

Edlesborough Parish Council

Minutes of the General Purposes Committee Meeting

Wednesday 8th September 2004 at 7.30 pm at Edlesborough Memorial Hall

Item	Decision	Next Review Date
<u>Present</u>	Mr Brown (Chairman), Mrs. Thompson Mrs Prys-Jones, Mr Wilkinson, Mrs Parker (co-opted member), Mr Parker (co-opted member), Lin Sargeant (Clerk).	
<u>Apologies</u>	Mr. Cabbage	
<u>Declarations of interest</u>	Mr Brown asked if there were any declarations of interest to be declared. Mrs. Thompson declared an interest in work which had recently been carried out.	
<u>Minutes of Previous Meetings held on 3rd June and 7th July 2004</u>	The Clerk apologised as there appeared to be confusion as to which Minutes related to which Meeting. None were signed and copies of the June and July meeting would be available for signing at the next meeting	October
<u>Matters arising from previous minutes</u>	<p>.After discussion it was agreed and confirmed that Mr. and Mrs. Parker were co-opted members of the General Purposes Committee allowing them the right to speak and report on matters contained in the Agenda but were not allowed to vote on any subject.</p> <p>Mrs. Prys-Jones was very concerned that the General Purposes Committee Meeting appeared to have more power than the Parish Council . Mr. Brown read the History of the General Purposes Committee which was established at the Parish Council Meeting on Thursday 16th October 2003 and its powers were extended at the Parish Council meeting on Thursday 20th November 2003. At the Parish Council Meeting on Thursday 16th January 2004 its powers were reduced and at the Parish Council Meeting on Thursday 20th May 2004 the powers of the General Purposes Committee were re-instated to those agreed on 16th October 2003 and on 20th November 2003 as under:</p> <h3 style="text-align: center;">Responsibility</h3> <p>Edlesborough Memorial Hall, Edlesborough Green (including the play equipment, car parks etc) Edlesborough Green Pavilion</p> <p>Edlesborough, Dagnall & Northall allotments, Edlesborough Cemetery</p> <p>Edlesborough, Dagnall & Northall Street Lighting</p> <p>Grass & Hedge cutting for which the Parish Council is responsible</p> <p>Any other facilities or services as delegated by the Parish Council</p> <p>Highways/by-ways/footpaths (including Parish Paths Partnership)</p> <p>AVDC and Bucks. C.C. responsibilities</p> <h3 style="text-align: center;">Financial Limits</h3> <p>The General Purposes Committee £1,000.00 per project provided in budget</p> <p>The Clerk has authority to spend £750.00 provided in budget unless it is an emergency.</p> <p>The Edlesborough Memorial Hall, Edlesborough Sports Pavilion, Edlesborough Village Green and Play Equipment Caretaker/Bookings Secretary limits are £75.00 each for small non-emergency repairs or improvements and £200.00 each for emergencies.</p> <p>Mr. Brown felt that certain work could be dealt with on a day to day basis therefore reducing the time spent during the meeting. Mrs. Thompson recommended that the meetings continue in their present format until the next Annual General Meeting when any amendments can be made at that time.</p>	
<u>Edlesborough Memorial Hall</u>		October

Replacement Floor	Mr. Brown was still awaiting a response from Neil Hodgson. The Clerk would contact Mr. Frank Porthouse with a view to organising a meeting. Mr. Parker expressed the wish to be involved in the discussions. Chairman agreed.		
Connection of gas pipe/painting	To be carried out	October	
<u>Damaged paving slabs on boundary with Edlesborough Autos</u>	Problems were still being experienced with oil encroaching onto land adjacent to the Memorial Hall. Clerk to write to AVDC Environmental Health	October	
<u>Debris on roof and cracked roof tile</u>	Several tiles are cracked but only 1 requires replacing	October	
Electrical inspections	There has been a change in the Law and a report to be given at the November meeting	November	
Structural woodwork repairs	See item under Replacement floor	October	
<u>Report from Caretaker</u> <u>Mrs.Parker) dated 18.09.04</u>			
<u>Payment from AVDC for European Elections – use of Hall</u>	Clerk was unaware of a reply from AVDC and would look into this.	October	
<u>Lights outside the Hall</u>	According to our lighting Contractor a new law is being introduced therefore it was agreed to see what effect this has and to make provision for any outlay in the budget	November	
<u>Under 5's</u>	The committee considered the requests contained in a letter dated 8 th July 2004 from Richard Potton, Chairman Edlesborough Under 5's and it was agreed to allow them to deviate from the Agreement but to inform the Parish Council should any of the circumstances change and in any event the requests and any other changes must be notified each year on renewal of their Agreement. Clerk to prepare a side letter to the Under 5's.	October	
<u>St. Mary's. Eaton Bray – Harvest Lunch</u>	Mrs. Parker questioned whether St. Mary's Church should be charged for the hire of the Memorial Hall for their Harvest Lunch (the Salvation Army and Methodists had in the past had not been charged). Proposed by Mrs. Thompson and seconded by Mrs. Prys-Jones that no charge should be made.	Item closed	
<u>Approvals</u> <u>Edlesborough Green (including the play equipment, car parks etc.)</u>			
<u>Proposed By-law notices for Edlesborough Green</u>	These were now to hand, Contractor, Pete Cavendish, had quoted £138.00 to install. As this was confirmed to be below the budget allowed the Clerk would authorise the work to be done .	October	
<u>Ruts near Pavilion car park/bare patches/re-seeding</u>	Clerk to check with past Clerk as to whether the Cricket Club and Tennis Club have been contacted for funding for this work	October	
<u>Paving slabs/concrete below the seats and at the pedestrian gates onto the Green</u>	Clerk to check if a quote has been received for this item. P.J. Thompson will attend to the gates	October	
<u>Play Equipment</u>	The painting of the play equipment will be carried out now that the children are back at school. Clerk to check whether Reyven's had provided a quote for raking and weeding and whether this was an established Contract with Reyven.	October	
<u>Additional posts at the far end of the car park between the end of the car park and the hedge</u>	Clerk to confirm quotes received for Tarmac surface and for removal of redundant posts	October	
<u>2004/2005 Green/Pavilion charges</u>	The Clerk to produce a breakdown of all charges for groups using The Green	October & for AGM	
		October	

Play area safety surface	Mr. Cabbage to report on comparison of costs in replacing the bark surface of the play area		
Junior Football fees	Clerk to confirm outstanding £70 has been received	October	
<u>Playground safety report</u>	Mr. Brown requested Clerk to issue copies of the RoSPA Report to members who did not have a copy	October	
Seat on Green for Ted Bower	Clerk still awaiting receipt of money for the seat to be ordered. The original suggestion of this seat being placed outside the Church would not be possible if the W.I. were to agree to a seat being placed in this position. It was suggested that a seat could be placed on The Green close to the Cricket pitch	October	
Tennis Club	Rent Review due October – currently £50.00 p.a.	October	
<u>Approvals</u>	None		
Edlesborough Green Pavilion			
<u>Shower head replacement</u>	This item to remain on the Agenda to be discussed in November	November	
<u>Anti-Vandal painting</u>	The contractor will carry out this work once the children have returned to school	October	
Pavilion user rules and regulations	Clerk to produce copy of the Handy Hints	October	
<u>Pavilion Improvements Working Party</u>	This item to be deferred until the next meeting	October	
Leaking gutter	Mrs. Thompson reported that most had been replaced and there was an extra one still to attend to	October	
<u>Caretaker Report 8.09.04</u>			
<u>Canopy Post</u>	Clerk to obtain quotes for budget costs	October	
<u>Approvals</u>	None		
<u>Edlesborough, Dagnall and Northall allotments</u>			
<u>Report from Clerk</u>	This matter would be reviewed in January 2005 unless any items arose regarding the allotments in the meantime. Clerk reported several enquiries for allotments	January 2005	
Gate at Cow Lane	Mr. Parker reported that the post should be refixed and understood this was under guarantee. Clerk to arrange.	October	
Allotment Hedge Cow Lane	Clerk to establish with Reyven when this will be repaired	October	
Dagnall Allotments	Mrs. Thompson confirmed that no hosepipes were allowed. Recommended that when collecting the allotment rents the Clerk issues letters to the allotment holders asking them to 'tidy up' their allotments and stress that no hosepipes are allowed.	October	
Edlesborough Cemetery	Clerk reported all grass cutting, tidying up and emptying of bin area had been carried out and Reyven had been thanked for their prompt service	Item closed	
<u>Cemetery Gate</u>	Clerk to locate quotations received and matter to be placed on Parish Council agenda	September	
Approvals			
Edlesborough Churchyard	The Clerk produced Notes taken at the meeting held on 29 th July 2004. A further meeting is to be held on 27 th October 2004 to discuss items which the Churches Conservation Trust will be putting in hand immediately and longer term projects.	November	
<u>Edlesborough, Dagnall and Northall street lighting</u>			
<u>Clerk's Report</u>	A substantial number of street lights have been repaired by Lloyd Barnard during the summer months and others have been referred to EDF		
Highways/by-ways/footpaths			
<u>Stubbins Lane signs</u>	Not discussed at this meeting. Clerk to ascertain present position	October	

<u>Stuchman Lane signs</u>	Not discussed at this meeting. Clerk to ascertain present position	October	
<u>Grass and hedge cutting for which the PC is responsible</u>			
<u>Dagnall</u>	Clerk to write to owner of Hop Cottage requesting that overhanging shrubs be cut back	October	
Clerk's Report	Clerk to establish who currently has the contract for cutting hedges between Dagnall Allotments and the School and to check whether this has already been carried out or in the process of being done.	October	
<u>Edlesborough</u>	Clerk reported overhanging shrubs from side boundary of 2 Eatongate Close onto Moor End. Clerk to write to owner of 2 Eatongate Close	October	.
<u>Edlesborough</u>	Clerk reported overhanging shrubs from side boundary of 2 Eatongate Close onto Moor End. Clerk to write to owner of 2 Eatongate Close		
	Clerk to ascertain who currently has the contract for grass and hedge cutting		
		October	
AVDC and BCC responsibilities	None		
	It was reported that undergrowth was coming through the tarmac in the alley between 13 The Green and The Pastures. Clerk to take action	October	

The next meeting will be on Wednesday 6th October 2004 at Edlesborough Memorial Hall

Apologies: Mrs. Thompson, Mr. Wilkinson