

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mrs Sarah Copley

Telephone: (01296) 613888

**Minutes of the Meeting of the Parish Council Meeting held on Tuesday 13th December 2016
at the Community Centre, Eskdale Road, Stoke Mandeville**

PRESENT:

Cllrs: S Atkinson, R Butler, A Clark, B Ezra, J Hunt (Chair), S Kirve, M Rogers, D Starr, P Wood

Clerk: Mrs Sarah Copley

Other: County and District Cllr B Adams, County Cllr C Adams

Two members of public for the open forum.

16/180	APOLOGIES Apologies for absence were received from Cllr Pluckwell. Apologies were also received from District Cllr S Chapple.	
16/181	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION There were no declarations of interest made or written requests for dispensation received.	
16/182	OPEN FORUM FOR PARISHIONERS a) Two members of public attended and raised concerns about highways safety issues on Hawkslade. They were concerned about speeding vehicles in Anton Way, residents parking near and on junctions and construction vehicles parking inconsiderately, leaving mud on the road and damaging pavements and manhole covers. The MVAS had been put up in Anton Way two weeks ago and the data had been collected and analysed. It showed that: <ul style="list-style-type: none">• 85% of vehicles travelled at 28.1mph or less• The average speed of vehicles in Anton Way was 24.9mph• The average speeder was travelling at 32mph The Clerk reported that she had contacted Highways Development Management at Bucks CC who had sent an inspector out to the site that day and was in discussions with the developers. They had advised that parking provision was now available on the site which should resolve the parking issues. Any damage to the highway would be rectified at the end of the construction phase, unless it posed a danger in which case it would be repaired immediately. They had arranged for a road sweeper to attend daily to remove mud from the highway. He had also highlighted the need for residents to park in a way that allowed construction vehicles onto site without mounting the pavement. Any illegal parking by residents or contractors would need to be reported to the Police who had the necessary powers to deal with this. County Cllr Brian Adams agreed to work with parish councillors for Hawkslade to try to resolve the issues with the development and would also keep in contact with the Highways department. He would also liaise with planning enforcement to ensure the developers were adhering to any conditions in the planning permission. b) Parish Councillor Andrew Clark advised that he had written to AVDC as a local resident to apply for a tree preservation order on two mature apple trees in the grounds of 121 Wendover Road and asked for the Parish Council to support his application. This was agreed . c) County Cllr C Adams reported that he was arranging a meeting for all parish councils in his area to discuss road and traffic issues, a date would be circulated soon.	

16/183	MINUTES OF PREVIOUS MEETING <ul style="list-style-type: none"> The minutes of the meeting held on 8th November were agreed as a correct record and duly signed by the Chairman. The Actions list was reviewed and actions taken noted. 	
16/184	PARISH COUNCILLOR VACANCIES <ol style="list-style-type: none"> Mrs Gillian Watts had applied to be co-opted to the Parish Council, the Chairman read out her letter of application. It was unanimously AGREED to co-opt Mrs Watts to the Council. It was noted that there was still a vacancy for Hawkslade Ward. A leaflet drop would be carried out in the new year. 	
16/185	FINANCE <ol style="list-style-type: none"> Payment of invoices - the list of payments tabled was AGREED and is attached to these minutes as Appendix 1. Bank Reconciliation and Finance Report – the bank reconciliation and finance report were noted and accepted. Gutter repairs – it was unanimously AGREED to accept the quote of £140 to clean out the guttering and replace broken joints. Cllr Clark suggested that the Parish Council and SMVCA review the lease agreement for the centre and draw up a definitive list of who is responsible for what. This would be taken up by the Leisure Committee. Replacement Perspex for bus shelter – it was unanimously AGREED to accept the quote of £130 to replace the broken Perspex in the bus shelter on Risborough Road. Blocked ditch, Marsh Lane – the quote of £200 to clear the blocked ditch along the Council’s land in Marsh Lane was accepted. 	
16/186	PRECEPT AND BUDGET FOR 2017-18 <ol style="list-style-type: none"> The draft budget for 2017-18 as recommended by the Governance and Resources Committee at its meeting on 29th November had been previously circulated and was discussed. The Committee had recommended an increase of 10% to the precept to support the projects planned by the Parish Council. Councillors discussed the precept level and queried whether the increase should be higher in order to meet the current and future costs of maintaining the Council’s assets. After discussion it was proposed by Cllr Ezra, seconded by Cllr Wood that the precept be increased by 10%. Upon being put to the vote it was carried by 6 votes in favour and 3 against. The Clerk would submit the precept requirement of £128,060 to AVDC before the deadline of 20th January. Bid to Stoke Mandeville and Other Parishes Charity – the level of the grant request to the Charity was considered. After discussion it was unanimously AGREED, with two abstentions, to submit a bid for a grant of £15,000 to support non statutory items which would benefit the entire parish. Cllrs Hunt and Ezra abstained from the vote. 	Clerk Clerk
16/187	DRAFT AYLESBURY TRANSPORT STRATEGY Bucks CC were consulting on their draft transport strategy for Aylesbury, the deadline for which was 3 rd January. The strategy was discussed and a number of points raised which would form the response of the Council. The clerk and chairman would finalise the response.	JH / Clerk
16/188	BUCKS CC HIGHWAYS INSPECTION POLICY Bucks CC were consulting on their updated highways inspection policy, the deadline for comments was 26 th December. The consultation was noted but the Council had no comment to make.	
16/189	HIGHWAYS ISSUES – HAWKSLADE This matter had been discussed in the open forum item, it was AGREED that Cllrs Starr and Wood would work with County Cllr B Adams to try to resolve the issues.	

16/190	<p>LAND AT MARSH LANE</p> <p>a) The Clerk reported that DCLG had granted consent for the allotment land in Marsh Lane to be disposed of.</p> <p>b) It was agreed that the working group would meet to progress the planning application and redevelopment of the site. The working group comprised Cllrs Hunt, Starr, Butler and Wood.</p>	
16/191	<p>HS2</p> <p>a) It was noted that there would be a meeting on 11th January with HS2 to discuss the Memorial Garden in respect of the Old Church Site.</p> <p>b) There would be a meeting on 15th December with Bucks CC to discuss mitigation for Hawkslade which Cllrs Starr and Rogers would attend.</p>	
16/192	<p>COMMITTEE REPORTS</p> <p>a) Planning Committee – the minutes of the meeting held on 10th November were noted.</p> <p>b) Leisure Committee – the minutes of the meeting held on 6th December were noted. A meeting would be arranged with the re-enactment society for early January. The Clerk reported that there was an issue with one of the emergency doors in the hall for which a quote to repair had been requested but not yet received. Questions arose regarding the financial responsibility for such work and it was suggested that an addendum to the lease was required due to the ambiguous nature of some parts of the lease.</p>	
16/193	<p>NEIGHBOURHOOD PLAN</p> <p>a) The neighbourhood plan steering group were currently working on the questionnaire to be circulated to all addresses in the parish.</p> <p>b) It was unanimously agreed to accept quote from the consultant to create the online questionnaire and analyse all the responses. A bid for funding would be submitted to Locality to cover these costs.</p>	Clerk
16/194	<p>MODERNISING LOCAL GOVERNMENT IN BUCKINGHAMSHIRE</p> <p>AVDC had circulated a survey to parishes following their briefing on 14th November. It was agreed not to respond to this survey as a new report recommending two district councils was due to be published.</p>	
16/195	<p>CLERK'S REPORT AND CORRESPONDENCE RECEIVED</p> <ul style="list-style-type: none"> • The Clerk reported that the defibrillator had been delivered and was ready to be installed on the outside of the Community Centre. • A list of BALC training courses was circulated and members were asked to contact the Clerk if they wished to attend any. It was agreed that the Clerk would attend the Finance Training in February. • The list of correspondence was noted. It was agreed to continue using HB Law Plus for legal services. 	
16/196	<p>POINTS OF INFORMATION</p> <ul style="list-style-type: none"> • Cllr Atkinson had attended a Public Information Event on Health Services in Bucks and circulated a report of the meeting. • Sainsbury's had published plans for supermarket in the town centre, there would be an exhibition later that week at AVDC offices. • Cllr Clark sat on Standards Board today a Parish Councillor faced extreme provocation from a member of public and raised his voice and been found guilty of bringing his PC into disrepute. 	
16/197	<p>DATE OF NEXT MEETING</p> <p>The next meeting of the Parish Council would be held on 10th January 2017.</p>	
16/197	<p>CONFIDENTIAL ITEMS</p> <p>It was unanimously agreed to close the meeting to public and press for the following item as it related to a legal matter.</p>	

16/198 COUNCIL'S LAND AT MARSH LANE

There had been no further response from the neighbour following the receipt of the surveyors report and request to remove the fence. The fence still remained in situ.

It was agreed to pay for a solicitor's letter to be sent requesting removal of fence within 28 days or the Council would remove it.

Signed _____

Date: 10th January 2017

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				
13/12/2016	SLCC	2297	100.00	SLCC Membership fee
13/12/2016	Jennifer Lampert Assoc Ltd	2298	389.16	NP Consultancy (Jul workshop)
13/12/2016	WEL Medical	2299	1,627.50	Defibrillator
13/12/2016	Safe and Sound	2300	31,041.60	Outdoor gym and pathways
13/12/2016	Shaping Communities	2301	198.60	NP Consultancy (objectives workshop)
13/12/2016	Playsafety Ltd	2302	474.00	ROSPA inspection - outdoor gym
13/12/2016	Thames Water	2303	65.06	water - allotments
13/12/2016	E Sharp Electrical	2304	306.00	traffic mgmt fee to reconnect street light
13/12/2016	Shaping Communities	2305	847.20	NP Consultancy (questionnaire)
13/12/2016	E Sharp Electrical	2306	318.65	street light maintenance
13/12/2016	E Sharp Electrical	2307	450.00	street light maintenance
13/12/2016	E Sharp Electrical	2308	193.98	repair to outside lights (Community Ctr)
13/12/2016	A Weatherhead Ltd	2309	180.00	clear blocked drains
13/12/2016	Mrs S Copley	2310	107.76	Dec salary balancing pmt
13/12/2016	Mr R Haines	2311	20.00	Additional work November
13/12/2016	Post Office Counters Ltd	2312	340.85	HMRC PAYE & NI December
13/12/2016	E Sharp Electrical	2313	110.05	street light maintenance
13/12/2016	J & S Landscapes	2314	105.00	Replacement bollard Community Ctr
14/12/2016	Peoples Pension	DD	179.44	Pension - December
15/12/2016	EON	DD	779.27	Street light electricity November
19/12/2016	British Telecom	DD	28.72	office phone
22/12/2016	British Telecom	DD	60.24	Office broadband
28/12/2016	Mrs S Copley	SO	1,070.00	December salary s/o
28/12/2016	Mr R Haines	SO	628.98	Grounds maintenance November
From Clerks Account				
28/11/2016	Sainsbury's	Debit Card	22.05	Refreshments for NP working group
02/12/2016	Staples	Debit Card	19.44	Copier paper, diary
Total			39,663.55	
Payments				

Appendix 2 - Actions

Minute	Action	By whom	Update/Complete
16/34	Contact Bucks CC regarding the parking area for the allotments	MR	
16/170	All HS2 documents and correspondence for the archives	MR / Clerk	
16/176	Write to Arriva re buses speeding in Risborough Rd	Clerk	
16/186	Submit precept demand to AVDC by 19 th January	Clerk	✓
16/186	Submit grant application to SM&OP Charity	Clerk	✓
16/187	Submit response to Aylesbury Transport Strategy	JH / Clerk	✓
16/190	Burial ground working group to meet	JH, DS, PW, RB	
16/193	Submit bid to Locality for NP funding	Clerk	✓
16/198	Contact HB Public Law re letter	Clerk	✓