

Edlesborough Parish Council
Minutes of Meeting held on Thursday 18th September 2014 at Edlesborough Memorial Hall commencing at 7.30pm

AGENDA ITEM		ACTION BY WHOM & WHEN
Open Forum	No items raised.	
The Chairman formally opened the Parish Council meeting at 7:35pm.		
Present:	Cllr Williams (Chairman), Cllr Wilkinson (Vice-Chairman), Cllr Cubbage, Cllr Mrs Owen, Cllr Mrs Woodhouse, Cllr Holt, Cllr Nevard, Cllr Pratt, Lin Sargeant (RFO & Planning), Penny Pataky (Clerk), District Cllr Chris Poll, and one parishioner.	
Apologies:	Cllr Mrs Prys-Jones	
Declarations of Interest	None	
Minutes of previous Meeting	The Minutes of the previous Parish Council Meeting held on 17 th July 2014 were agreed and signed by the Chairman.	
Matters Arising	The following Parishioner was co-opted onto the Council: Mr Robert Pratt for Northall: Proposed by Cllr Williams, seconded by Cllr Wilkinson and unanimously agreed.	
Parish Amenities (As reported by the Manager, Penny Pataky)	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	
Memorial Hall	Nothing to report.	Manager
Pavilion	Edlesborough Community Sports Club are awaiting a response from the Preliminary Advice at AVDC in response to their preliminary plans. Councillors agreed the contract to commission TrioPlus to provide consultancy services in furtherance of the proposals to develop a new Pavilion. To ensure all Parishioners have an opportunity to find out about the plans for the new Pavilion Cllrs agreed that: <ul style="list-style-type: none"> • A further public meeting will be held at the end of October/beginning of November. • A leaflet drop will be carried out throughout the Parish. • Developments and information will be shared with Parishioners on the EPC Facebook page. <i>Action: Manager & AW to liaise with ECSC to arrange the public meeting.</i>	CN/AW/KC Clerk Manager/AW CN/AW/KC AW

The Green & Playground	<p>The manager reported that at present there are no additional treatments required for the Green. The Groundsman will continue to liaise closely with the Manager informing her if he feels any additional work is required.</p> <p>The wet pour surface around the roundabout is showing significant shrinkage and has a small split in it.</p> <p><i>Action: Manager to contact the supplier for a quote to repair the surface.</i></p> <p>Following a recent injury in the play area and a site visit from the insurer, adjustments to the gate will be made to prevent further injuries.</p> <p><i>Action: Manager to contact Mills Fencing for a quote and for alterations to be made ASAP.</i></p> <p>EB Lions have been asked to ensure that the sockets for the corner flags are correctly inserted into the ground to prevent any trip hazards.</p> <p><i>Action: Manager to monitor.</i></p>	<p>Manager</p> <p>Manager</p> <p>Manager</p> <p>Manager</p>
Sports Clubs	<p>The manager is now receiving fixtures from The Swan FC and EB Lions FC.</p> <p>EB Lions have paid their invoice for the use of the Pavilion for the 2014/15 football season. The club will be serving refreshments from the Pavilion on most Saturdays throughout the season.</p> <p><i>Action: Manager to monitor.</i></p> <p>ETC have signed their agreement and paid their fees for 1st May 2014 – 31st October 2014. They have been invoiced for the outstanding Ground rent and fees for 1st November 2014 – 30th April 2015.</p>	<p>Manager</p>
Allotments	<p>In response to a request for a large shed at Northall allotments a site visit took place with the Clerk, Cllr Williams, Warden (Richard Dorrance) and the tenant to discuss the request. Cllrs agreed the tenant may erect a shed no larger than 12' x 8'.</p> <p><i>Action: Clerk to write to tenant informing them of the Councils decision.</i></p> <p>Council agreed to form a small working party to review the allotment agreements, rules and regulations. Cllr Wilkinson & Cllr Williams agreed to be on the working party. The working party will liaise with the four allotment wardens at a later date.</p> <p><i>Action: Cllr Williams to recruit Cllrs for the working party.</i></p> <p>Councillors agreed that the Allotments could be opened to the public on Open Garden Days.</p> <p>Following a request from the Green Warden (David Kirkwood) for assistance in removing rubbish cleared from the unworked plots Cllrs asked for more information about the amount of rubbish, etc.</p> <p><i>Action: Clerk to visit the site & liaise with Mr Kirkwood.</i></p> <p>Following an enquiry about a bee hive on the allotments the Council said a formal application must be made for this. If agreed the hive would then be subject to certain criteria set by the Council.</p> <p><i>Action: Clerk to feedback Councils response.</i></p>	<p>Clerk</p> <p>AW</p> <p>Clerk</p> <p>Clerk</p>
Cemetery	<p>The Clerk will be writing to the relatives of some graves reminding them that Edlesborough Parish Cemetery is a Lawn Cemetery and that the graves must be maintained as such.</p> <p><i>Action: Letters to be sent, after four weeks any pots, plants, etc. may be removed from the Graves by the Groundsman.</i></p> <p>Cllrs approved a purchase of 10 ton of topsoil for the purpose of levelling the graves as is the practice for lawning the completed rows of graves.</p> <p><i>Action: Clerk to liaise with Dave Thompson to order topsoil.</i></p>	<p>Clerk</p> <p>Clerk/DT</p>
Churchyard	<p>A film crew will be using the Churchyard from 16th October – 22nd October 2014. Some trucks may remain on site overnight, the film</p>	<p>Clerk</p>

	company will arrange suitable security.	
Bus Shelters	Cllr Nevard asked about the possibility of a bus shelter on the Green side of the High Street.	Clerk
Litter Bins & Dog Bins	Nothing to report.	Manager
Car Parks/Notice Boards	Nothing to report.	Manager
Defibrillator	Cllr Williams shared more information about the benefits of installing a defibrillator. It was agreed that a representative from 'First Responders' would be invited to make a presentation to the Council. <i>Action: Cllr Williams to arrange for a presentation.</i>	AW & Clerk
Streetlights	UK Power have now issued two certificates which they have forwarded to the Councils energy supplier informing them of the decommissioning of the light in Studham Lane, Dagnall and the new LED light in Taskers Row, Edlesborough. As a result the bills/charges will be adjusted accordingly. Further to the Councils Streetlight Working Party meeting Cllr Cabbage proposed that all the streetlights in the Parish be replaced on a rolling program with new LED lights. Cllr Holt seconded the proposal. Which was then unanimously agreed. Cllr Cabbage outlined the re allocation of funding to cover the estimated £43,500 cost of this project. A visit to C U Phosco's dark room will take place shortly. This visit and information gathered will help to form the new Lighting Policy. <i>New Street Light on Main Road North Dagnall:</i> Cllr Cabbage gave a short presentation comparing the two quotes from C U Phosco and LCI Electric for this new light. Councils agreed to engage C U Phosco. <i>Actions:</i> <i>Subject to a satisfactory outcome to the dark room visit, C U Phosco to be authorised to install a new LED light on Main Road North, Dagnall.</i> <i>LCI Electrical to be informed of the Councils plans and to be invited to provide a competitive quote if they wish.</i>	Clerk KC KC/AW/JW/BH KC/CN/RFO KC/Clerk KC/Clerk
Dog Fouling	The new Dog Fouling posters and flyers are almost complete. Cllr Williams is currently awaiting a response from AVDC regarding the inclusion of their logo on the posters and flyer. It was also agreed to include "Edlesborough Parish Council" on the posters and flyer. <i>Actions:</i> <i>Correction to the line break on the reverse of the flyer.</i> <i>Addition of Edlesborough Parish Council to flyer and poster.</i> <i>Liaise with Edlesborough Runners to help with distribution of flyers.</i> <i>Clarification on the inclusion of the AVDC logo.</i>	AW/TO & Clerk TO/AW TO/ AW TO AW
Devolution of BCC Services	Nothing further to report.	Clerk
County & District Councillors Reports	Report from District Cllr Chris Poll The first item I wish to mention is about voter registration. It is my understanding that Edlesborough ward has a good record of	

	<p>returning voter registrations but we received a report in our internal communication that council staff will again be calling in person to those that have not registered to vote. Of course there is a legal requirement to register so I would be grateful if you would remind parishioners in the village newsletter "Focus".</p> <p>AVDC have now started webcasting council meetings. At present just full council meetings but this may soon change to include others as well. For anyone interested the first such webcast can be seen via http://connect.aylesburyvaledc.public-i.tv/site/player/pl_v7.php?a=146382&t=&m=flash&l=en_GB</p> <p>I spoke twice in the meeting, once on the changes to communication with the parishes and secondly to ask what implications the incident in Aylesbury of child sexual abuse has to AVDC. Overall this, warts and all, broadcast showed us not in the best light in my view, but hopefully it will improve and become an interesting and informative way to communicate with residents.</p> <p>The communication with the parishes' item at our last meeting was hotly debated. As far as Edlesborough is concerned I mentioned that the postage costs to AVDC were significant but gained reassurance that any unintended consequences of the changes will be dealt with quickly.</p> <p>I have been appointed to the new VALP scrutiny committee which should hold its first meeting before the end of the year. We have had a meeting with a planning inspector who gave us the benefit of his experience as to what should be expected in our new plan for housing over the next 20 years. Our committee will challenge the political leadership and officer reports which should result in a better plan than previously submitted and rejected. This will mean lots of work and time for our committee.</p>																									
FINANCE & PLANNING (Reported by RFO, Lin Sargeant)	<p>Mrs Sargeant thanked the Councillors for their patience, good wishes and support over the past two months upon the diagnosis of her illness. Mrs Sargeant will remain in her role. Council have agreed that if occasions arise where Mrs Sargeant is unable to fulfil her duties Cllr Wilkinson will oversee matters relating to planning and Cllr Nevard will oversee matters relating to Finance temporarily</p>																									
Accounts Authorisation of cheques April (inc. VAT)	<p>The Accounts for month ending 31st August 2014 having previously been circulated to Councillors were discussed. A few queries which arose were responded to and any adjustments will be made when the September accounts are prepared.</p> <p>The following cheques were authorised for payment:</p> <table border="1" data-bbox="371 970 1550 1415"> <tr> <td>Administration & Office Expenses</td> <td>124.62</td> </tr> <tr> <td>Memorial Hall/Pavilion Expenses</td> <td>259.56</td> </tr> <tr> <td>Salaries (Inc. PAYE/NIC)</td> <td>1,249.00</td> </tr> <tr> <td>The Green Expenses</td> <td>50.55</td> </tr> <tr> <td>Children's Playground Expenses</td> <td>31.68</td> </tr> <tr> <td>Cemetery</td> <td>335.48</td> </tr> <tr> <td>Churchyard Expenses</td> <td>343.13</td> </tr> <tr> <td>Grass Cutting, hedge cutting, ground maintenance</td> <td>849.70</td> </tr> <tr> <td>Replace & refit Dog Bin at Dagnall</td> <td>290.22</td> </tr> <tr> <td>Traffic Calming</td> <td>65.00</td> </tr> <tr> <td>Cutting Wildlife Bank</td> <td>190.40</td> </tr> <tr> <td>War Memorial</td> <td>36.64</td> </tr> </table>	Administration & Office Expenses	124.62	Memorial Hall/Pavilion Expenses	259.56	Salaries (Inc. PAYE/NIC)	1,249.00	The Green Expenses	50.55	Children's Playground Expenses	31.68	Cemetery	335.48	Churchyard Expenses	343.13	Grass Cutting, hedge cutting, ground maintenance	849.70	Replace & refit Dog Bin at Dagnall	290.22	Traffic Calming	65.00	Cutting Wildlife Bank	190.40	War Memorial	36.64	RFO/CN
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	Total		£3,825.98	
Annual Return	Currently with External auditors.			RFP/KC Full Council
Fixed Assets	The fixed assets register (plus play ground equipment for Dagnall & Northall Village Halls), has now been updated and a copy will be sent to Came & Co to ensure that the Parish Council has the correct level of cover.			KC/RFO/Clerk
Planning	The following applications had been received, were discussed and the following responses agreed to be submitted to AVDC			RFO/JW
	14/02029/APP 14 th Aug 2014	Lower Farm, Leighton Road, Northall	Conversion and extension of existing stables to ancillary living accommodation	OPPOSE Would create an additional dwelling in the countryside
	14/02264/APP 7 th Aug 2014	12 The Green, Edlesborough	Two storey front and side extension and conversion of garage into living accommodation including new pitched roof	No objections
	14/02401/APP 21 st Aug 2014	12 Wren Walk, Edlesborough	Two storey and single storey front and side extensions and two storey rear extension	No objections
	14/02517/APP 28 th Aug 2014	26 High Street, Edlesborough	Removal of conservatory, garage & store and erection of single storey side and rear extensions and alteration to front roofline	No objections
	14/02539/APP 28 th Aug 2014	10 Cooks Meadow, Edlesborough	Single storey front extension and canopy roof to existing bay window	No objections
Planning cont.	The following decisions had been received from AVDC			RFO/JW
	14/00867/APP 28 th Mar 2014	4 Dagnall Road, Edlesborough	Erection of new double garage and hard standing	Permitted
	14/01450/APP 19 th May 2014	Yew Tree, Malting Lane, Dagnall	Outline application for the erection of one dwelling with alterations to existing access	Permitted
	14/01513/APP 30 th May 2014	10B South End Lane, Northall	Porch to side	Permitted
	14/01528/APP 29 th May 2014	4 Moor End Close, Edlesborough	First floor side extension	Permitted
	14/01648/APP 4 th Jun 2014	16 Jacksons Close, Edlesborough	First floor front extension over flat roofed section of existing garage	REFUSED
	14/01683/APP 10 th Jun 2014	33 The Pastures, Edlesborough	Rear conservatory	Permitted

	14/01784/APP 9 th Jun 2014	14 Tring Road, Edlesborough	Erection of double garage	Permitted	
	14/01931/APP 27 th Jun 2014	49 Pebblemoor, Edlesborough	Single story rear extension and front porch	Permitted	
Planning Cont.	<p>Cllr Williams and District Council Poll provided a short summary of the discussions and representations made to the AVDC Strategic Management Development Committee in response to the application for 30 New Houses in Cow Lane, Edlesborough.</p> <p>Cllr Williams' notes from the AVDC Strategic Management Development Committee meeting 12 September 2014 regarding the Cow Lane Development Application:</p> <p>Despite the spirited efforts of District Councillor Chris Poll, Parish Councillor Alan Williams and resident Elizabeth Braiden, who spoke to oppose the application, the Committee agreed to the development going ahead subject to terms known as Defer and Delegate. This means that the issues itemised below needed further work but that in principle the task of ensuring that these problems were overcome was delegated to the Planning Department to resolve with the developer. The assumption is that they will be resolved to their satisfaction despite our considerable concerns with the Foul Drainage/Sewerage issues.</p> <p>Surface Water drainage The local water board objected to the development. The developer said they would solve the surface water drainage problem without specifying how. The committee put this item as one needing resolution as part of the development. The implication was that the developer needed to present a plan before development started but the solution did not have to be implemented before development commences.</p> <p>Foul Drainage/Sewerage There was considerable sympathy for the situation of the local residents and much questioning about solutions to the extent that at one point the discussion centred on the need to have the sewerage system reconfigured to eliminate 90 degree bends etc. All previous applications for this site had been opposed by Anglian Water. For this one however Anglian has said the system has the capacity.</p> <p>Highways The amended plan calls for a widening of Cow Lane opposite the Doctor's surgery. However the resident of the adjacent house has challenged this as he believes the land that they want to take does not belong to the County Highways Dept. This issue has to be resolved in the same way as above. It does not have to be finalised before development can begin.</p> <p>One other issue that needs some clarification but is not an issue that affects planning is the requirement to provide Affordable Housing as part of the development. The 10 houses for the scheme will be administered by a Trust based in Baldock. The developer's application states that occupants will 'have a connection to Edlesborough'. The Parish Council will take a close interest in how this is administered.</p>				<p>AW/CP</p> <p>JW/RFO</p> <p>AW/JW/Clerk</p>

	<p>Cllr Wilkinson gave a short summary explaining the planning changes implemented by AVDC. Council will no longer receive hard copies of planning applications, this will instead be communicated electronically and all responses will be filed electronically.</p> <p><i>Actions:</i></p> <p><i>Council will share further information and developments about this application on the EPC Facebook Page.</i></p>	
Affordable Housing	Nothing to report. The council has pursued this opportunity under the Rural Exception Scheme but no local landowner has come forward with suitable land. See notes of the Cow Lane development.	RFO
EDaN Report	<p><u><i>Friends of Edlesborough Church</i></u></p> <p>The Friends opened the church for the National Heritage Weekend. They also hosted the local Bike and Hike event, and the Lace Making event both on Saturday and on Sunday. There was also a Family History and Local History display at the church.</p> <p>Last week a visit was arranged with Philips Lighting who came to determine what type, strength and colour of lights might be used in the overall lighting of the church. Note that the chancel will not be lit to protect the bats (this has been agreed with Natural England and the Bat Society).</p> <p><u><i>Traffic Management</i></u></p> <p>An instruction to order a Sentinel system for speed education and management has been received. The initiative for this comes from our EDaN Traffic Management team who have persuaded Bucks CC and TVP through the LAF to acquire a unit. The LAF sub team have agreed that Edlesborough would manage the loan of the unit to other parishes. The details are yet to be worked out. Kevin Cabbage and Bryan Daniels have arranged a repair of part of the current Speed watch device at a very favourable price. Other parishes have had problems with their units and have been quoted up to £500 for a fix. The TVP unit has been out of action for months due to the cost of fixing their unit.</p> <p><u><i>Footpaths Cycleways and Pavements Team</i></u></p> <p>The Chair Richard Dorrance has been asked to bring the team back together following a long lull in activity. Originally focused on Cycleways the issues of Footpaths and Pavements is now moving up the agenda due to the failure of BCC to keep the Footpaths and Pavements in good repair.</p> <p><i>Action: The cost of the Sentinel System will be clarified. Upon confirmation that the award from Great Brickhill, Wing and Ivinghoe LAF covers the cost of this equipment the Clerk will inform Bucks CC that Edlesborough Parish Council agree with the terms and conditions relating to the equipment.</i></p>	<p>AW</p> <p>Clerk/AW</p>
Traffic Calming	<p>New dragons' teeth have now been completed on Church End on the approach to Edlesborough.</p> <p>Despite Transport for Bucks raising a works order to straighten the 30mph sign at Church End, Edlesborough it still requires straightening. They have also been asked to write to the landowner to ask them to ensure the hedgerow does not obstruct the sign.</p> <p>Cllr Owen asked for TFB to be asked when the lines at Dunstable Road and Studham Lane, Dagnall will be refreshed.</p>	Clerk

	Action: Clerk will liaise with TFB.	Clerk
Villages		
Edlesborough	The resurfacing of the High Street and sections of Pebblemoor will take place in October 2014. <i>Action: Clerk to inform Parishioners in FOCUS report and on Facebook page of road closures as soon as the information is available.</i> In response to a complaint from a Parishioners—the Clerk will write to some residents of The Green asking for them to cut back their boundary hedges ensuring they do not obstruct the footpath.	Clerk Clerk
Dagnall	The Public Meeting to discuss Gadsden Walk will take place in Dagnall Village Hall on the 8 th October. Cllr Holt requested support from all Councillors. Cllr Williams is currently liaising with Angela Spencer to clarify how involved the Community Services Workers could be in the Opening of Gadsden Walk.	Full Council
Northall	Cllr Cabbage reported that a Northall working party had worked hard over the summer to clear 350 metres of the overgrown pavement along the A4146 from Knolls View to Chapel Lane. The remaining 175 meters would be cleared in October. Council agreed that all the volunteers would be covered by the Council's insurance. It has been recommended that a working party from Edlesborough is also formed to clear the pavement from Sparrow Hall Farm to Northall.	AW KC
Items for Agenda 16th October 2014	The October Meeting will be held in Northall Village Hall starting at 7.30pm.	
	The meeting closed at 10.57pm	