
MINUTES OF MEETING

Wednesday 4th June

Councillors in attendance:

Cllr Nuthall, Cllr Ramsden, Cllr Young, Cllr Baker, Cllr Bays, Cllr Turvey, Cllrs McNeill, Cllr Thomas, Cllr Adoh

Meeting opened 7.30pm

1) Acceptance of apologies for absence

Councillor Burnham and County Councillor Carrington acceptance of absence

2) Declarations of interest (agenda items)

No Declarations of interest raised for any councillors

3) Open Public Forum

Parishioner 1 – confirms they are here in regard to Item 10) Methodist Church and the excavation of Parish Land.

Parishioner 2 – Wanted an update for the missing fencing in Longburrow Hill. Cllr McNeill confirms he is in the process of receiving quotes, and will update once all quotes have been received, and the item will go back on the agenda. Suggestion of using the hall as a blood donation location. Cllr Nuthall confirms the clerk will look into mobile blood donation at Longburrow Hall.

Parishioner 3 – Attending on behalf of Item 11) Memorial Tree – Previous Parishioner.

Parishioner 4 – Previous minutes – draft minutes on the noticeboard outside of Longburrow Hall cannot be read. Clerk confirms that these are outdated minutes due to the notice board being jammed. Cllr Ramsden confirms other locations to read the noticeboard until Longburrow is fixed. Cllr Nuthall confirms that Parishioners are welcome to visit the clerk to have a printed copy of the latest minutes. A safety concern raised for pavement along Park Lane, particularly in the dark. Clerk to review and look into getting it fixed.

Parishioner 5 – Congratulate the council on the new website.

4) To confirm minutes of 7th May 2025

No observations or comments on the minutes. The council approve, minutes are confirmed and signed.

5) Buckinghamshire Councillors

Cllr Adoh gives updates on the following: Robert is now a member of the cabinet for resources. There are budget reductions and Parish Councils are being advised if they have any projects or plans to put them forward now before these reductions take place. Cllr Nuthall mentions we have playground projects; Cllr Adoh welcomes the council to get in touch quickly regarding these. Cllr Adoh welcomes Portia, the new clerk, to take up the opportunity to speak with the community board officers who can advise on projects. Cllr Adoh confirms the procedure to submit project application plans, and advises that we will be updated on the procedures and applications towards the end of the month. Cllr Young asks for an update on the derelict shop on New Road (Item 26). Cllr Adoh confirms it is not a council property, but a Red Kite property, and the council has been working with Red Kite since 2020. Cllr Jenkinson asks Shade for an update regarding lights on the crossing on Marlow Road, and confirms it's on Fix My Street. Cllr McNeill highlights that this is an issue of safety

with his son almost being hit due to lack of visibility. Cllr Young confirms the road markings are worn as well. Cllr Jenkinson highlights that we have more potholes that need to be addressed.

6) Finance

a. Bills Payable

Cllr Nuthall raises concerns about the direct debit SSE payments on the bills payable, Cllr Nuthall and Clerk have spoken about these payments prior to this evening's meetings; these are back-dated payments that the clerk will dispute and investigate getting a refund. Cllr Nuthall confirms these are backdated payments for the hall. Cllr baker and Thomas confirm SSE has overcharged the council previously and refunded. Cllr Nuthall confirms she wants to direct debits stopped for SSE if we cannot get to the bottom of it prior to the next payment. All in favour and Bills Payable agreed, with exceptions discussed.

b. Monthly Accounts for May 2025

Cllr Nuthall confirms we have no monthly accounts to review at this meeting, they will be added to the next meeting to be reviewed and signed off.

c. Finance Committee – Meeting 19th May

Cllr Nuthall confirms that the finance committee has decided to increase the reserves, which will be increased to £50,000.00. Cllr Thomas confirms the terms of reference have been updated, these are on the website. Finance for the play equipment needs a detailed review, including consideration of CIL money for these projects. Cllr Thomas confirms quotes for works to be carried out on Marlow Cemetery trees, waiting for a third quote. Next finance meeting Monday 1st September 2025. Minutes will be presented to the council on Wednesday, 3rd September 2025.

Cllr Nuthall confirms an extraordinary meeting will be called for Wednesday 25th June to review and discuss the council's AGAR 24/25 submission, all councillors are encouraged to attend.

d. Adoption of new financial regulations as per NALC updates

Cllr Nuthall confirms this was deferred from last meeting. The council all agrees on these updates and they are now adopted.

7) To consider setting up a working group to explore possibilities of holding a music event to celebrate the work of everyone in the village, and to update the parish council on costs, feasibility, risk assessments, and any other important information for such an event as and when appropriate.

Cllr Bays proposes the above, Cllr Baker seconds. Cllr Bays will review the feasibility of this for next year, initially setting up a working group.

8) To consider the nomination of named councillors as parish council liaison for both the local fire service and for neighbourhood policing.

Cllr Bays proposes, Cllr Baker seconds. Cllr Jenkinson to be the liaison officer for TVP, and Cllr Bays to be the liaison officer for local fire services. Cllr Adoh confirms that TVP are looking to have more of a presence in their local neighbourhoods, with at least coming out once a month. Cllr Adoh brings attention to the planned Ridgeway West Councillors Surgery for the year: Saturday 28th June, Saturday 6th September, Saturday 13th December. These will all be held in Stokenchurch Community Library.

9) Stokenchurch Primary School Summer Fete.

Clerk asks if the council would like to enter a donation for the raffle. Resolution: £50.00 voucher for Mowchak. Proposer Cllr Baker, Cllr Ramsden Seconds.

10) SSEN Job Ref: FEM523 – Excavation of Parish land

No concerns or objections. Proposer Cllr Young, Cllr Jenkinson Seconds.

11) Memorial Tree – Previous Parishioner

Cllr Baker confirms the parishioner who has requested this has asked for the memorial tree to be placed close to the scouts due to the work and commitment of the individual. Proposer Cllr Bays, Cllr Baker Seconds. Cllr McNeill suggests a tree guard; Cllr Jenkinson has one that can be used.

12) Sidney Ramsey Memorial

Cemetery Committee have reviewed this memorial and are happy with it, council approve.

13) Quiz Night – Parish Council run quiz night to raise funds for village projects inc. maintenance to the Bowling Green unmanned road

Cllr Bays to lead this, and contact the parishioner who suggested this. Cllr Turvey and Cllr Ramsden have offered to assist with the events.

14) Planning

*Planning applications may have been updated after the agenda has been issued and therefore won't be listed on the agenda, but may still be discussed. Please contact The Clerk for further details.

- a. 25/06030/FUL APPLICATION FOR: Change of use from convenience shop (Class E) to restaurant (Class E) and hot food takeaway (sui generis) and installation of kitchen extraction flue ventilation unit.

Objections under the grounds of: No suitable parking, additional traffic, noise, and extraction. All in favour.

- b. 27/06164/TPO APPLICATION FOR: Reduce over extended lateral limbs overhanging the highway and reduce end weight by 2-3 metres x 1 Pine (T4)

No objections

15) Project Updates – Website, Longburrow play area, colour in the village

Cllr Nuthall confirms the website has been updated and should be online tomorrow (Thursday 5th June).

Cllr Nuthall confirms finances for funding the Longburrow playground, the target for the project is £55,000.00, and we are now only short of £9,000.00. Cllr Nuthall confirms SGCC and CG are both in need of attention.

Cllr Nuthall confirms the planters are being installed on the 9th. Cllr Baker thanks Cllr Jenkinson on all her efforts and planting ahead of the external judging for The Best Kept Village. Cllr Jenkinson thanks individuals for their generous donations for plants. Cllr Nuthall thanks Notcutts, specifically Stephanie Winterbourne, for the donation and delivery of 100 bulbs. Cllr McNeill to enquire with Notcutts if they would like to sponsor the village for next year's entry to The Best

Kept Village. Water containers to be ordered to help with an imminent watering system, clerk to review the installation of an outside tape for future watering.

16) Play Equipment – Cricket Ground and Studley Green – recent review of equipment and forthcoming inspection

Cllr Nuthall confirms the council are concerned with the state of the play equipment. The public has been made aware of the concern on Stokenchurch Parish Council Facebook and advised not to use the play equipment, but if they do so, it is at their own risk, also, appropriate items have been taped up.

17) Allotment Posts

The entry posts to the allotments are at an angle. Cllr Bay confirms he gave them a heavy push, to which they withstood, and advises that they look like they could quite easily be reset. Cllr McNeill brings to attention that these should also be painted yellow. The council agree to gather quotes for the mentioned work; realign posts and paint yellow. Cllr Ramsden confirms she has spoken to the agreed contractor for works concerning the allotment posts to be laid to prevent parking along the grass verges; she has asked for completion by the end of June. Cllr Jenkinson and Cllr Ramsden to locate final posts to be laid and confirm locations agreed.

18) Parishioner of the Year

Following on from a previous agenda item, Cllr Ramsden refers to an advice email received from Mel Woof. Cllr Ramsden enquired as to the origin of the award. Cllrs Nuthall and Baker advise it was an idea from the late Mary Sharrock, parishioner. Mary wanted to recognise those that carried out good deeds within the village and use to choose someone each year. When she was no longer able to do this herself she gave the award to the council to carry on the tradition. Cllr Ramsden proposed the award should go to Val Jenkinson this year for her tireless contribution to the village, wholly outside her position as councillor. The council agreed by a show of hands. Cllr Turvey proposed a more formal procedure for 2026 to be decided in time for the next AGM. Council also agreed that the award should be renamed The Mary Sharrock Award. All agreed. Cllr Ramsden will obtain the plaque from the 2024 winner.

19) Policies and Procedures review

Cllr Nuthall and McNeill have been slowly updating the policies and procedures, and Cllr Bays is confirmed to be reviewing them as well. Cllr Nuthall mentions that the files are all on the shared drive for all councillors to review. Cllr McNeill informs councillors of what the shared drive is, as some councillors are a little unsure of how the system works. he is happy to do an instructional meeting for councillors, so they understand the software. Cllr Nuthall and Cllr McNeill propose council to review two updated policies and procedures each month. All agreed

20) Kings Hotel

Next court date is due October 2025.

Cllr Nuthall gave the council's ongoing thanks to John Lee Construction for continuing to supply the Harris fencing, free of charge, since shortly after the fire occurred. Cllr Nuthall, acting as a parishioner and local business owner reported she has been liaising with other business owners to purchase Harris fencing covers to improve the area. She advised funds collected already cover two-thirds of the cost. Cllr Nuthall will continue this endeavour.

21) Governance – Agenda and Minutes

Cllr Nuthall and the clerk confirm that the Agenda, Minutes, and documentation for Stokenchurch Parish Council, along with the noticeboards, will be updated to create a more uniform, professional and presentable finish. Cllr Ramsden confirms a disclaimer being placed at the bottom of the agenda to highlight that councillors may be on their phones to review documentation. Noticeboards to be updated with a list of the planned parish council meeting dates for the year. These are to take effect from July's meeting.

22) Best Kept Village – Clarify areas that need tidying up prior to judging, inc. area beside Methodist Hall.

The council decided the areas to review for one of works to tidy up:

- Island near Tipping house
- Church square underneath the tree
- Studley Green – island outside with was formerly the Studley Arms.
- Cricket ground – grass by the swings where the cricket covers are kept

Cllr Ramsden to confirm works with the Social Club and ensure the hedge cutting is not carried out.

23) Public Bench – The placement of a public bench along New Road, including funding and steps

Cllr Turvey will liaise with the Parishioner concerning the placement of the public bench, get photos. This will then be reviewed in July's meeting.

24) Trail Running Event – A running event on 19th July using public rights of way

Council agrees all is fine with this.

25) Speed in the Village – community speed watch

Cllr Bays confirms he is chasing the training programme coordinators.

26) Derelict Shop, New Road – Discuss updates to the vacant and derelict shop at the top of New Road

Cllr Jenkinson will liaise with Red Kite to get an update.

27) Any other business

Cllr Thomas updates:

- That the application for the O licence for Five Oaks was withdrawn on the 21st May.

- He is attending a training conference and report back to the council
- He will be organising a walkabout with Cllr Baker for the benefit of the councillors and new staff. Date to be confirmed.

Cllr Turvey

- Raises the possibility that councillors take up the responsibility of different areas in the village to mend in the event they arise on Fix My Street. Council agrees that this is dealt with by the clerk.

Cllr McNeill

- Wanted to confirm where the allotment posts are located. Cllr Jenkinson to confirm and Cllr Ramsden to ask for completion by June.

Cllr Jenkinson

- Would like the exterior tap looked into.
- Did we receive a quote for plastic compounds from John Lee. Clerk to confirm.

Cllr Bays

- Confirms the land opposite Bangalore house has been bought, and for information they may be intending to use it as storage for cars in the interim.

Cllr Young

- Confirmation that we would like to send a letter to the dog rescue to avoid walking the dogs through the allotments and the playgrounds. Cllr Thomas to bring to July's meeting information regarding the placed dog poo bin in the allotment

Cllr Baker

- Queried the condition of the allotment carpark. Cllr Thomas confirms it is in good condition, however, there is quite a bit of growth creeping in.

28) Items for next Agenda

- Allotments
- Allotment Posts
- Swinley pond
- Fencing
- Water
- Mudds bank
- Parishioner of the year.

Meeting closed 9.25