

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mr Tony Skeggs

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**Minutes of the meeting of the Environment Committee held at the Community Centre,
Eskdale Road, Stoke Mandeville on Tuesday 8th January 2019.**

PRESENT: Cllrs: M Rogers (Chairman), K Gomm, S Pluckwell, D Starr and P Wood.

CLERK: Tony Skeggs

E19/1	APOLOGIES – Apologies had been received and accepted from Cllr J Hunt (PC Engagement).	
E19/2	DECLARATIONS OF INTEREST - There were no declarations of interest.	
E19/3	<p>MINUTES OF PREVIOUS MEETING</p> <p>The Minutes of the Meeting held on 9th October 2018, previously circulated, were agreed as a correct record and duly signed by the Chairman.</p> <p>The following was added as clarification for two items in the minutes.</p> <p>Item 18/44/e – Combined school lay-by signs. These were car park / private access signs and so were advisory only and thereby could not be enforced.</p> <p>Item 18/45/b – Parking on Grass Verges – The grass verge was deemed to be part of the highway, so yellow lines alongside a grass verge could be enforced. Some areas showed the 1956 Bylaw, which prevented parking on grass verges.</p> <p>The action plan was reviewed and updated. See end of minutes. As part of the review, it was AGREED that the committee obtain a quote to get the stile repaired.</p>	
E19/4	<p>FINANCE</p> <p>It was noted that the 2019/20 expenditure budgets devolved to the committee totalled £49,650 and that there was a transaction limit of £5,000. Any items above that would need to be reported to the Full Council for approval.</p>	
E19/5	<p>STREET FURNITURE</p> <p>a) Street Lights – It was noted that 13 street lights had been repaired since the last meeting. The light outside 104 Kynaston Avenue had been referred to UKPN as there was a problem with the power supply.</p> <p>b) Litter / Dog / Salt Bins – As part of the development at Oats Close, Abbey Homes had installed 6 new litter bins and 6 new benches. They were still their responsibility, so all complaints / request for emptying needed to be directed to Abbey Homes, until they were adopted by AVDC. Abbey Homes can be contacted on customercare@abbeydev.co.uk</p> <p>c) Notice Boards – It was AGREED to move the noticeboard next to the bus shelter on the Wendover Road to inside the shelter to make it more visible to residents.</p> <p>d) Station Road / Lower Road Shelter – The clerk presented a report from Fox Maintenance outlining the scope of works required to repair the shelter. It was unanimously AGREED that a quote for the works be obtained.</p> <p>e) New Bus Shelter in Station Road –The clerk had circulated a brochure showing various designs of bus shelters available. It was unanimously AGREED that the same design as the one on Orwell Drive, Hawkslade be selected. It was important that the concrete base was installed adjacent to the existing footpath. Cllr Starr raised the issue of safety, particularly for those waiting late at night, as there was only one exit point to the shelter.</p>	<p>Clerk</p> <p>Clerk</p> <p>Support Officer</p>
E19/6	<p>HIGHWAYS, RIGHTS OF WAY and FOOTPATHS</p> <p>The clerk reported that the Grounds Maintenance Contract was due to end on the 31st March 2019. It was AGREED that the contract specification be reviewed by the committee and any comments to be fed back to the clerk by Friday 18th January. Areas that may need to be considered were: holiday cover, new shelters. The contract would then be advertised.</p>	<p>Cllrs</p>

E19/7	<p>TREES / OPEN SPACES</p> <p>The clerk updated the meeting with the current situation at Castlefields. Although, the clerk had been in contact with Cala Homes, no further progress had been made. After discussion it was AGREED that the clerk be requested to find out:</p> <ol style="list-style-type: none"> 1) How much longer Cala Homes maintenance responsibility lasted? 2) Would Cala Homes pay a commuted sum and, if so, how much. 	Clerk
E19/8	<p>RE-BRANDING EXERCISE</p> <p>The committee discussed the issue of branding the street furniture within the parish. It was suggested that all bins, dog bins, benches and bus shelters should display the Stoke Mandeville Parish logo. Also, going forward all street names should display the wording "Stoke Mandeville Parish" under the street name. This should be a requirement for all new developments.</p> <p>The committee AGREED to look at a re-branding exercise with Cllr Rogers volunteering to research the cost of producing the required plates and stickers.</p>	Cllr Rogers
E19/9	<p>ALLOTMENTS</p> <p>The committee considered a report from the clerk, which highlighted:</p> <ol style="list-style-type: none"> a) The plot markers had been installed, with favourable feedback. The leaking taps had been fixed and 2 new water tanks were due to be installed in January/February. b) Currently there were 19 full and 24 half plots occupied, with 2 full and 3 half plots vacant. Two tenants had yet to pay their rent. Second reminders had been sent out. The Support Officer was in contact with another potential new tenant. c) The Support Officer and Council chairman were due to meet representatives from Bucks CC in January to review the parking area at the entrance to the allotments, where some hard standing was needed. 	Support Officer
E19/10	<p>POINTS FOR INFORMATION</p> <ol style="list-style-type: none"> a) Cllr Starr reported that a small tent had been erected over part of the old burial ground. Although, a much larger one was expected to be erected soon. b) Cllr Pluckwell reported that the street lights in Misbourne Close had been repaired. c) Cllr Wood suggested that Abbey Homes be contacted and asked to provide a dog bin in Oat Close, away from the play area. 	
E19/11	<p>DATE OF NEXT MEETING</p> <p>The Environment Committee would next meet on Tuesday 9th April 2019 at 7.30pm.</p>	

The meeting closed at 8.32pm.

Signed: _____ Date: 9th April 2019

Minute	Action	By whom	Update/Complete
E17/36a	Speed roundel, Risborough Road. Remove the 40 sign. Reported on Bucks CC website. Reference: 5400 3137	Clerk	Reported to TFB Support Officer to chase
E18/6b	Broken stile next to The Woolpack. Reference: 4005 7703	Clerk	Low Priority for BCC. Obtain quote for repair by the PC.
E18/14b	To inspect and clear salt bins around the parish.	DS	Outstanding
E18/25b	Arrange for concrete bins to be replaced or straightened.	Clerk	Outstanding
E18/43	Write to Aylesbury TC clerk re street signs cleaning.	Clerk	In Progress
E18/28a	Obtain quotes for plot markers, new troughs and raising water tanks on sleepers.	Support Officer	Markers installed. Tanks due to be installed in Jan/Feb.
E18/28b	Arrange for unused area adjacent to plot 3 to be cleared.	Support Officer	Outstanding
E18/29b	Write to Abbey Homes / AVDC regarding open space at Hawkslade.	Clerk	Outstanding
E18/44b	Order a new dog bin in Dorchester Close.	Clerk	In progress
E18/47d	Make enquires at Bucks CC regarding hard standing the allotment entrance or gifting land to the parish.	Support Officer	In Progress
E19/5c	Arrange to move the noticeboard on the Wendover Road to inside the adjacent bus shelter.	Support Officer	
E19/5d	Obtain a quote for the works required on the shelter outside of the church in Station Road / Lower Road.	Clerk	Completed
E19/5e	Order new bus shelter for Station Road, arrange for concrete base to be installed.	Support Officer	
E19/6	Review Grounds Maintenance contract prior to advertising the contract.	Clrs	
E19/7	Contact Cala Homes regarding Castlefields open space maintenance for the future.	Clerk	In Progress
E19/8	Obtain the cost of producing plates and stickers of the Stoke Mandeville PC logo for the branding exercise.	Cllr Rogers	