

Edlesborough Parish Council
Minutes of Meeting held on Thursday 19th November 2015 at Edlesborough Memorial Hall commencing at 7.30pm

AGENDA ITEM		ACTION
Open Forum	<p>The Beautification Team and Friends of the Church thanked the Parish Council for all their help and support with the Church Floodlighting project.</p> <p>The CCT has been given the Clerks contact details for the electricity bill for the new lights. A volunteer for the CCT will read the meter in the Church and bills will be forwarded to the Clerk.</p> <p>The Beautification Team will be again lighting Sue & John Parker's tree with Christmas lights.</p> <p>The planting of the new trees on the green will commence in January 2016.</p> <p>The Clerk now has the application form for the planting of a triple stemmed silver birch (<i>Betula pendula</i>) on the grassed area at the top of Cow Lane.</p> <p><i>Action:</i> Clerk to complete and send.</p> <p>The placing of a bench on the grass area at the top of Cow Lane needs to be agreed with the Bucks CC Local Area Technician.</p> <p><i>Action:</i> Clerk to liaise with LAT.</p> <p>Both the tree and bench will be sponsored by local parishioners.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>
The Chairman formally opened the Parish Council meeting at 7.35pm.		
Present:	Cllr Williams (Chair), Cllr Wilkinson (Vice Chair), Cllr Cabbage, Cllr Mrs Owen, Cllr Nevard, Cllr Pratt, Cllr Mrs Woodhouse, Cllr Mrs Thomas, Cllr Mineikis, District Cllr Chris Poll, Penny Pataky (Clerk) and 2 parishioners.	
Apologies:	None	
Declarations of Interest	None	
Minutes of previous Meeting	The Minutes of the Parish Council Meeting held on 15 th October 2015 were ratified and signed with no amendments.	
Matters Arising	None	
Parish Amenities (As reported by the Manager, Penny Pataky)	<i>The Clerk, Manager and RFO had, prior to the meeting, provided all Councillors with detailed reports on the Memorial Hall, Pavilion, Green, Playground, Car Parks, Sports Clubs, Allotments, Cemetery, Churchyard, Street Lighting, Bus Shelters, Notice Boards and general Parish Council matters</i>	

Memorial Hall	Nothing to report.	Manager
Pavilion	<p>There have been two incidents reported to the Police over the past month;</p> <ul style="list-style-type: none"> • At approximately 8.30pm on 28th October youths were reported for letting off fireworks in front of the Pavilion to the police (101). The only damage the manager has found so far is some scorching to the main door where the Dog Fouling poster has been set fire to. • On the 16th November at 20:22 a group of youths were reported for creating a racket at the pavilion, shaking the window covering etc. The manager has found no damage to the Pavilion. 	
The Green & Playground	<p>JGS Metalworks repaired the wobbly monkey bars in the play area free of charge. The litter bin in the play area has been “relocated” by youths. <i>Action: Council request that the manager reports any further incidents of this kind to the Police. The manager will arrange for the bin to be cemented back into place.</i></p>	Manager
Sports Clubs	<p>EB Lions have paid all their fees for the season 2015/16. The Council has received complaints from other users of the Green regarding the amount of litter after football fixtures. <i>Action: Manager to write to EB Lions and the Swan FC reminding them that the Green must be left free of litter and requesting that excess rubbish is placed in the green euro bin outside the memorial Hall not the litter bins on the Green.</i> The manager is currently chasing the Swan FC for their outstanding fees.</p>	Manager
Allotments	<p>The majority of rents have now been collected. Council agreed that the tenant who had failed to pay the £10 late payment administration fee will be chased for this. An advert for vacant allotments has been forwarded to Focus for publication in the next edition. Clerks estimates that approximately 30 letters have been sent due to chasing rent/issuing receipts/issuing new agreements for tenants who did not come to the rent collection weekend. <u>Vacant Plots</u> Northall – 0 Dagnall – 1 The Green – 0 Cow Lane – 3</p>	
Cemetery	The Council has received an application for a Memorial.	Clerk
Churchyard	Nothing to report.	Clerk

Bus Shelters	Cllrs Mrs Woodhouse and Mrs Thomas volunteered to clean the seats in the two bus stops in Edlesborough once a month.	FW & CT
Litter Bins, Dog Bins & Car Parks	Following confirmation that the litter bins located opposite Cow Lane and at the corner of The Green (behind the Pavilion) are faulty the Council agreed to purchase two new litter bins. The bin in the play area which has been pulled out of the ground will be concreted back into location. <i>Action: Clerk to purchase bins and arrange for the installation.</i>	Clerk
Noticeboards	Nothing to report.	
Streetlights	The installation of the new streetlights in Edlesborough and Dagnall will commence on the 11 th January 2016. It is hoped that it will be complete by the end of January. This information has been shared with parishioners on the website, Facebook page and next edition of Focus. Following the failing of the new light in the High Street, Edlesborough CU Phosco will inspect the fuse carrier/isolator of each light when installing the new lights. CU Phosco will then present the Council with a report and any recommendations of any required work following these inspections.	Clerk & KC
Facebook Feedback & Comments	Facebook comments have focused on: <ul style="list-style-type: none"> • Youths riding on bikes around the villages without lights or high vis clothing. Some Eaton Bray residents have received letters from the police about this. The youths are reported to have been quite rude in their response to drivers who have stopped to speak to them/warn them. • Positive comments about how good the floodlit church looks. • Letter from Emma Makin to Mr McCann about large white bags left in the fields behind her home. 	Clerk & TO
New Pavilion	John Bercow MP and Martyn Jones have both agreed to be a Patron of the New Pavilion. The ECSC is currently compiling a business plan to be represented to the Council. This business plan needs to be viable with the lease and D2 Classification. Sport England are being consulted for advice on the business plan, ensuring that it will meet the requirements for funding applications. The ECSC is currently awaiting a costing specification from the architect to enable the application to Sport England to progress. The recent Edlesborough Fun Run raised over £2000 for this project.	
FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)		
Accounts	The Accounts for months ending 31 st October 2015 having previously been circulated to Councillors were discussed and agreed.	

<p>Authorisation of direct payments & cheques September (inc. VAT)</p>	<p>Cllr's queried the cleaning bill for the Pavilion. It was agreed that any extra cleaning required due to the sports costs must be invoiced to the club responsible. <i>Action: Clerk to check invoices.</i></p> <p>Following a brief discussion of the draft budget the Council agreed to a working party meeting on the 10th December to prepare the draft budget for presentation at the December Council meeting. MW Agri has indicated an increase of 2.5% for the next financial year. <i>Action: The Clerk will contact AVDC for confirmation of the 2016/17 Grant allocation.</i></p> <p>The November direct payment and cheque run was ratified.</p> <table border="1" data-bbox="360 424 1350 1011"> <tr><td>Allotments</td><td>118.60</td></tr> <tr><td>Cemetery</td><td>186.77</td></tr> <tr><td>Churchyard</td><td>492.93</td></tr> <tr><td>Dagnall Playground</td><td>133.09</td></tr> <tr><td>Green</td><td>1,081.85</td></tr> <tr><td>Insurance</td><td>721.49</td></tr> <tr><td>Memorial Hall</td><td>1,719.59</td></tr> <tr><td>Open Spaces</td><td>313.41</td></tr> <tr><td>Other Amenities</td><td>261.42</td></tr> <tr><td>Pavilion</td><td>545.06</td></tr> <tr><td>Special Projects</td><td>546.83</td></tr> <tr><td>Street Lights</td><td>366.64</td></tr> <tr><td>Office Costs</td><td>138.35</td></tr> <tr><td>Wages</td><td>1097.00</td></tr> <tr><td>TOTAL</td><td>7723.03</td></tr> </table>	Allotments	118.60	Cemetery	186.77	Churchyard	492.93	Dagnall Playground	133.09	Green	1,081.85	Insurance	721.49	Memorial Hall	1,719.59	Open Spaces	313.41	Other Amenities	261.42	Pavilion	545.06	Special Projects	546.83	Street Lights	366.64	Office Costs	138.35	Wages	1097.00	TOTAL	7723.03	<p>Full Council</p> <p>Clerk Clerk/CN</p>
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<p>Insurance</p>	<p>The Church floodlights have been added to the Council's insurance policy; the small increase in the premium will be charged at the renewal in September next year. These items have also been added to the Council's Fixed Assets Register.</p>	<p>Clerk</p>																														
<p>Project List</p>	<p>Council discussed the items currently listed as Special projects and agreed to add:</p> <ul style="list-style-type: none"> • Acoustics in Edlesborough Memorial Hall - £5000 • Amenity Land - £1000 <p>Clarification is needed on how much should be reserved for by-election costs/contingency. <i>Action: Clerk to contact EB Parish Council to ascertain the possible costs of a Bi-Election.</i></p>																															

<p>County & District Councillors Reports</p>	<p>District Councillor Chris Poll reported:</p> <ul style="list-style-type: none"> • That a by-election for the Grendon Underwood and Brill ward may be held (nominations close today) on the on the 23rd December 2015 following the death of John Cartwright. • Julie Ward (Oakfield and Bierton ward) has moved from the Lib Dem party to the Conservatives. This affects numbers of party representatives on the various scrutiny committees but at present it was proposed to effect no changes. The Development Management Committee however would not be affected so Julie would lose her seat on this committee. • Cllr Poll had expressed EPC's dissatisfaction of the time scale for the response to the VALP Consultation. It was confirmed that any Parish struggling to respond by the 4th December should send a draft response with a covering note explaining that a final, more detailed response will be forwarded within a reasonable period after that date. 																																	
<p>Planning Planning</p>	<p>The following new applications were discussed and it was agreed to submit the responses below to AVDC</p> <table border="1" data-bbox="360 595 1883 874"> <thead> <tr> <th>Application No.</th> <th>Address</th> <th>Description</th> <th>Parish Council Response</th> </tr> </thead> <tbody> <tr> <td>15/03735/APP 5th Nov 2015</td> <td>45 Pebblemoor, Edlesborough</td> <td>Single storey rear extension</td> <td>No objections</td> </tr> <tr> <td>15/03828/APP 16th Nov 2015</td> <td>1 Deans Meadow, Dagnall</td> <td>Single storey rear extension</td> <td>No objections</td> </tr> </tbody> </table> <p>The following decisions had been received from AVDC</p> <table border="1" data-bbox="360 927 1883 1361"> <thead> <tr> <th>Application No.</th> <th>Address</th> <th>Description</th> <th>Parish Council Response</th> <th>AVDC Decision</th> </tr> </thead> <tbody> <tr> <td>15/01683/APP 22nd May 2015</td> <td>Primrose, Studham Lane, Dagnall</td> <td>Demolition of existing barn and erection of one new dwelling</td> <td>OPPOSE</td> <td>Refused</td> </tr> <tr> <td>15/01684/APP 22nd May 2015</td> <td>Primrose, Studham Lane, Dagnall</td> <td>Conversion of office building to create one dwelling</td> <td>OPPOSE</td> <td>Refused</td> </tr> <tr> <td>15/02239/APP 10th July 2015</td> <td>Churchgate House, High Street, Edlesborough</td> <td>Demolition of existing single storey rear element and erection of single and two storey side and rear</td> <td>No objections</td> <td>Permitted</td> </tr> </tbody> </table>	Application No.	Address	Description	Parish Council Response	15/03735/APP 5 th Nov 2015	45 Pebblemoor, Edlesborough	Single storey rear extension	No objections	15/03828/APP 16 th Nov 2015	1 Deans Meadow, Dagnall	Single storey rear extension	No objections	Application No.	Address	Description	Parish Council Response	AVDC Decision	15/01683/APP 22 nd May 2015	Primrose, Studham Lane, Dagnall	Demolition of existing barn and erection of one new dwelling	OPPOSE	Refused	15/01684/APP 22 nd May 2015	Primrose, Studham Lane, Dagnall	Conversion of office building to create one dwelling	OPPOSE	Refused	15/02239/APP 10 th July 2015	Churchgate House, High Street, Edlesborough	Demolition of existing single storey rear element and erection of single and two storey side and rear	No objections	Permitted	
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		extension and double garage at lower level		
15/02513/APP 4 th August 2015	Orchard House, 12 Wren Walk, Edlesborough	Erection of two storey rear extension, new single storey entrance extension, demolition and rebuilding of triple garage to include roof space accommodation, construction of single carport to side of garage	No objections	Refused
15/02970/APP 3 rd Sept 2015	28 Dunstable Road, Dagnall	Two storey side and single storey front extension	No objections	Permitted
15/03063/APP 9 th Sept 2015	4 Leighton Road, Northall	Single storey side extensions and new front dormer window	No objections	Permitted
15/03240/APP 24 th Sept 2015	Manor Farm, Pebblemoor, Edlesborough	Single storey side and rear extension and porch (amendments to approved application 15/01845/APP)	No objections	Permitted

Response to VALP Issues & Options Paper	<p>Cllr Wilkinson had previously circulated his personal response to the full council before the meeting. The council agreed to adopt Cllr Wilkinson's response and recommendations and to forward them to the Forward Plans Group at AVDC by 4th December.</p> <p><i>Action: Clerk to complete and send Councils response to AVDC.</i></p>	Clerk
Neighbourhood Plan	<p>A series of Neighbourhood Plan meetings will be held on the following dates:</p> <p>Thursday 14th January Edlesborough Memorial Hall 8pm</p> <p>Saturday 16th January Northall Village Hall, 3pm</p> <p>Tuesday 19th January Dagnall Village Hall, 8pm</p> <p>Saturday 23rd January Edlesborough Memorial Hall, 2pm</p> <p>Monday 25th January Northall Village Hall, 8pm</p> <p>Saturday 30th January Dagnall Village Hall, 2pm</p>	

	<p>On the 8th December the chair, vice chair and clerk will attend a Neighbourhood Plan inception meeting with a representative from rCOH. All Cllrs are welcome to attend.</p> <p><i>Action: Cllr Williams will prepare a briefing pack for all before the public meetings commence.</i></p>	AW
Standing Orders	<p>Cllr Williams had previously shared his notes on the comparison of the current standing orders with the Statutory Standing Orders. Council agreed to his proposal to adopt the Model Standing Orders published by NALC and add anything peculiar to our way of working. This has the advantage of being easy to amend as the Model, and any statutory items, are amended and advised to us by NALC.</p> <p><i>Action: Cllr Williams & Clerk to obtain and electronic version and to make proposed changes/additions to share with Full Council.</i></p>	<p>Full Council</p> <p>AW & Clerk</p>
EDaN Report & Traffic Calming	<p>The Church Floodlighting Project is now complete and a very successful turning on ceremony was held on Saturday 13th November 2015. This was attended by John Bercow MP and Rebecca Howells, a village child, won the raffle to turn the lights on.</p>	
Villages	<p>Cllr Mrs Owen proposed the Council purchase Christmas Wreaths to display on the streetlights on Edlesborough High Street. Council agreed to fund this project this year. If the project is successful the wreaths the Council will look into advertising for sponsorship as Eaton Bray Council does next year and extending the project to include Northall and Dagnall. It was agreed that if upon the receipt the wreaths are poor quality the project will be postponed until 2016. The estimated expenditure for the project will be in the region of £2-300</p> <p><i>Action: Cllr Mrs Owen to purchase wreaths & fixings.</i></p> <p>The Council have received a request from the Townsland & Nurses Charity asking for a trustee for the two committees; Parish Nurse Charity & Church & Townland Estate Charity.</p> <p>Cllr Mineikis volunteered to take on the role.</p> <p><i>Action: Cllr Williams to share information with Cllr Mineikis.</i></p> <p>Anne Thompson Cup – this has recently been returned to the Clerk. Council agreed that Edlesborough School should be contacted for suggestions of a young person that this may be awarded to in 2016. It was also suggested that it could be awarded to a young person who makes an outstanding contribution to the Neighbourhood Plan.</p> <p><i>Action: Clerk to contact school.</i></p> <p>Edlesborough</p>	<p>TO</p> <p>AW & SM</p> <p>Clerk & AW</p> <p>Clerk</p>

	The meeting closed at 10.25pm	
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