MINUTES OF STOKENCHURCH PARISH COUNCIL MEETING

WEDNESDAY 14th October 2026
Longburrow Hall, Stokenchurch at 7.30pm

Present: - Cllr Robin Thomas (Chairman), Cllr Camilla Baker, Cllr Racquel Burnham, Cllr Lee Mathers, Cllr Andrew Seddon and Cllr Marion Watson

The Meeting Started at 19.34hrs.

1. **Public Forum.**

In attendance; - Eight (8) members of the public.

Cllr Burnham read out the following message: "On behalf of Stokenchurch Parish Council, I would extend our sincere condolences to the Hunt Family following the passing of Eric Hunt, known as Spooky, by his friends and family. He was a much-valued member of the community and at one time owned Mallards Court and the Kings Arms Hotel. We acknowledge with gratitude his contribution to village life. Spooky will be sadly missed and fondly remembered".

A parishioner requested involvement in items 15 & 24.

A parishioner asked about what can be done to extend the Wycombe Smart Zone bus ticketing system to Stokenchurch as currently the fares are significantly more than for those living within the Zone. Buckinghamshire Councillor Adoh is involved in this but was unable to attend the Parish Council meeting.

A non-parishioner requested involvement in item 16 as they had previously raised the issue with the Council.

Cathy Hutt thanked the Council for sorting out her booking issues last week, which was appreciated by the Council.

2. Apologies for Absence.

Apologies were received from Cllr Bhatiani.

3. **Declarations of Interest**

Cllr Baker declared an interest in item 10.

4. To confirm the Minutes of the meeting of 9th September 2026 & extraordinary meeting of 12th October 2026

The minutes of the meeting of 9th September 2026 were proposed by Cllr Seddon seconded by Cllr Baker, Cllr Burnham abstained. These were then signed by Cllr Thomas (Chairman).

The minutes of the meeting of 12th October 2026 were proposed by Cllr Seddon seconded by Cllr Baker and agreed without division. These were then signed by Cllr Thomas (Chairman).

5. Buckinghamshire Councillors.

Cllr Carrington sent a report which was duly read out by the Chairman:

Kings Hotel

- Aware of the report that on Monday that the legal action bought by the owners of the Kings against their insurer has been discontinued. Whilst this has brought one outcome to an end this situation is still an ongoing matter, and we know the Kings Arm Reclamation Group continue to try and liaise with relevant parties to try and find a way forward. We as stated many times support these efforts and will continue to do so.
- Concerns were raised over the security of the site; Council officers and their contractors have inspected the site and have undertaken remedial works to strengthen the Heras fencing to make it secure from unauthorised access.
- Look forward to hearing the Parish Council's thoughts on whether Stokenchurch PC might be prepared to fund a Conservation Area character appraisal about potentially expanding the conservation zone to include the Hotel which could be useful in justifying action at the Kings Hotel.

Comments: Discussion held under item 32

Flytipping

- We are aware of further case of flytipping in the Mudds Bank area which has been picked up by the Bucks Free Press. The scale of the fly-tipping shown in these images is shocking. Fly-tipping is an unacceptable and anti-social crime that damages our environment, blights local communities and places an unfair burden on landowners and taxpayers. Enforcement Officers will visit the site, establish land ownership and gather any evidence that could help identify those responsible. As a reminder Bucks Council use a combination of investigation, enforcement, education and targeted surveillance to identify those responsible and to deter further offences. All residents are encoruaged to report all incidents of fly-tipping through FixMyStreet as this ensures all reports are directed to the appropriate teams for investigation and clearance.

Comments: This is private land and it is understood that this is company waste rather than flytipping

Mudds Bank

- Attached Enforcement Notice issued on 21st September on Lot B1 at Mudds Bank over an alleged breach of planning control where without planning permission, there has been a material change of use of the Land to a mixed use comprising agricultural, residential and storage use, facilitated by; the formation/laying of hardstanding, the erection of a timber structure and the siting of a shipping container. This Notice takes effect on 01 November 2026, unless an appeal is made against it prior to that date. Then the owner has 6 months to comply with the notice.

No Comment

Concerns raised over drainage issues by Pendles Paddock on the B482

- Aware of concerns by residents over this and Environmental Health are looking into this.

Parishioner commented that there is a smell of decaying water on Marlow Road
Await outcome of investigations

6. Bills Payable – October 2026.

The Bills payable were presented to Council and were proposed by Cllr Mathers, seconded by Cllr Seddon and then signed by Chairman.

7. Monthly Accounts – September 2026.

These monthly accounts were presented to Council and were proposed by Cllr Mathers, seconded by Cllr Baker.

8. Monthly Bank Reconciliation – September 2026.

These were presented to Council and were proposed by Cllr Mathers seconded by Cllr Baker and agreed without division.

9. Budget Report & AGAR.

This item was deferred until November 26 meeting after the Finance Working Group meeting later in October 26.

PLANNING.

10. PL/26/07482/FA – 7,8 & 9 Church Street, Stokenchurch, Buckinghamshire, HP14 3TG, Proposal: Replacement of falling render, like for like, to 7,8 and 9 Church Street, Stokenchurch
Cllr Baker left the meeting before the Council returned a motion of No objections.
Cllr Baker rejoined the meeting.

11. PL/26/07937/FA – Beechcroft, Water End Road, Beacons Bottom, Buckinghamshire, HP14 3XF, Proposal: Householder application for the construction of a single storey side/rear extension and hip to gable roof and rear roof extensions with front and rear dormers and rooflights to create first floor level.
Council returned a motion of No objections.

The following planning applications have had comments, where applicable, filed with Buckinghamshire Council, Directorate for Planning, Growth and Sustainability retrospectively to meet the response deadline in September 2026:

12. **PL/26/06780/FA – Unit 1, Stokenchurch Business Park, Ibstone Road, Stokenchurch, Buckinghamshire, HP14 3FE, Proposal: Change of useof an office to a mixed-use (Use class E) and community centre use.**
    Response: No objections

ENFORCEMENT NOTICES

13. **EN/26/00715/ENGOP – Land North of Five Oaks Farm, Wycombe Road, Studley Green, Buckinghamshire. Alleged Breach: Appeal against an Enforcement Notice alleging the laying of hardstanding without planning permission.**
    Comments: For information only

OTHER BUSINESS

A Parishioner asked if it was ok to record the meeting which was granted after some discussion.

ITEMS FROM FCM 9th SEPTEMBER 2026 FOR FOLLOW UP (9/9/26 agenda item no.)

14. Triple A Amusements (item 23)

Further information had been requested, and this was provided, this included information regarding what would be on offer, commitment to safety and responsibly ensuring all relevant public liability insurances, risk assessments and licences were in place, minimal disruption and the common left clean and tidy afterwards. Also, they then went on to mention that ride prices would be kept the same as the previous 5 years.

The request would be from 19th – 26th April 2027 including setting up and packing up.

This was agreed in principle but weather dependant.

15. Longburrow Hall Fencing (item 25)

This item provided significant discussion after it had been deferred from the previous meeting. Based on the quotes received, the Council would like to defer this item until the next financial year however, concerns were raised that this had been ongoing from January 2025 and the area is dangerous leading to concerns for the safety of the public. Cllr Mathers agreed to contact the insurers for guidance on the Parish Councils responsibilities and Cllr Baker suggested looking at the covenants to determine what can be done also Cllr Baker suggested removing the mud to stop the area being used as a slide.

16. Marlow Road Cemetery (item 26)

Contractor proposal discussed to clear areas to the headstones and make easy access for parishioners to attend the site and waste away for £600, agreement was proposed by Cllr Seddon and seconded by Cllr Mathers.
Concerns were raised by Cllr Watson regarding subsidence in the area behind the bus shelter creating a safety issue and the potential for open graves. It was agreed that the clerk would contact the grave digger to investigate and report back.

17. Swilley Pond Lease Update (item 31)

This is an ongoing request for the proposed assignment of the Swilley Pond lease from Stoken Estates Limited to Swilley Limited. Cllr Burnham requested that the council:

- Deferred approval of the assignment
- Request all lease payments be paid
- Clarify arrangements with CPM

Also, it was suggested to contact the Land Registry regarding any covenants and look to end the lease at the end of the term in 2033. This item will be deferred to the next meeting.

18. Christmas Tree (item 40)

An update was provided by Cllr Thomas regarding this year's Christmas tree, The Tree Barn have agreed to supply a 20ft high tree for Stokenchurch at no cost for the tree however, delivery and erecting the tree will cost £200 + VAT and collection and disposal will cost £150 + VAT.

NEW ITEMS

19. Parish Council meeting dates 2027

A list of dates had been circulated prior to the meeting which followed the existing criteria, second Wednesday of the month except for August when no meeting is held. plus, the Annual Parish & Annual General meetings in May. Some concerns were raised regarding the latter 2 dates, however, the listed dates were approved by council.

Full Council Meetings:
Weds 13th January 27
Weds 10th February 27
Weds 10th March 27
Weds 14th April 27
Weds 9th June 27
Weds 14th July 27
Weds 8th September 27
Weds 13th October 27
Weds 10th November 27
Weds 8th December 27

Annual Parish Meeting:
Weds 19th May 27

Annual Meeting of The Parish Council:
Weds 26th May 27

20. Lamp Post Planters

There were some discussions regarding the contract provided by Windowflowers and the prices were read out by the clerk, the cost of 5 sets of 2 half baskets for Winter-Spring 2026/27 is £450.00 nett and 10 half baskets for Summer 2027 is £660.00 nett. The Winter/Spring baskets will be additional bedding displays. The quotation was proposed by Cllr Burnham and seconded by Cllr Thomas without division.

21. Defibrillators

Cllr Seddon advised that none of the defibrillators supplied by the Council had bleed packs and suggested this should be considered as they would provide bandages etc to stem bleeding. The cost would be around £20 per pack. Cllr Seddon also advised that some of the defibrillator signage needed replacing which was agreed as well.

22. Poppy Appeal

Cllr Seddon advised that the Stokenchurch community had hand-knitted and crocheted over 2,000 poppies for the display with the sew-in dates being agreed. Chairman Cllr Thomas thanked the parishioners of

Stokenchurch for their amazing efforts.

23. Remembrance Day – Microphone & Audio Set Up

Cllr Seddon received a £660 quotation from Gravity Events for the use of a microphone and speaker system to improve audibility for the congregation and members of public throughout the service. A member of the Village fete committee mentioned they may be able to donate the equipment which was gratefully received.

24. Thames Valley Air Ambulance Donation Bin Relocation

After numerous complaints from residents regarding persistent littering and unsuitable items being left around the bin, Cllr Seddon suggested looking to relocate the Donation Bin to the car park at Longburrow Hall. Discussions centred around whether people would continue to donate if the bin was located outside Longburrow Hall and it was suggested whether the bin could be relocated to Thames Valley Air Ambulance's car park in the village, however, the area is gated so it is not accessible. It was decided that Thames Valley Air Ambulance would be asked to remove the bin altogether and move to a letterbox drop for donations in the future. Cllrs' Baker & Burnham abstained from this decision.

25. Donated Trees and hedgerow Whips

The Council was asked to ratify the successful application for 280 trees and native hedgerow whips. This was agreed without division. Discussions also took place regarding where they should be planted and the arrangements for their management.

26. National Lottery Playground Sign - Update

Longburrow playground was funded through the National Lottery Grant Scheme and for future funding applications this should be recognised by displaying an appropriate plaque. The cost is expected to be no more than £200 as was agreed that Cllr Seddon should proceed.

27. Community Impact Bucks/ACRE Membership

Cllr Seddon asked for the Council to re-instate our ACRE membership as it provides useful advice and support for village halls and committees, information and support for grant applications, funding and sponsorship opportunities as well as potential reductions on insurance and other services. This was agreed without division.

28. Drainage Flushing Quotations

Cllr Mathers explained that after investigations into the leak in the small hall it had been identified that there had been drainage issues in the sink pipes located in the first floor flat, this had now been rectified however, it was suggested that the pipes and drainage system in the rest of the Hall should be looked at to ensure they are free flowing and suitably maintained. It was agreed that quotes should be obtained and a parishioner would provide details of a suitable contractor.

29. Tree Cutting Quotations

In 2025 the Parish Council commissioned a survey of the trees in the village where the maintenance was its responsibility. As a result, some work is now required. A quote has been received for each tier, and these were discussed also, various other contractors have been suggested. It was agreed in principle that the best quote for the requirements should be adopted, however, the process should be deferred to the next Finance Working Group meeting at the end of October.

30. Stokenchurch Village Volunteer Group/Adopt a Patch

The "Adopt a Patch" scheme would allow parishioners to volunteer to help keep the village clean and tidy. Parishioners would be invited to adopt an area of the village which they would maintain such as a particular tree, planter or small area of public space. Discussions took place around whether we would be covered under our insurance and Cllr Mathers would check and report back. It was also suggested that the Council would need to keep a record of all the adopters and their designated area. The Council agreed to proceed subject to confirmation of suitable insurance cover Proposed by Cllr Burnham, Seconded by Cllr Baker.

31. Dog Waste Bin

The dog waste bin on Pigeon Farm Road is damaged and needs replacing, the cost of replacement is around £200, there are optional extras including mounting options which will increase the cost. The Council approved the purchase of a new bin Proposed by Cllr Mathers and Seconded by Cllr Baker.

32. Stokenchurch Conservation Area

The Council has been asked to consider funding a character appraisal for extending the Conservation Area to include the Kings Hotel. An updated appraisal could be useful in justifying any future action taken at the Kings Hotel. This was approved by the Council, proposed by Cllr Burnham and seconded by Cllr Thomas.

33. Interment of Ashes

The Council has received a request for agreement to the interment of ashes in Plot 46 and this was approved without division after a short discussion. Proposed by Cllr Baker Seconded by Cllr Watson.

34. Parking on Marlow Road

The Council has received correspondence from a parishioner regarding parking on the grass verge along Marlow Road and the damage this is likely to cause especially as we move towards the winter months. After some discussion it was decided that the issue should be highlighted to our Unitary Councillor's for their support in potentially lobbying for change to the road markings via Thames Valley Police.

35. Longburrow Hall Repairs

Cllr Mathers provided details of current issues along with work currently taking place in small hall. There are issues with some tiles that have broken on the roof that need replacing. The Council have received details of

a roofer who will be contacted for a quote. Cllr Mathers also thanked those involved for all the work completed so far.

36. Stokies Big Splash

The Council received a request from Stokies Big Splash for use of Longburrow Hall facilities to hold A Halloween Silent Disco and Inflatable Screen Movie Night and either a reduced cost or completely waiving the fee.
The Council agreed to allow use of either or both halls, if available, free of charge for the 2 events proposed by Cllr Burnham and Seconded by Cllr Thomas.

The Meeting Closed at 21.45hrs

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Session of Meeting Closed to the Public

The Meeting Started at 21.50hrs

37. Staffing Update

The Council formally approved the final terms of the settlement agreement and associated documents along with job descriptions for both employees. Cllr Watson abstained.

The Meeting Closed at 22.05hrs.