



EDLESBOROUGH PARISH COUNCIL
Minutes of Meeting held on 17th May 2018 at Edlesborough Memorial Hall

<u>Agenda Item</u>		<u>Action</u>
Open Forum	<p><u>Thames Valley Police Report</u></p> <p>PCSO Jackie Dodson attended the meeting and presented the following figures for the past year:</p> <ul style="list-style-type: none">➤ Theft from Motor Vehicle = 8➤ Theft of Motor Vehicle = 2➤ Burglary Dwelling = 3➤ Burglary Non Dwelling = 7➤ Theft = 4➤ ASB = 0➤ Criminal Damage = 10 <p>(These range from School Gates being damaged, Glue in Padlocks, Damage caused to Vehicles, and Fencing Damaged in Neighbour Disputes.)</p> <p>There has been an increase in the number of crimes since the year before.</p> <p>PCSO Dodson confirmed that she will be following up on a report of people sleeping in a van near Swallowfields.</p> <p>PCSO Dodson also asked that parishioners are encouraged to report crimes, anti-social behaviour, vandalism, etc. She confirmed that if more crimes are reported there will be a greater police presence in the Parish, as the reported crimes are used to inform the officers on duty of where to focus their patrols.</p> <p><u>Parishioners Questions</u></p> <p>An Edlesborough parishioner asked if the white line markings on the High Street opposite Edlesborough Memorial Hall and the junction with Pebblemoor could be extended to include the junction of the High Street and St Mary's Glebe. He explained that the inconsiderate parking at school drop off and pick up on and around the junction of St Mary's Glebe is making it extremely difficult for cars to turn out of St Mary's Glebe and for pedestrians to safely cross the road. He also explained that the numbers of vehicles related to the garage, using the Pebblemoor car park meant that parents were unable to use the facility to at school drop off and pick up times.</p> <p>Cllr Williams explained that the garage have permission to use a specified number of spaces, during the day.</p>	



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	<p>County Cllr Anne Wight requested that the parishioner forward pictures of the issue to her so that she could then take the matter to Bucks Highways.</p> <p>A Dagnall parishioner asked if any progress had been made on the request for traffic calming measures in Dagnall.</p> <p>Cllr Williams explained that the Traffic Calming Feasibility Study is being modified to include the whole of the B440 through Dagnall from the 30mph signs at one end to the other. County Cllr Anne White confirmed that she has requested that the Dagnall Traffic Calming Feasibility Study is expedited. Cllr Wilkinson confirmed to the parishioner that at this time it is only a feasibility study and that the outcome of this will then inform the next steps.</p>	
The Chairman formally opened the meeting at 20.07		
Present	Cllr Williams (acting Chair), Cllr Wilkinson, Cllr Green (Vice Chair), Cllr Cubbage, Cllr Mrs Thomas, Cllr Nevard, Penny Pataky (Clerk), District Cllr Chris Poll, County Cllr Anne Wight and four parishioners.	
Apologies	Cllr Mineikis, Cllr Pratt and Cllr Mrs Owen	
Declarations of Interest	<p>Cllr Williams declared an interest in the planning application 18/01574/APP</p> <p>Cllr Mineikis had declared an interest in the planning application 18/01596/AOP prior to the meeting.</p>	
Minutes of Previous Meeting	The Minutes of the Parish Council Meeting held on 19 th April 2018 were ratified and signed with no amendments.	
Matters Arising	None were raised.	
District & County Councillors Reports	<p><u>District Cllr Chris Poll:</u></p> <p>District Cllr Chris Poll reported the following:</p> <p>Waste and recycling will be changing again soon. Due to the new vehicles which are more fuel efficient and have increased capacity. What this will mean is that times will change but it is not envisaged that the days will change. It may mean that there is some confusion by crews as they get used to their new routes.</p> <p>A new food waste regime will mean that compostable bags will no longer be necessary as plastic will be able to be separated at the facility. I will advise when this comes into effect.</p> <p>An e-mail was sent from Jeff Membury to all parishes detailing issues with staff numbers and the sheer volume of</p>	



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	<p>planning applications being dealt with which was causing delays. I'm not sure if this was approved politically but it did cause some concerns by parish councils. I'm happy to report that the concern, primarily due to 4 applications for employment being withdrawn, has now passed and that those applicants continued with their application. I understand that they are due to start soon. A new letter to parishes will be sent within the next couple of weeks which will detail some much better news.</p> <p>At our Annual Council meeting last night we approved the participation of AVDC in a Central Area Growth Board which will work with central government on the East West corridor. Membership will include local authorities from Swindon to East of Peterborough but not Bucks CC. It is my understanding they wished to go it alone in this regard. If we do not proactively work with government on this we will surely have this growth imposed on us with few of the infrastructure benefits. HS2 has been a lesson in accepting that these infrastructure projects are going to happen but that we should be involved with their formation as soon as we can to ensure maximum benefit to the Vale.</p> <p>Finally the latest Halifax quality of life survey has seen an improved position for the Vale up to 27th. Aylesbury town has again received a purple flag for the night time experience and varied markets and events put on during the day. This is particularly pleasing as the construction works continue.</p> <p><u>County Cllr Anne Wight reported the following:</u></p> <p>County Cllr Anne Wight will send a written report after the meeting which will be circulated to the full Council, a copy will also be available to view on the EPC website as a separate document.</p> <p>County Cllr Anne Wight reported on the following matters:</p> <ul style="list-style-type: none"> - Unitary Authority - Potholes & Damaged Road Surfaces - Freight Strategy - B488 road closure for bridge repairs 	
<p>Parish Amenities (as reported by the Manager, Penny Pataky)</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>Defibrillator</p>	<p>The free defibrillator training session was attended by seven parishioners. Cllr Wilkinson informed the Council that it was a very informative session and that he felt more people should attend.</p>	



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EMH	The engineer has reattached the loose boiler to the wall. A new regular booking for a children’s activity class called “the Story Frog” will commence on 30 th May.	
Pavilion	Nothing to report.	
The Green	Council ratified their decision to agree the tender for the trees on the Green which overhang the road The Green to be pruned. The Clerk has raised the order with the contractor who will shortly carry out the work. The Churches Together will hold their annual “Hymns on the Green” on 5 th August.	
Play Area	The handyman will shortly carry out repainting the play equipment in the play area. The Councils contractor has applied grease to the swing hinges. Following vandalism to the wet pour surface around the roundabout the council’s contractor will carry out repairs to this surface.	
Sports Clubs	<u>ECC</u> Ceri Davies from ECC has reported that the tap under the cricket square has twice been interfered with and left running in the past month. Changing the tap to an anti-vandal tap will be a difficult and costly job. The Clerk has asked the Councils contractor to quote for the supply and installation of a lockable cover at this location.	
Allotments	The broken tap at Dagnall has been repaired. To date no one has come forward to be the warden at the Dagnall site.	
Cemetery	There will be one burial this month.	
Churchyard	A parishioner expressed disappointment at the wild celandines being cut on the bank around the war memorial. The Clerk & Chairman inspected the work & the Clerk advised the parishioner that the Council’s contractor had followed the job spec. The parishioner was advised that the EDaN team are currently preparing a planting scheme for the area surrounding the War Memorial and will make recommendations to EPC.	



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Bridle Path	Due to damage to and theft of cables BT have been carrying out extensive repair work along the bridle path.	
Bus Shelters	Nothing to report.	
Litter Bins, Dog Bins, Car Parks	Nothing to report.	
Noticeboards	Nothing to report.	
Streetlights	<p>The failed streetlight in Heathermead has been repaired by UK Power networks.</p> <p>One streetlight has been reported as failed in Deans Meadow. This has been reported to UK Power Networks.</p> <p>The Clerk has advised Carey's of the Councils decision about the new streetlights in the Cow Lane development. To date no response has been received. The Clerk is still waiting for a formal response from CU Phosco in response to the Councils questions about the Cow Lane development lights. When Cllr Wilkinson & the Clerk meet with the CU Phosco representative they will also discuss whether the new light on Cow Lane will have the same warranty as the Councils existing lights.</p> <p><i>Action: Invite Niamh Fitzpatrick from Careys to join the meeting.</i></p>	Clerk
BCC Devolution	<p>The Clerk has written to four residents requesting that they cut back their hedge as it is overhanging the pavement. Parishioners have responded with the following:</p> <ul style="list-style-type: none"> - One is waiting for the nesting birds to fledge. - One feels that cutting their hedge back will leave bare branches which would be far worse. - One has trimmed their hedge and asks when EPC will cut the hedge. The Clerk advised the resident that the hedge was their responsibility to cut. - One has informed the Clerk that the hedge is outside their boundary and therefore not their hedge. Council discussed this hedge and agreed that under Bucks CC Services EPC can cut the hedge. <p>The Full Council agreed to Cllr Wilkinson's following proposals:</p> <ul style="list-style-type: none"> - The clerk responds to residents who are unprepared to cut back their boundary explaining that it is a legal 	



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	<p>requirement. If the hedge is not cut by the resident the Council will ask their contractor to cut it and will then invoice the resident for the work.</p> <ul style="list-style-type: none"> - That the Council obtain a quote to cut the overgrown bushes opposite the Pavilion on the bend in the road The Green completely back to the resident's boundary. - The Council writes to the resident explaining that the Council intend to cut the hedge/bushes back to their boundary fence and ask that the resident confirm in writing that the hedge/bushes is not their property. If the resident objects to this action they will then be given the option to take on the regular maintenance of the hedge themselves. <p><i>Action: Clerk to monitor hedges to ensure work is carried out, and send further letters as necessary. Clerk to obtain quote for the removal of the hedge that is obstructing the pavement.</i></p> <p><u>The Pastures Hedge</u> This hedge is scheduled to be cut in the last week of June. The Clerk will send letters to all parishioners affected by this.</p>																											
<p>Finance</p>	<p>The Accounts for month ending 31st March 2018 having previously been circulated to Councillors were agreed.</p> <table border="1" data-bbox="333 876 1084 1398"> <tr><td>EMH</td><td>£526</td></tr> <tr><td>Pavilion</td><td>£657</td></tr> <tr><td>Green</td><td>£456</td></tr> <tr><td>Open Spaces</td><td>£308</td></tr> <tr><td>Bucks CC Devolved Services</td><td>£940</td></tr> <tr><td>Allotments</td><td>£148</td></tr> <tr><td>Street Lights</td><td>£124</td></tr> <tr><td>Cemetery</td><td>£79</td></tr> <tr><td>Churchyard</td><td>£375</td></tr> <tr><td>Dagnall Rec</td><td>£165</td></tr> <tr><td>EDaN</td><td>£1,144</td></tr> <tr><td>Staff</td><td>£1,508</td></tr> <tr><td>Office Costs</td><td>£163</td></tr> </table>	EMH	£526	Pavilion	£657	Green	£456	Open Spaces	£308	Bucks CC Devolved Services	£940	Allotments	£148	Street Lights	£124	Cemetery	£79	Churchyard	£375	Dagnall Rec	£165	EDaN	£1,144	Staff	£1,508	Office Costs	£163	
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Subscriptions & Other	£444
Total	£7,037

The May payment and cheque run was agreed.

Employment Working Party

Following the publication of the new pay scales by NALC the Clerk's salary has been adjusted accordingly.

Financial Regulations

The Council agreed to adopt the Financial Regulations that had been circulated for consideration prior to the meeting.

Annual Review of Charges

Council considered and agreed to the following increases in charges that had been circulated for consideration prior to the meeting.

EMH

Ad hoc commercial & private hire	£14.00
Regular commercial users	£11.00
Local non-profit regular users	£8.00
Half day rate	£70.50
Full day rate	£118.50
Election rate	£91.50

Pavilion & Green

Adult football	£32.00 per match eff Aug 2018
Edlesborough Cricket Club	£711.00 per year eff April 2019
Tennis Club	£731.00 per year eff April 2018
EB Lions	£386.00 per year eff Aug 2018 + £294 for Pavilion use eff Aug 2018
Pavilion clean (if left in unsatisfactory state)	£28.25 per clean eff April 2018
Tennis Club ground rent	£94.50 per annum effective 1 st June 2018
Ad hoc Pavilion hire (clean not included)	£6.50 per hour eff April 2018

Cemetery



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	<p>Child (0-12 yrs.) burial plot Child (13-16 yrs.) burial plot Standard adult burial plot. Cremated remains plot Memorials (to erect) Second burials Allotments Charge from Oct 2019 (for which notice would need to be given in Oct 2018). The £0.20 increase applied in Oct 2016 is still generating more income than expenditure, so a further increase cannot be justified at this time.</p> <p><u>Annual Return 2017/18</u> Following the return of the accounts from the internal auditor Council agreed the Annual Return for the year ending March 2018. Cllr Williams and the Clerk (RFO) signed the Annual Return. <i>Action: Clerk to forward the annual return to the external auditor.</i></p>	<p>No change justified as increases applied in June 2017 are still generating more income than expenditure.</p> <p style="text-align: right;">Clerk</p>
<p>GDPR</p>	<p>Cllrs Williams, Wilkinson, Cabbage and the Clerk met to discuss the new GDPR regulations. The working party agreed to recommend that the Council use the SLCC Model Policies in relation to this matter. All Cllrs were issued with a consent to hold information policy. The Clerk has carried out a data audit. Once the policies are complete the Clerk will forward to the full council with the aim to adopt them at the June EPC meeting, the policies will then be made available on the Council website. <i>Action: Cllrs to familiarise themselves with the policies in readiness for the June EPC meeting. Clerk to contact Theo Gray about the feasibility of providing Cllrs with dedicated EPC email addresses and alternative options for sharing documents.</i></p>	<p style="text-align: right;">All</p>
<p>Projects</p>	<p><u>New Pavilion</u> Cllrs Williams and Nevard will progress with the completion of the expression of interest for a grant from the New Homes Bonus Scheme.</p> <p><u>Surgery Car Parking</u></p>	<p style="text-align: right;">AW & CN</p>



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	<p>Cllrs Wilkinson, Williams, Mrs Thomas and the Clerk will meet with Max Saunders an Estates Surveyor for AVDC to discuss the Council’s proposal for improvements to the Cow Lane parking issues in the week commencing 21st May 2018.</p> <p><u>Printing of the Neighbourhood Plan</u></p> <p>To date the Clerk has received four requests for a printed copy of the Neighbourhood Plan following the statement on the Councils website, Facebook page & in the May edition of Focus asking for parishioners to inform the Clerk if they would like a printed copy of the Edlesborough Neighbourhood Plan.</p> <p><i>Action: Clerk to keep a record of parishioners’ interest.</i></p> <p><u>Proposed New Streetlights</u></p> <p>Most residents have responded to the letters sent to residents near the proposed locations of the proposed new streetlights. The Clerk & Cllr Wilkinson are meeting with a representative from CU Phosco to discuss possible locations and request a quote.</p> <p><i>Action: Clerk to contact UK Power Networks for an energy supply quote.</i></p>	<p>Clerk</p> <p>Clerk</p>		
Planning	The following new applications were considered and it was agreed to submit the responses below to AVDC			
	Application No.	Address	Description	Parish Council Response
	18/01561/APP 8 th May 2018	Churchgate House, High Street, Edlesborough	Garden orangery style building and pergola.	No objections
	18/01574/APP 8 th May 2018	6 The Pastures, Edlesborough	Garage conversion to form habitable accommodation with new pitched roof and replacement porch with pitched roof.	No objections
18/01596/AOP 10 th May 2018	Land at Ivinghoe Way, Edlesborough	Outline permission for the erection of 3 dwellings.	OPPOSE Site is outside the settlement boundary	



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				identified in the Neighbourhood Plan
The following decisions had been notified by AVDC				
Application No.	Address	Description	Parish Council Response	AVDC Decision
17/04174/APP 12 th Dec 2017	1 South End Lane, Northall	Single storey side extension, conversion of garage into habitable space and external alterations	OPPOSE Inadequate off-street parking provision	Permitted
18/00334/APP 9 th March 2018	3 Huntsmans Close, Dagnall	Single storey rear extension	No objections	Permitted
18/00882/APP 16 th March 2018	22A Pebblemoor, Edlesborough	Single storey rear extension with 3 dormers and balcony to front	No objections providing minimum spacing requirements are met	Permitted
18/01035/APP & 18/01036/ALB 3 rd April 2018	Little Gaddesden Lodge, Little Gaddesden Rd., Dagnall	Extension to existing conservatory with roof in grey zinc. Roof of existing part of conservatory to be changed from glass to slate. Roof of existing glazed link between conservatory and studio to be changed from glass to grey zinc.	No objections	Permitted
18/01100/APP	Easbury,	Retrospective application for	No objections	Permitted



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	12 th April 2018	1 Eaton Bray Road, Northall	a rear orangery.			
Website & Facebook	<p><u>Facebook</u></p> <ul style="list-style-type: none"> - Complaints about noise in Pavilion car park late at night. <p><u>Website</u></p> <p>Nothing to report.</p>					
EDaN Traffic Management Update	<p><u>Traffic Calming Feasibility Study</u></p> <p>Cllr Williams continues to work with Simon Garwood at The Local Area Forum in respect of the best way to spend the agreed sum of £3,146 for Traffic Calming Feasibility Studies. EPC will need to match fund this sum.</p> <p>Cllr Williams will investigate the feasibility of installing VAS signs in the Parish.</p>					AW AW
Villages	Nothing additional to report.					
Correspondence	<p><u>Eaton Bray Parish Council Pre-Sub Neighbourhood Plan</u></p> <p>Eaton Bray Parish Council have invited EPC to comment on the Eaton Bray Parish Council Pre-Submission Neighbourhood Plan.</p> <p><i>Action: Cllr Wilkinson & the Clerk to draft a response for approval by the full Council.</i></p>					Clerk & JW
AOB	Nothing to report.					
Items for Agenda 21st June 2018	Items for the Agenda for EPC Meeting to be held on 21 st June 2018 at Edlesborough Memorial Hall commencing at 7:30pm:					
	The meeting closed at 22.38pm					