

**Minutes of the Stoke Hammond Parish Council Meeting held on
Tuesday 5th March 2024 at 7.30pm**

Present: Cllr Newing (Chair), Cllr Noble, Cllr Champion, Cllr Sharkey, Cllr Ajaz, Kelly Harris, Clerk & RFO & 9 members of the public (MoP)

1. To receive apologies for absence

Apologies received from Cllr Venn and Cllr Julier.

2. To receive declarations of interest

Cllr Champion declared an interest in agenda item 11.

3. To approve the minutes of the Parish Council Meeting held on Tuesday 6th February 2024

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

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

4. Finance

a) To agree the March payment run as circulated:

| Payee | Detail | Amount |
|---|--|-------------------|
| Marcus Young Environmental Services Ltd | Dog & litter waste emptying 01/04/23-31/03/24 | £4,575 |
| Paramount Plants & Gardens | Purchase of trees for Community Orchard in Newton Leys South | £6,590.00 |
| Blackmoor.co.uk | Purchase of Apricot trees for Community Orchard in Newton Leys South | £1,025.61 |
| Stoke Hammond Community Association | Hire of meeting room on 21st & 24th Feb for NP consultation | £55.00 |
| Clerk | Clerk salary for February and any related expenses | £886.40 |
| Mr Craig Champion | Purchase of bark and compost for Community Orchard in NLS | £32.00 |
| Men in Sheds | Bus shelter refurbishment - Bragenham Side | £482.23 |
| Bletchley & Fenny Town Council | Hire of meeting room on 20th Feb for NP consultation | £33.00 |
| PW Landscapes | Repair to 2 x bollards on the Green | £120.00 |
| | Total | £13,799.60 |

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

b) To agree the accounts to 31st January 2024 as circulated

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

c) To agree to appoint Brian Fludgate as Internal Auditor to the Council for the 2024 audit period

Proposed: Cllr Newing / Seconded: Cllr Champion / Agreed unanimously

d) Annual review and approval of the Parish Council Financial and Management Risk Assessment

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

5. Review and approval of the Parish Council Standing Orders

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

6. Update from Unitary Councillor

No Unitary Councillor was in attendance and no update was provided.

7. Planning: To discuss planning applications

24/00125/APP – STOKE HAMMOND

Dolphin Inn Ph, Leighton Road

Erection of timber fence and relocation of existing temporary container to create a dedicated bin storage and additional storage area (retrospective)

Cllrs resolved they had NO OBJECTION to this application.

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

8. To report on any Highways, Footpaths & Footways and Lighting Matters

Cllr Venn had asked the Clerk to raise the unofficial parking area at the bottom of Old School Lane with Bucks Highways to find out if it could be made safe following a resident having a fall at the site. Highways had replied to say that cars should not be parking on this land which is owned by Bucks Council, and as the residents are blue badge holders, they should apply for disabled parking bays.

A MOP commented on the new bus shelter on Fenny Road. The PC advised that we only got to choose the material for the bus stop and that the actual style was decided by Bucks Highways.

9. To provide updates on the Neighbourhood Plan

- Cllr Newing confirmed that the 6-week consultation will now conclude on 11th April. This is following guidance provided by Bucks Council and was necessary due to some consultees being missed from the original notification of the consultation period.
- The three walk in sessions were well attended and feedback was positive.
- The PC has received 24 comments so far which have all been from residents, no consultees have commented at this point.

10. To report on any Parish Improvements and Enhancements

- The Clerk confirmed the broken bollards on the green have been repaired.
- 200 fruit trees will be planted in Newton Leys South on 16th March to create a community orchard.
- The new bus shelter has been installed on Fenny Road.

11. To provide updates on the Newton Leys Management Company Limited

- Cllr Champion confirmed he has finally received the financial information he has been waiting on. He now feels he is very close to being in a position to negotiate with the PC regarding the possibility of adopting the area the management company is responsible for, and if this happens he can then fold the company.

12. To agree on new facilities required for Newton Leys South

- Cllrs agreed to the following facilities:
 - 1 x bench
 - 2 x picnic benches
 - 1 x table tennis table
 - 8 x grit bins (if approved by Highways)
 - 3 x dog waste bins
 - 5-6m of fencing and hedging
- The total cost for these items is £7932.39.

- Cllrs approved up to £1500 for fitting costs.
- The Clerk will place the order and arrange installation. **Action: Clerk**

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

13. To agree the process for naming new roads in the parish

- Cllr Newing proposed the following process:
 - Step 1 – Write to candidate family advising the PC wishes to name a road after their family member.
 - Step 2 – Once the name has been accepted by Bucks Council, write to the family again to let them know.
 - Step 3 – Publicise the naming of the road on Facebook and website.
 - Step 4 – Formal road naming ceremony with local press invited.
- Cllr Champion suggested writing to several candidates to have a 'bank' of names to use.
- The Clerk is to confirm the length of time we are given by Bucks Council to provide a suitable name. **Action: Clerk**
- The Clerk questioned whether we need an official naming ceremony and whether the local press could be included at step 3.
- Cllr Newing will review his proposal and resubmit for the April PC meeting.

14. To consider the Parish Council opening a new savings account and agree next steps

- Cllrs discussed the possibility of opening a new savings account to earn more interest.
- Cllr Noble proposed opening a Unity Instant Access account for now, and to look for better opportunities in the future.
- It was agreed that all the PC reserves will be transferred to this new account (currently £61,639.51).
- The Clerk will arrange to open the new account. **Action: Clerk**

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

15. To consider the Community Funding Application received from the Gardening Club

- Cllrs resolved to provide a £350 Community Funding Grant to the Gardening Club.

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

16. To report on meetings attended on behalf of the Parish Council

- Cllr Champion and Cllr Ajaz recently met with representatives from Fenny & Bletchley Town Council. They have their own grass cutting and landscaping team and they are in the process of putting together a quote for taking on the Newton Leys South grass cutting and maintenance.
- The team provided an update on the Newton Leys Pavilion and the grant they received for EV charging points. Cllr Champion has the EV charging information and will see if he can do anything about having charging points installed in Stoke Hammond and Newton Leys South.
- Fenny & Bletchley Town Council has recently taken on 3 football pitches and we can call on their experience with these should we need to.

17. Community Centre: to report on any matters for the Council's attention

- Cllr Noble had nothing to report, except that the Community Association is trying to come up with ideas for events that residents might enjoy. Gin and wine tasting has been mentioned as a possibility.

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

- Julia Walker advised that the ladies football team won their recent game.
- Youth pool is proving to be successful.
- The Sports Club are speaking to a county coach about taking on the children's cricket training.
- There will be a St. Patrick's Day celebration on 16th March.
- A bingo evening is being held on 22nd March.
- The Sports Club is hoping to host the Stoke Hammond Youth Football Club Easter egg hunt.

19. Public Participation Session

- A MoP raised her concerns regarding sewage entering the canal from the pumping station located by the lay by on Stoke Road. Anglian Water have been made aware of the situation but are yet to respond. The sewage is starting to enter her field. She also highlighted the current state of the lay by and whether anything could be done about it. Cllrs confirmed the lay by is owned by Bucks Highways. Cllr Newing will try to arrange a site meeting with all interested parties to discuss the situation. **Action: Cllr Newing**
- A MOP advised that funding is available from the Cabinet Office for Parish Council's wishing to move to a .gov domain.
- A MOP asked whether new bus shelters would be installed in front of and opposite the Lindens care home on Stoke Road when we look to install new bus shelters in the village. The Clerk confirmed Bucks Highways would need to approve any shelters and locations.

20. To agree the date of the next Parish Council Meeting – Tuesday 2nd April 2024

Cllrs agreed unanimously to this date and the meeting will be held at 7.30pm at the Pavilion, Newton Leys.

Cllr Newing thanked everyone for their contribution.

21. To resolve to close the meeting

The meeting was closed to the press and public.

22. Council to receive an update on S106 and agree next steps

Cllrs Champion provided an update on S106.

The meeting closed at 21.45.

Chair:

Date:

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