



Stoke Mandeville Parish Council
Clerk: Mrs Sarah Copley - Tel: 01296 613888

NOTICE OF A MEETING OF STOKE MANDEVILLE PARISH COUNCIL

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

You are hereby summoned to attend the Annual Meeting of **STOKE MANDEVILLE PARISH COUNCIL** at the Community Centre (Committee Room), Eskdale Road, Stoke Mandeville on **Tuesday 10th May 2016** commencing immediately after the Annual Parish Meeting for the purpose of transacting the following business.

S.Copley
Sarah Copley, Clerk to the Council
5th May 2016

Members of the Public and Press are welcome to attend.

AGENDA

- 1. ELECTION OF CHAIRMAN** - To elect a Chairman of the Council and receive the Chairman's Declaration of Acceptance of Office.
- 2. APOLOGIES FOR ABSENCE** - To receive any apologies for absence
- 3. ELECTION OF VICE CHAIRMAN** - To elect a Vice Chairman of the Council
- 4. PARISH COUNCIL VACANCY**
To note that there is still a vacancy for a Councillor for Stoke Grange ward
- 5. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**
 - a) To declare any non registered pecuniary or personal interests relating to the Agenda
 - b) To consider any written requests for dispensation received
- 6. OPEN FORUM FOR PARISHIONERS** -To adjourn the meeting to allow public participation and for issues to be raised with the Council. Items requiring a decision will be included in the agenda for the next meeting.
- 7. MINUTES OF PREVIOUS MEETING**
 - a) To approve the Minutes of the Meeting of the Parish Council held on 12th April, copy enclosed
 - b) To receive a report on actions taken and note any outstanding actions (see appendix at end of minutes)
- 8. MEMBERSHIP AND REMIT OF COMMITTEES (Chairman)**
To review and agree the membership of Committees (see enclosed sheet)
- 9. APPOINTMENT TO EXTERNAL BODIES (Chairman)**
 - a) Greater Aylesbury Local Area Forum (currently M Rogers)
 - b) Wendover Local Area Forum (currently J Hunt)
 - c) ARLA Liaison Group (currently P Wood)
- 10. REVIEW OF STANDING ORDERS (Chairman of Finance Committee/Clerk)**
To review the Council's Standing Orders (copy enclosed)
- 11. FINANCIAL REGULATIONS**
To consider recommendation from Governance and Resources Committee to adopt the revised Financial Regulations (copy enclosed)

12. FINANCE (DS/Clerk)

- a) **Payment of Invoices** – to approve payments to be made (to be tabled)
- b) **Bank reconciliation** – to be noted
- c) **Direct Debits / Standing Orders** – to review and approve the direct debits and standing orders in place
- d) **Bank Signatories** – to review the bank account signatories
- e) **Insurance Claim** – Clerk to update on the insurance claim for the damaged street light in Lower Road

13. HS2

To receive any updates from Cllr Rogers

14. PARISH EVENT FOR CELEBRATION OF HM QUEEN'S 90TH BIRTHDAY (JH)

To receive any update on the arrangements

15. NEIGHBOURHOOD DEVELOPMENT PLAN

- a) To note the minutes of the Steering Group meeting held on 25th April and to receive an update

16. GOVERNANCE AND RESOURCES COMMITTEE (DS)

- a) To note the minutes of the meeting held on 19th April and consider the recommendations therein (copy enclosed)

17. PLANNING COMMITTEE (JH)

- a) To note the minutes of the meeting held on 21st April 2016 (enclosed)

18. LEISURE COMMITTEE (BE)

- a) To note the minutes of the meeting held on 3rd May and consider any recommendations therein

19. CLERK'S REPORT AND CORRESPONDENCE

- a) To receive report from the Clerk on matters of note not on the agenda.
- b) To note receipt of the correspondence and agree any response or action to be taken:

From	Details	Response needed?
AVDC	Confirmation that street name for new development off Isis Close will be "Harvest Close"	N
Bucks CC	Notice of workshops to develop a Community Safety Toolkit	Y
Communities	Confirmation of grant for Neighbourhood Plan	N

20. POINTS OF INFORMATION

To enable Councillors to report on any issues within the parish or meetings, conferences or seminars they have attended since the last meeting as representatives of the Parish Council. Please notify the Clerk prior to the meeting.

21. DATE OF NEXT MEETING – Tuesday 14th June 2016 at 7.30pm