



Stoke Mandeville Parish Council

Minutes of the Council Meeting held on 12th December 2017

Ini.....

Present: Cllrs J Hunt (Chair), S Atkinson, R Butler, B Ezra, K Gomm, M Rogers, and P Wood.

Public Attendance: Hawkslade District Councillor B Adams.

Clerk: A Skeggs

The Chair welcomed everyone and thanked them for coming out despite the snowy weather conditions.

No.	Description	Action
17/191	APOLOGIES Apologies had been received from Cllrs Clark, Kirve, Pluckwell, Starr and Watts. An apology had also been received from County Councillor S.Bowles.	
17/192	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no declarations of interest. b) No written requests for dispensation had been received.	
17/193	OPEN FORUM FOR PARISHIONERS <ul style="list-style-type: none"> Cllr Adams updated on the vegetation problem around Ravensbourne Road on Hawkslade. He had spoken to Paul Foot at Bucks CC regarding the sycamore tree in Anton Way and had stated that the maintenance of trees were the responsibility of AVDC. 	
17/194	MINUTES OF PREVIOUS MEETING <ul style="list-style-type: none"> The minutes of the meeting held on 14th November were AGREED and duly signed by the Chair as a correct record. The action plan was updated. 	
17/195	FINANCE a) Payment of invoices up to 12 December 2017 – the list of payments as circulated was APPROVED . (See Appendix 1). b) Bank reconciliation November 2017 – the bank reconciliation was noted. c) Finance Report- the report of spending against the budget to the end of November was noted. d) It was unanimously AGREED to fund the following BMKALC training courses for the clerk at a cost of £37 each. Agendas & Minutes – 7 th December, Annual Audit – 7 th February and VAT for Parish Councils – 27 th February. e) On Line Banking – The Council has now registered for on line banking, which will now enable on line payments to be made.	
17/196	GOVERNANCE AND RESOURCES COMMITTEE a) Minutes - The Minutes of the meeting held on 28 November 2017 were noted. b) Precept 2018/19 – A copy of the draft budget had been previously circulated to Councillors for consideration with a recommendation from the Governance and Resources Committee that the precept be increased by 10% from £128,060 to £140,870. This would equate to a Band D of £59.16. It was proposed by Cllr Butler and seconded by Cllr Rogers to accept the recommendation which on being put to the meeting was unanimously AGREED . The Clerk to notify AVDC of the decision. c) BID FOR GRANT TO SM&OPC – This item was deferred until the January meeting.	Clerk



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	<p>Council meeting on the 16th January 2018. Their presentation would begin at 6.30pm.</p> <p>b) Public Meeting Fusion – Archaeology at St Mary’s Old Church Site. This had been well attended with a number of questions answered by the Lead Archaeologist Jay Carver who had offered to return as the scheme progressed. Future public meetings would require the use of a microphone.</p>	
17/201	<p>NEIGHBOURHOOD PLAN</p> <p>a) Minutes - The Minutes of the meetings held on the 10th October and 7th November 2017 were noted.</p> <p>b) Community Feedback Event Update – This item was deferred until the January meeting.</p>	
17/202	<p>DEMENTIA WORKSHOP</p> <ul style="list-style-type: none"> It was NOTED that the planned workshop did not take place on 17th October due to a lack of take up. It was now planned for an Occupational Therapist, who is also an Accredited Dementia Trainer, to attend the February meeting to address the Council on this topic. 	All
17/203	<p>POINTS FOR INFORMATION</p> <ul style="list-style-type: none"> Cllr Wood had been due to attend a Resilience Planning course on the 12th December. This had been cancelled due to the bad weather and so would be re-arranged. 	
17/204	<p>DATE OF NEXT MEETING</p> <ul style="list-style-type: none"> The next meeting of the Council would be held on Tuesday 16th January 2018 and would start at 6.30pm with a presentation from HS2. The new 2018 schedule of meetings, on the third Tuesday of the month, was NOTED. 20th February, 20th March, 17th April, 15th May, 19th June 17th July, 21st August (provisional), 18th September, 16th October 20th November and 18th December (budget & precept) 	All

The Chair wished everyone a Merry Christmas and a Happy New Year and the meeting finished at 9 pm.

Signed:.....Chair

Date: 16th January 2018



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Appendix 1 – Approved Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 12th DECEMBER 2017						
RECEIPTS						
<u>Date Received</u>	<u>Received from</u>	<u>Reference</u>	<u>Amount Received</u>			<u>Details</u>
02/11/2017	Various		87.50			Allotment Rents
10/11/2017	Groundworks UK		2,800.00			Grant towards Neighbourhood Plan
	Various		25.00			Allotment Rents
Total Receipts			2,912.50			
PAYMENTS						
From Current Account - Cheques						
<u>Invoice Date</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>VAT</u>	<u>Net</u>	<u>Transaction Detail</u>
23/11/2107	A.Skeggs	2451	1,506.61	0	1,506.61	Clerk's November Salary
23/11/2107	Jenny Hunt	2452	67.31	7.88	59.43	Wreath and Stationery
23/11/2017	Laurence Prestage	2453	144.05	24.02	120.03	Printing Posters for Exhibition & Name Badges
07/12/2017	MK&BALC	2454	37.06	0	37.06	Course - Agenda & Minutes
07/02/2018	MK&BALC	2454	37.06	0	37.06	Course - Annual Audit for Parish Councils
27/02/2018	MK&BALC	2454	37.06	0	37.06	Course - VAT for Parish Councils
30/11/2017	Holly Podrick	2455	19.21	0	19.21	Neighbourhood Plan Facebook Advertising
30/11/2017	David Starr		54.50	9.08	45.42	Neighbourhood Plan Materials
12/12/2017	A.Clark	2456	50.00	0	50.00	Quarterly Payment Ending December 2017
12/12/2017	A.Skeggs	2457	1,695.93	0	1,695.93	Clerk's December Salary
From Current Account - Online Bank Transfer						
27/11/2017	Altodigital	Online	144.29	24.05	120.24	Copying Charges for period 31/08 to 27/11
27/11/2017	SLCC	Online	157.00	0	157.00	Society of Local Council Clerks Membership
17/11/2017	AVDC	Online	48.08	8.01	40.07	Neighbourhood Plan Maps
07/11/2017	E.Sharp (Electrical) (17195)	Online	267.22	44.54	222.68	Repairs to lights at Comm. Centre
07/11/2017	E.Sharp (Electrical) (17196)	Online	110.05	18.34	91.71	Repairs to light Irvine Drive
07/11/2017	E.Sharp (Electrical) (17206)	Online	320.73	53.45	267.28	Repairs to light Winterton/Eskdale/Chalgrove End
02/11/2017	Siemens (244/18/0027922)	Online	378.43	63.07	315.36	Quarterly Photocopier Rental
30/11/2017	Roger Haines		30.00	0	30.00	Hedge trimming playing field perimeter hedge
22/11/2017	AVDC (To be re-issued as figures incorrect)		2,290.56	381.76	1,908.80	Dog Waste Services April 2017 to March 2018
From Current Account - DD's & SO's						
20/10/2017	BT (SM50863603-000031)	DD	46.61	7.77	38.84	Office Phone to 5th October 2017
20/11/2017	BT (SM50863603-000031)	DD	48.95	8.16	40.79	Office Phone to 5th November 2017
19/12/2017	BT (SM50863603-000031)	DD	59.33	9.89	49.44	Office Phone to 5th December 2017
30/11/2017	Roger Haines	SO	628.98	0	628.98	Grounds Maintenance for November 2017
15/12/2017	EON	DD	941.84	156.97	784.87	Street Lighting for November 2017
From Clerks Account						
Total Payments			9,120.86	816.99	8,303.87	



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Appendix 2 - Actions

Minute	Action	By whom	Update/Complete
17/109	17/96c – Future Involvement with HS2 – Arrange meeting of HS2 Working Group to discuss framework for establishment of new HS2 Committee.	MR / JH	Outstanding
16/170	All HS2 documents and correspondence for the archives.	MR / Clerk	Outstanding
17/26	Investigate investment accounts	SK	Clerk / Cllr Kirve
17/92	At item 17/15 of the Minutes of the PC meeting on the 23 rd May. To create a Standing Order about Attendance at Meetings	Clerk and DS	Done ? Could you ask DS if this is still outstanding and had the SO been changed
17125	Repairs of the bus shelter windows	Clerk	Awaiting. Confirmation from contractor
17/131	Item E17/36 in the Environment minutes. The speed roundel sign should read 40mph and not 30mph. Clerk to amend.	Clerk	Reported to BCC. In their work programme Ref: 54003137
17/131b	The street light covered by overgrowth in Lower Road belongs to the Parish – Clerk to organise getting this cut back.	Clerk	Outstanding
17/131b	Item E17/36 speeding in Anton Way – Reduction of speed in Anton Way	Clerk	Environment meeting
17/137a	JH is going to ask BALC how they judge the competition.	JH	Completed.
	Retrieve MVAS from Weston Turville PC	DS	Outstanding