

MINUTES OF STOKENCHURCH PARISH COUNCIL MEETING

WEDNESDAY 8th April 2026

Longburrow Hall, Stokenchurch at 7.30pm

Present:- Cllr; Robin Thomas (Chairman), Cllr Camilla Baker, Cllr Sonia Bhatiani, Cllr Valerie Jenkinson and Cllr Andrew Seddon .

The Meeting Started at 19.32hrs

Public Forum

In attendance: Six (6) members of the public

A Parishioner wished it known that he had been in contact with Thames Water regarding loose drain covers at the entrance to Longburrow which were posing a danger to pedestrians and traffic and they had now been repaired. The parishioner had also dealt with some budleia trees near Briars Wood thereby allowing the drains to receive run off. The same Parishioner asked if he could comment on Items 8, 25, 32 and 35 and this would be permitted at the appropriate time in the meeting.

1. Acceptance of apologies for absence

Apologies were also received from Cllrs Burnham and Wheeler – Stokenchurch Parish Council and Bucks Councillors - Adoh and Carrington.

2. Declarations of interest (Agenda items)

None.

3. To confirm the minutes of 11th March 2026

The minutes of the meeting held on 11th March 2026, was proposed by Cllr Seddon, Seconded by Cllr Jenkinson and agreed as a true records of the meeting. Cllr Thomas duly signed same.

4. Buckinghamshire Councillors - None

FINANCE

5. Bills Payable – March 2026.

6. Monthly Accounts;- March 2026.

7. Monthly Bank Reconciliation;- March 2026.

The Chairman informed the meeting that **“There is a delay in reporting as a result of a new interim RFO coming on stream so these items 5, 6 & 7 will be deferred until the May Meeting.”**

8. PLANNING.

PL/26/01868/FA Sand Batch house, Butterly Road, Stokenchurch. Demolition of existing rear conservatory and replace with single storey rear conservatory. No Objection was proposed by Cllr Jenkinson and seconded by Cllr Bhatiani and was agreed without division.

A parishioner brought to the attention of the meeting the following:-

PL/26/00731/OA Location: Land To The West of Stokenchurch Business Park , Ibstone Road, Stokenchurch. Outline planning application for the erection of a mixed-use warehouse (Use Class B8), light industrial (Use Class E(g)(iii)) and general industrial (B2) unit, including ancillary office accommodation vehicle/cycle parking, landscaping, and associated access improvements (matters to be considered at this stage: access, layout, scale and landscaping).

Concern was raised about the number of HGV's, access etc. Cllr Jenkinson advised that this was part of the old Stockwells Yard. The Chairman thanked the Parishioner for their observations and bringing it to the attention of the Council.

UPDATES

9. **CLERKS REPORT:** To receive updates from the clerk on ongoing actions and new matters of business. The Council is in the process of recruiting a replacement Clerk and Items 10 to 17 cover this.

10. **Football Club Container Update** - Cllr Jenkinson advised that a new Container has been acquired which is solely for Children. There are currently 3 different age groups and Adam Cooper is to be commended for the work being undertaken. Cllr Seddon suggested that it be painted Racing Green and that he could assist with painting so that it could blend in with the surroundings. Cllr Jenkinson proposed that this colour be adopted, It was seconded by Cllr Bhatiani and agreed without division.

11. **Stockfields Hedge** – Cllr Jenkinson advised that we had received 3 quotes and that one of the quotes had identified Ash Die Back and significant Health & Safety Issues in respect of the Trees/Hedging. The Wall was also examined and it could be made safe but costs of undertaking this could be variable. It was proposed by Cllr Jenkinson seconded by Cllr Bhatiani and agreed without division for the works to proceed as a matter of urgency.

12. **SGCC Lease Update** Cllr Seddon advised that he had been in contact with Kidd Rapinet and Wellers – the latter specialising in Parish Council Works. The quotation from Wellers to produce a lease for SGCC will be £1500 + VAT + Disbursements. This is considerably cheaper than Kidd Rapinet (£2250 + VAT + Disbursements and other charges). It was proposed by Cllr Jenkinson, seconded by Cllr Bhatiani and agreed without division that Wellers be instructed to produce the Lease for SGCC.

13. **Kings Hotel / Swilley Pond Heras Fencing** . Cllr Seddon reported that the Heras Fencing had been removed from Swilley Pond and the Notice had been re-installed. Cllr Seddon had been in contact with John Lee and replacement of Hears Fencing by Stokenchurch Parish Council will be co-ordinated. The Fencing will be owned by the Council and when no longer required at The King Hotel it will be stored for use as required. The acquisition of the Fencing was proposed by Cllr Baker, seconded by Cllr Jenkinson and agreed without division. A parishioner asked whether it would be possible to see if the legal costs incurred at Swilley Pond could be recouped and also the costs of the Heras Fencing at Kings Hotel could be recouped from the Kings insurers. The Council will explore both and thanked the Parishioner for his observations.

14. **Cemetery Land Purchase** – This is in progress.

15. **Fire Assessment Update** – Cllr Seddon reported that the Fire Assessment has been completed and that two doors need to be replaced by Fire Doors, and three other Doors require self closures to be fitted. There is also a requirement for a Fire Floor Plan and construction of this is in progress.

16. **Clerk & Admin Officer Vacancies Update-** Due to the absence of Cllr Wheeler no report has been provided.

17. **Unity Bank Application** – The application has been successful and a changeover date will be determined by liaison with the Interim RFO.

OTHER BUSINESS

1 Great British Spring Clean – The event on 28th March attracted 8 participants and resulted in the collection of 8 bags of Rubbish – 2 of which was entirely from the Marlow Road Cemetery. Cllr Seddon advised that at times, thanks to other volunteers and Duke of Edinburgh Volunteers regularly going around the village, litter was difficult to find. Thanks are extended to all those volunteers and also to the Memorial Hall for their help and assistance.

1 Thanks to IO Photography for Drone Pictures (Supplied free of charge). Cllr Seddon was able to arrange for these Drone pictures, which will be uploaded onto the website so that funding applications can be progressed for Longburrow Hall. A parishioner asked about the extent of the Drone coverage and was told that this covered Stokenchurch only. Cllr Seddon was asked if a similar thing could be done for Studley Green/Beacons Bottom and Cllr Seddon will investigate.

2 Hedgehog Awareness Week 4th - 9th May 2026. Cllr Seddon wished to draw attention to this event and explained the importance of Hedgehogs and how things could be made easier for them to navigate gardens – gaps in fences/Hedgehog Houses etc; He has also sought assistance from Thame Mens Shed to build 4 x hedgehog houses for locations throughout the parish. We have been able to arrange for 21st Century Thame to give us a presentation at the next Annual Parish Council Meeting on 20th May 2026.

2 Supporting Local Businesses. The Parish Council are keen to support local businesses and are looking to include those businesses on the new Council Website if approved.

2 Vexatious Persons Policy to be adopted. It was proposed by Cllr Jenkinson and seconded by Cllr Bhatiani and agreed without division that this policy be adopted

Flag Flying Policy to be adopted. It was proposed by Cllr Baker, seconded by Cllr Jenkinson and agreed without division that this policy be adopted.

3 Hall Booking Fees. In progress – deferred till May Meeting.

2 Defibrillator Pads. All the Defibrillators in the village are operational. A parishioner asked if the locations could be publicised more widely within the village and that clearer instructions could be provided as he felt that in an emergency the instructions could be difficult to follow. It was felt that better mapping of the locations would be beneficial and the new website will reflect this. Another parishioner wished to convey their thanks to SPC in providing a hall for defibrillator training.

Bench Located on the Common Cllr Seddon showed the Council the condition of the bench situated just before the entrance to Cricket Ground, which required replacement. The Bench has a plaque on it and this can be incorporated in the new bench, which would be composite, cost around £400 and perhaps a sponsor could be obtained to contribute to the cost. Cllr Seddon would be happy to remove the old bench and a notice would be put on the website to inform parishioners of this. The purchase of the new bench was proposed by Cllr Bhatiani, seconded by Cllr Jenkinson and agreed by all.

Bus Shelters and Benches / Cleaning & Repaint by Councillors. Cllr Seddon brought the Councils attention to the state of some of the bus shelters and benches and suggested that a date be set to paint some of them. After due discussion the 3rd May was decided upon.

2 Bucks Best Kept Village Competition 2026 – The Council confirmed that they would be entering.

7 Tree Guards repainting by Councillors – It was proposed by Cllr Jenkinson, seconded by Cllr Seddon and agreed by all that the Tree Guards be repainted by Cllr Seddon examined and removed where necessary.

2 Trees located on common - Basal Growth removal by Councillors- Cllrs Seddon and Jenkinson will investigate and report.

2 **North Bucks RRIPPLE (Ramblers Repairing & Improving Public Paths for Leisure & Exercise) Donate a**
9 **Gate Scheme** – This has been noted.

Outstanding Street Lighting Repairs by Contractor - (Light still u/s in Alleyway between Bowling Green and Chalk Farm Road – The quotation for the streetlight has now been received and the cost is
3 **£4667.83**. There are also two further lights out and these have been reported to the contractor. A
0 parishioner also brought the Councils attention to a light on the access road to Longburrow where the access panel is broken and has been temporarily fixed with cable ties. The Council thanked the parishioner for this information and the contractor will be notified. These costs will be reviewed by the
3 Finance Working Group and a report will be made to the Council asap.

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3 **Co-option of Marion Watson to fill vacancy for Studley Green/Beacons Bottom ward** – The Chairman
2 informed the meeting that Marion Watson was happy to be co-opted to this vacancy and it was proposed by Cllr Jenkinson, seconded by Cllr Bhatiani and agreed without division.

Swilley Pond/Stokenchurch Estates – In view of the recent problems with the leaseholders, the question of termination and recovery of legal costs £1500 was raised. Cllr Jenkinson believed that the lease does not expire until 2033. Stokenchurch Estates will be approached regarding the legal costs.

Potholes - Outside Chemists Oxford Road – A parishioner wished to complain about the potholes and questioned why the Council had not repaired them. The Council replied that they had monitored the condition and are obtaining quotes for the repair.
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St Georges Day 23rd April – The Flag will be Flown.

Grass Cutting Schedule- In progress

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4 **Cleaners for Longburrow Hall** – The Council have received one quotation and are seeking further quotes

Budget review- to agree to action this month with new Interim RFO – This is in progress.

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The Meeting Closed at 20.45hrs

*** Meeting will be closed-** Exclusion of Public and Press to exclude public and press in accordance with S1 (2) of the Public Bodies (Admission to Meetings) Act 1960, and press and public to be excluded from the meeting during consideration of item 40 set out on the agenda due to the confidential nature of this item. It is proposed by the Chairman that the Public and Press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to meetings) Act 1960, as matters which

will be discussed are considered to be confidential.

The Meeting Started at 20.50hrs

**4
0 Closed session Financial and Staffing Matters**

The Chairman introduced Lee Kelly as our interim RFO and Lee advised that work was progressing with regards to getting the Councils Finances into shape. There were some queries but these were gradually being resolved and that contact had been established with the Internal Auditor (Jane Olds). The first tranche of precept money is due on 16th April 2026.

Cllr Bhatiani advised that we need to relook at the budget as some errors had been identified, though this did not affect the precept request.

Cllr Wheeler although absent, had advised that shortlisted applicants would shortly be interviewed, and sought assistance from other Cllrs in this matter.

The Meeting Closed at 21.28hrs.

