



**Minutes of a Meeting of Stoke Hammond Parish Council held at
Stoke Hammond Community Centre, Bragenham Side, Stoke Hammond
on Tuesday 6th June 2017 at 7.30pm**

In attendance: Cllr Greg Noble (Chair), Cllr Mike Robinson, Cllr Mavis Berrow, Cllr Geoff Lane, Cllr Donna Page, Cllr Hazel Turner, Sue Severn - Parish Clerk 2 members of the public.

1. **To receive apologies for absence.** County Cllr Mrs Janet Blake, District Cllr Neil Blake, District Cllr Ben Everitt
2. **Declarations of interest:** None
3. **Public Participation Session**
 - Mrs Pauline Edwards said that she had been disturbed about the discussion regarding the payment of publishing SH News at the previous PC meeting. In the past SHCA used to pay for it through advertising, but the numbers of copies have now increased substantially. The new SHCA committee came on board and were not aware of the costs involved. The Chair told Mrs Edwards that in future the newsletter will not cost SHCA anything as advertisements and the Parish Council will cover the costs for the time being. The Clerk explained that in accordance with legislation the PC has to be transparent so it is important that it utilises all channels of communication with parishioners including newsletters, noticeboards, website and social media.
 - Mrs Ann Payne asked if there was any progress on re-planting the poplars. The Clerk advised that as far as she knew planting was complete and the matter was with the Aylesbury Vale tree officers. She will contact them again.
 - Cllr Turner advised that due to exceptionally high winds the willow tree by the flats in Fenny Road had shed a number of large branches one of which narrowly missed the resident at number 1 Old School Lane. The tree requires pollarding. In addition the grass is extremely long to the side of the flats. This area is the residents' responsibility. However the flats are rented out and the owner needs to be informed of the situation.
 - Cllr Page commented on the scruffy long grass on one side of the road by Mount Pleasant. This area is being cut twice a month the Council was told. This will reduce to once a month later in the season.
4. **To approve the minutes of the meeting held on Tuesday 9th May 2017.** The minutes were signed as a true and proper record. The minutes of the Annual Parish Meeting were also signed.

5. Finance

- a) To agree the electronic payments list and ratify any payments made outside of the meeting.

| Payee | Cheque/BACS | Detail | £ |
|----------------------------|-------------|---|-----------------|
| Orchard Consulting | BACS | Internal audit | £ 60.00 |
| CS Maintenance | BACS | Grass cutting: Village & Playground May | £260.00 |
| Mrs S Severn | BACS | Net salary £288, office provision, expenses, software £129.40 | £417.40 |
| G Noble | BACS | Expenses | £30.39 |
| Came & Co | BACS | Insurance renewal premium | £1,206.75 |
| ToolShed | BACS | Installation tables and benches | £540.00 |
| Stoke Hammond Sports Club | Cheque | Donation to mower maintenance | £500.00 |
| Broxap | BACS | Litter bins & bases plus delivery | £486.00 |
| Mrs A Payne | BACS | Plants for village planters | £35.24 |
| Stewkley Enterprise agency | BACS | Grass cutting May | £362.48 |
| | | Total payments for June | £3898.26 |

Payments made since last meeting: Authorised by Chairman and Vice Chairman for ratification:

Marmax Recycled Products BACS Benches and picnic tables for Community Centre land **£2,427.60**

(It was noted that the Sports Club need to cut back the vegetation around the sign to the side of the main gate).

Authorised for payment on 6 June 2017 by Cllrs: Page and Robinson.

- b) To agree the accounts to April 2017. The accounts to April 2017 were agreed.
- c) To approve the Audit & Governance statements for 2016/17 for submission to external auditors. The Clerk reported that Mr Orchard had approved the accounts. The Chair and Clerk / RFO signed the Audit and Governance statements for 2016/17 for submission to the external auditors.
- d) To agree dates for Exercise of Electors Rights: 19th June 2017 to 28th July 2017 inclusive. The notices will be put up on 7 June and anyone wishing to exercise their rights will be able to apply to the Clerk to see them between 19th June until 28th July by application, using the contact details on the notice. Electronic copies would be provided unless a paper copy was requested.
- e) Insurance: To agree the insurance renewal for 2017. The premium remains as before and the Clerk confirmed that this is the last year of current Long Term Agreement in respect of premiums.
- f) Asset register: To review and agree the Council's asset register. It was pointed out to the Clerk that the bollards around The Green were not included in the list provided. The Clerk will look into this point and add them to the register. The Public Amenity Land listed (the Sports Club land owned by Fields in Trust and managed by SHPC) does not include the area by the garages in Bragenham Side as it is Common Land. Cllr Geoff Lane reported that he had an estimate to upgrade the electricity supply to the Christmas tree on the Green. Currently the socket is exposed to the elements. It would mean a new waterproof box. This will be discussed at the next Council meeting.

6. Planning

17/00905/APP | Demolition of a disused workshop and garage and development of 5 no. dwellings (class C3 residential) and associated works. | **BMG Garage Leighton Road Stoke Hammond Buckinghamshire**

The Chair reported that having looked at the revised plans that were acceptable to highways, the turning area that was on the previous plan is now over the parking spaces so if a car is parked there is no turning area. The Clerk has reported this fact to AVDC Planning.

17/01795/APP | Single storey rear extension | **Woodcraft Lodge Church Road Stoke Hammond Buckinghamshire MK17 9BP**

The Council had no objection to this extension.

7. Highways, Footpaths & Footways, Land

a) To update and report, any issues or repairs.

County Councillor Janet Blake has taken the situation regarding the potholes on the village's road to the Chair of Highways who is to deal with it. The broken sign at the bottom of Old School Lane has been reported. Cllr Page reported that the large branch in the lay-by has been reported to the relevant authority. Cllr Lane said that the Sentinel equipment is readily available. It was agreed that SH News could be used as a means to advertise for volunteers, Cllr Lane will contact and book it out for a two week slot.

b) To discuss suggestions for, and to agree, a name for the recently-purchased land adjoining the Community Centre.

Following Mr Kirk's suggestion that the field should be titled the **William Simmons Memorial Field** Cllr Turner had informed the family and they had been thrilled with the suggestion. It was agreed by the Council that a short name would be appropriate so it will be called the Simmons Memorial Field and the Clerk will apply to the Post Office for an address and postcode and there would need to be a letterbox.

Cllr Lane wished the Council to thank ToolShed for installing the benches; it all looks very good he said. However Cllr Page is concerned about the amount of litter on the field despite the new litter bins. This may be caused by the wind, or teenagers not picking it up. This will be monitored.

8. Stoke Hammond Community Association

Cllr. Page told the meeting about the Car Treasure Hunt on July 2nd, the AGM had been well attended and Mrs Payne is now on the committee. The SHCA will be purchasing a marquee for renting out to villagers. She appealed to villagers to help to find a cleaner for the centre. Cllr Page had been down on Sunday cleaning the centre and between then and Monday morning she had found a broken cloche by the bin. The bin was for Community Centre use only. The cleaner would need to carry out three hours' cleaning per week.

9. Communication

SH News, Parish Council News. The PC is now supporting SH News, which has more editorial and more people are coming forward with articles. The Clerk asked if there was a disclaimer in the magazine. The Chair assured her there was. Anonymous letters should not be included she said.

The Chair has received an email from a resident in Olde Bell Close regarding the builders starting work at 7am instead of 8am on a Saturday. There is no condition in the planning

approval. The resident should perhaps contact the builders' foreman direct, and/or the Enforcement Officer.

10. Report on meetings attended on behalf of Parish Council. None. The Clerk handed out leaflets entitled Aylesbury Whizzfizzing Festival inspired by Roald Dahl, this is to be staged on Saturday 1 July between 11 and 5.30pm in the town centre.

11. Casual Vacancy

No application has been received to date from any qualified person, the Clerk told the meeting.

The Clerk can ask to reduce the number of Councillors to 6 if the Parish Council so wishes in the future. Many councils are currently running with less councillors than prescribed.

12. Date of next meeting

Tuesday 4th July 2017

7.30pm at Stoke Hammond Community Centre.