



EDLESBOROUGH PARISH COUNCIL
Minutes of Meeting held on 21st June 2018 at Edlesborough Memorial Hall

<u>Agenda Item</u>	<u>Action</u>
<p>Open Forum</p> <p><u>Request for Exercise Equipment on The Green</u> Mrs Claire Smith requested that the Council consider installing exercise equipment on The Green. Cllr Mrs Owen had provided the Council with some background information on this request and comments from Facebook from parishioners supporting the request prior to the meeting. Council informed Mrs Smith that:</p> <ul style="list-style-type: none"> • Plans for this type of equipment have been included in the proposal for the New Pavilion, following a previous request from the retired Dr Jones. • Consideration would need be given to the impact this may have on other sports pitches/playing areas that currently use the Green. • Other factors such as grass cutting equipment would also need to be considered when selecting a location. • The equipment could not be installed on the Pebblemoor end of the Green due to this being registered as Common Land. • The Council would need to take into account the maintenance and safety check implications of equipment of this kind. • The Clerk has recently received information from a company offering a free consultation and advice on this type of project. <p>Mrs Smith would like to see equipment installed ASAP and requested that the Council take this forward rather than wait for the New Pavilion project to come to fruition. <i>Actions: Clerk will contact companies that supply this type of equipment for a site visit/consultation and quote. Cllr Mrs Owen and Mrs Smith will investigate how this could be funded and moved forward.</i></p> <p><u>Request for CCTV in the Village</u> A parishioner had advised the Clerk that she would be in attendance to put a request to the Council for CCTV in the village following the latest spate of thefts from vans. Unfortunately the parishioner did not attend the meeting. <i>Action: Clerk to write to the Parishioner asking that if they wish the Council to consider this request that more information is provided in advance of the next meeting to enable the Council to fully consider the request.</i> <i>Points to consider are:</i></p> <ul style="list-style-type: none"> - How the equipment will be funded. - Proposed locations. 	<p></p> <p>Clerk TO</p> <p>Clerk</p>



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	- <i>How the CCTV will be monitored.</i>	
The Chairman formally opened the meeting at 19.43		
Present	Cllr Mineikis (Chair), Cllr Williams, Cllr Wilkinson, Cllr Cubbage, Cllr Mrs Thomas, Cllr Mrs Owen, Cllr Nevard, Penny Pataky (Clerk), District Cllr Chris Poll, and three parishioners.	
Apologies	Cllr Nevard, Cllr Green (Vice Chair) and County Cllr Anne Wight	
Declarations of Interest	None were declared	
Minutes of Previous Meeting	The Minutes of the Parish Council Meeting held on 19 th May 2018 were ratified and signed with no amendments.	
Matters Arising	The Clerk informed the Council that the owner of the land/bridle path that runs alongside the Church has instructed his solicitors to contact the Parish Council regarding Right of Access over his land. <i>Action: Clerk to locate the relevant paperwork that allows the Council Right of Access over this land in readiness to respond once the letter is received. If necessary the Council will instruct a solicitor to respond.</i>	Clerk
District & County Councillors Reports	<u>District Cllr Chris Poll:</u> District Cllr Chris Poll reported the following: It was reported in the Bucks Herald a couple of weeks ago that there was a leadership challenge within the Conservative group at its AGM. Normally proceedings from group meetings are confidential but this was leaked to the press so therefore I impart this information to you. Neil Blake was re-elected by 1 vote. Leadership challenges are unusual within the AVDC Conservative group but not within BCC. After the sale of AVB to Gigaclear an external audit was considered by our Audit Scrutiny Committee and was accepted in full. It laid out lessons to be learned and the pitfalls of a local authority acting as a commercial company. AVDC was a 95% shareholder of AVB and was subject to much criticism by its competitors. I was in favour of the attempt to deliver ultra fast broadband to villages that had been bypassed by the infrastructure companies but there were problems with the governance and our ability as members to scrutinise it. As it was a commercial company we were not allowed to inspect any of its operations in any depth but were assured all was well when this was not the case. Opposition parties have asked for and been given time for an extraordinary council meeting next Thursday to challenge	



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	<p>the executive on its failings.</p> <p>More information on the Audit report on AVB can be found here: http://democracy.aylesburyvaledc.gov.uk/documents/s10093/BDO_AVB%20Review_Draft%20Report_v0.1%20AC%2012%20June.pdf</p> <p><u>County Cllr Anne Wight:</u> County Cllr Anne Wight was unable to attend the meeting. She had sent two reports prior to the meeting which had been circulated to the full council. The reports will made available on the Council website.</p>	
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>	
Defibrillator	Nothing to report.	
EMH	All the regular hirers have been informed of the new hire rates.	
Pavilion	<p>The loose tile in the gent's toilet has been repaired.</p> <p>Following requests from the Tennis Club the cutlery will be replenished and a movement activated solar light will be installed to provide illumination by the front door.</p> <p>Council agreed to send the following response to the Tennis Club in response for more lighting outside the pavilion: "A solar powered, motion activated outside light has been purchased and will shortly be installed with the purpose of lighting the front door area. At present the Council considers that the lights on the side of the tennis courts and on the corner of The Green provide sufficient light. The Council have recently consulted with the properties neighbouring the pavilion about the addition of an additional light at this location. The residents have objected to this proposal." <i>Action: Clerk to send response. DP to install new solar powered movement activated light.</i></p> <p>The tennis club have also requested a bread knife & for the cutlery to be replenished. <i>Action: Clerk to purchase. Tennis Club to be informed that the bread knife must be kept in a secure location out of reach</i></p>	<p>Clerk</p> <p>Clerk</p>



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	<p><i>of children.</i></p> <p><u>Shower Meter</u> The coin operated shower meter in the Pavilion will only accept the old £1 coin. The bank has confirmed the money it can still be banked. The Clerk will retain £20's of the old coins to be used as a tokens to operate the meter. These tokens can be sold to ECC etc. at a charge of £1 per coin for use in the meter.</p>	
<p>The Green</p>	<p><u>Carnival</u> The carnival are hiring 12, 8' x 4' metal sheets to put under the heavy fairground rides. These sheets can support a weight of up to 80T. Council are still concerned about the fairground equipment damaging the Green and wish to approve the equipment/rides prior to the Carnival commencing. <i>Action: Clerk to request a list of fairground equipment from the Carnival Committee for Council's approval prior to the event.</i> Carnival representatives, the Council groundsman and the Manager will meet on the Monday prior to the Carnival to inspect the green. The groundsman will continue to be consulted throughout the week & his advice will be followed regarding the granting of permission for the heavy fairground rides and procession lorries being allowed to drive onto the Green. The heavy fairground rides are scheduled to arrive on the Friday. Edlesborough School & NMJ Service centre have been asked not to use the Pebblemoor car park on Friday 6th July. <i>Action: The manager will put a notice at the car park entrance warning users that the car park will be out of action on this day</i> MW Agri has pruned the central trees to allow enough clearance height for the carnival procession. The Carnival will be invoiced for this work. <i>Action: Clerk to invoice Carnival for tree pruning.</i></p>	<p>Clerk</p> <p>Manager</p> <p>Clerk</p>
<p>Play Area</p>	<p>The Parish handyman has repainted the older play equipment. The remainder of the large climbing frame will be painted later in the year when the play area is less busy.</p> <p>The annual play area inspections will take place on 5th July.</p>	



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	<p>The Council contractor has lifted and attended to the surface under the swings & monkey bars (in the older section) ensuring that the surface is not compacted.</p>	
<p>Sports Clubs</p>	<p><u>ETC</u> ETC requested clarification on how the Pavilion Fees are calculated and why the different clubs are charged at different rates, also if the names on the lease need changing. The Clerk provided the Tennis Club committee with an explanation as to how the Pavilion Fees are calculated and confirmed that the names on the lease do not need changing at this time as the lease was signed by people who “were in office” for the Tennis Club at the time.</p> <p><u>EB Lions</u> Have been asked to remove the goal posts before the end of June now that the season has ended.</p> <p><u>ECC</u> Have been asked to ensure the cricket square is roped off by the Friday before the Carnival. A cricket spectator has complained to the Clerk about the rule regarding parking on the cricket outfield. The Clerk explained the reasoning behind the rule and explained to the spectator that the Council have increased the parking concession from two to four cars for those spectators who have a blue badge. Anti-tamper screws will be fitted to the drain cover for tap under cricket square. ECC will be provided with a tool to remove these when access is needed.</p>	
<p>Allotments</p>	<p><u>Dagnall site</u> – one tenant has had all their flowers cut & stolen another has had £25 of raspberry canes stolen. Clerk has advised tenants report to police. Tenants asked if security could be improved at Studham Lane end, Clerk has explained that this is a public right of way. David Killick reports that several plots are in poor condition, he has listed them for the Clerk who will write to the tenants reminding them of the requirements of their allotment agreements.</p> <p>Council discussed how unlet plots are becoming overgrown & that prospective tenants are not interested in them. <i>Action: Cllr Williams will contact other Councils/Allotment organisation so seek advice on how to manage this issue. He will also raise the question at the next LAF.</i></p>	<p>AW</p>



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	<p><i>The Green Site</i> – one tenant has given up her plot she has been asked to leave it in a lettable condition. David Kirkwood the warden has been working on tidying this plot in readiness for a new tenant. This plot is currently available to rent.</p> <p><i>Northall</i> – Council agreed that a current tenant may rent part of the car parking area at the entrance to the allotments for a keeping chickens on. This will be on a one year trial.</p> <p><i>Action: Clerk to inform tenant of the Councils consent and to agree the size of area, cost and to arrange an agreement for the tenant to complete.</i></p> <p>Cllr Cubbage advised the Council that two plots at the Northall site are in very poor condition.</p> <p><i>Action: The Clerk will write to the tenants and ask them to bring their plot up to the required standard.</i></p>	<p>Clerk</p> <p>Clerk</p>
Cemetery	<p>One burial has taken place this month.</p> <p>Cllr Mineikis was granted permission by the Council to erect a temporary “hide” in the cemetery for rabbit culling purposes.</p> <p>The Trees between the bin enclosure and the cremated remains area will be pruned by the Council contractor.</p>	
Churchyard	<p>The rabbit holes were filled prior to EdleFest; Cllr Williams reported that they are not reappearing a swiftly as before, indicating a decline in the rabbit population.</p>	
Bridle Path	<p>Cllr Williams reported that the gate had dropped again. Mr Anthony Woods has confirmed to the Clerk that he will attend to this.</p> <p><i>Action: Clerk to monitor.</i></p>	<p>Clerk</p>
Bus Shelters	<p>Bucks CC have launched a survey regarding the county council supported routes in small towns, villages and rural areas in Buckinghamshire. They want to understand how current bus services are being used. They will use this information to review how future services can better meet people’s travel patterns, and this may include revising existing routes and timetables or looking at alternatives such as community transport or other flexible transport services.</p> <p>The survey can be found on our website www.buckscc.gov.uk/bussurvey</p> <p>The Clerk has shared info about this on the noticeboards, in Focus, the EPC Website & FB page.</p>	



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<p>Litter Bins, Dog Bins, Car Parks</p>	<p>Cllr Wilkinson & Williams met with the new manager of NMJ Autocentre, Mr Bobby Turner to discuss the use of the Pebblemoor car park. A new disabled parking sign has been erected in the Pebblemoor Car Park. <i>Action: Council will continue to monitor the use of the car park.</i></p>	<p>Clerk & JW</p>
<p>Noticeboards</p>	<p>Nothing to report.</p>	
<p>Streetlights</p>	<p>The failed streetlight in Deans Meadow was reported to UK Power Networks and is now working again.</p> <p><i>Additional streetlight request:</i> Cllr Wilkinson & the Clerk met with Nick Wildsmith from CU Phosco to discuss the Careys lights and the proposed new light near The Green allotments. Nick confirmed that the lights on Cow Lane installed by Careys are the same spec as the Council's existing lights and that they will have the same warranties on the lights & photocell as the Councils existing lights. Cllr Wilkinson has since met and confirmed the Councils decision regarding the new lights with Niamh Fitzpatrick from Careys. He confirmed that there will be three new lights along Cow Lane. The Council will adopt these three lights.</p> <p>The Clerk has chased Nick Wildsmith for his quote for the proposed new streetlight near the Green allotments. The Clerk is awaiting a response/quote from UK Powers Networks for an energy supply for the proposed new light near the Green allotments. <i>Action: Clerk to forward quotes to Council for consideration upon receipt.</i></p>	<p>Clerk</p>
<p>BCC Devolution</p>	<p><u><i>Hedge on the Corner of The Green</i></u> The residents have written to the Clerk confirming that the hedge and shrubs are not their property and they do not object to the Council removing them and reinstating the grass verge. The Council agreed to MW Agri's quote for the removal of the hedge and shrubs, & the reinstatement of the grass verge at the corner of The Green. <i>Action: Clerk to contact the resident and MW Agri & to agree a date for this work to commence.</i></p> <p><u><i>The Pastures Hedge</i></u></p>	<p>Clerk</p>



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	<p>This hedge is scheduled to be cut in the last week of June.</p> <p><u>Siding Out</u> Cllr Mrs Owen has provided this photo showing how much the grass verges along The Green have encroached onto the pavement. The Clerk has asked the contractor for a quote to remove the grass back to the grass verge edge. This would in turn widen the pavement which might help alleviate the issue of The Pastures Hedge blocking the pavement. The Clerk will also ask the contractor to inspect and quote for siding out the grass verge on Pebblemoor opposite Kingsmead.</p> <p><u>B440 between RoW EDL/24/1 and Ivinghoe Way.</u> A parishioner has complained about the verge not being cut between the 30mph sign and the start of the right of way EDL/24/1. The Clerk has responded explaining that Bucks CC are responsible for cutting this verge and that currently they are two weeks behind in the grass cutting schedule. The resident has also been advised of an alternative route to the right of way and that thousands of ROWs in Britain start and end on main roads. The paths date back decades (even centuries) when the roads were little more than cart tracks. The roads have become bigger and busier, but the paths remain the same.</p> <p><u>Overgrown bushes opposite the Scout Hut</u> The Council contractor will cut back bushes opposite the Scout Hut as these are encroaching onto the pavement.</p>																	
<p>Finance</p>	<p>The Accounts for month ending 31st May 2018 having previously been circulated to Councillors were agreed.</p> <table border="1" data-bbox="336 1093 1086 1412"> <tr> <td>EMH</td> <td style="text-align: right;">£967</td> </tr> <tr> <td>Pavilion</td> <td style="text-align: right;">£131</td> </tr> <tr> <td>Green</td> <td style="text-align: right;">£668</td> </tr> <tr> <td>Open Spaces</td> <td style="text-align: right;">£509</td> </tr> <tr> <td>Bucks CC Devolved Services</td> <td style="text-align: right;">£1,285</td> </tr> <tr> <td>Allotments</td> <td style="text-align: right;">£145</td> </tr> <tr> <td>Street Lights</td> <td style="text-align: right;">£82</td> </tr> <tr> <td>Cemetery</td> <td style="text-align: right;">£79</td> </tr> </table>	EMH	£967	Pavilion	£131	Green	£668	Open Spaces	£509	Bucks CC Devolved Services	£1,285	Allotments	£145	Street Lights	£82	Cemetery	£79	
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<p>GDPR</p>	<p>The Council privacy policy is now on the website. The Clerk has uploaded the additional draft policies into a dropbox file for Cllrs attention. EPC is now registered with the ICO we have opted to pay by DD & as a result have a £5 discount on the fee of £40 <i>Action: Cllrs to advise the Clerk of any mistakes, additions or changes.</i></p> <p>Theo Gray has provided a quote for the provision of dedicated email addresses for each Cllrs for Council business.</p> <p>The Council agreed to all Cllrs being provided a full Microsoft Exchange license per councillor – this would give them 50GB of storage for email each plus the ability to send large attachments, plus as a council you would be able to make full use of SharePoint for secure document sharing and storage. Each user would have their email synchronised across all of their devices (desktops, laptops, tablets, phones) and this would be the most secure option and the one I would recommend for Council business.</p> <p><i>Action: Clerk to contact Theo Gray and to instruct him to proceed with setting this up for a one year trial. Once the new emails are working the Clerk will remove the Cllrs current emails from the Council laptop.</i></p>	<p style="text-align: center;">All</p> <p style="text-align: center;">Clerk</p>											
<p>Projects</p>	<p><u><i>New Pavilion</i></u> The ECSC have received a positive response to their expression of interest in a grant from the New Homes Bonus Scheme. Cllr Nevard is now completing the application for the grant with the intention of submitting it by the deadline of 27th July 2018.</p> <p><u><i>Surgery Car Parking</i></u> Cllrs Wilkinson, Williams, Mrs Thomas and the Clerk met with Max Saunders and his manager Sarah Elliott from AVDC</p>	<p style="text-align: center;">AW & CN</p>											



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	<p>to discuss the Council's proposal for improvements to the Cow Lane parking issues. A site visit was carried out. The Council are still awaiting a response from AVDC as to whether the proposal is viable.</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 Council's 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>Cllr Williams volunteered to print the document. Cllr Mineikis offered to bind the documents.</p> <p><i>Action: AW to print the documents. SM to bind the documents. Clerk to distribute.</i></p> <p><u>Proposed New Streetlights</u></p> <p>See streetlights.</p>	Clerk, AW & SM																							
Planning	<p>The following new applications were considered 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: 25%;">Application No.</th> <th style="width: 25%;">Address</th> <th style="width: 25%;">Description</th> <th style="width: 25%;">Parish Council Response</th> </tr> </thead> <tbody> <tr> <td>18/02059/APP 19th June 2018</td> <td>32 Main Road South, Dagnall</td> <td>Two storey rear extension, single storey side extension and garage</td> <td>No objections, subject to it not conflicting with AVDLP Policy RA.18 or Paragraph 89 of the NPPF</td> </tr> </tbody> </table> <p>The following decisions had been notified by AVDC</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Application No.</th> <th style="width: 15%;">Address</th> <th style="width: 30%;">Description</th> <th style="width: 20%;">Parish Council Response</th> <th style="width: 20%;">AVDC Decision</th> </tr> </thead> <tbody> <tr> <td>17/02222/APP Revised plans submitted 31st Jan 2018</td> <td>Land at rear of Good Intent, Edlesborough</td> <td>Redevelopment of site to provide 14 residential dwellings, including access and parking.</td> <td>OPPOSE Still does not conform to Neighbourhood Plan</td> <td>REFUSED</td> </tr> <tr> <td>18/00319/APP 9th March 2018</td> <td>Land adjacent to Avenue House,</td> <td>Variation of condition 2 of previous planning consent. Revised handing of new</td> <td>No objections</td> <td>Permitted</td> </tr> </tbody> </table>	Application No.	Address	Description	Parish Council Response	18/02059/APP 19 th June 2018	32 Main Road South, Dagnall	Two storey rear extension, single storey side extension and garage	No objections, subject to it not conflicting with AVDLP Policy RA.18 or Paragraph 89 of the NPPF	Application No.	Address	Description	Parish Council Response	AVDC Decision	17/02222/APP Revised plans submitted 31 st Jan 2018	Land at rear of Good Intent, Edlesborough	Redevelopment of site to provide 14 residential dwellings, including access and parking.	OPPOSE Still does not conform to Neighbourhood Plan	REFUSED	18/00319/APP 9 th March 2018	Land adjacent to Avenue House,	Variation of condition 2 of previous planning consent. Revised handing of new	No objections	Permitted	
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		Moor End, Edlesborough	dwelling.			
Website & Facebook	<p><u>Parish Plan</u> Cllr Williams advised the Council that the Parish Plan is now 10 years old. He proposed to compose an update to share with the Parishioners. All Agreed.</p> <p><u>Neighbourhood Planning</u> Cllr Wilkinson attended a meeting led by Neil Homer the consultant for the Edlesborough Neighbourhood Plan. The purpose of the meeting was to update Cllrs about The Future of Neighbourhood Planning. <i>Action: Cllr Wilkinson to circulate information from the meeting to the full council.</i></p>					<p style="text-align: right;">JW</p>
EDaN Traffic Management Update	<p><u>Traffic Calming Feasibility Study</u> Cllr Williams, Green, Mrs Owen and the Clerk will meet with Pete Smyth from TfB, Simon Garwood from Bucks CC and Abdul Afzal on 27th June to discuss the Traffic Calming Feasibility Study.</p> <p><u>EdleFest 2018</u> Cllr Williams reported that the event had been very well attended. On behalf of the FOTCOTH Cllr Williams expressed disappointment at the lack of consultation between the organisers of the Dagnall Fete & Fest and the organisers of EdleFest. They were also disappointed that Dagnall held DagFest at the same time as EdleFest. He asked if the two groups could work together in the future to avoid a clash of date and to be minded that the Parishioners can only attend/support one event. <i>Action: Cllr Mrs Owen & Mr Green will feed this back to the Dagnall Fete and Fest organisers.</i></p>					<p style="text-align: right;">AW, AG, TO & Clerk</p> <p style="text-align: right;">TO & AG</p>



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Villages	<p>The Fallen Soldiers have been installed in the three villages.</p> <p><u><i>Bucks CC Grass Cutting</i></u> Bucks CC posted the following on their Facebook & Twitter pages on 13/06/18 “We're currently running approximately two weeks behind with our grass cutting schedule due to the weather, which is also helping the grass grow, find out more about our grass cutting schedule here: www.buckscc.gov.uk/services/transport-and-roads/road-maintenance-and-repairs/grass-cutting/”</p> <p><u><i>Dagnall</i></u></p> <ul style="list-style-type: none"> - The failed streetlight in Deans Meadow has been attended to by UK Power Networks and is now working. - The Clerk has been unable to ascertain when the white lines on the B440 will be refreshed in Dagnall. <p><u><i>Northall</i></u></p> <ul style="list-style-type: none"> - A parishioner asked when the pothole at the junction of Eaton Bray Road and the B440 will be repaired. The Clerk responded that she has been advised that the repairs to this stretch of road are due to be completed by the end of the Summer. <p><u><i>Edlesborough</i></u></p> <ul style="list-style-type: none"> - Loose stones/chippings on High Street - TfB have confirmed that they “will arrange for the site to be swept as soon as the surface dressing crew commence work in Buckinghamshire.” - The TfB local area technician has provided the following information in response to the white lines being replenished on the B440 after the resurfacing works; “The scheme is only partly completed. We are going over the entire length from Travellers Rest to Northall with a surface dressing treatment. This is normally done in August / September. They then leave it for a few days to bed in and then the sweep of the excess material. The lining will then be reinstalled.” 	
Correspondence	<p>The following items were circulated to Cllrs in the Communication File:</p> <ul style="list-style-type: none"> - Submission of Buckinghamshire Minerals and Waste Local Plan. 	



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	<ul style="list-style-type: none">- Invitation to the TfB conference 4th July- Council-supported Rural Bus Service Survey 2018- Request from Bradley Downs a student at Oxford Brookes Uni for Cllrs to participate in a study on Neighbourhood Planning Support for as part of his Masters degree in City and Regional Planning- New Online Transport Parish Portal	
AOB	Nothing to report.	
Items for Agenda 19th July 2018	Items for the Agenda for EPC Meeting to be held on 19 th July 2018 at Edlesborough Memorial Hall commencing at 7:30pm: <ul style="list-style-type: none">- Parish Plan- Sports equipment on the Green	
	The meeting closed at 21.58	