

**Minutes of the Stoke Hammond Parish Council Meeting held on  
Tuesday 1<sup>st</sup> October 2024 at 7.30pm**

Present: Cllr Ajaz (Chair), Cllr Noble, Cllr Sharkey, Cllr Venn, Kelly Harris, Clerk & RFO & 6 members  
of the public (MoP)

**1. To receive apologies for absence**

Apologies received from Cllr Newing, Cllr Champion and Cllr Julier.

**2. To receive declarations of interest**

Cllr Noble declared an interest in agenda item 6 and Cllr Venn declared an interest in agenda item 11.

**3. To approve the minutes of the Annual Parish Council Meeting held on Tuesday 6<sup>th</sup> August 2024**

The draft minutes were agreed unanimously and approved and signed as a true record by the Chair.

Proposed: Cllr Noble / Seconded: Cllr Sharkey / Agreed unanimously

**4. Finance**

1. To agree the October payment run as circulated

**STOKE HAMMOND PARISH COUNCIL - PAYMENT RUN October 2024**

<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
Glasdon	2 x picnic benches & 1 x bench for Newton Leys South	£2,603.26
RTM Landscapes	Cut back tree overhanging solar panel on MVAS - Leighton Road	£60.00
Clerk	Clerk salary for September and any related expenses	£1,146.00
Cllr Noble	Expenses - travel & SH/NLS News delivery costs	£48.90
BCQ Solutions	SH/NLS News printing cost	£865.00
RTM Landscapes	Grass cutting	£1,548.00
	<b>Total</b>	<b>£6,271.16</b>

Proposed: Cllr Noble / Seconded: Cllr Venn / Agreed unanimously

2. To re-approve the September payment run as circulated

**STOKE HAMMOND PARISH COUNCIL - PAYMENT RUN September 2024**

<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
Bug-A-Off	Attend Bragenham Side play park and treat wasps nest	£60.00
Bernie Nisbet	Garage drainpipe repair	£20.00
Clerk	Clerk salary for August and any related expenses	£1,146.00
RTM	Clear around Stoke Hammond signage at Newton Rd entrance to village	£240.00
SLCC	Membership renewal	£188.00
Cllr Champion	Travel to play park training course - 49 miles	£22.05
Buckinghamshire Council	Stoke Hammond village entrance gates x 4	£13,218.58
RTM	Grass cutting	£1,702.80
	<b>Total</b>	<b>£16,597.43</b>

Proposed: Cllr Noble / Seconded: Cllr Venn / Agreed unanimously

3. To agree the accounts to 31<sup>st</sup> July 2024 and 31<sup>st</sup> August as circulated

Proposed: Cllr Noble / Seconded: Cllr Venn / Agreed unanimously

**5. Update from Unitary Councillor**

There were no Unitary Councillors in attendance and no update was provided. Cllr Ajaz advised he has had no response to the proposed meeting dates he has sent to Cllr Gomm. Cllr Ajaz will keep trying to get a meeting set up between the PC and Cllr Gomm.

**6. Planning: To discuss the following planning applications**

**24/02734/APP - Pennhurst Church Road**

Householder application for front porch, single storey rear extension and changes to external finishes. Dropped kerb.

Cllrs resolved they had NO OBJECTIONS to this application.

Proposed: Cllr Venn / Seconded: Cllr Sharkey / Agreed unanimously

Cllr Noble did not take part in the discussion or voting on this application.

**7. To report on any Highways, Footpaths & Footways and Lighting matters**

- The Clerk advised there has been a delay to repairing the damaged streetlight on Olde Bell Close due to our contractor being poorly. Our contractor has confirmed it should be repaired in the next couple of weeks and if there are any further delays, he will let the Clerk know so an alternative contractor can be found.
- Cllr Noble advised the latest MVAS results are available on the website and in SH/NLS News.
- Our PCSO was in attendance and advised if the PC let her know of any areas of concerns we have with speeding in the village, she will get her team out with speed guns to catch speeding motorists. Cllr Noble will liaise with our PCSO. **Action: Cllr Noble**

**8. To report on any Parish Improvements and Enhancements**

- The Clerk confirmed the bushes and brambles have now been cleared from the Stoke Hammond signs at the Newton Road entrance to the village.
- The tree limb overhanging the solar panel on the MVAS on Leighton Road has been cleared.
- The Clerk has been chasing Bucks Council for an installation date for the new village entrance signs, but she has not received a response so far.

**9. To consider the proposal for creating a new Stoke Hammond website and agree next steps**

- The Clerk confirmed our Parish Council website is not compliant with new WCAG 2.2 standards and it should be hosted in the UK to comply with legislation, but our website is hosted in America. Quotes from two companies to build us a new, compliant website had been circulated to Cllrs prior to the meeting, and Cllrs agreed it would make sense to use Aubergine to build the website as they are local (Leighton Buzzard based). Both quotes were for the same value (£499+VAT).
- Cllrs also agreed it was sensible at this stage to migrate our emails to gov.uk email addresses. It was agreed to use Cloudy IT for this work as they partner with Aubergine. Cllrs agreed that only the Clerk should have access to 365 applications, with Cllrs having email licences only.

Proposed: Cllr Venn / Seconded: Cllr Noble / Agreed unanimously

**10. To consider installing outdoor gym equipment in Newton Leys South and agree next steps**

- Cllr Ajaz presented Cllrs with a proposal for outdoor gym equipment.
- Cllrs agreed they were fully in support of the proposal and Cllr Ajaz will now approach local residents to determine if the equipment is wanted. **Action: Cllr Ajaz**
- If the PC does go ahead with new gym equipment, the PC will need to decide whether to fund it or use S106 money. The Clerk advised that S106 money may not be available to us until we have completed the adoption of the outside space at Newton Leys South, and we still have no idea when the adoption will go through.

#### **11. To consider the Community Funding Application received from St Luke's Church**

- Cllrs were in full support of this application, which was requesting funding for new Remembrance service booklets. Cllrs agreed to provide £150.

Proposed: Cllr Sharkey / Seconded: Cllr Noble / Agreed unanimously

#### **12. To consider resident request to add memorial plaque, at their own cost, to the replacement picnic bench at the play park, in memory of Mary Bonner**

- Cllrs were in support of this request, but the plaque needs to be in keeping with others in the village and it should be sent to the PC for approval before it is purchased.

Proposed: Cllr Venn / Seconded: Cllr Sharkey / Agreed unanimously

#### **13. To report on meetings attended on behalf of the Parish Council**

- Cllr Venn reported on a meeting with Peabody at the new Honeybrooke estate. A walk around took place to look at the areas the PC will be responsible for once adopted. Since this meeting took place, the Clerk has been provided with a play park inspection report which highlights a number of issues. Peabody has confirmed these will be rectified prior to adoption. Wheelchair accessibility at the park was raised, and Peabody has since confirmed that the park was installed as per the approved design, so no changes will be made.
- Cllr Venn has met with Peabody's Neighbourhood Manager who is willing to work with the PC to sort out any issues at the new estate.
- Cllr Noble recently attended biodiversity training in Aylesbury. There is now a requirement for builders/developers to increase biodiversity by 10% at all new development sites. He passed information to the Clerk for a hedgerow volunteer group who can come out to look at PC hedgerows and can provide ideas for increasing their biodiversity.
- Cllr Noble passed information to Cllr Venn for how the PCC can increase biodiversity in the churchyard.
- Information regarding biodiversity should be included in Neighbourhood Plans and Cllr Noble now doesn't believe our plan includes enough information around this subject. We wait to see if Bucks Council make comment on this.

#### **14. Community Centre: to report on any matters for the Council's attention**

- Cllr Noble advised tickets for the gin tasting evening on 18<sup>th</sup> October are now on sale.
- Lots of residents are already signed up for the senior citizen Christmas dinner.
- CCTV was installed on Monday and will monitor the perimeter of the building.

#### **15. Sports Club: to provide any updates/report on any matters for the Council's attention**

- Julia Walker was in attendance and provided the following update:
  - The Sports Club passed on their thanks to the PC for their ongoing support
  - The cricket season is now over
  - Bandioke took place last weekend and was a big success
  - The football season has started, and new goals have been installed
  - Coffee mornings are still well attended and ladies that lunch still takes place regularly
  - The Sports Club is desperate for a new kitchen and want to get started on it as soon as possible. They would like conversations to take place with the PC regarding S106 funding
  - Julia will be submitting a Community Application form for £350 funding towards fireworks taking place on 1<sup>st</sup> November. The application will not be discussed until the next meeting on 5<sup>th</sup> November, so they will be looking for retrospective payment.

#### **16. Public Participation Session**

- A MoP mentioned a broken road name sign and a broken streetlight near Tommy's carwash. He was asked to report these via Fix my Street.
- A MoP mentioned the church wall is starting to come down. Cllr Venn confirmed they are aware and that it will be expensive to repair.
- Our PCSO provided the following information for crime logged in the parish from January to September 2024:
  - Jan – 1 x action fraud, 2 x thefts
  - Feb – 1 x stolen vehicle, 1 x theft from vehicle
  - Mar – 1 x theft

- Apr – 1 x action fraud
- May – 1 x suspicious person, 1 x action fraud, 1 x burglary residential, 2 x theft from vehicle, 1 x public order
- Jun – 1 x action fraud, 1 x theft from vehicle
- Jul – 2 x dangerous dog, 1 x public order, 1 x suspicious person, 1 x road related incident
- Aug – 1 x action fraud
- Sept – 1 x theft, 1 x assault without injury, 2 x action fraud, 2 x theft from vehicle, 2 x suspicious person.

**17. To agree the date of the next Parish Council meeting**

Cllrs agreed unanimously to hold the meeting on Tuesday 5<sup>th</sup> November 2024 at the Community Centre on Bragenham Side.

The Chairman thanked everyone for their contribution, and declared the meeting closed at 20.40.

Chair: .....

Date: .....

37 Brook Farm Close, Stoke Hammond MK17 9FN  
 07793131810 [clerk.stokehammondpc@gmail.com](mailto:clerk.stokehammondpc@gmail.com) [www.stokehammondpc.com](http://www.stokehammondpc.com)