

Edlesborough Parish Council
Minutes of Meeting held on Thursday 15th October 2015 at Northall Village Hall commencing at 7.30pm

AGENDA ITEM		ACTION
Northall Village Hall Solar Panel Presentation	<p>Cllr Cabbage gave a comprehensive presentation detailing the recent Solar Panel Project at Northall Village Hall. Following the presentation Cllr Cabbage explained that due to the orientation of Edlesborough Memorial Hall, the close proximity of the trees and the Government's proposed drastic reductions in the Feed In Tariffs effective in January 2016, the feasibility of installing solar panels at Edlesborough Memorial Hall does not look possible under the current circumstances. The Full Council agreed with this recommendation.</p>	
Open Forum	<p><u>New Trees</u> EDaN Beautification presented a tree planting plan for Edlesborough Green. This included one Service tree near the Pebblemoor car park, three oak trees on the High Street side of the Green and a Christmas Tree. Approval was given for all six trees with the provision that final locations are agreed with MW Agri to ensure adequate space is available between the trees and the boundary hedge. Council agreed that the Christmas Tree should be located near to Sue and John Parker's tree so that it can be viewed from the road. <i>Action: Clerk to share plan with MW Agri and ensure location is agreed.</i></p> <p>A request for two trees to be planted on the green grass area at the top of Cow Lane was also agreed. Planting of these trees is dependent upon a tree licence being granted by Bucks CC. It is believed the cost of the tree licence will be in the region of £100. Again the final location on the trees must be agreed with MW Agri. <i>Action: Clerk to begin the process for applying for a tree licence.</i></p> <p>The Council agreed to use the Brian McMann for the purchase and planting of the trees. <i>Action: EDaN Beautification group to ask Clerk to raise an official purchase order once location and costs have been agreed.</i></p> <p><u>New Bench</u> The EDaN group also requested permission for a new bench on the green grass area at the top of Cow Lane. <i>Action: Clerk to investigate what permission is needed for this. The location of the bench will also be discussed with MW Agri.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Sharon Stilliard & Clerk</p> <p>Clerk</p>
The Chairman formally opened the Parish Council meeting at 8.03pm.		
Present:	<p>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), PCSO Tina Hobson and 2 parishioners.</p>	
Apologies:	<p>None</p>	

Declarations of Interest	None	
Co-Option of New Councillors	<p>The Council were pleased to co-opt two new Councillors to the Council.</p> <p>Cllr Mr Scott Mineikis will stand for the Ward of Dagnall. Cllr Mrs Owen proposed him and Cllr Cubbage seconded the proposal. All Cllrs agreed.</p> <p>Cllr Mrs Christine Thomas will stand for the Ward of Edlesborough. Cllr Nevard proposed her and Cllr Pratt seconded the proposal. All Cllrs agreed.</p> <p><i>Action: Cllr Mineikis & Cllr Mrs Thomas will ensure that the Clerk has all their correct contact information. The Clerk will share this information with the full council and Cllr Cubbage for publication on the website.</i></p>	
Minutes of previous Meeting	The Minutes of the Parish Council Meeting held on 17 th September 2015 were ratified and signed with no amendments.	
Matters Arising	None	
Thames Valley Police Report	<p>PCSO Tina Hobson attended on behalf of Thames Valley Police and reported the following incidents/reports:</p> <ul style="list-style-type: none"> ● One fallen tree. ● One theft of cooking oil. ● Six reports of anti-social behaviour including: <ul style="list-style-type: none"> - One party. - Two barking dogs - Three incidents at the same property. ● Parking issues in the villages were also discussed. TVP can take action against illegal parking or parking causing an obstruction. 	
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	<p>Paul Dyer has now completed the repairs to the emergency lighting.</p> <p><i>Action: Manager to notify all users of the new lights and to remind them to ensure they check all other lights are switched off at the end of their booking.</i></p>	Manager
Pavilion	Nothing to report.	

The Green & Playground	Nothing to report.	
Sports Clubs	Nothing to report.	
Allotments	<p>Collection of allotment rents was carried out on the 3rd & 4th October. All tenants were asked to sign the revised agreement at this time. There are still some rents outstanding at all the sites, the Clerk and Wardens will be working together to collect these.</p> <p>The Council declined a request for the use of hosepipes to fill water butts at The Green site.</p> <p><i>Action: Advertising Allotments in Focus.</i></p> <p><i>Cllrs Williams, Wilkinson & the Clerk to look into allotment finances and other matters.</i></p>	Clerk AW, JW & Clerk
Cemetery	Nothing to report.	
Churchyard	Nothing to report.	
Bus Shelters	Nothing to report.	
Litter Bins, Dog Bins & Car Parks	<p>Two new litter bins have been installed; one next to the bus stop on Moor End and one near the notice board in Dagnall.</p> <p>The dog waste bin in Dagnall allotments will be re-sited.</p> <p><i>Action: Clerk to arrange for the relocation of the dog waste bin.</i></p>	Clerk
Noticeboards	Nothing to report.	
Streetlights	<p>Currently there are 6 faulty lights in Dagnall and Edlesborough. The Clerk has explained to parishioners that these will be replaced not repaired. Further information about streetlights has also been shared on the Council Facebook page. The Council has received two positive comments about the new streetlights via the Facebook page.</p> <p>Cllr Cubbage reported that the quotes from CU Phosco for the replacement of the Edlesborough and Dagnall streetlights required some corrections.</p> <p><i>Action: Clerk to place purchase order once the quotes are corrected.</i></p> <p>Cllr Cubbage proposed that the light by the tennis courts be replaced with the same light as the rest of the lights. Having liaised with CU Phosco it is recommended that this light will be suitable for the location. Full Council approved this proposal.</p> <p><i>Action: Cllr Cubbage to ensure this is included in the quotes and final purchase order.</i></p> <p>The new light on the High Street has malfunctioned.</p> <p><i>Action: Cllr Cubbage to contact C U Phosco to have this repaired or replaced ASAP.</i></p>	KC & Clerk KC KC

Facebook Feedback & Comments	Nothing to report.		Clerk/TO																														
New Pavilion	Wellers Hedley have now responded to the comments/amendments made to the draft lease. The lease will now be passed to the ECSC for their input/comments. <i>Action: Clerk to forward draft lease to ECSC.</i>		Clerk																														
FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)																																	
Accounts Authorisation of direct payments & cheques September (inc. VAT)	<p>The Accounts for months ending 31st September 2015 having previously been circulated to Councillors were discussed and agreed.</p> <p>Cllr Cabbage requested clarification on the Pavilion Cleaning and dog bins forecast.</p> <p><i>Actions: Cllr Nevard and the Clerk will also ensure a streetlights invoice, and EDaN income are on the correct spreadsheet. Money for the Gadsden Walk project will also be reallocated following the return of the lease to AVDC Housing Trust.</i></p> <p><i>Cllr Nevard and the Clerk will meet to prepare a draft budget.</i></p> <p>The October direct payment and cheque run was ratified.</p> <table border="1" data-bbox="360 738 1346 1329"> <tr><td>Allotments</td><td>381.09</td></tr> <tr><td>Cemetery</td><td>170.39</td></tr> <tr><td>Churchyard</td><td>330.15</td></tr> <tr><td>Friends of the Church</td><td>613.43</td></tr> <tr><td>Green</td><td>1,162.65</td></tr> <tr><td>Memorial Hall</td><td>403.09</td></tr> <tr><td>Open Spaces</td><td>241.18</td></tr> <tr><td>Other Amenities</td><td>261.42</td></tr> <tr><td>Pavilion</td><td>1,584.63</td></tr> <tr><td>Professional Fees</td><td>715.00</td></tr> <tr><td>Special Projects</td><td>6,889.35</td></tr> <tr><td>Street Lights</td><td>378.86</td></tr> <tr><td>Office Costs</td><td>29.82</td></tr> <tr><td>Wages</td><td>1,260.15</td></tr> <tr><td style="text-align: right;">TOTAL</td><td>14,421.21</td></tr> </table>		Allotments	381.09	Cemetery	170.39	Churchyard	330.15	Friends of the Church	613.43	Green	1,162.65	Memorial Hall	403.09	Open Spaces	241.18	Other Amenities	261.42	Pavilion	1,584.63	Professional Fees	715.00	Special Projects	6,889.35	Street Lights	378.86	Office Costs	29.82	Wages	1,260.15	TOTAL	14,421.21	Clerk/CN
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Insurance	The insurance policy was renewed with no amendments to the fixed assets register.																																

Project List	Nothing to report.																		
County & District Councillors Reports	<p>District Councillor Chris Poll reported that he had been working hard with the scrutiny committee looking at the HELA and HEDNA. The VALP Issues & Options paper was presented to Cabinet on the 15th October and will commence its 6 week consultation period on the 23rd October. The link to the main paper http://democracy.aylesburyvaledc.gov.uk/documents/g2007/Public%20reports%20pack%2015th-Oct-2015%2018.30%20Cabinet.pdf?T=10 and the link to the revisions subsequently made to the Annex 2 Summary Table http://democracy.aylesburyvaledc.gov.uk/documents/b6200/Revised%20Annex%20%20Summary%20of%20Spatial%20Options%20Considered%2015th-Oct-2015%2018.30%20Cabinet.pdf?T=9</p> <p>There will be various consultation events taking place.</p> <p>Cllr Poll also reported that the Leader of the Council from 2001-2013 John Cartwright had passed away.</p>																		
Planning	<p>The following new applications were discussed and it was agreed to submit the responses below to AVDC</p> <table border="1"> <thead> <tr> <th>Application No.</th> <th>Address</th> <th>Description</th> <th>Parish Council Response</th> </tr> </thead> <tbody> <tr> <td>15/03240/APP 24th Sept 2015</td> <td>Manor Farm, Pebblemoor, Edlesborough</td> <td>Single storey side and rear extension and porch (amendments to approved application 15/01845/APP)</td> <td>No objections</td> </tr> </tbody> </table> <p>The following amended application was discussed and it was agreed to submit the response below to AVDC</p> <table border="1"> <tbody> <tr> <td>15/02239/APP Amendment Date 25th Sept 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 extension and double garage at lower level</td> <td>No further comments</td> </tr> </tbody> </table>				Application No.	Address	Description	Parish Council Response	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	15/02239/APP Amendment Date 25 th Sept 2015	Churchgate House, High Street, Edlesborough	Demolition of existing single storey rear element and erection of single and two storey side and rear extension and double garage at lower level	No further comments			
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			front roof slope and flat roof dormer to rear roof slope			
	15/02855/APP 20 th Aug 2015	Edlesborough Autos, 2 Pebblemoor, Edlesborough	Single storey side extension to commercial garage to accommodate new MOT testing bay	No objections	Permitted	
	15/02874/APP 20 th August 2015	1 Bethshan, Dunstable Road Dagnall	Single storey side and rear extensions	No objections	Permitted	
	15/02892/APP 20 th August 2015	Pantiles, 25 Eaton Bray Road, Northall	Demolition of garage block and erection of part single and part two storey front and side extension, two storey side and single storey rear extension, single storey front extension with balcony over and single storey rear extension.	No objections	Permitted	
Neighbourhood Plan	<p>Cllr Williams gave a comprehensive presentation on the Funding of the Neighbourhood Plan Project Plan.</p> <ul style="list-style-type: none"> • A quote from rCOH for their support. The cost is £11,000 for 22 days support. • A grant of up to £8000 can be applied for. • Cllr Williams proposed that the Council organise two meetings in each village as soon as practicable; one meeting on a weekday evening and another on a Saturday afternoon subject to hall availability in Edlesborough, Dagnall and Northall. The purpose of the meetings will be to explain what we are trying to do and to get people to volunteer for the Steering Group we need to set up and to join the sub-groups. • The Neighbourhood Plan is an opportunity to define a Strategic Plan for the parish for the next 15 years. <p>Cllr Williams proposed a delay launching the Neighbourhood Plan to January, thereby hoping to ensure good community engagement which is vital for the Neighbourhood Plan. The Full Council agreed with this proposal. <i>Action: Cllr Williams will prepare a statement for inclusion in the next edition of Focus by Nov 10th</i></p>					AW
						AW

<p>Devolution</p>	<p>Bucks CC are continuing with their Devolution strategy. EPC will look into extending the current contractors contract for grass cutting to include other areas in the Parish including Public Footpaths, and the footpath in Dagnall Allotments.</p> <p><i>Action: Understand the legal requirements of Bucks CC Devolution contract. Create a plan of all the grass areas/footpaths etc. to go to contractor for a quote. Cllr Williams will attend further meetings on this subject with BCC personnel in November.</i></p>	<p>Full Council AW</p>
<p>EDaN Report & Traffic Calming</p>	<p>See notes on New Trees in Open Forum.</p> <p>Cllr Williams reported that the Church Floodlighting project is well under way and that there will be a Grand Switch On Evening. This will take place on Saturday 14th November from 5pm-6pm. Raffle tickets will be on sale and the winning ticket will have the honour of switching on the lights. All proceeds to the Children in Need charity.</p> <p>All Cllrs are encouraged to attend this event.</p> <p>Cllr Williams praised and thanked Mrs Lorna Cabbage for all her hard work growing the summer bedding for the numerous planters around the Parish.</p>	
<p>Villages</p>	<p>Edlesborough</p> <ul style="list-style-type: none"> • The Local Area Technician reports that there are no plans to repair the footpaths/pavements in developments such as The Pastures/Cow Lane for at least 2-3 years. • TFB have repaired some of the pot holes at the ford, the rest currently do not meet the criteria for repairs. • The twisted speed limit sign near the Travellers rest has been reported & is still twisted. • The poor condition and failing lights and bollards at the Travellers Rest roundabout were escalated to Stuart Labroth. • The closure of the A4146 on Monday 28th October caused lots of traffic issues in the village, particularly in the early evening. • Pebblemoor Car Park – Cllr Williams and Cllr Wilkinson to meet with Ben Wright regarding the use of the car park • Cow Lane Amenity Land - Currently there has been no response to the Council’s request to inspect the deeds from AVDC <p><i>Action: Clerk to continue to chase AVDC regarding the Cow Lane amenity land.</i></p> <p>Northhall</p> <ul style="list-style-type: none"> • Nothing to report at this time. <p>Dagnall</p> <ul style="list-style-type: none"> • Dogs on Dagnall Allotments – this matter has been deferred to November’s meeting due to insufficient time. 	<p>Clerk/AW /JW</p> <p>Clerk</p>

Correspondence	None	
Items for Agenda 19th November 2015	<p>Items for the Agenda for EPC Meeting to be held on 19th November 2015 at Edlesborough Village Hall commencing at 7:30pm.</p> <ul style="list-style-type: none"> • Response to VALP Issues & Options Paper • Standing Orders • Project list review and financial planning for 2016/17 budget. 	
	The meeting closed at 11.03pm	