

DRAFT

**Minutes of the Annual Parish Council Meeting of Stoke Hammond Parish Council at the Community Centre, Bragenham Side, Stoke Hammond on Tuesday 7<sup>th</sup> May 2019 following the Annual Parish Meeting, starting at 7.30pm**

**Present:** Cllr Greg Noble (Chair), Cllr Karl Johnson, Cllr Geoff Lane, Cllr Donna Page, Cllr Mike Robinson, Cllr Hazel Turnr, Sue Severn - Parish Clerk, and 13 members of the public.

<b>Apologies for absence</b> District Cllr Neil Blake, Cllr Ben Everitt, County Cllr Janet Blake
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1.	<p><b>To elect the Chairman</b> of the Council</p> <p>Cllr Greg Noble was nominated by Cllr Mavis Berrow, seconded by Cllr Donna Page. Cllr Karl Johnson nominated himself, seconded by Cllr Lane.</p> <p>Cllr Greg Noble was duly elected.</p> <p>Cllr Noble signed the Declaration of Acceptance of Office.</p>
2.	<p><b>To elect the Vice Chairman</b> of the Council</p> <p>Cllr Mike Robinson was nominated by Cllr Berrow, seconded by Cllr Turner, elected unanimously.</p> <p>Cllr Robinson signed the Declaration of Acceptance of Office.</p> <p>Both Councillors were congratulated on their election.</p>
3.	<p><b>Declarations of interest:</b> Cllr Noble declared an interest in Item 9 (Community Centre) and would take no part in the discussion.</p>
4.	<p><b>Public Participation Session (within Annual Parish Meeting)</b></p> <p>A member of the public asked what the objections were. Cllr Johnson advised that there had been no previous permission but the application is because the pub is in the Conservation Area.</p> <p>The car parked along the main road: Cllr Page advised that she had reported it to fixmystreet there was a note in the vehicle saying it was being recovered due to breakdown. She was told it had tax/mot/licence and was on private land. It was reported to police who say it is no in a dangerous position. The landowner is within his rights to remove the vehicle. Since the vehicle is on private land Highways will not get involved. She will now report to 101.</p> <p>A member of the public raised the issue of the bridge on the Green – whose is it? It is closed off and appears to be unsafe. Cllr Turner said when Ayesbury Brewery Company owned the pub the village was given right of way over the bridge, for 25pence a year which allowed access to the Dolphin car park. Nothing was done when the bridge collapsed and someone bought the house at the end, made a new bridge, and installed it. The PC will install Herras fencing from the Green to block off the bridge from PC land.</p>

	<p>Traffic calming: The zebra crossing has been raised in some parishes. Could this be done in Stoke Hammond? The PC will ask Cllr Janet Blake whether traffic calming can be carried out in Stoke Hammond.</p>																																
5.	<p><b>To approve the minutes</b> of the Parish Council meeting held on Tuesday 2<sup>nd</sup> April 2019.</p> <p>The minutes were approved and signed by the Chairman as a true record.</p>																																
6.	<p><b>Land maintenance</b> Any update.</p> <p>Cllr Johnson asked about the arisings being in the road. Cllr Turner said the old peoples' bungalows was not good. Footpaths past the gateway entrance to Olde Bell Close on edge of property in Manor Close. RTM will be asked to check for birds nesting and if none are present will put it back.</p> <p>The Brook behind The Dolphin needs to be cleared and is overgrown going into Bragenham Side. Cllr Turner will contact the River Ouzel Drainage Board to raise the issue with them.</p>																																
7a.	<p><b>Finance &amp; Governance</b></p> <p>a) The payment run was approved, as circulated.</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Method</th> <th>Detail</th> <th></th> </tr> </thead> <tbody> <tr> <td>Mrs S Severn</td> <td>BACS</td> <td>Net salary &amp; expenses</td> <td>£507.72</td> </tr> <tr> <td>G Noble</td> <td>BACS</td> <td>Expenses: April</td> <td>£39.09</td> </tr> <tr> <td>Filcris</td> <td>BACS</td> <td>(Paid pro forma) Posts for land at Bragenham</td> <td>£900.00</td> </tr> <tr> <td>Blackwood Architects</td> <td>BACS</td> <td>Invoice NO. SHVH-3 Planning app BCC, site meeting, emailing Highways</td> <td>£630.00</td> </tr> <tr> <td>CS Maintenance</td> <td>BACS</td> <td>Inv CSM0396: PC grounds maintenance (devolved services)</td> <td>£900.00</td> </tr> <tr> <td>RTM Landscapes Ltd</td> <td>BACS</td> <td>Invoice No. 1682 Grounds maintenance non-devolved</td> <td>£240.00</td> </tr> <tr> <td>PWLB Loan repayment</td> <td>SO</td> <td>Payment made 26.4.2019</td> <td>£1,148.05</td> </tr> </tbody> </table> <p>b) To agree &amp; sign the Annual Governance Statement for the year ended 31<sup>st</sup> March, 2019:</p> <p>The Statement was Agreed and signed by the RFO and the Chairman.</p> <p>To agree &amp; sign the Accounting Statements for the year ended 31<sup>st</sup> March 2019:</p> <p>The Statements were agreed and signed by the RFO and the Chairman.</p> <p>c) To agree the dates for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return:</p>	Payee	Method	Detail		Mrs S Severn	BACS	Net salary & expenses	£507.72	G Noble	BACS	Expenses: April	£39.09	Filcris	BACS	(Paid pro forma) Posts for land at Bragenham	£900.00	Blackwood Architects	BACS	Invoice NO. SHVH-3 Planning app BCC, site meeting, emailing Highways	£630.00	CS Maintenance	BACS	Inv CSM0396: PC grounds maintenance (devolved services)	£900.00	RTM Landscapes Ltd	BACS	Invoice No. 1682 Grounds maintenance non-devolved	£240.00	PWLB Loan repayment	SO	Payment made 26.4.2019	£1,148.05
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	<p>d) The Clerk confirmed the dates were Monday 17<sup>th</sup> June to Friday 26<sup>th</sup> July 2019, inclusive.</p>
	<p><b>To review and adopt the following Policies for Stoke Hammond Parish Council</b></p> <ul style="list-style-type: none"> <li>- Financial Regulations and risk management policy <ul style="list-style-type: none"> <li>- Standing Orders: Amend meetings to be held on Tuesdays, not Thursdays 1.33.</li> <li>- Complaints Policy</li> <li>- Risk Management Policy</li> </ul> </li> </ul> <p>The Governance and Accounting Statements and the above Policies were approved and adopted. Proposed by Cllr Johnson, seconded by Cllr Turner. Agreed unanimously.</p>
	<p><b>To confirm that Stoke Hammond Parish Council continues to be eligible for the General Power of Competence.</b></p> <p>The Parish Clerk confirmed that the PC continues to be eligible by virtue of its elected members and having a qualified Parish Clerk.</p>
<p><b>7b Planning</b></p>	<p><b>19/01490/APP</b>   Erection of single storey rear extension, disabled toilet, staff accommodation stair and kitchen extraction   <b>Dolphin Inn Ph Leighton Road Stoke Hammond Buckinghamshire MK17 9BB</b></p> <p>Cllr Johnson advised that the existing ground floor plan shows an area (the proposed extension) which doesn't currently exist and a planner who has not visited the property to check the veracity of the plans in the application would be puzzled by this. Councillors are unclear exactly what is planned.</p> <p>Councillors are in favour of the overall scheme, but would ask that in determining the application full details are obtained and considered. The cloakrooms appear to be small and the positioning, direction and size of door openings to the accessible facility would prevent easy manoeuvring of a wheelchair or baby buggy.</p> <p>The first floor shows a kitchen area, bathroom, and several rooms denoted as staff accommodation, all served by the proposed new external staircase which is on the 1st floor plan, but not the ground floor. There is no internal staircase to the 1st floor on the plans, therefore the new external staircase is the only means of access. If it is the intention that these rooms are to serve as staff living quarters, clarification required as to person numbers in case HMO regulations would apply,</p> <p><b>19/01154/APP</b>   Demolition of two buildings, with the construction of underground attenuation storage, associated infrastructure and works with access relating to 16/03698/AOP and Reserved Matters Application 19/00874/ADP   <b>The Mellows Hillersdon Chase Stoke Hammond Buckinghamshire MK17 9DH</b></p> <p>Councillors made no comment from the PC on this application.</p>

	<p><b>19/01341/APP</b>   Erection of 4 Dwellings with associated parking and amenity land   <b>Land at The Rear of 23 The Green Stoke Hammond Buckinghamshire MK17 9BX</b></p> <p>Councillors resolved to re-state their original comments.</p> <p><b>19/01659/AOP Lodge Lane 3: Land To The South Of The Mellows Stoke Hammond Bucks</b> Residential development for up to 8 dwellings with access, including the demolition of two existing dwellings, with associated works, part demolition and erection of garden walling associated with Stoke Lodge and associated works.</p> <p>This appears to be a similar application to those already submitted on this land. Council's objections were regarding proximity to the railway. No social housing provision, but is adjacent to the existing proposed development of 16 new homes. It is considered that the properties would be too close to the main railway line for comfortable living.</p>
<p><b>8.</b></p>	<p><b>Highways, footpaths &amp; footways, lighting</b></p> <p>Cllr Noble confirmed that Forde &amp; McHugh were due to provide a quote for the additional lighting which is expected shortly.</p>
<p><b>9.</b></p>	<p><b>Community Centre</b></p> <p>The Vice Chairman advised the meeting that the PC was being asked to make a grant application for New Homes Bonus funding on behalf of the Community Centre for repairs to roof and re-decoration.</p> <p>Having declared an interest, as Chairman of the Community Centre Cllr Noble took no further part in the discussion.</p> <p>It was proposed by Cllr Turner, seconded by Cllr Lane, and unanimously resolved.</p>
<p><b>10.</b></p>	<p><b>Speeding &amp; speedwatch</b></p> <p>Latest MVAS statistics will be available shortly on the PC's website. Cllr Lane advised that there were more people travelling over 30 mph. Volunteers are warmly to contact Cllr Lane to help with Sentinel.</p>
<p><b>11.</b></p>	<p><b>Best Kept Village</b></p> <p>Map has been provided to the organisers and the PC has entered. The new wildflower meadow will be signposted.</p> <p>Cllr Johnson mentioned getting new benches. Cllr Turner proposed that two be purchased one on the Green being a circular bench to go round the tree act as a memorial bench. He will then write to the Clerk with choices to be ordered.</p> <p>A suggestion was made to provide plants and flowers in the village. In the summer they require daily watering, and volunteers are needed. It was suggested that parishioners be made aware of the VE Day celebrations in 2020 to formulate floral tributes. Silent Soldiers should be incorporated. Planters on the Old Pond site should be installed without delay.</p>

<b>12.</b>	<b>SH News</b> No update.
<b>13.</b>	To report on any meetings  None.
<b>14.</b>	To agree the date of the next PC meeting  Tuesday 4 <sup>th</sup> June 2019. 7.30pm at the Community Centre.
	There being no further business, the Chairman closed the meeting at 9.25pm.