

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mrs Sarah Copley

Telephone: (01296) 613888

**Minutes of the Parish Council Meeting held on Tuesday 8th September 2015
at the Community Centre, Eskdale Road, Stoke Mandeville**

PRESENT:

Cllrs: R Butler, B Ezra, J Hunt, S Kirve, M Rogers, S Pluckwell, D Starr, R Swinney and P Wood

Clerk: Sarah Copley

Cllr B Adams (District and County Councillor), Cllr C Adams (County Councillor)

<p>15/132 APOLOGIES</p> <p>Apologies were received from Cllrs Clark and Garrett and District Councillor C Paternoster.</p> <p>It was proposed, seconded and agreed with 8 votes in favour and one abstention that the Clerk produce a report showing councillor attendance for the last 12 months.</p>	<p>Clerk</p>
<p>15/133 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</p> <p>There were no declarations of interest made or written requests for dispensation received.</p> <p>The Chairman reminded Councillors of the requirement to keep their register of interests up to date and that any changes should be notified to the Clerk within 28 days.</p>	
<p>15/134 OPEN FORUM FOR PARISHIONERS</p> <p>County Cllr Brian Adams said that he had reported the damaged bus stop on Hawkslade to AVDC referred to him by Parish Councillor S Pluckwell.</p> <p>County Cllr Chris Adams talked about the highway resurfacing works carried out over the summer and offered to walk round the village ward with councillors to determine whether any other roads were in need of repair. Cllr B Adams offered to do the same for roads in Hawkslade ward.</p> <p>Councillors noted the excellent work carried out by Transport for Bucks and it was agreed to write to express appreciation of the improvements made to roads in the parish.</p> <p>Cllr C Adams encouraged all councillors to attend the Hampden Fields consultation events being held later that month.</p> <p>Cllr C Adams would be laying a wreath in the church on Remembrance Sunday.</p>	
<p>15/135 MINUTES OF PREVIOUS MEETING</p> <p>a) The minutes of the meeting held on 14th July were confirmed as correct and duly signed by the Chairman.</p> <p>b) The Actions list was reviewed:</p> <ul style="list-style-type: none">• Minute 15/115 – the Clerk reported that she had the list of userids and passwords for councillor’s email accounts. Councillors were asked to let the Clerk know if they wished to use a parish council email address or continue to use their own personal address.• Minute 15/117 – The Clerk reported that the contractor had taken delivery of the new columns and lamps and would be installing them over the next two weeks.	<p>All</p>
<p>15/136 FINANCE</p> <p>a) Payment of invoices - the list of payments tabled was considered. The invoice for the Council’s insurance renewal was discussed and it was unanimously agreed to</p>	

<p>enter into a 3 year agreement in order to take advantage of the discounted rate. The list of payments was then AGREED and is attached as appendix 1 to these minutes.</p> <p>b) The bank reconciliation and finance report had been circulated and were noted.</p> <p>c) External Audit – the report of the external auditors, Mazars, was noted. The Clerk stated that the annual return had been displayed on the Council’s notice boards and website.</p> <p>d) Registration of Council’s Land – Bucks Law Plus were handling the registration of two piece of the Council’s land. A valuation of the land was required in order to submit the application to the Land Registry. After discussion AGREED that the Clerk contact the Valuation Agency Office to arrange for all the Council’s land to be valued: The Community Centre and Playing Field, the Burial Ground, the Allotment land and the Old Church Site.</p>	<p>Clerk</p>
<p>15/137 COMMUNITY CENTRE</p> <p>a) Front Door The wooden door appeared to have warped over the summer and the lock mechanism had become difficult to operate. After discussion, it was proposed, seconded and unanimously agreed to get quotes for replacement aluminium and wooden doors. Cllr Butler offered to meet contractors on site if needed.</p> <p>b) Drainage The Chairman of SMVCA had submitted a written report on the consistently blocked drains around the Centre which had been regularly cleared by a member of the Management Committee and himself for a period of several months. The Parish Council had been asked to investigate the cause of the problem and that remedial action be taken.</p> <p>The Clerk reported that in consultation with the Chairman of the Council a professional drainage company, Weatherhead, had been called in to once again unblock the drains as an emergency. The cost of this had been £150. The Company had also quoted £150 to investigate the problem further with the use of a CTV cam. It was unanimously AGREED to accept the quotation of £150 for further investigation work to be undertaken by Weatherhead. Cllr Butler agreed to be on site when this work was carried out. It was furthermore AGREED that a contractor be called out as an emergency to deal with any future blockages.</p> <p>The Council recorded thanks to Mr Ezra and Mr George from SMVCA for work previously undertaken.</p>	<p>Clerk</p> <p>Clerk</p>
<p>15/138 HS2</p> <p>a) Cllr Rogers updated as follows:</p> <ul style="list-style-type: none"> • The Parish Council was listed to present the Council’s Petition to the Select Committee on 20th October, but there was a possibility this could be put back to November • The Promoter’s response to the Petition was still awaited. MR referred to comments from some residents about the visit to Oats Close by MPs on 11th June when MPs moved on from the site earlier than previously planned. He said that any such complaints should be directed to Neil Caulfield and David Walker at the Parliamentary Select Committee on HS2. • A second visit took place by new members of the Select Committee took place in the area on 10th August. MPs had visited Oat Close to see the proximity of the line to residential properties. • There would be a meeting of SMAG on Thursday 10th September. <p>The Chairman thanked Cllr Rogers for his work on HS2.</p> <p>b) The Parish Council’s response to the Additional Provisions consultation was submitted on Friday 14th August following circulation by email to all councillors for</p>	

<p>comments which had been included. The response was unanimously agreed in retrospect.</p> <p>c) Supplementary Environmental Statement – the deadline for responses had been extended to 18th September. After discussion, it was unanimously agreed that the PC did not respond to this consultation.</p> <p>d) The Chairman encouraged councillors to view the HS2 fly through of the route which was now available.</p> <p>e) The Chairman report that she had been approached by the National Trust asking for support to mitigation proposals to for the Maintenance Loop to protect the view from Coombe Hill. The proposals would also give some protection to the village. In view of there being no meeting of the Council during August the matter had been referred to the Joint Working Group of the PC and SMAG. No objections had been raised and the proposals were supported.</p>	
<p>15/139 RESILIENCE PLAN</p> <p>No progress had been made during the summer. Cllr Wood offered to write to Cllr Clark to arrange a meeting of the working group to progress the plan.</p>	PW
<p>15/140 SPEED LIMIT REVIEW</p> <p>The Speed Limit review consultation had ended on 22nd July, a report was now being prepared for Bucks CC's cabinet.</p>	
<p>15/141 ENVIRONMENT COMMITTEE</p> <p>a) The minutes of the meeting held on 21st July were noted.</p> <p>b) The MVAS had been installed in Anton Way in July. It was agreed that a rota should be set up to move it between the locations for councillors who have been trained on how to use it which would be managed by the Clerk. The Chairman urged that best possible be made of this equipment in view of complaints continuing to be made regarding speeding at Hawkslade and in the village.</p> <p>c) Footpath 6 had been reported as being overgrown but the Rights of Way Team at Bucks CC had been unable to undertake this work due to the lack of resources. The Chairman of the Council had therefore agreed to contact the landowner who agreed to undertake the work.</p> <p>d) The replacement sign for Misbourne Close had been installed. SP thanked the Clerk for her help.</p> <p>e) Salt bins - The Clerk reported that Transport for Bucks had confirmed the cost of £450 to supply, install and maintain a salt bin. Cllr C Adams was invited to provide details of the salt bins he had procured for Wendover, these would cost approximately £50 each but would need to be filled and maintained by the Parish Council. After discussion it was AGREED to purchase bins through Cllr Adams' contact. Cllrs Starr and Wood agreed to fill the bins and ensure they were kept topped up with salt.</p>	Clerk / DS / PW
<p>15/142 PLANNING COMMITTEE</p> <p>a) The minutes of the planning meeting held on 11th August were noted.</p> <p>b) The applications for two developments on Lower Road were still pending decision and it was thought they were likely to go to AVDC Committee in either September or October.</p> <p>c) There was a meeting of the planning committee on 7th September. The Chairman gave a verbal report and minutes would be circulated in due course.</p> <p>d) Hampden Fields – the developers were preparing to submit a new application for 3000 houses on land between A41 and A413. Two public meetings were to be held – 15th September at the Holiday Inn and 17th September at Weston Turville Village Hall. The developers had requested a meeting with Stoke Mandeville Parish</p>	

<p>councils to discuss the affect of the proposals on the parish which would take place on 23rd September at 2pm.</p> <p>e) The Neighbourhood Plan Working group would meet on 22nd September at 10.30am. Three residents had volunteered to participate in the work.</p>									
<p>15/143 CONSULTATION ON THE CLOSURE OF THE AYLESBURY MAGISTRATES COURT</p> <p>The consultation document had been circulated for comments required by 8th October. After discussion Cllr Butler proposed, seconded by Cllr Ezra that the Council oppose the closure of the Aylesbury Magistrate’s court because of the problems this would cause to people without own transport having to travel to either High Wycombe or Milton Keynes as alternative venues. Furthermore, that as Aylesbury was the county town of Buckinghamshire it was the most appropriate area for the Magistrates Court to be placed. On being put to the vote the Motion was carried by seven votes in favour, one against and one abstention.</p>	Clerk								
<p>15/144 CLERK’S REPORT</p> <ol style="list-style-type: none"> Vale Countryside Volunteers carried out their second visit to the Old Church Site on 2nd September. There would be a burial at Swallow Lane Burial ground on 15th September. The grounds maintenance contractor would be on annual leave from 8th – 25th October. Among other tasks, they do a litter pick and empty the bins on the field every week so this would need monitoring. East West Rail Consultation closing date was 16th October. A series of open days were being held and details circulated to councillors. Councillor Induction Training was booked for new Cllrs A Garrett, R Swinney and S Kirve. Resurfacing works scheduled for roundabouts on Wendover Road during October. The Parish Council had been invited to share its experiences with devolved services at a meeting for councils considering taking on devolved services in tranche 2. Cllr Rogers agreed to attend this meeting to represent the Council. The consultation on AVDC’s Economic Development Strategy was noted. The clerk had reported the overgrowth on the bridge on Station Road to Chiltern Rail who had referred it to Network Rail who were responsible for this land. <p>The Chairman said that she had received details for nominations of the Clerk of the Year from the Bucks Branch of the Society of Local Clerks for which she would be nominating the Clerk and would appreciate the support of the Council which was unanimously Agreed.</p>									
<p>15/145 CORRESPONDENCE</p> <p>The list of correspondence was noted.</p> <table border="1" data-bbox="245 1644 1254 1901"> <thead> <tr> <th>From</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>AVDC</td> <td>Report of the Independent Remuneration Panel review of Councillors Allowances (circulated by email)</td> </tr> <tr> <td>BUCKS COUNTY COUNCIL</td> <td>Have your say on transport in Buckinghamshire consultation</td> </tr> <tr> <td>Bucks Best Kept Village Competition</td> <td>Results of 2015 competition and judge’s comments</td> </tr> </tbody> </table> <p>It was agreed that the Chairman would respond to the Best Kept Village organisers with regard to comments made about graffiti on the skate park and community activity.</p>	From	Details	AVDC	Report of the Independent Remuneration Panel review of Councillors Allowances (circulated by email)	BUCKS COUNTY COUNCIL	Have your say on transport in Buckinghamshire consultation	Bucks Best Kept Village Competition	Results of 2015 competition and judge’s comments	JH
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Bucks Best Kept Village Competition	Results of 2015 competition and judge’s comments								
<p>15/146 POINTS OF INFORMATION</p> <p>There would be a GALAF meeting on 14th September.</p>									

Appendix 1 – Payments

<u>Date Paid</u>	<u>Payee Name</u>	<u>Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
From Current Account				
19/08/2015	British Telecom	DD	26.11	Office phone - July
22/08/2015	EON	DD	988.57	July street light electricity
20/08/2015	People's Pension	DD	177.66	Pension contribution - August
28/08/2015	Clerk	SO	1,070.00	August Salary
28/08/2015	Mr Roger Haines	SO	628.98	July Grounds maintenance
08/09/2015	Clerk	2124	13.24	July & August salary balancing pmt
08/09/2015	BALC	2125	94.20	Cllr Induction Training - Cllrs Garrett, Kirve, Swinney
08/09/2015	Information Commissioners	2126	35.00	Data Protection registration
08/09/2015	AVALC	2127	20.00	Donation
08/09/2015	E Sharp Electrical Ltd	2128	108.85	Street light repair
08/09/2015	E Sharp Electrical Ltd	2129	48.00	Removal of rusty spur in car park light
08/09/2015	Bucks County Council	2130	756.00	Legal fees
08/09/2015	Mazars	2131	480.00	External audit fee
08/09/2015	Thames Water	2132	21.98	Water for allotments
08/09/2015	AVDC	2133	520.00	Play around the Parishes
08/09/2015	SMVCA	2134	8,500.00	Contribution towards heating upgrade
08/09/2015	Came & Company Insurance	2135	7,901.07	Insurance Renewal
08/09/2015	Cllr A Clark	2136	50.00	Cllr Allowance Q2
08/09/2015	Post Office Counters	2137	1,277.86	HMRC PAYE & NI Q2
08/09/2015	L Peiris	2137	100.00	Return of field hire deposit
08/09/2015	J Hughes	2138	100.00	Return of field hire deposit
08/09/2015	P Williams	2140	100.00	Return of field hire deposit
17/09/2015	British Telecom	DD	25.45	Office phone - August
20/09/2015	People's Pension	DD	177.66	Pension contribution - August
23/09/2015	EON	DD	988.57	Streetlight electricity - August
28/09/2015	Mr R Haines	SO	628.98	August grounds maintenance
28/09/2015	Clerk	SO	1,070.00	September salary
From Clerks Account				
13/07/2015	Staples	Debit Card	7.98	Magnets for noticeboards
24/08/2015	Post office	Debit Card	29.60	Large letter stamps for allotment agreements
Total			25,945.76	

Appendix 2 - Actions

Minute	Action	By whom	Update/Complete
15/76	Text for flyer to advertise casual vacancies for Stoke Grange Ward	AC	
15/123	Arrange lease of colour copier	Clerk	✓
15/124	Arrange speedwatch for Marsh Lane with the school	MR	
15/132	Produce report on meeting attendance	Clerk	✓
15/135	CLIs to contact the clerk if they wish to have a PC email address	All	✓
15/136	Arrange for Valuation Agency Office to value the Council's land	Clerk	✓
15/137	Obtain quotes for replacement front doors for the Community Centre	Clerk	✓
15/137	Arrange drain inspection	Clerk	✓
15/139	CLlr Wood to contact CLlr Clark to arrange meeting of the Resilience Group	PW	
15/141	Clerk to arrange purchase of salt bins through CLlr Adams, CLlrs Starr and Wood to fill and maintain the bins	Clerk / DS / PW	✓
15/143	Respond to consultation on closure of magistrates court	Clerk	✓
15/144	Write to Best Kept Village organisers	JH	
15/146	Respond to BCC flooding survey	JH	✓
15/146	Bid for funding for bus shelter and light for Risborough Road and bus shelter for Hawkslade	MR	