



**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm**

AGENDA ITEM		ACTION
<b>Open Forum</b>	<p>Mrs Lorna Cubbage updated the meeting on the <u>Remembrance Day Service</u>. This was held at Edlesborough War Memorial this year, with no police presence at the service. The two additional road closure notices were beneficial in notifying parishioners in advance of the closures. Mrs Cubbage reported that despite the advance warning about the road closures &amp; clear diversion notices some drivers were abusive to the volunteers manning the road closures. This has been reported to TVP. Unfortunately some of the road closure signs provided for the occasion needed amending as the arrows pointed in the wrong direction, additionally some fell apart and were tricky to repair.</p> <p><i>Action: Clerk to inform AVDC of these issues.</i></p> <p>Mrs Cubbage reported that the Parish has so far raised £997.93 for the Royal British Legion, this is almost double the amount of previous years.</p>	Clerk
<b>The Chairman formally opened the Parish Council meeting at 7.35pm.</b>		
<b>Present:</b>	Cllr Mineikis (Vice Chair) Cllr Wilkinson, Cllr Cubbage, Cllr Green, Cllr Mrs Owen, Cllr Mrs Thomas Cllr Nevard, District Cllr Chris Poll, County Cllr Anne Wight, Penny Pataky (Clerk), 3 parishioners, and two representatives from EB Lions FC.	
<b>Apologies:</b>	Cllr Williams & Cllr Pratt	
<b>Declarations of Interest</b>	None were declared.	
<b>Minutes of previous Meeting</b>	The Minutes of the Parish Council Meeting held on 19 <sup>th</sup> October 2017 were ratified and signed with no amendments.	
<b>Matters Arising</b>	None were raised.	



Edlesborough Parish Council

Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm

<p><b>District &amp; County Councillors Reports</b></p>	<p><u>County Cllr Anne Wight</u> See attached document – County Cllr Update – Edlesborough, November 2017.</p> <p>Following the report Cllr Wilkinson pointed out that Luton Airport has changed its landing procedures, aircraft must now wait until they are closer to the airport before deploying their landing gear. The Dagnall Cllrs were asked if they had noticed any difference in aircraft noise following this change. Cllr Green reported that he had not noticed any difference. Cllr Mrs Thomas explained that due to seasonal effects that at this time is it not possible to comment. County Cllr Wight requested that any noise pollution, inconveniences or cases of distress are reported to her.</p> <p><u>District Cllr Chris Poll</u> Following on from County Cllr Wight Cllr Poll had nothing new to report. He did add that local child minders may wish to comment on the Mobile Library Consultation as this may be a valuable service to them as well as other parishioners. The survey is available online until the closing date of 31 December 2017 at <a href="http://www.tinyurl.com/bucksmobile">www.tinyurl.com/bucksmobile</a></p> <p>County Cllr Anne Wight and District Cllr Chris Poll both gave their apologies in advance for the December EPC meeting.</p>	
<p><b>Parish Amenities (As reported by the Manager, Penny Pataky)</b></p>	<p><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></p>	
<p><b>Defibrillators</b></p>	<p>Nothing to report.</p>	
<p><b>Memorial Hall</b></p>	<p>The annual PAT test has been booked for December 2017.</p>	
<p><b>Pavilion/New Pavilion</b></p>	<p>The annual PAT test has been booked for December 2017.</p> <p>Following the Anglian Water inspection at the Pavilion Council have been advised to drain, clean and refill the water tanks.</p>	



Edlesborough Parish Council

Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm

	<p>Council agreed to this work being completed and to the addition of covers being placed on the tanks to help prevent further debris &amp; flies polluting the water tanks.</p> <p><i>Action: Clerk to ask Lee Hutt to provide a quote for covers on the tanks and to carry out the necessary work.</i></p>	Clerk
<p><b>The Green &amp; Playground</b></p>	<p>It has been necessary to remove one of the trees on the corner of The Green opposite Good Intent. Unfortunately the tree was dead and was only being supported by the allotment hedge and the tree next to it. The EDaN Beautification Team have been informed.</p> <p>One bollard at the Pebblemoor Car Park has been replaced.</p> <p>The installation of the new byelaws signs has been completed.</p> <p>A new drain grate has been ordered for the drain near the basketball post. This is to reduce the potential trip hazard.</p> <p>On the 10<sup>th</sup> November MW Agri and the Manager attended a follow up pitch inspection with a Bedfordshire FA consultant. This was a free follow up inspection following the inspection carried out last year. The inspector commented on the good condition of the pitches and was impressed with the work carried out by MW Agri, stating that we are “ahead of many other sites”.</p> <p>Cllr Wilkinson commended the contractor MW Agri on the exceptional work carried out on The Green and throughout the parish. Full Council agreed with this statement.</p> <p><i>Action: Clerk to pass Councils thanks and praise onto the contractor.</i></p>	Clerk
<p><b>Play Area</b></p>	<p>Nothing to report.</p>	
<p><b>Sports Clubs</b></p>	<p>Following the concerns raised over parking issues , particularly on EB Lions match days the following actions have been taken:</p> <ul style="list-style-type: none"> <li>• The Scouts &amp; Saturday morning hall hirer have been contacted about the parking issues and both have cascaded the communications down to the parents/guardians of all who attend.</li> <li>• Edlesborough School have not responded to the Clerks correspondence about parking issues.</li> </ul>	



## Edlesborough Parish Council

### Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm

- The Clerk also contacted FOES (Friends of Edlesborough School) regarding parking issues that may arise at the recent Firework Display. FOES were very responsive & borrowed parking cones from EMH to ensure cars did not park on the yellow school markings & white lines during the event.
- EB Lions were invited to attend this meeting to discuss how the situation can be improved.

Richard Potton (Club Chairman) and Helen Potton (Club Secretary) attended the meeting and informed the Council that EB Lions has taken the following actions:

- The recently revamped Coaches handbook has been sent to all coaches; this includes detailed information about parking on match days. All coaches have been instructed to cascade this information to the parents of the children in their teams.
- The coaches are also asked to ensure the parking information is shared with the visiting teams in advance of match day.
- Reminders about parking instructions are also included in the weekly pitch rota that is sent to all coaches.
- The club has also used their social media platforms to communicate the message about considerate parking to members of the club.

Cllr Wilkinson and Cllr Green explained that whilst the Council has no jurisdiction over parking matters in general, because the Council allows The Green to be used for football fixtures the Council must take some responsibility for the management of the parking around The Green on match days. The Council has an onus to the neighbours of The Green to work to improve the situation or if this is not possible to restrict the number of matches played.

Cllr Mineikis suggested that if the Council provides traffic cones could the club arrange for volunteers to place these in strategic locations around the Green.

Mrs Potten explained that the club is run purely by volunteers & that whilst they currently run 23 teams obtaining parental support can be challenging at times.

Mr Potten explained that some of the parking issues arise during the changeover period for matches, building in a break between matches is not always possible due to leagues dictating kick off times and the number of matches needing to be accommodated.

Mrs Potton also asked if the police presence could be increased on match days. Cllr Mrs Owen explained that currently there is only one TVP officer covering the whole area including Great Brickhill, Wing, Ivinghoe and Mentmore.



**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm**

	<p>Cllr Mrs Owen suggested that the Council approach Edlesborough Surgery to request permission for the club to use the surgery car park as an overflow car park on match days.</p> <p><i>Actions: Clerk to contact Edlesborough Surgery to request permission for the Surgery car park to be used on match days.</i></p> <p><i>Clerk to arrange for traffic cones to be made available for EB Lions use on match days.</i></p> <p><i>Clerk to send an aerial view of The Green specifying locations for the traffic cones.</i></p> <p><i>EB Lions to continue reminding their members about parking considerately and to recruit volunteers to put out traffic cones in agreed locations on match days.</i></p> <p><i>If permission is granted for the use of the Surgery car park EB Lions will produce a sign to be placed at the top of Cow Lane directing drivers to its location.</i></p> <p>EB Lions Fees have made a further payment towards their outstanding fees and have advised the Clerk that the remaining outstanding amount will be paid at the start of December.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>EB Lions</p> <p>Clerk/EB Lions</p>
<p><b>Allotments</b></p>	<p>The Clerk had liaised with the allotment wardens and had provided the Council with a summary of the number of available allotments and the condition of all the allotments prior to the meeting. The report detailed costs to bring back unworkable plots to a workable condition and costs for covering unworked plots in weed matting. Council agreed that both these costs were too high to be considered at this time.</p> <p><i>Action: Cllr Mrs Thomas will look into obtaining off cuts of roofing rubber to cover unworked plots.</i></p> <p>Council considered the option of introducing deposits for plots which would be retained should plots be vacated and left in an unworkable condition. The Clerk had contacted other Clerks to seek their advice on this, one Clerk advised that following attendance at a recent allotment course deposit systems of this kind would be required to be kept in a separate account with a robust policy on non-return of deposit.</p> <p>Council hope that the increase in the number of homes in the parish will increase the demand for allotment plots. Council agreed that the introduction of a deposit system at this time was not a viable option.</p> <p><i>Actions: Keep advertising vacant plots in Focus and on Facebook page.</i></p> <p><i>Cllr Mineikis will investigate weed matting and other options from Sunnyside Nurseries.</i></p>	<p>CT</p> <p>Clerk</p> <p>SM</p>



Edlesborough Parish Council

Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm

	<i>Cllr Mrs Owen and Cllr Green will bring up the vacant plots and need for an allotment warden in Dagnall at the next DVH meeting.</i>	TO & AG
<b>Cemetery &amp; Churchyard</b>	Two families have been contacted regarding the planting of graves and placing of stones as markers around graves.  Christine Yates requested permission for the Community Service Workers to tidy the churchyard. Council discussed the cost implications of this. <i>Action: Clerk to ask contractor to quote for tidying the Churchyard, if this is less expensive then this option will be explored first. Clerk to feedback Councils decision to Christine Yates.</i>	Clerk  Clerk
<b>Bridle Path</b>	Nothing to report.	Clerk
<b>Bus Shelters</b>	DP has removed the graffiti from and repainted the noticeboard in the bus stop at Moor End. Council agreed to the invoice for this work being added to the November payment run. <i>Action: Clerk to set up payment for authorisation.</i>	Clerk
<b>Litter Bins, Dog Bins &amp; Car Parks</b>	A litter bin audit has been completed for AVDC. AVDC empty all the litter bins in the Parish excluding the ones on Edlesborough Green, Northall Play Area and Dagnall Rec. Dagnall – 2 Bins Northall – 1 Bin Edlesborough – 8 Bins	Clerk
<b>Noticeboards</b>	Nothing to report.	Clerk
<b>Streetlights</b>	<u>Failed Streetlight</u> Currently we have one failed light on the High Street at the entrance to Edlesborough School. UK Power have repaired the power supply fault. Unfortunately the light is still not working, CU Phosco have been asked to attend to the light. <i>Action: Clerk to chase CU Phosco for a date for this repair to be completed.</i>	Clerk



<p><b>Bucks CC Devolved Services</b></p>	<p><u>Outstanding Issues</u></p> <ul style="list-style-type: none"> <li>• 30mph sign on Church End - Phil Lain, Street Lighting Manager, has advised the Clerk of the following “A taller post with extended foundation is to be installed as nearby ditch limits size of foundation at normal depth. 2-way traffic lights to be used. Awaiting programme date. Target date is week commencing 11/12/17.”</li> <li>• Damaged lighting at Dagnall Roundabout - Phil Lain, Street Lighting Manager, has advised the Clerk of the following “New Column required due to bend in shaft. All signage and lanterns on roundabout to be renewed. Inner lane closure and night works required. Column is Electricity Company supplied. Programme date for disconnection and reconnection with lighting column replacement is awaited. Target date is week commencing 11/12/17.”</li> <li>• Travellers Rest Roundabout including lack of bollards and poor &amp; hazardous condition of traffic islands - there are plans currently by the street lighting team to remove existing bollards on the islands and to paint the islands white. This will require significant traffic management so the LAT (Rob Anderson) will be collaborating with the street works team and utilising this traffic management to carry out the additional lining works including clearing the vegetation from the traffic islands.</li> <li>• Travellers Rest Bus Stop – Andy Clarke, Public Transport Manager has informed the Clerk that his team have looked at the bus stop and there is kerbing and hard standing there but this is buried under the vegetation growth. Clearing this would help, Mr Clarke has spoken to TfB and the LAT (Rob Anderson) will put this work forward for the winter landscaping works.</li> </ul> <p>The Clerk has confirmed with Mark Averill the correct amount due to the Council for the maintenance for the two additional rights of way. It has also been agreed that this amount can be added to the next payment for devolved services due to the high costs for processing a new payment at this time.</p> <p>The Clerk continues to chase Ringway Jacobs for the outstanding invoices for The Pastures Hedge. These invoices are for work carried out in 2016 and this year. Mark Averill is investigating this matter.</p> <p>County Cllr requested to be copied into all communication about these issues, with an indication as to their priority.</p> <p>Council asked about the cleaning of speed limit signs etc. in the Parish. This is now included in the Devolved Services contract.</p>	<p>Clerk</p> <p>Clerk</p>
--	--	---------------------------



**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm**

*Action: Clerk to ask contractor to clean signs as per contract.*

Clerk

**FINANCE (Reported by Cllr Nevard and Clerk)**

**Accounts**

The Accounts for month ending 31<sup>st</sup> October 2017 having previously been circulated to Councillors were agreed.

Full Council

**Authorisation  
of direct  
payments &  
cheques (incl.  
VAT)**

EMH	£519
Pavilion	£235
Green	£578
Open Spaces	£221
Bucks CC Devolved Services	£1,173
Allotments	£295
Street Lights	£120
Cemetery	£74
Churchyard	£394
Dagnall Rec	£162
EDaN	£46
Staff	£1,461
Office Costs	£38
Other expenses	£2,630
Total	£7,946

Clerk/CN

The November payment and cheque run was agreed with the additional payment to Darren Pearce being added to it.

*Action: Clerk to set up payment and forward details to Cllr Wilkinson for authorisation.*

Clerk/JW

Draft Budget

Cllr Nevard and the RFO have updated the forecast column on the accounts.

Cllr Nevard and the RFO will begin work on the draft budget column for 2018/19 in readiness for the draft working party budget on November 29<sup>th</sup> at 7.30pm

Consideration will be given to the amount of money allocated to Devolved Services at the draft budget meeting.

Cllr Wilkinson asked about the figures in the EMH budget and was advised that this was higher than normal due to anticipated redecoration costs.

RFO/CN





**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm**

<b>New Pavilion</b>	Cllr Nevard will be meeting with Ken Holloway shortly. He will email a report to the Council following this meeting.	CN												
<b>Neighbourhood Plan</b>	<p>Council considered four quotes for printing hard copies of the final Neighbourhood Plan. Council discussed whether printing hard copies of the document was a worthwhile expenditure. Councillors considered the following proposals:</p> <ul style="list-style-type: none"> <li>• Every household and business in the Parish should have a hard copy delivered to them.</li> <li>• A nominal amount of copies should be printed and anyone wishing to have a hard copy can request one from the Clerk.</li> <li>• Hard copies to be made available in locations such as the public houses and Heirloom.</li> <li>• Electronic copies are available on the Parish Council website or via the Clerk.</li> </ul> <p><i>Actions: Council agreed that all would ask their friends and neighbours whether they would like a hard copy of the document.</i></p> <p><i>A Facebook poll would be placed on the Council Facebook page asking people to vote on whether they would/would not like a hard copy of the document.</i></p> <p><i>A statement will be placed in the February edition of Focus asking parishioners to inform the Clerk if they would like a hard copy of the document.</i></p> <p>A small celebration gathering for the Council, Steering Group and Yes Campaign will be held at 7pm on 6<sup>th</sup> December.</p>	<p>All</p> <p>Clerk</p> <p>Clerk</p>												
<b>Planning</b>	<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="text-align: left;">Application No.</th> <th style="text-align: left;">Address</th> <th style="text-align: left;">Description</th> <th style="text-align: left;">Parish Council Response</th> </tr> </thead> <tbody> <tr> <td>17/04024/APP 12<sup>th</sup> Nov 2017</td> <td>16 Main Road South, Dagnall</td> <td>Demolition of existing bungalow and construction of a two storey dwelling with annex</td> <td>OPPOSE Size of replacement building excessive</td> </tr> <tr> <td>17/04048/APP 27<sup>th</sup> October 2017</td> <td>Reeves Cottage, Kircutt Farm Close, Northall</td> <td>Erection of orangery extension</td> <td>No objections</td> </tr> </tbody> </table>	Application No.	Address	Description	Parish Council Response	17/04024/APP 12 <sup>th</sup> Nov 2017	16 Main Road South, Dagnall	Demolition of existing bungalow and construction of a two storey dwelling with annex	OPPOSE Size of replacement building excessive	17/04048/APP 27 <sup>th</sup> October 2017	Reeves Cottage, Kircutt Farm Close, Northall	Erection of orangery extension	No objections	
Application No.	Address	Description	Parish Council Response											
17/04024/APP 12 <sup>th</sup> Nov 2017	16 Main Road South, Dagnall	Demolition of existing bungalow and construction of a two storey dwelling with annex	OPPOSE Size of replacement building excessive											
17/04048/APP 27 <sup>th</sup> October 2017	Reeves Cottage, Kircutt Farm Close, Northall	Erection of orangery extension	No objections											



**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm**

17/04106/APP 7 <sup>th</sup> Nov 2017	30 Dunstable Road, Dagnall	Demolition of existing garage and construction of side extension, part two storey/ part single storey	OPPOSE Does not comply with off-street parking requirements
17/04134/APP	25 Jacksons Close, Edlesborough	Single storey front extension, flat roofed rear dormer and front roof lights	OPPOSE Rear dormer does not comply with design guide requirements
17/04174/APP	1 South End Lane, Northall	Single storey side extension (revised)	Awaiting details

No decisions had been notified by AVDC since the previous meeting

Publication of the Vale of Aylesbury Local Plan - Proposed Submission

The VALP Proposed Submission document started a six-week public consultation period from 9am Thursday 2 November until 5.15pm Thursday 14 December 2017.

On 18 October the Vale of Aylesbury Local Plan (VALP) Proposed Submission document was approved by Council for consultation and subsequent submission to the Secretary of State.

Members of the public and Parish Councils are invited to comment using an online portal. This can be accessed via AVDC website.

Council discussed whether to comment on the document. Cllr Wilkinson summarised the changes in particular those to the Settlement Hierarchy.

*Action: Cllr Wilkinson to circulate the information the Council considered when commenting on the previous version of the plan. Cllrs to agree via email if the Council wishes to formally comment on the document. The decision will be ratified at the December meeting.*

Full Council

**Website &  
Facebook**

- Facebook –
- Speed Cameras in Northall.



**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm**

<b>EDaN &amp; traffic Management Team Updates</b>	Nothing to report.	
<b>Villages</b>	<p><u><b>Edlesborough</b></u></p> <ul style="list-style-type: none"> <li>- Cllr Mrs Thomas informed the Council that a parishioner’s persistence is resulting in AVDC agreeing to prune the trees in Eaton Gate Close.</li> <li>- Potholes in Brownlow Avenue near junction with Pebblemoor. Clerk has asked the Local Area Technician for an update as to when these will be repaired.</li> <li>- Christmas Wreaths, Council gave permission for some to be hung in Pebblemoor should the demand require it.</li> <li>- Weather permitting the volunteer litter pickers will be carrying out a litter pick in Edlesborough on the 18<sup>th</sup> November.</li> </ul> <p><u><b>Dagnall</b></u></p> <ul style="list-style-type: none"> <li>- The Dunstable Road street name sign has been reported to AVDC for repair.</li> <li>- Cllr Mrs Owen asked when the new grit bin would be installed. <i>Action: Clerk to follow up with local area technician.</i></li> <li>- Cllr Green asked if the white gates at the entrances to the villages could be cleaned &amp; painted. <i>Action: Clerk to investigate what the agreement with Buck CC is regarding the ongoing maintenance of these gates is and as to whether this is now included in the Devolved Services.</i></li> <li>- It was agreed that the Dagnall Santa Dash information could be shared on the Council website and Facebook page.</li> </ul> <p><u><b>Northall</b></u></p> <ul style="list-style-type: none"> <li>- 40mph sign lying in hedge between Northall &amp; Edlesborough has been reported to TFB for repair. This is scheduled for repair within 28days ref no 40051239</li> <li>- The volunteer litter pickers have recently completed a litter pick in Northall.</li> </ul>	
<b>Correspondence</b>	Nothing to report.	



## Edlesborough Parish Council

### Minutes of Meeting held on Thursday 16<sup>th</sup> November 2017 at Edlesborough Memorial Hall commencing at 7.30pm

<b>Items for Agenda 21<sup>st</sup> December 2017</b>	Items for the Agenda for EPC Meeting to be held on 21st December 2017 at Edlesborough Memorial Hall commencing at 7:30pm: - Draft Budget	
	The meeting closed at 9.45pm.	