



Stoke Mandeville Parish Council

Minutes of the PARISH COUNCIL meeting held on Tuesday 18th March 2025 at the Community Centre, Eskdale Road.



Present: Cllrs K Shanahan (Chair), B Ezra, D Field, C Jenkins, S Kirve, L Prestage, G Shrivastava, D Smith, and P Wood.

Buckinghamshire Council Cllrs: R Newcombe, P Strachan, and A Turner. Absent: n/a

Clerk: A Skeggs Assistant Clerk: P Rayner Public Attendance: None

No.	Description	Action
25/26	APOLOGIES FOR NON-ATTENDANCE Apologies had been received from Cllrs Theobald and Willmer.	
	OPEN FORUM FOR RESIDENTS	
	<ul style="list-style-type: none"> GDPR – Cllr Strachan updated the meeting on the changes to GDPR in terms of planning. Public and consultee comments would no longer be visible on the planning portal. This was government regulation and not a Buckinghamshire Council initiative. He would check whether Parish Councillors would be given access to the submissions. The Clerk asked for an update on the footpath between Brudenell Drive and Station Road. Cllr Strachan would contact the LAT. Cllr Field asked for an update on the abandoned vehicle in Brudenell Drive, which now had yellow notices placed on it, but no action had been taken. Cllr Strachan asked for the details to be passed to him. 	
25/27	DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION a) There were no new declarations of interest. b) There were no requests for dispensation.	
25/28	MINUTES OF PREVIOUS MEETINGS a) The minutes of the meeting of the 18 th February were unanimously AGREED , after the Chair asked for the action plan to be updated to include an action on the billing options once the solar panels had been installed. b) The action plan was reviewed with completed items being removed.	
25/29	NEIGHBOURHOOD PLAN Cllr Prestage gave an update of the meeting with Buckinghamshire Council which had been positive. They had misgivings over the initial report and were prepared to sanction a second report. The PC was waiting for confirmation that Buckinghamshire Council would fund this second report. Cllr Prestage was working of the Referendum version of the Plan. It may be that it would have to go back out for consultation under Reg.16.	
25/30	SOLAR PANELS Cllr Shanahan had circulated a paper outlining options around how the Parish Council and Association would benefit from the savings generated by the solar panels. After consideration it was proposed by Cllr Shanahan, seconded by Cllr Shrivastava, that option 1 adopted. This was unanimously AGREED .	
25/31	DEVELOPMENT PLAN	

Cllr Shanahan informed the meeting that it was a year ago that the workshop had been held to determine objectives. There was a need to determine how these would be resourced, so she asked councillors to consider their roles going forward and what time they could commit to tasks and projects. Cllr Shanahan would review the results of the workshop and summarise into a briefing document.

Cllr Wood asked whether the Communities Committee could be split back to a Leisure Committee and an Environment Committee. It was **AGREED** that the committee restructure would be revisited following the elections and the review of the Development Plan.

25/32 COMMUNITIES COMMITTEE

- a) The minutes of the Communities Committee meeting of the 4th February were **NOTED** following an update by Cllr Shrivastava. Cllr Jenkins updated her progress on the VE80 event, which would be held on Thursday 8th May. She was looking for some volunteers to help at the exhibition which was being held in the Church.
 - b) Consideration was given to establishing an Events budget to cover items such as the Fun & Fitness classes and a mental health workshop. Cllr Kirve would review the current budget to see if it could be accommodated.
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25/33 MENTAL HEALTH WORKSHOP

Cllr Jenkins reported to the meeting the results of her meeting with Southcourt Family Centre Plus who provide support to children, aged 0 to 19, and families in a range of ways including mental health support. There was a need for mental support, so Cllr Jenkins was proposing that the Parish Council run a taster workshop in the school holidays aimed at 12–14-year-olds focusing on health and wellbeing. It would cost £1,000 to provide the workshop. It was proposed by Cllr Jenkins, seconded by Cllr Ezra, that a taster workshop be run and that a budget of £1,000 be approved. This was unanimously **AGREED**.

25/34 ELECTIONS

The meeting considered the nomination process and **NOTED** the change in the number of councillors between the Stoke Grange and Stoke Leys wards. The allocation of seats amongst the councillors was also considered. Nomination papers had to be submitted to Buckinghamshire Council by the 2nd April.

25/35 FINANCE

Payments made since the last meeting were **APPROVED**. See appendix 1.

25/36 CLERKS REPORT

The Clerks reported that the Parking Restrictions in Dorchester Close, Carters Ride, Walnut were now in place. Reports back were that the restrictions were having the desired effect.

25/37 POINTS OF INTEREST

- Ex-Buckinghamshire Council S&S Club – Cllrs Shrivastava reported that the Court hearing would take place on the 2nd April 2025. Cllrs Field, Shrivastava, and Smith would be attending.
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25/38 DATE OF NEXT MEETING

The next meeting will be on Tuesday 15th April 2025.

EXCLUSION OF THE PUBLIC – Confidential Item

To resolve that under the Public Bodies (Admissions to Meetings) Act, the public and press be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

25/39 STAFF WORKING GROUP

Cllr Kirve reported on the Staff Working Group that had taken place on the 11 March 2025. They had reviewed the Terms of Reference, performance criteria. He had set up meetings with the Clerk and Assistant Clerk. A further meeting had been arranged in March where the job descriptions would be reviewed.

The meeting closed at 8.55 pm.

Signed _____ Dated: 15 April 2025

Action List

Date	Minute	Description	By Whom	Status
19/11/24	24/135	Organise public meeting – Richborough / MOH.	Clerk	On hold
21/01/25	25/05	Contact Bucks Council on land transfer.	Clerk	In Progress
18/03/25	25/31	Produce summary of workshop suggestions for development plan	Chair	
18/03/25	25/32b	Cllr Kirve to review budget.	Cllr Kirve	

APPENDIX 1 – Payments

LIST OF RECEIPTS AND PAYMENTS FOR PARISH COUNCIL MEETING ON 18th MARCH 2025						
RECEIPTS						
Date Received	Received from	Reference	Amount Received		Details	
			Gross	VAT	Net	
10/03/2025	Lloyds Bank	interest	289.34		289.34	Interest for March
					-	
Total Receipts			289.34	-	289.34	
PAYMENTS - From Current Account						
Direct Debits			Gross	VAT	Net	Transaction Detail
28/02/2025	Onecom	7503529	70.56	11.76	58.80	Office Phone to 31st January 2025
10/03/2025	Lloyds Bank	449010243	8.50	-	8.50	Bank Charges to 9th February Current A/c
10/03/2025	Lloyds Bank	449913064	8.50	-	8.50	Bank Charges to 9th February Debit Card A/c
17/03/2025	PEAC Finance (Current)	26/0001381	390.94	65.16	325.78	Photocopier Rental 17/03/24 to 16/06/2025
19/03/2025	Peoples Partnership	february	269.57	-	269.57	Pension Costs February 2025
			748.07	76.92	671.15	
Standing Orders						
28/03/2025	Rosalyn Haines		666.67	-	666.67	Grounds Maintenance for March 2025
			666.67	-	666.67	
Online Transfer - Paid 27th February						
18/02/2025	CloudyIT	6570	2,226.24	371.04	1,855.20	2025/26 IT Licenses and Support
27/02/2025	Clerk	february	1,991.75	-	1,991.75	Salary for February 2025
27/02/2025	Assistant Clerk	february	823.60	-	823.60	Salary for February 2025
27/02/2025	Clr P Wood	refund	13.50	-	13.50	Refreshment for Fun and Fitness Class
10/02/2025	Mollie Laine Hunt	MH1	212.50	-	212.50	Party in the Park - Deposit for Soul Diva
27/02/2025	Assistant Clerk	b&q	22.50	-	22.50	Postcrete for bug hotels
			5,290.09	371.04	4,919.05	
Online Transfer - Paid 6th March						
28/02/2025	RCF Windows	64666	297.00	49.50	247.50	New Hinge for Community Centre Window
06/03/2025	SMVCA	02-2025-smpc	22.00	-	22.00	Hire of Park Room for Fun & Fitness
06/03/2025	Tulu Toilet Hire	44947	120.00	20.00	100.00	Portable Toilet for Playing Field - February
06/03/2025	Assistant Clerk	mileage	14.85	-	14.85	Mileage for January and February
06/03/2025	Ellevate Entertainment Ltd	Deposit	300.00	50.00	250.00	Deposit for VE-Day Anniversary Polka Dots
			753.85	119.50	634.35	
Online Transfer - Paid 18 March 2025						
18/02/2025	Jamtastic	Jam6802	342.00	57.00	285.00	Leaflet for Richborough Estates Application
18/03/2025	Clr P Wood	refund	8.26	-	8.26	Refreshment for Fun and Fitness Class
18/03/2025	Clr P Wood	2240306	14.99	-	14.99	Tea Pot for Fun and Fitness Class
			365.25	57.00	308.25	
From Clerks Debit Card Account						
15/02/2025	Amazon	907671	15.56	2.59	12.97	Box of Cable Ties
04/03/2025	Wix.com	1164891233	230.40		230.40	Website Hosting Fee for 2025/26
11/03/2025	JRB Enterprises Ltd	14414	77.88	12.98	64.90	Dog Waste Dispensing Bags
			323.84	15.57	308.27	
Total Payments			8,147.77	640.03	7,507.74	
This list of payments has been checked by the clerk and verified for payment.					Bank Balances as at 18 March 2025	
					£ 6,715.89	Treasurers Account
					£ 377,470.64	Deposit Account
Signed	<i>A. Skeggs</i>	(Clerk)			£ 500.00	Debit Card Account
					£ 87,900.94	NatWest 95 Day Liquidity Account
Date	13th March 2025				£ 472,587.47	
The above list of payments was approved by the Parish Council at its meeting on 18th March 2025.						
Signed	<i>K Shanahan</i>	(Chairman)				
	<i>This is an electronic signature - a hard copy with a wet signature is available.</i>					
Date	18th March 2025					