

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mrs Sarah Copley

Telephone: (01296) 613888

**Minutes of the Parish Council Meeting held on Tuesday 9th September 2014
at the Community Centre, Eskdale Road, Stoke Mandeville**

PRESENT:

Cllrs: J Hunt (Chair), B Adams, A Clark, B Ezra, M Rogers, S Watson and P Wood

Clerk: Sarah Copley

County Councillor C Adams

14/131 APOLOGIES Apologies were received and accepted from Councillors D Starr and R Butler.	
14/132 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no declarations of interest made. No requests for dispensation had been received.	
14/133 OPEN FORUM FOR PARISHIONERS No members of public were present.	
14/134 CASUAL VACANCIES a) Stoke Grange Ward - It was noted that since the last meeting Cllr Tyndall had resigned thus creating a casual vacancy for Stoke Grange ward. The vacancy had been advertised in accordance with the legislation. b) Stoke Leys/Stoke Mandeville Village Ward vacancies – There had been one application for the village ward. The Chairman and Vice Chairman had interviewed Mr Richard Swinney and recommended that the Council co-opt Mr Swinney. This was AGREED , Cllr Clark abstained as he knew the applicant. The vacancy for co option to the Council for Stoke Leys Ward would continue to be advertised.	
14/135 MINUTES OF PREVIOUS MEETING a) The minutes of the meeting held on 8 th July were agreed as a correct record and signed by the Chairman. b) The table of actions was noted. The procedure for field rental deposits would be considered by the Leisure Committee at their next meeting. c) The minutes of the extraordinary meeting held on 21 st July were agreed as a correct record and signed by the Chairman.	
14/136 FINANCIAL REGULATIONS The draft financial regulations had been previously circulated and discussed. It was unanimously AGREED to adopt these, subject to some refinements.	
14/137 FINANCE a) Payment of Invoices – the list of payments tabled was approved. It was noted that this included the renewal of the insurance cover with Came & Company who the Council had a three year agreement with. b) Bank reconciliation and finance report – the bank reconciliation and finance report were noted. c) External Audit – the report of the external auditors, Mazars, was noted. The Clerk reported that the annual return had been displayed on the Council's notice boards and website. d) Banking mandate – it had been previously agreed that the Clerk would have a debit card available to purchase items on behalf of the Council. The bank advised that an imprest account be set up for this purpose but that to have a debit card,	Clerk

<p>the Clerk would need to be a signatory on the account. It was unanimously AGREED that the Clerk be added as a signatory and that an imprest account be opened with a limit of £300.</p> <p>e) Quotation for Legal work – It was unanimously AGREED to accept the quote of £270 to apply for the full title for the Community Centre and land.</p> <p>f) Maintenance of flower bed - it was unanimously AGREED to accept the quotation from Windowflowers to plant and maintain the flower bed during the winter months at a cost of £385.</p>	<p>Clerk</p> <p>Clerk</p>
<p>14/138 DEVOLVED SERVICES FOR GRASS CUTTING AND OTHER SERVICES</p> <p>The information provided by Bucks CC was discussed, the Clerk reported that Paul Hodson had confirmed that the 40mph roads would be included in the contract.</p> <p>There were some questions on the services being devolved and the Environment Committee was tasked with clarifying these points.</p> <p>It was agreed that the Parish Council would give an informal commitment to accept devolved services before the deadline of 30th September. The Environment Committee would produce a specification for the works and obtain quotations for this.</p> <p>Cllrs Hunt and Rogers, along with the Clerk, would attend a meeting on 16th September organised by Bucks County Council at the Aylesbury Town Council Chambers with other interested parishes to discuss clustering options. Paul Hodson of BCC would be answering questions</p>	<p>Env Committee</p>
<p>14/139 CAR PARKING – STOKE LEYS</p> <p>a) Cllr Rogers reported that the ETRO for Stoke Leys was now in force and yellow lines had been painted in August. Criticisms had been raised over the process which was protracted with poor communication to residents.</p> <p>b) After discussion it was agreed that Cllr Rogers would set up an informal residents group under the umbrella of the Parish Council in order to monitor the parking situation and the impact of the ETRO.</p> <p>c) It was noted that work on the new multi-storey car park at the hospital had begun in July.</p> <p>d) A complaint had been made by someone parking in a residential street that a note had been placed under his windscreen wiper requesting that he parked considerately. The note appeared to be one of the posters the Parish Council had provided to residents to put in their windows. The Clerk had assured the complainant that the note had not been put there by the Parish Council and had written to the residents who had requested the posters to ask them to destroy any remaining copies now that the ETRO was in place.</p>	
<p>14/140 HIGH SPEED RAIL 2</p> <p>a) Property Consultation The deadline for responses was 30th September, it was AGREED that Cllr Rogers would circulate a draft response to councillors for comments in order to meet the deadline.</p> <p>b) Bilateral meeting with HS2 There would be a bilateral meeting between HS2, the Parish Council and SMAG on 23rd September. Cllr Hunt paid tribute to Vincent Nolan the Coordinator of SMAG who had worked tirelessly in the campaign against HS2 and had sadly passed away in August.</p> <p>c) Open day at Old Church Site The Chairman reported that Mike Farley Bucks Archaeological Society was organising an open day at the Old Church Site on 19th October to raise awareness of the loss of the site due to this being part of the HS2 route. Mr Farley had asked for volunteers to assist on the day.</p> <p>d) Other issues The material relating to the Additional Provisions was due to be delivered by HS2 Ltd</p>	<p>MR</p> <p>All</p>

to the Parish Office the following day to allow public inspection of the documentation.	
<p>14/141 CONSULTATION ON BUCKS CC STATEMENT OF COMMUNITY INVOLVEMENT</p> <p>It was noted that Parish Councils had been given an extension to 18th September in order to respond to this consultation and AGREED that Cllr Rogers would draft a response on behalf of the Parish Council which would be circulated for comment.</p>	MR
<p>14/142 FINANCE AND GOVERNANCE COMMITTEE</p> <p>a) The minutes of the meeting held on 15th July were noted and the recommendations discussed.</p> <p>b) It was AGREED not to discontinue the committee as it was felt that the committee was needed. Committee membership would be reviewed at the October meeting.</p> <p>c) It was AGREED to defer consideration of the draft policies until the October meeting.</p> <p>d) It was AGREED to use the People’s Pension as the pension scheme for the Clerk and other eligible employees.</p>	
<p>14/143 PLANNING COMMITTEE</p> <p>a) The minutes of the meetings held on 21st July, 20th August and 4th September were noted.</p> <p>b) New Homes Bonus – it was AGREED that Cllr Rogers would draft a bid for this funding in order to apply for a speed limit reduction from 40mph to 30 mph along Risborough and part of Lower Roads. The deadline for applications was 30th September.</p> <p>c) Neighbourhood Planning – it was noted that the working group would next meet on 24th September.</p>	MR
<p>14/144 ENVIRONMENT COMMITTEE</p> <p>a) The minutes of the meeting held on 29th July were noted.</p> <p>b) It was AGREED to submit an application to register the following properties as community assets:</p> <ul style="list-style-type: none"> • Bucks CC Sports and Social Club • The Bell public house • The Bull public house • The Woolpack public house • The shop on Station Road • The Co-op, Hawkslade <p>c) It was AGREED to purchase a new larger bin to be located beside the skate park at a cost of £209 plus £9.95 fixing kit and £35 delivery.</p>	Clerk/MR
<p>14/145 CLERK’S REPORT</p> <p>The Clerk reported on the following -</p> <p>a) Vale Countryside Volunteers will undertake the second day of maintenance at the Old Church Site on Wednesday 17th September.</p> <p>b) UKPN will be carrying out some works to the trees/hedging to the rear of the playing field as the growth is now too close to the power lines. They have not yet provided a date for this work and are trying to identify the owners of the neighbouring field as they will require access.</p> <p>c) A complaint had been received from local resident concerning intimidation experienced when walking the public footpath near Marsh Lane crossing. This had been referred on to Bucks CC Rights of Way team; the resident had also reported the incident to the police.</p>	
<p>14/146 CORRESPONDENCE</p> <p>The list of correspondence was noted.</p> <p>Bucks CC were consulting on their draft Countywide Parking Guidance, deadline for</p>	

responses was 31 st October.	
<p>14/147 POINTS OF INFORMATION</p> <p>Cllr Adams said he had written to ARLA requesting potential dates for Councillors to visit the plant.</p> <p>It was noted that The Bell had won Best Dining pub in Buckinghamshire.</p>	
<p>14/148 DATE OF NEXT MEETING</p> <p>The date of the next meeting would be 14th October.</p>	
<p>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>14/149 LAND AT MARSH LANE</p> <p>The next steps as advised by the Council's solicitor were discussed. It was AGREED to accept their quotation of £90 per hour to carry out the work as may be necessary.</p>	

Signed _____

Date: 14th October 2014

Appendix 1 – Actions

	Action	By whom	Update/Complete
14/112	Consider procedure for field hire deposits	Leisure Committee	✓
14/117	Submit Expression of Interest for NHB funding for : Adult gym equipment Speed limit reduction	DS/Clerk JH/Clerk	✓
14/117	Submit application for s106 funds for games table	Clerk	
14/119	Circulate feedback of polling station disability access	AC	
14/136	Publish new Financial Regulations	Clerk	
14/137	Bank mandate to add Clerk as a signatory and open an imprest account	Clerk	Signatory added
14/137	Instruct solicitor to apply for title absolute for Community Centre	Clerk	✓
14/137	Instruct Windowflower to replant and maintain the raised bed during winter	Clerk	✓
14/138	Specification and quotes for devolved services	Env Committee	
14/140	Produce draft response to property consultation	MR	✓
14/140	Volunteers needed for the Open day at the old church site	All	✓
14/141	Produce draft response to BCC Statement of Community Involvement consultation	MR	✓
14/143	Application for New Homes Bonus Funding	MR	✓
14/144	Application to register community assets	Clerk	
14/149	Progress legal action	Clerk	✓