mandeville Parish. BuDS requested the support of the Parish Council and that the Parish Council take on ownership and responsibility for the seat and information boards sited in the Parish once installed. A similar presentation was planned to be given to Aylesbury Town Council with a request that they take on the same responsibility for notice boards and seats provided in the town. The Chairman thanked BuDS for their presentation and questions and discussion followed. b) County Cllr Chris Adams reported that : <ul style="list-style-type: none">• The Electoral order for the boundary changes for Aylesbury Vale had been published.• If any community groups were in need of funding, Cllr Adams may be able to assist through the Leaders fund.	
15/37 MINUTES OF PREVIOUS MEETING a) The minutes of the meeting held on 10 th February were unanimously agreed as a correct record and signed by the Chairman. b) The table of actions was noted. c) A provisional date had been arranged for the meeting between the Council and Stoke Mandeville Combined School of 24 th April. Cllr Adams asked if the school had taken up the offer of a visit to Arla. d) MVAS – the Clerk had met with the Local Area Technician to establish the sites for the additional ground screws in the roads identified by the Environment Committee. The ground screws would be funded by the GALAF. e) Land at Hawkslade – Joe Houston of Aylesbury Vale District Council Leisure Services had offered for the Parish Council to lease green spaces on Hawkslade. In response to questions raised by Councillors he had since confirmed that it would be all green spaces on Hawkslade and possibly elsewhere in the Parish, not just the area identified for a potential playground at Hawkslade. The Parish Council would also be expected to take on all maintenance of these areas, including grass cutting, trees,	

<p>litter and would be expected to pay all legal expenses associated with the lease. After discussion it was agreed not to pursue this offer any further but to continue to negotiate for leisure facilities including the outdoor table tennis table for Hawkslade.</p> <p>f) The Resilience Planning Working Group led by Andrew Clark, had met and produced a list of survey questions for parishioners and text for a flyer to be distributed to all households in the parish. Councillors were asked to email the Clerk if they had any further questions for the survey. The working group were thanked for their work and would proceed with the survey and flyer.</p>	
<p>15/38 FINANCE</p> <p>a) Payment of Invoices – the list of payments tabled was approved. An invoice for dog waste bin services had also been received and the Clerk was awaiting clarification on one item on the invoice, payment up to the value of the invoice (£2,278.50) was approved subject to this clarification.</p> <p>b) Bank reconciliation and finance report – the bank reconciliation and finance report were noted.</p> <p>c) Online Banking - Cllr Butler proposed that view only online banking access was set up for the Clerk. Cllr Starr seconded this proposal which was unanimously AGREED.</p> <p>d) Bucks Best Kept Village - it was unanimously AGREED to enter the Best Kept Village competition for 2015 at a cost of £15. It was further AGREED that the graffiti would be cleaned from the skate park in May.</p> <p>a) Membership to External Organisations – The Council discussed renewal of memberships the Council had in place. It was AGREED to renew the following memberships:</p> <ul style="list-style-type: none"> • British Playing Fields Association • Fields in Trust • Bucks Association of Local Councils • AVALC (voluntary contribution) • Society of Local Council Clerks <p>e) Community Leaders Fund – it was noted that funding for salt bins in Anton Way had been provided from County Cllr Brian Adam’s Leaders fund. The locations of the bins were being agreed by the Hawkslade ward councillors. The Chairman thanked Cllr B Adams for his contribution.</p>	Clerk
<p>15/39 DEVOLVED SERVICES</p> <p>Cllr Rogers reported that he had attended a forum on the legal agreement for Devolved Services earlier that day. A number of queries had been raised by the parishes and Bucks County Council had agreed to take them back to their legal team for them to respond to. BCC were also offering parishes as a group a 3 hour referral with Bucks Law Plus.</p> <p>Cllr Rogers had also attended the Health and Safety briefing on behalf of the Parish Council.</p> <p>A further meeting had been arranged for 12th March for parishes to raise questions with Transport for Bucks about the standards in the contract and any outstanding issues in their areas.</p> <p>Some parishes had reported that they were doing an audit of their verges and sidings and taking photographs as a baseline for comparative purposes. It was AGREED to do this in Stoke Mandeville and Councillors offered to assist. All photos were to be sent to the Clerk for collation.</p> <p>The Clerk would send the latest maps of areas to be devolved to all councillors, along with the links to the devolution section of the Bucks CC website.</p> <p>Cllrs Hunt and Rogers and the Clerk would meet with Aylesbury Town Council on 19th March to discuss arrangements for the cluster.</p>	All Clerk

15/40	<p>HIGH SPEED RAIL 2</p> <p>a) Chiltern Tunnel</p> <p>Cllrs Hunt, Starr and Rogers had met with Aylesbury Vale District Council and Wendover Parish Council to discuss proposals for an extended Long Chiltern Tunnel. AVDC were preparing a report for Cabinet and were interested in seeking the views of both Parish Councils on the Peter Brett Associates' Report. AVDC acknowledged the position of SMPC.</p> <p>b) Photos for Petitioning</p> <p>Cllr Starr had been working with a local photographer and also a member of SMAG to provide photos for use in the Petitioning process of where the line would impact within the parish. The photographer also a Petitioner had provided his services free of charge.</p>	
15/41	<p>NOMINATION OF COMMUNITY ASSETS FOR COMMUNITY RIGHT TO BID</p> <p>A request had been received from Bucks County Council to meet with Officers of the Estates Unit to discuss Parish Council's decision to nominate the BCC Social Club and Sports Ground as a community asset of which BCC had recently become aware. The Chairman, Clerk and Cllr Rogers, as local member, had attended the meeting. As a result the Council was asked whether as a principle it would reconsider the list of nominated assets within the Community Right to Bid.</p> <p>After discussion, during which Councillors were mindful that owners of assets had the right of appeal, Cllr Butler proposed, seconded by Cllr Wood, that the application to nominate BCC Sports and Social Club should stand and be submitted to AVDC as part of the Parish Councils list of community assets. On being put to the meeting the Motion was carried by eight votes with two abstentions. The Clerk would progress the community asset nominations and submit forthwith.</p>	Clerk
15/42	<p>STOKE MANDEVILLE WAY</p> <p>The request from BuDS to accept ownership and ongoing maintenance of the seat and information boards on the Stoke Mandeville Way was considered and it was unanimously AGREED to accept this. Cllr Clark abstained from the discussion and vote.</p>	
15/43	<p>MINERALS AND WASTE LOCAL PLAN CONSULTATION</p> <p>Cllr Rogers said he would endeavour to draft a response on behalf of the PC if time permitted.</p>	
15/44	<p>FINANCE AND GOVERNANCE COMMITTEE</p> <p>b) The minutes of the meeting held on 12th February were noted.</p> <p>c) The risk assessment produced by members of the committee was reviewed and it was unanimously AGREED to adopt this.</p>	
15/45	<p>LEISURE COMMITTEE</p> <p>a) The minutes of the meeting held on 17th February were noted and the recommendations discussed.</p> <p>b) It was unanimously AGREED to accept the quote of £720 from The Court Company to clean and moss treat the tennis court.</p> <p>c) It was unanimously AGREED to accept the quote of £1,200 from Safe and Sound for maintenance works on the play equipment.</p> <p>d) It was unanimously AGREED to purchase a table tennis table at a cost of £1,415 from www.table-tennis-tables.co.uk and the quote of £645 from Amersham Town Council to install the table and safety surfacing. The Clerk would submit an application to AVDC for s106 funds towards this project.</p> <p>e) A quote for the upgrade of the Community Centre heating system had been received by SMVCA. After discussion it was agreed in principle that the Council make a contribution towards the costs. A meeting of Finance and Governance Committee would be arranged in order to consider the level of contribution.</p>	Clerk Clerk Clerk F&G

<p>f) An invitation to attend a Theatre in the Villages Promoters evening had been received but it was agreed not to send a representative on this occasion.</p>	
<p>15/46 PLANNING COMMITTEE</p> <p>a) The minutes of the meeting held on 26th February were noted. b) It was AGREED to write to AVDC requesting a meeting to discuss the call for sites published on their website. The Chairman said that the options appraisal would be circulated shortly for consultation.</p>	<p>Clerk/JH</p>
<p>14/47 ANNUAL PARISH MEETING</p> <p>The meeting would be in the Committee Room as the main hall was unavailable. Cllr Rogers would do a presentation on Neighbourhood Planning which would make reference to the call for sites maps for Stoke Mandeville. .</p> <p>It was agreed to start the Annual Parish Meeting at 7pm and the main Council meeting would be at 8pm. The event would be advertised on the Council's website and the Clerk would put posters up to advertise the meeting.</p>	<p>Clerk</p>
<p>15/48 CLERK'S REPORT AND CORRESPONDENCE</p> <p>a) The Council's application to reduce the speed limit on Risborough Road and Lower Road had been submitted to Bucks County Council and an acknowledgement received. b) Election 2015 – nomination packs for Parish Council elections would be sent out to the parishes w/c 16th March and nominations would need to be submitted to AVDC from 23rd March and up to 4pm on 9th April. c) The Clerk had attended a Cemetery Management training course run by BALC and would give a report at the next Environment Committee meeting. d) The Clerk would be on annual leave 6-14th April and the Chairman would circulate agendas for the Annual Meeting. e) The list of correspondence was received was noted.</p>	
<p>15/49 POINTS OF INFORMATION</p> <p>The Chairman gave a verbal report on the recent GALAF meeting, minutes to be circulated in due course.</p> <p>Cllr Swinney raised concerns about the safety of pedestrians using the access road to the station. There was a footpath only on one side of the road and people walking up the road to turn right into Station Road were vulnerable from traffic turning into the road. The Clerk was asked to write to Chiltern Rail regarding safety concerns in this road.</p>	<p>Clerk</p>
<p>15/50 DATE OF NEXT MEETING</p> <p>The date of the next meeting would be 14th April 2015 at 8pm after the Annual Parish Meeting.</p>	
<p>15/51 Due to the confidential nature of the business to be discussed, it was agreed to close the meeting to press and public in accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960.</p>	
<p>15/52 GROUNDS MAINTENANCE CONTRACT 2015-19</p> <p>Cllr Rogers declared that one of the applicants for tender was known to him and abstained from the discussion and vote.</p> <p>The three quotes received were considered and discussed. Cllr Wood proposed that the contract be awarded to Mr Roger Haines of Stoke Mandeville, this was seconded by Cllr Ezra and unanimously AGREED. The Clerk would notify the three companies who had tendered for the contract.</p>	<p>Clerk</p>

Signed _____

Date: 14th April 2015

Appendix 1 – Actions

	Action	By whom	Update/Complete
14/144	Submit application to register community assets	Clerk/MR/JH	✓
14/178	Feedback from residents group on ETRO	MR	
14/180	Provide e-copy of census data	MR	
14/194	When received, advertise HS2 bill materials available for viewing by the public	Clerk	
14/202	Apply to Land Registry with respect to allotments and Marsh Lane land	Clerk/JH	
15/11	Contact BCC and AVDC re light for bus stop Risborough Road	Clerk	✓
15/30	Neighbourhood Plan presentation for Annual Parish Meeting	MR/JH/Clerk	✓
15/38	Set up view only online banking	Clerk	✓
15/38	Submit entry to Bucks Best Kept Village	Clerk	✓
15/39	Take photos of verges, sidings etc and send to the Clerk (prior to commencement of devolved services)	All Cllrs	
15/39	Send maps and links to devolved services section of BCC website to all councillors	Clerk	✓
15/41	Submit Community Asset nomination forms to AVDC	Clerk	
15/45	Instruct The Court Company to clean and moss treat the tennis courts	Clerk	✓
15/45	Instruct Safe & Sound to carry out the maintenance of play equipment	Clerk	✓
15/45	Submit s106 funds application to AVDC for the table tennis table	Clerk	✓
15/45	Consider level of contribution towards the upgrade of the heating system at Community Centre	F&G	✓
15/46	Write to AVDC regarding their call for sites report	Clerk/JH	✓
15/47	Advertise the Annual Parish Meeting	Clerk	✓