

SUMMONS

TO COUNCILLORS: C. Baker, R. Burnham, S. Bhatiani, V. Jenkinson, R. Thomas, A. Seddon, C. Wheeler

DATE AND TIME OF MEETING: 7.30 pm, Wednesday, 11th March 2026

To the above-named councillors, you are hereby summoned to attend a meeting of Stokenchurch Parish Council to be held at Longburrow Hall, Stokenchurch, to consider and resolve upon the business undermentioned.

AGENDA

Public Forum: Open to public forum: The first ten minutes are available for the public to express their view or ask a question on relevant matters on the following agenda. The public are welcome to participate. The formal meeting will commence at the end of the public forum or at 8.00pm whichever is earlier.

- 1 To receive and accept apologies of absence
- 2 To receive any declarations of interest
- 3 To confirm minutes of:
 - a. 2nd February 2026
- 4 Buckinghamshire councillors: To receive updates

FINANCE

- 5 Bills Payable: February 2025
- 6 Monthly accounts: February 2025
- 7 Monthly Bank Reconciliation: February 2025

PLANNING

- 8 None

UPDATES

- 9 Clerk Report: To receive updates from clerk on ongoing actions and new matters of business

OTHER BUSINESS

- 10 SANITARY BINS CONTRACT - To decide on the 3 x quotes to install 6 x Sanitary bins and emptied monthly. (Workplace (Health, Safety and Welfare Regulations 1992)
- 11 FIRE ASSESSMENT - NEEDS APPROVAL AND IMPLEMENTING
- 12 FUTURE SPC MEETING DATES - As requested by Clerk for the second week of the month
- 13 IMPLEMENTATION OF NO HEDGE CUTTING SIGN - A new sign created to highlight Bird Nesting Season during March - July
- 14 CANCELLATION OF ICCM MEMBERSHIP
- 15 REMOVAL OF MEMORIAL PLAQUES FROM WITHIN LONGBURROW HALL FOR RESTORATION
- 16 APPROVAL OF HALLMASTER TO BE IMPLEMENTED
- 17 APPROVAL OF PRECEPT ANNOUNCEMENT TO ALSO BE PUT ONLINE
- 18 APPROVAL OF STUDLEY GREEN NOTICEBOARD RESTORATION
- 19 CEMETERY FEES UPDATE
- 20 APPROVAL OF MINUTES AND AGENDAS TO NOW BE UPLOADED ON TO THE SPC WEBSITE
- 21 IMPLEMENTATION OF VOLUNTEER POLICIES/AGREEMENTS
- 22 UPDATE ON HERAS FENCING - KINGS ARMS HOTEL
- 23 UPDATE ON HERAS FENCING AND RUBBISH LEFT ON SWILLEY POND

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- 24 REVIEWING GRASS CUTTING CONTRACTS AND TENDERS
 - 25 YEARLY PLAYGROUND INSPECTION - ROSPA
 - 26 POLICIES:
 - 26.1 SICKNESS & ABSENCE POLICY TO BE ADOPTED
 - 26.2 WHISTLEBLOWING POLICY TO BE ADOPTED
 - 26.3 CO-OPTION POLICY TO BE ADOPTED
 - 26.4 EQUALITY & DIVERSITY POLICY TO BE ADOPTED
 - 26.5 FOI POLICY TO BE ADOPTED
 - 26.6 GDPR & DATA PROTECTION POLICY TO BE ADOPTED
 - 26.7 GRIEVANCE AND DISCIPLINARY POLICY TO BE ADOPTED
 - 26.8 HEALTH & SAFETY POLICY TO BE ADOPTED
 - 26.9 ILLEGAL - UNAUTHORISED ENCAMPMENT POLICY TO BE ADOPTED
 - 26.1
 - 0 LONE WORKER POLICY TO BE ADOPTED
 - 26.1
 - 1 EXPENSES POLICY TO BE ADOPTED
 - 26.1
 - 2 COMPLAINTS POLICY TO BE ADOPTED
 - 26.1
 - 3 COMMUNITY FACILITIES GOVERNANCE POLICY TO BE ADOPTED
 - 26.1
 - 4 DRONE POLICY DEFERRED FROM LAST MONTH
 - 26.1
 - 5 EXPENSES CLAIM FORM TO BE ADOPTED
 - 27 INTERNMENT FORM TO BE ADOPTED
 - 28 SOCIAL ENGAGEMENT GROUP - REQUIRES ALLOCATED COUNCILLORS
 - 29. MEMORIAL BENCH AND TREE POLICY AND APPLICATION FORM - Recommended Supplier (Earth Anchors - Due to being able to be easily installed by Councillors/Open Spaces Team)
 - 30
 - 31 CLERKS DISCRETIONARY SPEND ALLOWANCE REVIEW
 - 32 STOCKFIELDS HEDGE CRICKET GROUND, MARLOW RD CEMETERY
 - 33 CEMETERY LAND PURCHASE
 - 34 GREAT BRITISH SPRING CLEAN
 - 35 NEW PRINTER PURCHASE
 - 36 RADIO TOWER PLANNING- Proposed development OPUS 456
 - 37 INTERNAL AUDITOR
 - 38 Change of bank proposal, to review if needed if no positive progress with current situation
 - 39 Adopt Volunteer agreement

*** 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.

40 Closed session -Staffing matters

N.B: Councillors may view their phones, or other electronic devices, during the meeting to refer to relevant documentation in reference to the above-mentioned items.