

MINUTES OF STOKENCHURCH PARISH COUNCIL

ANNUAL GENERAL MEETING

WEDNESDAY 27th May 2026

Longburrow Hall, Stokenchurch at 7.30pm

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

The Meeting Started at 19.32hrs

1. Apologies for Absence.

Apologies were received from Cllr Valerie Jenkinson.

2. Declarations of Interest

None Declared.

3. Public Forum.

In attendance: Six (6) members of the public

A Parishioner wished it known that 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 thanked the Parishioner for raising this and will respond as soon as is possible.

A Parishioner complained about the fact that he had had to raise an FOI regarding the Playground Equipment and the delay in reply to that request. The Chair advised that we had replied but due to the absence of a clerk it had taken longer to gather the information and on behalf of the Parish Council apologized for this.

A Parishioner complained about the state of the bollards/posts in the village and whether or not consideration had been given to installing concrete as opposed to wooden one. The Chair thanked the parishioner for their concern and would explore the respective costs/life span etc;

4. Welcome to Councillors/Buckinghamshire Councillors.

The Chair welcomed all the Councillors to the meeting and they were then introduced to the parishioners.

This was followed by the update from Buckinghamshire Councillors, Shade Adoh and Robert Carington.

- i. The Road Works at the junction of M40/A40 had finally been completed the delay.
- ii. The Marlow Road had been partly resurfaced but concern over the section from New Road to the White Gates had been raised with the Local Area Technician and Plane & patch work will be undertaken shortly.,
- iii. The work on the A40 at Dashwood Hill is being undertaken by SSE and is ongoing.
- iv. The Councillors noted the concern regarding Mudds Bank and Enforcement are using Drones to monitor the situation.
- v. The Councillors have raised the issue of Fly Tipping at Mudds Bank and the state of the hedges on the corner of Mudds Bank/A40.

vi. The Mudds Bank Layby flooding was noted and the Councillors think it might be related to SSE Works.

5. Election of Chairman.

Cllr Burnham proposed and Cllr Seddon seconded the appointment of Cllr Thomas as Chairman and this was approved without division. Cllr Thomas thanked the Council for this vote.

6. Election of Vice Chairman.

This position was not mandatory and as there were no candidates, this was deferred to a later meeting.

7. Council Appointments.

The Council then proceeded to determine appointments on the various working groups and contact and these are to be found below:-

Stokenchurch Parish Council Council Appointments as at 27th May 2026

Staff Working Group – Cllrs Bhatiani, Burnham, Jenkinson, Mathers & Thomas.

Finance Working Group – Cllrs Baker, Burnham, Mathers, Seddon & Thomas.

Open Spaces Working Group – Cllrs Baker, Burnham & Seddon.

Allotments Working Group – Cllrs Burnham, Seddon, Thomas & Watson.

Playgrounds/Schools Working Group – Cllrs Burnham.

Social Engagement Group - Cllrs Bhatiani, Mathers & Seddon.

Longburrow Hall Working Group – Cllrs Baker, Jenkinson, Mathers & Seddon.

Cemetery Working Group – Cllrs Baker, Burnham, Jenkinson & Watson.

Studley Green Community Centre – Cllrs Thomas & Watson.

Memorial Hall Social Club – Cllrs Burnham.

Medical Centre (PPG) – Cllrs Baker & Watson.

Youth Club – Cllrs Jenkinson & Mathers.

Sawmill Trust Parish Council Contact – Cllrs Burnham & Seddon.

Stokenchurch Educational Charity – Cllrs Baker & Seddon.

West Chiltern Community Board – Cllrs Burnham Seddon & Thomas.

It should be noted that the various Working Groups have no decision making powers but are able to make recommendations to the Council for their consideration and Determination at formal Council meetings.

Cllr Burnham asked the Buckinghamshire Councillors about the West Chilterns Community Board and Cllr Adoh advised that she would send the latest circular to the Council.

8. To Confirm the minutes of the meeting of 8th April 2026 and the Extraordinary Meeting of 29th April 2026.

The minutes of the meeting of 8th April 2026 was proposed by Cllr Bhatiani, seconded by Cllr Baker, Cllr Burnham abstained, were agreed by the remainder of the Council, as a true record of the meeting. These were then signed by Cllr Thomas (Chairman).

The minutes of the Extraordinary Meeting of 29th April 2026 was proposed by Cllr Bhatiani, seconded by Cllr

Baker. Cllr Burnham wished to note that the objection to the planning application could not be made as it was a variation of a condition. The minutes were amended accordingly and signed by the Chairman.

9. Bills Payable March, April & May 2026

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

Cllr Burnham asked for some clarification regarding the bill from YGP in the February Account, as well as the Drax Energy Bill in March and requested a full breakdown of these bills. The RFO will arrange for this to be presented upon her return.

10. Monthly Accounts – February, March & April 2026.

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

11. Monthly Bank Reconciliation – February, March & April 2026.

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

12. PL/26/03717/VRC. Removal or variation of a condition following grant of planning permission 22 New Road, Stokenchurch, Buckinghamshire, HP14 3RT. Proposal: Variation of condition 2 (materials) attached to planning permission PL/25/3887/FA. (Householder application for front porch, single storey rear extension and loft conversion into habitable accommodation incorporating replacement roof with increase in ridge height, side dormer and rooflights together with changes to external appearance including installation of render and fenestration alterations) to allow for the modification of design details and amendment of roof layout.

It was proposed by Cllr Seddon, seconded by Cllr Bhatiani and agreed without division that the Council offered No Objection..

13. PL/26/03124/FA. Full Planning Permission. 4 St Francis Road, Studley Green, Buckinghamshire, HP14 3UZ. Proposal: Construction of a two storey side extension to the existing dwelling to create an additional two bedroom dwelling together with the remodelling of a single storey rear extension to the existing dwelling and the provision of parking to the site frontage.

It was proposed by Cllr Seddon, seconded by Cllr Bhatiani and agreed without division that the Council offered No Objection..

14. PL/26/03861/VRC. Removal or variation of a condition following grant of planning permission.38 Britnell Court, Stokenchurch, Buckinghamshire, HP14 3RL. Proposal: Variation of condition 7 (SUDS) attached to planning permission 25/05250/FUL. (Construction of two/three storey building comprising 5 x 2-bed flats, bin/cycle stores, parking, hard/soft landscaping and associated works) to allow for the submission of new drainage report and strategy.

It was proposed by Cllr Seddon, seconded by Cllr Bhatiani and agreed without division that the Council offered No Objection.

15. MUGA .

This was deferred to Next Meeting.

16. Playground Funding Recognition Plaque.

Cllr Burnham asked the Council to consider approval of a commemorative funding recognition plaque for the Longburrow Hall Playground refurbishment project, acknowledging the support of The National Lottery Community Fund and The Sawmill Trust, including approval of the final wording, design, supplier quotation and installation location (to be allocated on the playground surrounding fence panels). Cllr Mathers proposed, Cllr Bhatiani seconded and the Council agreed division.

17. The light on the pathways between Bowling Green and Chalk Farm Road.

Cllr Seddon proposed, Cllr Mathers seconded and the Council agreed to progress the repair.

18. Alternative Street Light Supplier/ Repair Contractor.

This was deferred to Next Meeting.

19. The Common from A40 to Rose Corner.

This parcel of land which is Common Land and which goes up to the front door of the houses has over the years has been the subject of many complaints about the condition of the “road” and what the Council can do about it. It was agreed by the Council that we will write to all the householders to explain the situation outlining what we, as a Council can and cannot do.

20. Coffee on the Green Request

An application was made to place a small ice cream machine stand on the grass area during the Stokenchurch Summer Fete on 6 June 2026, and to allow this to continue during the summer months. It would be in the grass area directly adjacent to the coffee shop frontage and away from the main vehicle circulation area.

This was discussed in detail, but permission was refused as the Fete already has an ice cream vendor who has paid to attend. In addition as the grassed area is Common Land, permanent structures are not permitted.

21. Longburrow Hall Repairs.

This was deferred till next meeting.

22. Longburrow Hall New Equipment.

The New Cooker has arrived and will be connected tomorrow.

23. Fire Door Quotations.

Cllr Seddon advised that quotations had been sought and the costs could be around £3700. A decision will be deferred until the next meeting.

24. CCTV Quote.

In order to comply with Martyns Law some upgrades in CCTV equipment are required and costs are around £1300. A decision will be deferred until the next meeting.

25. New Floodlight Quote.

This is deferred until the next meeting.

26. Website Subscription

Cllr Seddon advised that the Website needs updating as the old contract expires on 9th June. The new provider would cost around £898.80 including VAT for a full rebuild and a monthly fee of £30 including VAT, which would save us £180.00 a year after the first year. A short discussion ensued and it was agreed to defer this to the next meeting.

27. Tap Quote.

Cllr Seddon had been exploring the possibility of installing a tap on a standpipe to enable the baskets and plant holders around the common to be watered but the cost was astronomical. Alternative ways were asked for and Cllr Burnham offered to deal with the boxes – the Memorial Hall Social Club offered to assist with the water supplies. The problem remained for the baskets and quotations will be sought from local traders.

28. Annual Parish Meeting Report.

The Chairman advised that this will be available by the September Meeting.

29. Ratify Freedom of the Parish.

A local parishioner – Kay Wilmer – was awarded the Freedom of the Parish at the Annual Parish Meeting on 20th May 2026. The Chairman proposed, Cllr Bhatiani seconded and the Council ratified the award.

30. SGCC Solar Panels

This item is to be considered at a forthcoming Lease Review Meeting.

31. SGCC Wooden Cladding

This item is to be considered at a forthcoming Lease Review Meeting.

32. Survey Next steps.

The Survey was discussed and it was agreed that additional work was needed before its distribution.

33. Bronze Request.

Cllr Seddon outlined our entry to NALC and felt that we should qualify for a Bronze Award.

34. Audit Update.

The Chairman advised that he and Cllr Baker had recently met with Jane Olds (internal Auditor) and this had been extremely informative.

The Meeting Closed at 21.45hrs

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Session of Meeting Closed to the Public

The Meeting Started at 21.55hrs

35. Volunteers Update.

Cllr Bhatiani advised the meeting that she along with Cllr Seddon had along with volunteer Chris Nash been looking at two projects details below;-

1. Project one- Upgrading Long Burrow Hall

Option 1- we get it done

- **Rational:** Given the hall is the asset that generates revenue it is logical to ensure its upkeep to continue receiving revenue for the community, especially at a time when the council has extra expenses.
- **Activity:** Chris has been collecting quotes to revitalise the hall to attract more events bookings.
- **Goal:** The goal would be to secure sponsorship to cover the costs. Implement hall master online booking systems, advertise and manage bookings with the appropriate staff.
- **Action Plan:** Each step shared with council.
 - A) present proposal with quotes to council for decision.
 - B) Upon council approval, Chris will identify funding private and grants (if applicable)
 - C) Plan works, obtain council sign off
 - D) Chris will oversee works
 - E) Implement hall master for bookings
 - F) Review staffing and processes
 - G) Advertise and get bookings in
- **Scope:** New curtains, refresh of bathrooms, repainting, new commercial fridge, new chairs for the halls.
- **Status-** Quotes outstanding for fridge, decoration and repainting.

Option 2- out source

- **Rational:** Find easiest way to manage the hall whilst ensuring it generates revenue.
- **Goal:** out source hall bookings, all management, maintenance and cleaning.
- **Status:** Councillors Seddon and Bhatiani met with James Cavalier of MCIMSPA a non profit organisation that takes on halls and manages them with regards to upgrading, maintains and renting them out for a small fee.
- **Experience:** James manages school halls, village halls, scout halls when he arranges for hirers through out the week and then send the profits to the owners. Eg he arranges for little kickers a kids rugby club, and examinations, etc
- **How it works:** we direct all parishioners to James website to make their bookings, James advertises for other hirers to book through the systems. James staff are on call during all events. James organising any funding for upgrades/ maintenance.
- **Next steps:** James to send proposal for Long burrow hall.
- **NB:** This option will enable limited refurb of the hall, we will have to review and potentially fund the short fall.

Option 3- Mixed

- **Rational:** Get funding as per option 1 then outsource management.
- **Next steps:** Review option 2 proposal.

2. Project two - Kings Arms

- **Purpose:** to bring back the heart of the village. To have the Kings Arms back as it was, hotel, bar, restaurant and function hall.
- **Goals:** Short term to cover the Kings Arms. Long bring back a hotel to life looking as it did.
- **Method:** Build a community and parish action group. Engaging experienced members of the community who can offer insight, expertise and enable actions to reach the goals. This group includes Councillor Bhatiani.
- **Status:** Chris has identified people and arranging first gathering next month. Here expect to gather all pertinent information to help formulate options to reach our goals.
- **Next steps:** when options have been drafted they will be presented to the council

CLlr Burnham raised concerns about this report, as she had been in a private conversation with Chris Nash at the Litter Pick on 28th March, where she told him about the Community Interest Company (CIC) that she had formed which dealt with the same or similar items that had just been presented and wished to make a complaint about how this information was obtained by CLlr Bhatiani and Seddon.

The Chairman advised the meeting that he, along with Cllrs Baker and Mathers would look into CLlr Burnham's complaint and report back asap.

The Council thanked Cllrs Bhatiani and Seddon for this update.

36. Staff Interview Update.

CLlr Bhatiani is awaiting the successful applicant to confirm potential start date etc;

37. Policies Review.

The meeting with Jane Olds highlighted that some of our policies need updating and this will be arranged.

38. Communications.

Due to time constraints this item will be deferred till the next meeting.

The Meeting Closed at 22.15hrs.