

# Edlesborough Parish Council

## Minutes of Meeting held on Thursday 16<sup>th</sup> January 2014 at Edlesborough Memorial Hall 7.30pm

AGENDA ITEM		ACTION BY WHOM & WHEN
<b>Open Forum</b>	The Chairman welcomed parishioners, no questions were raised.	
<b>The Chairman formally opened the Parish Council meeting at 7.35pm</b>		
<b>Present:</b>	Cllr Cabbage (Chairman), Cllr Williams (Vice Chairman) Cllr Wilkinson, Cllr Holt, Cllr Nevard, Clerk – Lin Sargeant, Assistant Clerk/Manager – Penny Pataky; District Councillor Chris Poll and 2 parishioners	
<b>Apologies:</b>	Cllr Mrs Prys-Jones	
<b>Declarations of Interest</b>	Cllr Wilkinson declared an interest on a matter under the Agenda item for Planning	
<b>Minutes of previous Meetings</b>	The minutes of the Parish Council meeting held on 19 <sup>th</sup> December 2013 were approved and signed by the Chairman.	Clerk/KJC
<b>Matters Arising</b>	There were no matters arising.	
<b>Advertising for Councillors</b>	One of the parishioners in attendance expressed an interest in becoming a Councillor.	
<b>Appointment of new Clerk and a separate position of Responsible Financial Officer (RFO)</b>	The Chairman explained that the present Clerk would be relinquishing her position at the end of March 2014 and over recent months has been handing over various matters to the Assistant Clerk. It was proposed by Cllr Holt and seconded by Cllr Williams that the current Assistant Clerk, Penny Pataky, would take over the position of Clerk as from 1 <sup>st</sup> April 2014 as well as continuing with her position as Manager of The Green, Pavilion and Memorial Hall. With effect from that date Lin Sargeant would continue to hold the position of Responsible Financial Officer (RFO) and, subject to AVDC approval, would continue to deal with all Planning matters. All the new arrangements were unanimously agreed by the Council.	Clerk/ Council February
<b>Parish Amenities</b>	The Clerk and the Assistant Clerk 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. The following points were discussed: <u>Cemetery status</u> The new enclosure fence panels damaged by the wind will be repaired. The posts will be replaced with concrete posts and a	

	<p>concrete kick/gravel board will be installed at the base of each fence panel</p> <p><u>Memorial Hall – Reverberation</u> Other venues are being looked at where they have had a reverberation problem in buildings and what has been carried out to combat the problem. It was mentioned that Edlesborough WI had in their possession a microphone system and agreed that the Council would ask to borrow this for a trial period.</p> <p><u>Pavilion Steering Group</u> A working party meeting has been arranged to take place between the Pavilion Steering Group and the Parish Council to mutually discuss plans and obtaining grants etc.</p> <p><u>Streetlights</u> Quotations had been received for the replacement of a damaged light in Studham Lane, Dagnall and for a new light to be positioned in Main Road North, Dagnall. Enquiries to be made of UK Power Networks as to what the difference in the cost of electricity would be between having the existing SON lamps or changing to LED lamps. The Parish currently has 143 streetlights throughout the parish. Before a decision could be taken to go ahead with the installation of only one light in Dagnall the priority would be for a new streetlight in Main Road North but nearby residents would need to be consulted in the first instance.</p>	
Memorial Hall	The new one year contract for the Gas supply was agreed.	Manager/ February
Pavilion	The manager will formally write to users reminding them of the checks that must be performed when leaving the premises.	Manager February
Street lighting	The overhanging branches obscuring the streetlight in the High Street have been cut back. The streetlight contractors will cut back the ivy obscuring the light in Brownlow Avenue when next carrying out maintenance works.	Assistant Clerk February
Allotments	Assistant clerk to liaise with a volunteer who has come forward to possibly take on the position of Warden of The Green allotments	Assistant Clerk February
Cemetery	No further burials or memorial applications.	Assistant Clerk February
The Green	The quotations for grass and hedge cutting for the next financial year were approved. The manager will write to the personal trainer operating on the Green to clarify acceptable usage of the facilities.	Manager February
Litter Bins/ Dog Bins	Nothing to report	Assistant Clerk February
Bus Shelters	The council have now agreed upon a contractor, repairs will be carried out in due course. The Assistant Clerk will contact each of the companies who quoted and inform them of the outcome of the Councils decision.	KC/Assistant Clerk February
<b><u>ALL OTHER MATTERS</u></b> (Report provided by Mrs Lin		

Sargeant Clerk		
<b>Finance</b>	Accounts for the month ended 31 <sup>st</sup> December were presented, discussed and approved.	Clerk February Full Council
<b>Budget 2014/15 Special Projects</b>	Council approved the 2014/15 Budget and confirmed that a Precept of £82,155 be requested from AVDC. The Special Projects would periodically be reviewed throughout the year.	
<b>Financial Regulations</b>	The Financial Regulations document was approved, adopted and signed by the Chairman	
<b>Standing Orders</b>	The current Standing Orders are to be reviewed by Councillors and discussed at the February meeting	Full Council February
<b>Authorisation of cheques (December inc. VAT)</b>	The following cheques had been authorised for payment:  Administration & Office expenses: 266.45 Memorial Hall/Pavilion expenses (inc boiler service) 524.12 Salaries (inc. PAYE/NIC) 1,187.50 The Green expenses 67.44 Children's Playground expenses –Fencing & slabs 23.76 Cemetery expenses 423.96 Streetlight repairs 830.70 <b>£3.323.93</b>	Clerk February
<b>District Councillor's Report</b>	District Cllr Chris Poll referred to the Local Government Boundary Commission information where some of the wards are being altered, Edlesborough ward effectively remains the same.  The proposed Vale of Aylesbury Plan has been withdrawn. A special meeting of AVDC Council will be held on 27 <sup>th</sup> January to discuss the preparation of an alternative Plan with the possible addition of more houses.	February

<b>Planning</b>	The following applications had been received, were discussed by the meeting and the following responses were agreed to be submitted to AVDC				Clerk/ Full Council February
	13/03413/APP 8th December 2013 and 13/03595/ALB 23rd December 2013	The Old Bakery Leighton Road Northall	Removal of part of existing boundary wall to facilitate construction of new crossover and drop kerb onto Leighton Road (A4146) Erection of new fences	Oppose	
	13/03573/APP 23rd December 2013	57 Pebblemoor Edlesborough	Change of use from integral garage to living accommodation. Insertion of dormer window to front elevation. Widening of access from highway	No Objections	

	13/03594/APP 23rd December 2013	Brae House 3 Beacon View South End Lane Northall	Two storey side/rear extension; single storey rear extension; single storey extension to existing garage and increased height of garage roof to incorporate store in roof space	No Objections		
The following decisions had been received from AVDC						
	13/03171/APP 13th November 2013	The Beeches Leighton Road Edlesborough	Single storey side extension	No objections	Permitted	
	13/02729/APP Amended Proposals/Plans	Land at Dagnall Farm Main Road North Dagnall	Installation of a total of 100 photovoltaic ground mounted solar panels	No Objections	Permitted	
<p>The Council had received a letter from North Hertfordshire Homes about the possibility of building houses on land off Cow Lane, Edlesborough. Cllr Wilkinson declared a personal interest as his house is adjacent to the land in question. Accordingly, he took no part in the discussion or the Council's decision to respond in the following way:</p> <p>"The Council considered your approach at its meeting last night and decided not to pursue this matter any further because of the following reasons:</p> <ul style="list-style-type: none"> <li>• The Council carried out a comprehensive 'Housing Needs Survey' in 2011 which overwhelmingly demonstrated that parishioners did not want more than 10 houses to be built in Edlesborough village over the next 17 years.</li> <li>• The Housing Needs Survey also identified that parishioners were opposed to any further social housing in Edlesborough unless it was solely for the benefit of existing villagers (i.e. a rural housing exception scheme).</li> <li>• Accordingly, these objectives have been submitted to AVDC for incorporation into its new Vale of Aylesbury Plan.</li> <li>• The Council has always objected to previous applications to build on the land off Cow Lane because they were in conflict with the AVDLP policy RA.14, which prohibits the existing boundary of the village being extended unless such a development would satisfactorily complete the settlement pattern without intruding into the countryside.</li> <li>• RA.14 also limits any such developments to sites of less than half an acre and no more than five dwellings".</li> </ul>						
<b>Vale of Aylesbury Plan</b>	Refer to District Councillor's report.					February
<b>Affordable Housing</b>	Clerk to contact Affordable Housing to ascertain what, if anything, is happening.					Clerk February
<b>EDaN Report</b>	Steering Group The Steering Group agreed with a proposal to produce an update to the current plan and to implement a new questionnaire to seek views on key areas of interest such as Youth, Housing, Village facilities now and in the future. We are in some form of 'no mans land' as we have a Plan that is moving into the later years of viability and we do not have a Neighbourhood Plan. We will work with Community Impact Bucks to prepare this and share it with EPC, hopefully at the next EPC meeting in February.					AW February

	<p><b>Traffic Management</b> The Traffic team, as has been mentioned before, is working on a Speed reduction project with Dagnall School that involves obtaining the Sentinel device (video speed recorder). Once acquired the plan is to make it available for speed monitoring in the parish generally, subject to TVP approval. A test of the system with BCC and TVP is planned at the school for 19<sup>th</sup> Feb. The team have been introduced to a funding facilitator who will do the work( on a no win no fee basis) to get the grant for the project for a fee of 10%. The Traffic Management team wish to know if EPC will sponsor the application and fund the fee. (payment likely to be approx £500-600)</p> <p><b>Beautification</b> Request to EPC for approval to add Best Kept Village information to the Planter on the Green. Highly Commended 2010 . Runner up 2011. The signs cost £35 for the two and can come from the Beautification Pot.</p> <p>Cllr Williams will be attending the LAF Refresh Meeting in February where funding for various projects will be discussed. Cllr Holt agreed to accompany him.</p>	
<p><b>The Villages</b></p> <p>Edlesborough</p> <p>Edlesborough</p> <p>Dagnall</p>	<p>Overhanging branches obstructing the streetlight in High Street have been cut back</p> <p>A Volunteer has come forward to keep the War Memorial area clean and tidy.</p> <p>Requests for railings in Dunstable Road and white lining at the junction of Dunstable Road and Nelson Road are still, frustratingly, in the hands of Bucks CC who have been asked to respond to the Parish with an updated report. County Cllr Mrs Avril Davies has agreed to report back on progress to the Parish Council following her meeting with BCC planned for 23.1.14.</p>	<p>February</p> <p>County Cllr Mrs Avril Davies February</p>
<b>Traffic Calming</b>	Following discussion it was agreed by Council to forego the LAF proposed funding for the Cycleways project and for this to be added to the proposed funding to reduce the speed limit in Leighton Road, Edlesborough. This will be taken to the next LAF meeting	Clerk February
<b>Correspondence</b>	Councillors sent e-mails of day to day matters relating to Bucks CC, AVDC and other enquiries.	
<b>Items for Agenda 20<sup>th</sup> February 2014</b>	None specified other than reports on current agenda items.	
	The meeting closed at 10.30pm	