

**Minutes of the Stoke Hammond Parish Council Meeting held on  
Tuesday 4<sup>th</sup> July 2023 at 7.30pm**

Present: Cllr Noble (Chair), Cllr Venn, Cllr Ajaz, Cllr Champion, Cllr Sharkey, Cllr Julier, Kelly Harris,  
Clerk & RFO & 2 members of the public (MoP)

**1. To receive apologies for absence**

Apologies received from Cllr Newing

**2. To receive declarations of interest**

No interest declared

**3. To approve the minutes of the Annual Parish Council Meeting held on Tuesday 6<sup>th</sup> June 2023**

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

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

**4. Finance**

a) To agree the July payment run as circulated

**STOKE HAMMOND PARISH COUNCIL - PAYMENT RUN July 2023**

| Payee             | Detail   | Amount           |
|-------------------|--|------------------|
| Mrs K Harris      | Clerk salary for June and any related expenses               | £846.00          |
| Cllr Venn         | Expenses - travel to Bucks County Council                    | £32.40           |
| Cllr Noble        | Expenses - Foxit Software subscription for SH&NLS Newsletter | £64.52           |
| RoSPA Play Safety | Annual playpark inspection                                   | £213.60          |
| RTM Landscapes    | Grass cutting - June   | £1,290.00        |
|                   | <b>Total</b>   | <b>£2,446.52</b> |

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

b) To agree the accounts to 31<sup>st</sup> May 2023 as circulated

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

**5. Update from Unitary Councillor**

There were no Unitary Councillors in attendance and no update was provided.

The Clerk was asked to contact Cllr Martin Tett for a response to our email regarding the situation with our Unitary Councillors. **Action: Clerk**

**6. Planning: To discuss planning applications and make recommendations on any planning applications received after the agenda is published, if urgent.**

**23/00668/APP – STOKE HAMMOND  
The Mellows, Hillersdon Chase**

Installation of a foul water pumping station to serve development approved under planning permission 16/03698/AOP and 19/00874/ADP, extension of service road, formation of turning head and relocation of visitor parking bays

Cllrs resolved they did not have the expertise around pumping stations for them to decide whether to support or oppose this application.

Reports from the relevant experts should be taken into consideration when deciding on this application.

Proposed: Cllr Julier / Seconded: Cllr Champion / Unanimously agreed

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

- A post has been knocked over at the bottom of Church Road. This is the same post the PC had repaired at the beginning of the year. Cllrs suggested finding out if the post could be moved to prevent it being hit again. **Action: Clerk**

**8. To provide any updates on the Neighbourhood Plan**

- The Neighbourhood Plan working group has a meeting coming up shortly and we are still waiting to find out about funding. No other updates to report at this stage.

**9. To provide any updates on S106**

Cllr Champion is looking into whether there is any land the PC can purchase on the edge of the Newton Leys estate. The PC cannot approach the land owner of the land that has been put forward for the Neighbourhood Plan until it is decided whether this land will feature in the final plan.

Cllr Champion met with representatives from Stoke Hammond Youth Football Club to look at a field in Stoke Hammond with a view to changing this into a new facility. However, changing facilities would be required and there is nowhere for this near the field. Another option being considered is to convert the field next to the community centre into a football pitch and the costs to do this are being investigated. If this proves to be too expensive for football, other options for the field will be considered, for example, to be used for sports such as tennis and bowls.

Cllr Champion has been advised by Bucks Council that S106 money for Newton Leys South cannot be used outside of the parish, for example on land that falls within Fenny Stratford & Bletchley Parish Council.

The tip owns land on the Newton Longville side of the estate which Cllr Champion will also consider.

Biffa offer funding grants of up to £100,000 for projects within 10 miles of a Biffa tip, and once a plan is in place of how the PC intend to spend S106 money, Cllr Champion intends to apply for a grant from them.

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

- The Clerk is investigating who is responsible for the drain on The Green and is currently liaising with Bucks Council. They have confirmed it is not on their list of assets to maintain and will be sending out a technician to investigate further. They have advised the drain is on Common Land and will hopefully be able to clarify who responsibility falls to for maintenance.
- The skip bag that had been placed on The Green by Fairhive Homes has now been removed.
- The PC has received approval from Bucks Planning to reduce the blossom tree on The Green and the contractor has been asked to complete this work as soon as possible.
- An application for funding to plant 200 fruit trees in Newton Leys South has been submitted to Bucks Council and we await a decision. Unfortunately, the PC request to include funding for a Christmas tree in Newton Leys South has been rejected.
- The Clerk has sent quotes to Cllrs to purchase a Christmas tree in Newton Leys South and it was agreed to include an agenda point at the next PC meeting to decide next steps. **Action: Clerk**
- Cllr Champion will speak to residents who live close to the site where the Christmas tree will be planted to make them aware of it. **Action: Cllr Champion**
- The Clerk had made councillors aware that the 2022 RoSPA Playsafety report highlighted there were issues with the gym equipment dating back to May 2022, and councillors agreed that in light of this report, the insurance claim the PC had submitted to cover the cost of repairs needed to be closed. **Action: Clerk**
- The Clerk was asked to add an agenda point for the next PC meeting to discuss what to do with the gym equipment. **Action: Clerk**

- The PC has received the 2023 RoSPA Playsafety report which has highlighted a number of issues with the play park equipment. The Clerk was asked to find companies who maintain play parks and to obtain quotes to make the recommended repairs. Cllr Noble confirmed the majority of the play equipment was supplied by Proludic. This will also be added as an agenda point at the next PC meeting for councillors to decide how to proceed. **Action: Clerk**

#### **11. To consider the purchase and installation of CCTV to the rear of the Community Centre**

The Clerk confirmed she had been quoted between £5,000-8,000 for CCTV. A robust CCTV policy would need to be created and we would need to purchase software or use a third party to deal with any requests from residents for access to footage they appeared in. Cllr Venn expressed his concerns that as there are no lights behind the community centre, any footage captured would be useless as it would be too dark.

Councillors unanimously agreed not to progress this any further.

#### **12. To provide an update on Newton Leys Management Company Limited**

- Cllr Champion confirmed 36 residents had replied to his letter stating they wanted the management company to be taken over.
- It has come to light that the land the management company maintain has not been transferred to the management company by the developers.
- One of the volunteers who will become a director once the take over happens has requested more information about this and Cllr Champion has spoken to Taylor Wimpey and he is now waiting for Vistry (previously Bovis Homes) to come back to him with the information required.
- Cllr Champion believes it will be another few weeks before a vote can take place on the takeover.
- A housing association owns 66 houses on the estate and they have not responded to advise whether they will vote in favour of the takeover

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

Cllr Venn, Cllr Noble and the Clerk all attended a topping out event at the new development on Fenny Road in June. Cllr Venn explained more about the event and how the developers are using different techniques to make the homes as affordable as possible to run.

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

Cllr Noble mentioned the senior citizens afternoon tea event taking place on 22<sup>nd</sup> July.

Cllr Noble talked about the possible introduction of new legislation for buildings with capacity for over 100 people - The Terrorism (Protection of Premises) Bill, and the need to introduce an emergency plan/policy for terrorist activity. If this bill is introduced, it will impact on the Community Centre.

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

Representatives from the Sports Club were unable to attend the meeting, but Julia Walker sent the following to be read out:

We would like to thank the PC for our new agreement and their ongoing support.

The Club is awaiting astroturf for the new nets which will hopefully be up and running soon. Kids cricket will be starting mid-July.

The bar is now serving cocktails and holding Happy Hour on Friday evenings from 6-8pm.

More information can be found on our Facebook page.

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

- A MoP thanked the PC for their hard work and recognised how much work goes on 'behind the scenes'.

**17. To agree the date of the next Parish Council meeting – Tuesday 1<sup>st</sup> August or Tuesday 12<sup>th</sup> September 2023**

Cllrs agreed unanimously that there would be no meeting in August and that the next meeting will take place on Tuesday 12<sup>th</sup> September at the Community Centre, Bragenham Side.

Proposed: Cllr Champion / Seconded: Cllr Venn / Unanimously agreed

The Chairman thanked everyone for their contribution, and declared the meeting closed at 20.30

Chair: .....

Date: .....

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