



Edlesborough Parish Council
Minutes of Meeting held on Thursday 20th October 2016 at Northall Village Hall commencing at 7.30pm

AGENDA ITEM		ACTION
Open Forum	<p>Following three serious accidents in Northall over the last five weeks Brian Daniels (the keeper of the LAF Sentinel Equipment) asked EPC to raise awareness of the Speedwatch Team and equipment and to ask the group to make greater use of the equipment in the parish.</p> <p>Cllr Williams explained that the group had been waiting for Thames Valley Police to approve locations for the use of the equipment. This has now happened.</p> <p>County Cllr Avril Davies explained that the LAF Speedwatch Team have written to the Police & Crime Commissioner asking why speeding is not a high priority.</p> <p><i>Action: Cllr Williams will liaise with Ivor Thorne & Louise Fanthorpe encouraging greater use of the Sentinel Equipment in the Parish.</i></p> <p>PCSO Jackie Dodson updated the council on recent actions regarding inconsiderate parking within the parish. TVP have the jurisdiction to issue tickets to vehicles causing an obstruction for example parking on pavements and junctions. PCSO Dodson will continue to support the Parish with these issues. Photographs of offending vehicles, with dates and times can be forwarded to PCSO Dodson.</p> <p>There has been a spate of theft from vehicles in the parish, parishioners are reminded not to leave valuables or loose change in vehicles.</p> <p>Lorna Cabbage reported that HGV's are still ignoring the 7.5T Weight restriction on Eaton Bray Road, Northall and Northall Road, Eaton Bray.</p>	
The Chairman formally opened the Parish Council meeting at 7.53pm.		
Present:	Cllr Williams (Chair), Cllr Wilkinson (Vice Chair), Cllr Nevard, Cllr Mrs Owen, Cllr Pratt, Cllr Mineikis, , Cllr Mrs Woodhouse, Cllr Mrs Thomas, Cllr Cabbage, District Cllr Chris Poll County, Cllr Avril Davies, Penny Pataky (Clerk), 3 parishioner and PCSO Jackie Dodson	
Apologies:	None	
Declarations of Interest	None	



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Minutes of previous Meeting	The Minutes of the Parish Council Meeting held on 15 th September 2016 were ratified and signed with no amendments.	
Matters Arising	None	
District & County Councillors Reports	<p><i>District Cllr Chris Poll</i> reported that there has been a District Members Briefing on the new Unitary Proposals and that the District Councils will be inviting parishes to comment on the way forward. AVDC's New Business Model has turned a negative £1.5million into a positive £.5million a year figure within the planning department. AVDC are now selling their ideas/model to other authorities with the second paid for conference coming up very soon. Attendees are guaranteed savings which more than offset the cost of attending these seminars.</p> <p>Boundary Commission Review – this means our parish could become part of the Aylesbury constituency. Parishes are invited to respond to this review.</p> <p>VALP – there will be a Scrutiny Committee Meeting on 7th November at which members and officers from the other districts within the county will put individual cases on their local plans and thereby be scrutinised by our committee.”</p> <p><i>County Cllr Avril Davies</i> reported that some progress is being made with the downgrading on the A4146 to the B488 and the implementation of weight limit restrictions on this road.</p> <p>Active Bucks Programme – this is growing in success Cllr Davies suggested that walks could leave from the Edlesborough Coffee Shop.</p> <p>School Buses – an all stops Arriva bus ticket is cheaper than a school bus pass and where possible many parents are now purchasing these.</p> <p>The BBCC Unitary Council proposal meetings will be focusing on what savings will be made and what is in the best interests of the Towns and Parishes. Councillors Wilkinson and Williams together with the Clerk Penny Pataky will attend a special meeting in Cheddington on Nov 2 and report back to council.</p> <p>School Place Planning – local head teachers have been meeting to address this issue with the increasing numbers of homes.</p>	



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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>	
Defibrillators	<p>Both the Edlesborough and Northall defibrillators are installed and registered with the South Central Ambulance Service and the East of England Ambulance Service.</p> <p><i>Action: Clerk to write to the Red lion PH, Dagnall and Swan PH, Northall to formally offer an annual donation towards the running costs of these units. EPC will also assume the biannual replacement of pads, batteries etc.</i></p>	<p style="text-align: center;">Clerk</p>
Memorial Hall (including defibrillators)	<p>RS Electrical Services has completed the necessary work to correct the emergency lights in the hall and has installed an outside power point for the Christmas lights.</p>	
Pavilion	<p>EB Lions have been reminded to leave the pavilion in an acceptable condition after use.</p> <p>The uneven paving slabs near the pavilion entrance have been levelled and re-laid.</p>	
The Green & Playground	<p><u><i>New Benches</i></u> Two new benches have been ordered for the Green and will be installed shortly. <i>Action: Manager to liaise with MW Agri re installation.</i></p> <p><u><i>FA Pitch Inspection</i></u> A full report is expected shortly. This will be shared with the Full Council and football clubs. <i>Action: Manager to share report.</i></p> <p><u><i>Roundabout</i></u> Cllr Mineikis reported that four play equipment companies have refused to refurbish the roundabout as they are not able to bring it in line with current health and safety requirements. He is currently investigating whether a local engineering company would be able to undertake the roundabout overhaul. Council agreed that a decision would be made at the December EPC meeting as to the future of the roundabout and whether a replacement piece of play equipment needs to be purchased. <i>Action: Cllr Mineikis to source more companies and quotes.</i></p>	<p style="text-align: center;">Manager</p> <p style="text-align: center;">Manager</p> <p style="text-align: center;">SM</p>



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	<p><u>Play Area Gate</u> EPC are still awaiting an official inspection of the gate. The matter has now been referred to EPC's insurance company. <i>Action: Clerk to chase inspection. The Manager has requested that a Cllr is present when the inspection takes place.</i></p>	<p style="text-align: center;">Clerk & Ed Cllrs</p>
<p style="text-align: center;">Sports Clubs</p>	<p>EB Lions Fees – A reminder has been sent for the outstanding amount.</p> <p>ETC Fees – ETC have paid their fees and the invoice for their electricity usage.</p> <p>ECC – have paid the invoiced for two extra cuts on the cricket circle.</p>	<p style="text-align: center;">Clerk</p>
<p style="text-align: center;">Allotments</p>	<p>Allotment rents were successfully collected on the weekend of 8th & 9th October. Currently the following rents are outstanding, a £10 admin fee will be charged to any tenants who do not pay by 31st October: Northall – 3 tenants (4 plots) Dagnall – 4 tenants (7 plots) The Green – 2 tenants (2 plots) Cow Lane – 7 tenants (7 plots)</p> <p>Cllr Williams proposed the Council introduce payment by bank transfer, standing order or cheque only for future collections. Full Council agreed. <i>Action: Cllr Williams and the Clerk will draft a proposal to present to the full council for agreement and implementation in time for next year's rent collection.</i></p> <p>Vacant Plots: Northall: 0 plots Dagnall: 3 plots Cow Lane: 3 plots The Green: 0 plots – this site now has a small waiting list.</p> <p>Three tenants have had their agreements terminated for failing to work their plots. All three plots have been re let.</p> <p>Thames Water have been chased for the paperwork to have the Dagnall water bill recalculated.</p>	<p style="text-align: center;">AW & Clerk</p>



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Cemetery	Two cremated remains plots have been purchased.	Clerk
Churchyard	Nothing to report.	
Bridle Path	Nothing to report.	Clerk
Bus Shelters	Nothing to report.	
Litter Bins, Dog Bins & Car Parks	Nothing to report.	Manager
Noticeboards	Nothing to report.	Clerk
Streetlights	<p>CU Phosco have attended to three failed lights:</p> <ul style="list-style-type: none"> • Huntsman’s Close, Dagnall – issue rectified – in order to prevent further light failure this light has been reported to UK Power as electrical isolator is hanging off circuit board. • Chestnut Close, Dunstable – light still faulty this has been reported again – reported to UK Power as fuse is repeatedly blowing, even with light disconnected • Orchard End, Edlesborough – this is an issue with the power supply a report has been raised with UK Power Networks. <p>After UK Power have rectified the power issues CU Phosco will revisit to reconnect the lights. A further failed light between The Pastures and the path to the Green has been reported as failed. CU Phosco have been notified. – will be attended to shortly</p> <p>Work continues with the attaching the new fault reporting information labels.</p>	Clerk
Bucks CC Devolved Services	<p><i>Rights of Way Dagnall</i> – following the issues with the clearance of path EDL 14 in Dagnall the Clerk has requested that this is added to next years devolved annual clearance schedule. <i>Action: Clerk to monitor.</i></p> <p><i>Siding Out</i> Council discussed a quote to carry out siding out on the pavement from Sparrow Hall Farm to Northall. It was agreed that the Devolution Team would put together a list of pavements requiring siding out for the contractor to provide a quote. Pavements inside the 30mph limit are currently included in the contract. Other pavements are not. EPC agreed</p>	Clerk



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	<p>that as Bucks CC will not carry out this work and that, at this time, our budget allows for us to complete this work we will consider problem areas outside the 30mph limit.</p> <p>Guidance has been sought on the required width of the pavements and it was agreed that pavements where possible should be wide enough for two people to pass each other safely.</p> <p><i>Action: Clerk to include information about this in the next Focus report. Clerk to write to local land owners explaining EPC's intentions and ask for their support in this matter.</i></p> <p><i>Devolution team to compile a list of pavements requiring attention. All Cllrs to forward any pavements needing attention to the devolution team.</i></p>	<p>Clerk</p> <p>SM, CN, CT & PP</p>
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FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)

Accounts	<p>The Accounts for months ending 31st July, 31st August & 30th September 2016 having previously been circulated to Councillors were discussed and agreed.</p> <p>Cllr Nevard summarised the FYF.</p>	<p>Full Council</p> <p>Clerk/JW</p>																																		
Authorisation of direct payments & cheques (incl. VAT)	<table border="1" style="width: 100%;"> <tr><td>EMH</td><td style="text-align: right;">£1,909</td></tr> <tr><td>Pavilion</td><td style="text-align: right;">£898</td></tr> <tr><td>Green</td><td style="text-align: right;">£2,097</td></tr> <tr><td>Open Spaces</td><td style="text-align: right;">£694</td></tr> <tr><td>Bucks CC Devolved Services</td><td style="text-align: right;">£2,076</td></tr> <tr><td>Allotments</td><td style="text-align: right;">£1,251</td></tr> <tr><td>Street Lights</td><td style="text-align: right;">£1,028</td></tr> <tr><td>Cemetery</td><td style="text-align: right;">£649</td></tr> <tr><td>Churchyard</td><td style="text-align: right;">£782</td></tr> <tr><td>Dagnall Rec</td><td style="text-align: right;">£476</td></tr> <tr><td>DVH</td><td style="text-align: right;">£190</td></tr> <tr><td>Special Projects</td><td style="text-align: right;">£2,931</td></tr> <tr><td>EDaN</td><td style="text-align: right;">£2,704</td></tr> <tr><td>Staff</td><td style="text-align: right;">£3,762</td></tr> <tr><td>Office Costs</td><td style="text-align: right;">£167</td></tr> <tr><td>Other Costs</td><td style="text-align: right;">£470</td></tr> <tr><td style="text-align: right;">Total</td><td style="text-align: right;">£22,084</td></tr> </table>	EMH	£1,909	Pavilion	£898	Green	£2,097	Open Spaces	£694	Bucks CC Devolved Services	£2,076	Allotments	£1,251	Street Lights	£1,028	Cemetery	£649	Churchyard	£782	Dagnall Rec	£476	DVH	£190	Special Projects	£2,931	EDaN	£2,704	Staff	£3,762	Office Costs	£167	Other Costs	£470	Total	£22,084	
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	<p>Budget Timetable Cllr Nevard & the Clerk will prepare a draft budget to present to the Council at the November meeting. A Budget Working Party meeting will be convened for late November/early December.</p>			CN & Clerk																														
Neighbourhood Plan	<p>Cllr Williams summarised the current Neighbourhood Plan status to the full council and outlined the timetable for moving forward. <i>Actions: Clerk to convene a steering group meeting. Clerk to contact Focus and request a deadline extension for a special article to be submitted. AW to contact Moren Associates Ltd regarding printing the pre sub plan. Steering group to create a multi-page document to be hand delivered to all residents. Create a physical presentation with Neil Homer explaining the Neighbourhood Plan.</i></p>			Clerk, AW, JW, KC, TO																														
Planning	<p>The following new applications were discussed and it was agreed to submit the responses below to AVDC</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Application No.</th> <th style="width: 20%;">Address</th> <th style="width: 40%;">Description</th> <th style="width: 25%;">Parish Council Response</th> </tr> </thead> <tbody> <tr> <td>16/03382/APP 23rd Sept 2016</td> <td>Churchgate House, High Street, Edlesborough</td> <td>Minor amendments to application 16/01385/APP involving an increase in height and realignment of apertures</td> <td>No objections</td> </tr> <tr> <td>16/03410/APP 21st Sept 2016</td> <td>Pantiles, 25 Eaton Bray Road, Northall</td> <td>Minor amendment to application 16/02606/APP relating to front balcony detail</td> <td>No objections</td> </tr> <tr> <td>16/02668/APP 17th October 2016</td> <td>10 Cooks Meadow, Edlesborough</td> <td>First floor side extension over garage and single storey rear extension</td> <td>No objections</td> </tr> <tr> <td>16/00858/APP (Revised) 19th October 2016</td> <td>The Waste Land, Dunstable Road, Dagnall</td> <td>Rebuilding of existing bungalow</td> <td>No objections</td> </tr> </tbody> </table> <p>The following decisions had been received from AVDC</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Application No.</th> <th style="width: 20%;">Address</th> <th style="width: 40%;">Description</th> <th style="width: 15%;">Parish Council Response</th> <th style="width: 10%;">AVDC Decision</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Application No.	Address	Description	Parish Council Response	16/03382/APP 23 rd Sept 2016	Churchgate House, High Street, Edlesborough	Minor amendments to application 16/01385/APP involving an increase in height and realignment of apertures	No objections	16/03410/APP 21 st Sept 2016	Pantiles, 25 Eaton Bray Road, Northall	Minor amendment to application 16/02606/APP relating to front balcony detail	No objections	16/02668/APP 17 th October 2016	10 Cooks Meadow, Edlesborough	First floor side extension over garage and single storey rear extension	No objections	16/00858/APP (Revised) 19 th October 2016	The Waste Land, Dunstable Road, Dagnall	Rebuilding of existing bungalow	No objections	Application No.	Address	Description	Parish Council Response	AVDC Decision						
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	16/02028/APP 10 th June 2016	Pennines, Leighton Road, Northall	Two storey rear extension, first floor front extension, single storey front extension and new pitched roof over existing flat roof	No objections	Permitted		
	16/02297/APP 23 rd June 2016	Elm House, 7 Brook Street, Edlesborough	Removal of existing garage. Construction of new carport, garage, utility room and day room	No objections	Application withdrawn		
	16/02729/APP 12 th August 2016	14-16 High Street, Edlesborough	Variation of planning consent to allow a change of opening hours and to allow the sale toasted sandwiches for consumption off the premises	No objections	Permitted		
	16/02960/APP 17 th August 2016	Littlewood House, Main Road North, Dagnall	Two storey front extension	OPPOSE Insufficient parking spaces provided	Permitted (following increased parking provision)		
	16/03037/APP 31 st August 2016	Mayfield, Leighton Road, Northall	Loft conversion with front and rear dormers	No objections	Permitted		
Projects	Cllr Williams shared research about sound panels to improve the acoustics in EMH. All agreed to take the project to the next stage. The costs will be in the region of £5000. <i>Action: Invite companies to visit the hall and provide quotes for the installation of sound panels.</i>						AW & manager
New Website	Cllr Cabbage updated the council on the progress to date. The new website is aimed to be launched in line with the launching of the Pre Sub Neighbourhood Plan. <i>Actions: KC & Clerk to receive training from TG. KC & Clerk to ensure all Cllrs declarations of interests are up to date for publishing.</i>						KC & Clerk
EDaN & traffic Management Team Updates	The purchase of a Christmas Tree for Dagnall was approved with the EPC contribution to be used for part of the purchase. <i>Action: Cllr Mrs Owen to purchase and arrange planting.</i>						TO



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Items for Agenda 17th November 2016	Items for the Agenda for EPC Meeting to be held on 17 th November 2016 at Edlesborough Memorial Hall commencing at 7:30pm: <ul style="list-style-type: none">• Draft Budget 2017/18• Neighbourhood Plan Pre Submission Plan	
	The meeting closed at 10.44pm.	