

MINUTES OF STOKENCHURCH PARISH COUNCIL MEETING

WEDNESDAY 17th June 2026

Longburrow Hall, Stokenchurch at 7.30pm

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

The Meeting Started at 19.40hrs.

1. Public Forum.

In attendance;- Twelve (12) members of the public.

A Parishioner asked why it was taking so long to appoint a new Clerk as the potential applicant has now sought other employment. The Chairman apologized for the delay but the Contract required input from BMKALC – Buckinghamshire & Milton Keynes Association of Local Councils to ensure its compliance. The Chair also understood that a starting date had been agreed for 7th July 2026. The Chairman thanked the Parishioner for their input and would contact the applicant as a matter of urgency.

A Parishioner asked why the Parish Council had still not erected the Fence where Longburrow Field meets Park lane, although it had previously been approved. The Parishioner drew the Councils attention to having a Duty of Care to residents. The Chair advised the Parishioner that this would be discussed under Item 12.

Two Parishioners expressed thanks to the team who have been tidying bus shelters, painting tree guards, weeding and looking after the planters and the painting of the three village entry gates. The Chair thanked the Two Parishioners for their comments which were much appreciated.

A Parishioner wished to thank the Council for the condition of the Hall last Monday when the Lunch Club were in attendance. The Chair thanked the Parishioner for their comments which were much appreciated.

A Parishioner asked if the Minutes of the Meeting could be elaborated as some items lacked explanation. The example raised was the MUGA, it is actually short for “Multi Use Games Area”. The Chair thanked the Parishioner for their comments and will take them on board when the Minutes of this meeting are compiled.

2. Apologies for Absence.

Apologies were received from Cllr Bhatiani and Burnham.

3. Declarations of Interest

None Declared.

4. To confirm the Minutes of the meetings of 27th May 2026 and the Extraordinary Meeting of 4th June 2026.

The minutes of the meeting of 27th May 2026 were proposed by Cllr Baker seconded by Cllr Mathers, and agreed without division. These were then signed by Cllr Thomas (Chairman).

The minutes of the Extraordinary Meeting of 4th June 2026 was proposed by Cllr Baker, seconded by Cllr Watson, and agreed without division. These were then signed by Cllr Thomas (Chairman).

5. Buckinghamshire Councillors.

Cllr Adoh & Carrington sent their apologies.

FINANCE.

6. Bills Payable – June 2026.

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

7. Monthly Accounts – May 2026.

These monthly accounts were presented to Council and were proposed by Cllr Baker, seconded by Cllr Thomas agreed without division.

8. Monthly Bank Reconciliation – May 2026.

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

9. Budget Report.

The RFO – Responsible Finance Officer, presented for the consideration of the Council a revised Balanced Budget Forecast for the remainder of the year 2026/2027. It was proposed by Cllr Mathers, seconded by Cllr Baker and agreed without division that this forecast be approved.

PLANNING.

10. PR202605-384472 Application for a new premises licence – Coffee On The Green, 1 Duncan House, Oxford Road, Stokenchurch, HP14 3SX.

This application was to serve Alcohol by retail from 10.00 to 23.00hrs daily. It was proposed by Cllr Seddon that the Council have no objection, this was seconded by Cllr Mathers and agreed without division.

11. PL2603322/FA Application for a single storey rear lean-to extension – 22 Parrs Road, Stokenchurch HP14 3QF.

It was proposed by Cllr Mathers that the Council have no objection, this was seconded by Cllr Watson and agreed without division.

UPDATES & PROGRESS ON PREVIOUSLY APPROVED MINUTES.

12. Fence Update.

The Council are aware of the comments regarding the lack of progress of the installation of the Fence that separates Longburrow Field from Park Lane. The original cost of around £6500 is in the current situation not affordable and therefore a risk assessment of the areas that need Fencing is going to be undertaken. It is estimated that remedial work will cost around £1500 and a report on progress will be made at the next meeting.

Cllr Seddon also explained that to securely fence the entire perimeter of Longburrow, excluding the section of fence the parishioner has requested would cost in excess of £20k. The section of fence would only prohibit access to one small access point. This would not prevent access to the fields in their entirety, as the parties concerned would merely gain access through the low front gates and through the church ground

13. Bollards Update.

There are a large number of Bollards in the village and a number of them require replacement.

Cllr Seddon explained that, Wooden bollards are £40.00, Composite bollards are £80.00 and made from recycled cd cases. Composite bollards would last over 25 years, wooden bollards less than 5 years. This is due to the groundskeepers needing to trim around each of our existing wooden bollards, which in turn causes grooves in the wood from the trimmer. Which then allows water ingress thereby negating the pressure treated treatment. Concrete bollards could be used but are upwards of £100.00 each and are not in keeping with the area and less likely to be approved due to Stokenchurch being an area of AONB. Rocks in the form of boulders could also not be used due to the health and safety risks associated with flying chips and flakes from the groundskeepers during trimming.

The Council will be undertaking a review of how many Bollards are actually required and whether there are any locations where Bollards are no longer required. Cllr Seddon advised that he would arrange for the removal of damaged or broken Bollards.

Cllr Baker advised the Council that there are Bollards situated within the conservation area and we may need to have a discussion with the Conservation Officer before those Bollards are removed.

14. Bowling Green/Chalk Farm Road Light Update.

In April the Parish Council received a quotation to repair this light which came to £4667.03. The Parish Council was concerned at this high cost and has since sought other quotations. The Council can now report that Lamps & Tubes Illuminations have inspected the Light and have quoted £567.50 + VAT = £681.00. It was proposed by Cllr Mathers, seconded by Cllr Baker and approved without division that, Lamps & Tubes Illuminations be instructed to proceed with this repair.

15. Stockfields Hedge Update.

This hedge borders the Cricket Ground and has been the subject of discussion regarding locating the management company who are responsible for this hedge. The Council had received a quotation of £725 + VAT but ideally would like the Management Company to undertake this work. Communications with the Management Company – Neil Douglas at Block & Estate Management Company – is continuing and an update will be given at the next Council Meeting.

16. SGCC Lease Update.

The Council have been advised that Studley Green Community Centre are still not happy with the Lease and to that end a meeting will need to be arranged between both parties, as a matter of urgency. Cllr Watson would be happy to assist in this matter. This will be added to the Agenda for the meeting of 7th July 2026.

BUSINESS DEFERRED FROM PREVIOUS MEETING.

17. MUGA.

This item actually deals with the missing drain cover which is some 30feet from the MUGA. An update will be made at the next meeting.

18. Alternative Street Light Supplier/repair Contractor.

The Chairman advised the Council that a new Street Light Supplier and repair Contractor had been sought due to concerns over the current supplier. The Parish Council is continuously looking to obtain best value for money and based on recent quotations – See Item 14 -, It was proposed by Cllr Mathers, seconded by Cllr Seddon and agreed without division that Lamps & Illuminations be appointed the Parish Councils Light supplier and repair contractor.

19 Longburrow Hall Repairs.

Deferred till next meeting.

20. Fire Door Quotation.

This will be deferred until the next meeting.

21. CCTV Quotation.

Cllr Seddon advised that the current CCTV system requires some updating and this would cost £1298.00. A decision on whether to proceed will be made at the next meeting.

22. New Floodlight Quote.

There is a need for a light at the front of the building and a quotation will be sought to remedy this.

23. Website Subscription.

Cllr Seddon informed the Council that our current provider's renewal began on 9th June 2026. Cllr Seddon had previously discussed this and made the council aware of this in the Parish Council meeting of 27th May 2026.

OTHER BUSINESS.

24. To note the resignation of Cllr Val Jenkinson and the subsequent casual vacancy.

The Chairman and Council wish to advise the meeting that Cllr Val Jenkinson resigned from the Parish Council on 10th June 2026 and that there is now a casual vacancy for a Parish Councillor.

The Council wish to sincerely thank Cllr Jenkinson for her many invaluable contributions to the Parish Council and the Community. This has ranged from taking on administrative roles in the absence of the Clerk, undertaking cleaning duties, sourcing contractors and untold hours of volunteering to keep the Council operational. We will miss you Val

25. Bus Shelter Bench Quote.

Cllr Seddon advised the meeting that there were two bus stops where the metal benches had been removed thereby leaving no provision for passengers to sit whilst waiting for the bus. Cllr Seddon had investigated the possibility of sourcing wooden benches which could be attached to the metal supports of the Bus Stop and that the cost would be around £1700. This will be considered at the next Finance Working Group Meeting.

26. Gate Planter Sponsorship.

Cllr Seddon informed the meeting that he has been in talks with the Gardening Club at Studley Green on the potential sponsorship of placing Gate Planters at the White Gates on the A40 thereby enhancing the appearance of the village.

The Gate Planters were approved, but this is subject to Cllr Mathers speaking with BMKALC regarding sponsorship and whether this required approval.

27. External Lighting Survey.

The Chairman reminded the meeting that the Council is currently responsible for 134 Street Lights and the cost of maintaining these amounts to over £20,000 per annum. The Council will be trying to find out how they became liable for so many lights and this work may take some considerable time to establish.

The Council are also aware that some parishioners/householders may not know who is responsible for their lights in the village. The Council will later this year arrange for the lights that are currently the responsibility of the Council to be readily identifiable to the public.

28. Noticeboard Restoration Update.

Cllr Seddon advised that the restoration work should be ready in 8 weeks, and it will then be delivered to Longburrow

29. Standing Orders Communication – Absent Clerk.

Cllr Baker will draft the proposed extra standing orders about communication responsibilities when there is no Parish Clerk and this will be discussed at the next meeting.

The Meeting Closed at 21.15hrs.