

Edlesborough Parish Council

Minutes of the General Purposes Committee Meeting

Wednesday 3rd November 2004 at 7.30 pm at Edlesborough Memorial Hall

Item	Decision	Next Review Date
<u>Present</u>	Mrs. Prys-Jones (Vice Chairman), Mrs Thompson, Mr. Cubbage, Mr. Wilkinson, Mrs. Parker (co-opted member), Mr Parker (co-opted member), Lin Sargeant (Clerk).	
<u>Apologies</u>	Mr. Brown (Chairman) - The meeting was chaired by Vice Chairman, Mrs. Prys-Jones	
<u>Declarations of interest</u>	None.	
<u>Minutes of Previous Meetings held on 6th October 2004</u>	The Minutes were approved and signed by Mrs. Prys-Jones	
<u>Matters arising from previous minutes</u>	Mrs. Thompson wished it minuted that under Allotments on Page 4 of Minutes of 6 th October the request for financial help was to clear the scrub on 2 allotments only at Dagnall and did not relate to the whole of Dagnall Allotments. The Parish Council have to provide allotments and this was to enable 2 additional allotments to become available.	
<u>Edlesborough Memorial Hall</u>		
<u>Replacement Floor/Structural woodwork repairs</u>	Mr. Porthouse had replied that due to 'work load' at present he was unable to undertake the survey of the floor or the structural works. Mr. Brown to report on progress with Neil Hodgson.	December
<u>Gas pipe painting</u>	Paint is to hand and will be carried out shortly.	December
<u>Damaged paving slabs on boundary with Edlesborough Autos</u>	Work carried out	Item closed
<u>Payment from AVDC for European Elections – use of Hall</u>	Payment received £50.00	Item closed
<u>Lights outside the Hall</u>	To be discussed under Precept at full Parish Council Meeting. Clerk to obtain quote for a light over the arched door.	December
<u>Under 5's</u>	Agreement received signed by Under 5's, counterpart signed by Mrs. Thompson as Chairman of Parish Council	Item closed
<u>Report from Caretaker (Mrs.Parker) dated 03.11.04</u>	<p>It was reported that the motor on the fridge/freezer had given up and as the cost of repairing would be expensive a replacement fridge/freezer of similar size to the existing was urgently required. The question of whether a freezer compartment and such a large fridge capacity were necessary was discussed. The Committee agreed that a replacement should be treated as an 'emergency'. Mrs. Prys-Jones and the Clerk were requested to compare prices at various outlets and to report to full Parish Council Meeting.</p> <p>The Ladies Toilet door was 'sticking'. Clerk authorised to have repaired.</p> <p>Public Entertainment Licence applied for – commence from 1st January 2005.</p> <p>The Committee gave permission for the Christmas decorations to be put up in the Memorial Hall.</p> <p>The Committee recommended an increase of 50p per hour for all Hall users and this would be placed on the Parish Council meeting agenda for December.</p>	December
<u>Edlesborough Green (including the play equipment, car parks etc.)</u>		
<u>Report from Caretaker</u>	<p>The big dip in the ground in front of the Pavilion is now very bad and puddles are forming. Clerk to request a quote from Reyven</p> <p>The self closing gate opposite the Chapel no longer self closes. Clerk to obtain quote for repair/renewal</p> <p>Weeding has been carried out around Pavilion, Hall and Pavilion Car Park</p>	December
<u>Paving slabs/concrete below the seats and at the pedestrian gates onto the Green</u>	Work carried out	Item closed
<u>Play Equipment</u>	Painting is being carried out. Letter had been received from AVDC stating they would no longer be arranging inspections on behalf of Parish Councils. Parish Councils to make their own arrangements. Copy of letter handed to Mr. Parker	
<u>Additional posts at the far end of the car park between the end of the car park and the hedge</u>	Work carried out	Item closed

<u>2004/2005 Green/Pavilion charges</u>	Committee agreed to look at this item again. Clerk would produce details	December
<u>Play area safety surface</u>	It was reported that the fence was in a poor state of repair. Committee agreed to build up a fund within the Precept for an eventual total upgrade of the play equipment and fence, but small repairs to come out of general maintenance. Mr. Parker was requested to meet the Contractor on site and a quote to be sent to the Clerk for repairing the existing fence.	December
<u>Junior Football fees</u>	Outstanding amount now paid	Item closed
<u>Seat on Green for Ted Bower</u>	Committee agreed to leave this item until the Clerk received further information	Item closed
<u>Tennis Club</u>	Clerk had checked with Solicitors who are still looking at the Lease. It was proposed by Mr. Cubbage and seconded by Mrs. Thompson that the Rent should be increased to £75.00 p.a. with a rent review every 5 years and this to be incorporated into the new document. Clerk reported that the Tennis Club had requested further storage in the Pavilion with lockable lids. Quote required for the Precept.	December
<u>Edlesborough Green Pavilion</u>		
<u>Caretaker Report 3.11.04</u>	Caretaker continually having problems with graffiti and keyhole being stopped up with either blue tack or chewing gum.	
<u>Shower head replacement</u>	Clerk awaiting quote	December
<u>Anti-Vandal painting</u>	Work being carried out	December
<u>Pavilion user rules and regulations</u>	Committee agreed to leave discussion until the next GPC meeting. The Vice Chairman was extremely concerned that on occasions in the evening she had found the Pavilion door unlocked and open. The Committee were not aware as to who held keys for the Pavilion as these could have been given out to other users of the Clubs that have use of the Pavilion and not retained by the 'official' key holders. This could affect the Parish Council's insurance cover if damage occurred or the property was entered by any persons not entitled to use the Pavilion. The committee proposed that a new mortice lock be purchased and a duplicate key only handed to one person of each club who must sign a statement that such person will be responsible for handing out and collecting back the key after each use. On no account should any other keys be cut, and if a duplicate was required the Club must apply to the Parish Council for a key.	December
<u>Pavilion Improvements Working Party</u>	This item was deferred until the next meeting and would be placed at the top of the Agenda Mr. Brown to give up update.	December
<u>Canopy Post</u>	This item to be discussed under the Precept	December
<u>Edlesborough, Dagnall and Northall allotments</u>	Clerk reported that almost all allotment rents had been collected. There was a waiting list for allotments at Cow Lane and discussion took place regarding the clearing of scrub from unused allotments in order that these may become available. The Committee recommended that £400.00 be added to the Precept for clearing scrub from the redundant allotments. .	December
<u>Gate at Cow Lane</u>	The gate post at Cow Lane has been repaired although it was considered that the post should be made vertical. This would be monitored	
<u>Allotment Hedge Cow Lane</u>	The replanting of hawthorn would take place in the next 2 weeks	December
<u>Northall Allotments</u>	Mr. Cubbage would give a report at the Parish Council Meeting	
<u>Edlesborough Cemetery/Churchyard</u>	The Clerk handed out Notes of the meeting held on 27 th October with representatives of the Churches Conservation Trust, their appointed Architect, Parish Councillors and the Clerk. This had been an excellent meeting and we were informed that a lot of the clearing of scrub around the Church would be carried out shortly. Work is to commence on the Chancel in April 2005 and the Church will be closed to the general public for approximately 10 months. Plans were produced giving details of additional handrails and re-alignment of steps going up to the Church. It is the Churches Conservation Trust's wishes that they work closely with the Parish Council on all matters concerning the Churchyard and Cemetery and regular information will appear in Focus. The Clerk produced a drawing of the existing right of way and access to the Cemetery and following discussion it was agreed that Mrs. Thompson and the Clerk would obtain the original from the Bank and to approach NALC for their views on the Parish Council's rights of access. Copies of all past information i.e. Enclosure Award details will be obtained.	December
<u>Cemetery Gate</u>	One quotation has been received and Clerk is to meet a Contractor to obtain a further quote. The Committee authorised the Clerk to accept whichever quotation she felt would be the more acceptable. The existing sign on the gate is to be removed and placed on the new gate.	December
<u>Edlesborough, Dagnall and Northall street lighting</u>	The Clerk reported several lights not working which some of which has been rectified, others either referred to EDF or a hoist is required and repairs will be carried out as soon as possible.	Item closed
<u>Highways/by-ways/footpaths</u>		December

	<p>Shrubs have now been cleared from adjacent to Eatongate Close, Edlesborough. St. Judes Clinic reported build up of water on the main Tring Road coming from a faulty meter on adjacent farm land. This was reported to Anglian Water and has now been attended to. The Clerk has contacted Highways on Call regarding the continual build up of water at the junction with Eaton Bray Road, Northall and the main A4146, apparently a blockage has occurred which has now been cleared, the situation will be monitored by the Clerk.</p> <p>Clerk is currently contacting owners of hedges by the Ford as a complaint has been received of branches scratching cars.</p> <p>Various trees around The Green are in need of 'pruning'. Committee to consider an allowance in the Precept.</p>	
Studham Lane signs	Clerk has contacted AVDC and will chase.	December
<u>Grass and hedge cutting for which the PC is responsible</u>	<p>It had been reported that the hedge cutting at Dagnall allotment had not been carried out satisfactorily. Clerk has complained to Reyven.</p> <p>Clerk to obtain new quotations from Contractors for 2005 to be responsible for grass and hedge cutting.</p>	December
<u>AVDC and BCC responsibilities</u>	Undergrowth through tarmac between The Green and The Pastures has been attended to.	Item closed
<u>Caretaker Report as A.O.B.</u>	Several bookings have been made for Edlesborough Memorial Hall over the Christmas and New Year periods. This would be discussed at the full Parish Council Meeting.	December
<u>Dates of Meetings for 2005</u>	Those present agreed to the General Purpose Committee Meetings continuing to be held on the first Wednesday of the month. The 5 th January 2005 meeting date to be confirmed	December
	The next meeting will be on Wednesday 1st December 2004 at	
	Edlesborough Memorial Hall COMMENCING 7.30pm	