

**STOKE MANDEVILLE PARISH COUNCIL**

*Clerk: Mrs Sarah Copley*

*Telephone: (01296) 613888*

**Minutes of the Parish Council Meeting held on Tuesday 9<sup>th</sup> February 2016  
at the Community Centre, Eskdale Road, Stoke Mandeville**

**PRESENT:**

Cllrs: J Hunt (Chairman), S Kirve, S Pluckwell, M Rogers, D Starr, R Swinney, P Wood

Clerk: Mrs Sarah Copley

County and District Councillors: Brian Adams and Chris Adams

Two representatives from Animal Antiks.

<b>16/20</b>	<b>APOLOGIES</b> Apologies were received from Cllrs R Butler, B Ezra and A Garrett and District Councillors Sue Chapple and Carole Paternoster. Cllr Clark was absent.	
<b>16/21</b>	<b>DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION</b> There were no declarations of interest made or written requests for dispensation received. Updated declarations of interests had been received from Cllrs Starr and Pluckwell.	
<b>16/22</b>	<b>OPEN FORUM FOR PARISHIONERS</b> The meeting was adjourned to enable discussions with members of the public. a) Animal Antiks is a social enterprise company which operates within Stoke Mandeville Parish providing support and therapy for young people. Animal Antiks had been leasing land off Risborough Road but was now looking for new premises and asked for the Parish Council's ideas or support in securing land for this enterprise. They needed 20+ acres with accommodation and barns for animals. Councillors were not aware of any available land but suggested Animal Antiks contact HS2 and landowners in the parish. b) Councillor Chris Adams would install the new salt bin at the Church roundabout for the village the following day. He and Cllr Hunt would also check the state of footpaths in Risborough Road and potholes in Brudenell Drive and siding out that were in need of attention. Cllr Adams recommended use of the TFB app for reporting highways issues. c) Bowman Drive – there was an issue with the unadopted parking areas and service charges to residents for these. Cllr B Adams would be attending a meeting with residents and the maintenance company on 18 <sup>th</sup> February. d) Cllr B Adams offered to assist with the litter pick for Hawkslade and Cllr C Adams offered to assist with the village litter pick.	
<b>16/23</b>	<b>MINUTES OF PREVIOUS MEETING</b> <ul style="list-style-type: none"><li>The minutes of the meeting held on 12<sup>th</sup> January were agreed as a correct record and duly signed by the Chairman.</li><li>The Actions list was reviewed and actions taken noted.</li></ul>	
<b>16/24</b>	<b>FINANCE</b> a) <b>Payment of invoices</b> - the list of payments tabled was AGREED as attached to Minutes. As the subscription to Survey Monkey had expired it was discussed as to whether this should be renewed at a cost of £299. On being put to a vote it was AGREED that the subscription be renewed by six votes to one against. b) The bank reconciliation and finance report had been circulated and were noted.	Clerk

	<p>c) <b>Charity Grant</b> – it was noted that Stoke Mandeville &amp; Other Parishes Charity had agreed to provide a grant of £11,000 payable in two instalments for 2016-17. The Clerk would write a letter of thanks to the Charity.</p>	
<b>16/25</b>	<p><b>SPEED LIMIT REVIEW FOR RISBOROUGH ROAD AND LOWER ROAD</b></p> <p>The speed limit review Order to reduce the speed limit to 30mph was made on 1<sup>st</sup> February and would be implemented on 1<sup>st</sup> March. A copy of the Order was made available for Council and public inspection. Cllr Rogers as Chairman of the Environment Committee, offered to draw up a press release which was accepted.</p>	MR
<b>16/26</b>	<p><b>ANNUAL PARISH MEETING</b></p> <p>The Annual Parish Meeting would be held on 12<sup>th</sup> April. It was agreed that the topic for the meeting would be to launch the Neighbourhood Plan for Stoke Mandeville. A leaflet drop would be needed to advertise the event and Cllrs agreed to assist with this.</p> <p>The Clerk would liaise with the Consultants.</p>	
<b>16/27</b>	<p><b>HS2 MATTERS OF REPORT</b></p> <p>JH reported on the meeting of the Select Committee she had attended on 26 January when David Lidington MP for Aylesbury Vale has spoken on matters within his constituency other than the Chilterns Tunnel. There had been little change in the situation and she said she had been disappointed that there had been no mention of the “asked for” green tunnel for Hawkslade.</p> <p>MR reported that Bucks CC had secured £150k from HS2 Ltd towards the cost of the Council undertaking transport modelling to establish the design of an extension to the SM Bypass because of fears of potential effects on the gyratory system. HS2 Ltd would contribute the full cost of bridging the Aylesbury to Marylebone railway line. HS2 Ltd had also agreed to provide an underpass to the Risborough to Aylesbury line and to secure the Network Rail approvals which would then allow the Council to construct a road in the future as part of an around Aylesbury network. Cllrs were pleased to learn that HS2 Ltd had agreed to fund a walking and cycling route along the realigned A4010.</p>	
<b>16/28</b>	<p><b>NEIGHBOURHOOD DEVELOPMENT PLAN</b></p> <p>There would be workshops held on 22<sup>nd</sup> February, 29<sup>th</sup> February and 15<sup>th</sup> March to progress the Neighbourhood Plan.</p> <p>The Council’s application for a grant of £2,600 had been successful.</p>	
<b>16/29</b>	<p><b>RESLIENCE PLAN</b></p> <p>Cllr Wood reported that she had been the only attendee for the meeting of 12<sup>th</sup> February a date which had been agreed by those participating. It was agreed that a further meeting be arranged after the Easter period.</p>	
<b>16/30</b>	<p><b>PARISH EVENT FOR CELEBRATION OF QUEEN’S 90<sup>TH</sup> BIRTHDAY</b> The Chairman reported that the Steering Group led by St.Mary’s Church and the Parish Council with other local organisations had met and she gave an update on progress to date. The event would be held on 12<sup>th</sup> June, midday to 5pm. SM&amp;OP Charity had provided a grant of £3000 for the event. The working group would next meet on 22<sup>nd</sup> February. Permission had been sought from the PC for the use of the QEII Field.</p>	
<b>16/31</b>	<p><b>COMMUNITY DEFIBRILLATOR</b></p> <p>Cllr Wood reported that she had been in contact with South Bucks Ambulance Service and that they would be providing further information regarding community defibrillators.</p>	
<b>16/32</b>	<p><b>GOVERNANCE AND RESOURCES COMMITTEE</b></p> <p>The minutes of the meeting held on 19<sup>th</sup> January were noted and the recommendations therein discussed:</p> <ul style="list-style-type: none"> <li>• It was <b>AGREED</b> not to opt out of the new external audit arrangements being put in place by the Smaller Authorities Audit Appointments Ltd.</li> <li>• It was <b>AGREED</b> to appoint IAC as internal auditor for financial year 2015-16.</li> </ul>	

	<ul style="list-style-type: none"> <li>• It was <b>AGREED</b> to accept the quote for payroll services from BAS Associates from 1<sup>st</sup> April 2016.</li> <li>• It was <b>AGREED</b> to adopt the following policies: Grievance Policy, Disciplinary Policy, Sickness Policy, Training Policy subject to some minor amendment to the Training Policy that the Council be pro active in Councillor training.</li> <li>• The risk assessment had been reviewed by the Chairman, Vice Chairman and Clerk and was adopted with no amendments.</li> </ul>	
16/33	<p><b>PLANNING COMMITTEE</b></p> <p>a) The minutes of the meeting held on 21<sup>st</sup> January were noted.</p> <p>b) The application for 3000 houses at “Hampden Fields” between Wendover Road and A41 had now been submitted and would be considered at a future meeting.</p> <p>c) <b>New Homes Bonus consultation</b> – the deadline for comments on this consultation was 10<sup>th</sup> March and it was agreed to ask the Planning Committee to consider a response on behalf of the Parish Council.</p>	
16/34	<p><b>ENVIRONMENT COMMITTEE</b></p> <p>a) The minutes of the meeting held on 26<sup>th</sup> January were noted and the recommendations therein considered:</p> <ul style="list-style-type: none"> <li>• It was <b>AGREED</b> to fund two post mounted litter bins to be sited at the bus stop on Lower Road and between ASDA and Kynaston Avenue.</li> <li>• It was <b>AGREED</b> to purchase a 90l litter bin to be sited beside the benches behind Sheridan Close.</li> <li>• Litter picks would be organised for the weekend of 5/6 March as part of “Clean for the Queen”. All councillors were invited to be involved in their wards. The Clerk was asked to purchase 10 litter pickers, black sacks and rubber gloves. Cllr B Adams said he may be able to assist with locations for the rubbish bags to be collected.</li> <li>• Devolved services – all councillors were asked to report any issues within their wards that could be dealt with under devolved services to the Clerk.</li> <li>• All Councillors were asked to inspect the street furniture in their wards and report back to the Clerk, a list of street furniture was provided to those at the meeting.</li> <li>• It was unanimously <b>AGREED</b> to purchase 1500 wheelie bin stickers at a cost of £540 for distributing around the parish.</li> <li>• It was <b>AGREED</b> to purchase a new sign for the burial ground in Swallow Lane at a cost of £57.74 plus VAT.</li> <li>• Allotments – it was <b>AGREED</b> that the school be offered one of the vacant plots free of charge.</li> <li>• Council’s land at Marsh Lane – the Clerk had obtained a quote from Aylesbury Town Council to carry out works on the land at Marsh Lane now that the tenant had vacated it. It was <b>AGREED</b> to accept the quote for the following items of work: <ul style="list-style-type: none"> <li>(i) Supply and install a new gate at the entrance</li> <li>(ii) Supply and install replacement fence panels between the land and neighbouring property</li> <li>(iii) Cut back all the hedging to the front of the property</li> <li>(iv) Clear the old car park area and level the mound of earth in the centre of the field</li> <li>(v) Planting of sapling bushes and trees in the hedge alongside the neighbouring property.</li> </ul> </li> </ul> <p>The total cost for all this work would be £2,100</p> <p>It was recognised that the land would need regular maintenance to keep the area tidy until its future use was settled.</p> <p>b) Cllr Rogers reported that the area used as a car park for the allotments was very muddy which was being driven across the footway. He suggested contacting Bucks CC to see if they would be willing to devolve this piece of land to the Parish Council so that the Council could improve conditions in this area. This was <b>AGREED</b>.</p>	<p>Clerk</p> <p>Clerk</p> <p>All / Clerk</p> <p>All</p> <p>All</p> <p>Clerk</p> <p>Clerk</p> <p>MR</p> <p>Clerk</p> <p>MR</p>

<b>16/35</b>	<b>CLERK'S REPORT AND CORRESPONDENCE</b>	DS/PW
	<ul style="list-style-type: none"> <li>• Parish Councillors for Hawkslade ward had been invited to the residents meeting on 18<sup>th</sup> February to discuss the maintenance charges for the unadopted car park near Bowman Drive. Cllrs Starr and Wood would attend the meeting.</li> <li>• The Clerk reported that the request to land a helicopter on the playing field had been withdrawn as they were no longer going ahead with this.</li> <li>• A request to use the field had been received from a lady who wanted to run keep fit classes at the Community Centre. It was agreed to permit this and not to make any charge.</li> <li>• A resident of Dorchester Close had enquired about making the area a No Cold Calling Zone. The Clerk was asked to find out further information about this.</li> <li>• The consultation on the parking restrictions for Stoke Leys had finished and Bucks CC were now making the experimental traffic order permanent. Lining works were planned for 29<sup>th</sup> February.</li> <li>• The Clerk would be attending training courses on 10<sup>th</sup> and 18<sup>th</sup> February organised by BALC.</li> <li>• There would be an interment in Swallow Lane Burial ground on 11<sup>th</sup> February.</li> <li>• Mr John Reed had written to the Council to resign from the Environment Committee. The Council recorded their grateful thanks to Mr Reed for his long standing contribution.</li> </ul>	Clerk
<b>16/36</b>	<b>POINTS OF INFORMATION</b>	
	<p>The Chairman circulated a written update on the Wendover LAF held on 4<sup>th</sup> February and also the Parish Liaison with BCC which had been organised by BMKALC held on 16<sup>th</sup> January.</p>	
<b>16/37</b>	<b>DATE OF NEXT MEETING</b>	
	<p>The next meeting of the Parish Council would be held on <b>Tuesday 8<sup>th</sup> March 2016</b> at 7.30pm.</p>	

Signed \_\_\_\_\_

Date: 8<sup>th</sup> March 2016

## Appendix 1 – Receipts and Payments

### RECEIPTS

<u>Date Received</u>	<u>Received from</u>	<u>Reference</u>	<u>Amount Received</u>	<u>Details</u>
02/02/2016	Aylesbury Vale D.C.		5,000.00	New Homes Bonus grant

### PAYMENTS

<u>Date Paid</u>	<u>Payee Name</u>	<u>Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
<b>From Current Account</b>					
22/01/2016	EON	DD	-		Refund to reflect new LED lamps (Oct-Dec)
09/02/2016	Ringway Jacobs	2182	8,366.27		Speed limit review
09/02/2016	Paul Merrison	2183	80.00		Clean out gutters
09/02/2016	E Sharp Electrical	2184	396.57		street light repairs
09/02/2016	S Copley	2185	24.82		Feb salary bal pmt and mileage
09/02/2016	BALC	2186	47.54		Training course - Clerk
09/02/2016	Bucks Playing Fields Assoc	2187	20.00		2016 subscription
17/02/2016	Peoples Pension	DD	177.66		Pension contributions
18/02/2016	British Telecom	DD	26.30		Office telephone
22/02/2016	EON	DD	950.33		Street light electricity
28/02/2016	Mrs S Copley	SO	1,070.00		February salary s/o
28/02/2016	Mr R Haines	SO	628.98		grounds maintenance January
<b>From Clerk's Imprest account</b>					
19/01/2016	Land Registry	Debit Card	6.00		land titles
29/01/2016	Amazon	Debit Card	18..99		McAfee virus protection subscription
<b>Total Payments</b>			<b>11,680.97</b>		

## Appendix 2 - Actions

<b>Minute</b>	<b>Action</b>	<b>By whom</b>	<b>Update/Complete</b>
15/124	Arrange speedwatch for Marsh Lane with the school	MR	To be arranged for Spring
16/24	Renew Survey Monkey subscription	Clerk	✓
16/25	Press release re new speed limit	MR	
16/34	Place order for new litter bins	Clerk	✓
16/34	Litter pick for 5/6 March, all councillors to be involved, Clerk to order litter pickers and bags	All Clerk	Postponed
16/34	All Cllrs to report issues relating to devolved services to Clerk	All	Ongoing
16/34	All Cllrs to carry out inspection of Street furniture in their wards and send results to Clerk	All	
16/34	Place order for wheelie bins stickers	Clerk	✓
16/34	Place order for burial ground sign	Clerk	✓
16/34	Liaise with school regarding allotment plot	MR	
16/34	Place order with Aylesbury TC for works at the land in Marsh Lane	Clerk	✓
16/34	Contact Bucks CC regarding the parking area for the allotments	MR	
16/35	Attend the residents meeting on 18 <sup>th</sup> February	DS/PW/TG	✓
16/35	Investigate No Cold Calling Zones	Clerk	✓

