



EDLESBOROUGH PARISH COUNCIL
Minutes of Meeting held on 19th July 2018 at Edlesborough Memorial Hall

| <u>Agenda Item</u> | | <u>Action</u> |
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| Open Forum | No matters were raised. | |
| The Vice Chairman formally opened the meeting at 19.32 | | |
| Present | Cllr Green (Vice Chair), Cllr Nevard, Cllr Williams, Cllr Wilkinson, Cllr Cubbage, Cllr Mrs Thomas, Cllr Mrs Owen, Penny Pataky (Clerk), County Cllr Anne Wight, and two parishioners. Cllr Mineikis (Chair) arrived at 19.45 | |
| Apologies | Cllr Pratt and District Cllr Chris Poll | |
| Declarations of Interest | None were declared | |
| Minutes of Previous Meeting | The Minutes of the Parish Council Meeting held on 21 st June 2018 were ratified and signed with no amendments. | |
| Matters Arising | None. | |
| District & County Councillors Reports | <p><u>District Cllr Chris Poll:</u> District Cllr Chris Poll had sent the following report with his apologies: I spoke last month about the position regarding the Aylesbury Vale Broadband company as well as two other commercial ventures which were either partially or wholly unsuccessful. A report from auditors was undertaken and lessons from that are being acted upon. One of the consequences is that Neil Blake is no longer leader of this council. Janet Blake has also stepped down as cabinet member for business transformation. Both Neil and Janet should be congratulated for the work they have done in ensuring the financial viability of the council. The business ventures were a good idea but ultimately due to their structure insufficient scrutiny could take place. As I say, lessons will be learned for the future.</p> <p>At our meeting of July 18th Cllr Angela McPherson was elected the new leader of the council with Cllr Steve Bowles as her deputy.</p> <p>The new leader has already made some changes to her cabinet structure. Existing members with the exception of Mrs Blake remain in post and some portfolios have been split from the very large workloads they encompassed. Particularly of interest to us is a post which covers planning and enforcement. The new cabinet member is Cllr Peter Strachan who will be very keen to ensure parishes are better served when it comes to these matters.</p> | |



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| | <p><u>County Cllr Anne Wight:</u> County Cllr Anne Wight reported on the following matters:</p> <ul style="list-style-type: none"> • Changes to the Arriva Bus Service 60/61A <ul style="list-style-type: none"> - This will be replaced by the Red Kite service, commencing on 30th July. There are some minor amendments to the timetable. Full information can be found at www.buckscc.gov.uk/services/transport-and-roads/buses-and-trains/bus-timetables/ • The deadline for comments on the rural bus service is 20th July 2018. Any parishioner who misses the deadline but still wishes to comment can send their comments directly to County Cllr Anne Wight at awight@buckscc.gov.uk • Bucks CC will be running a Children’s Centre consultation in October 2018. • The next Freight Strategy Meeting will be held on 26th September 2018, EPC may send Council representatives. | |
| 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 | The regular Wednesday afternoon booking of The Story Frog group has ceased due to lack of numbers. A new regular Friday evening puppy training class will commence on Friday 31 st August. | |
| Pavilion | Nothing to report. | |
| The Green | <u>Carnival</u> The carnival ran successfully without any issues or damage to the Green. Gordon Gray has sent his thanks to the Council for their continued support of this event. | |
| Play Area | <u>Play Area Inspection.</u> | |



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| | <p>The inspector raised a few minor actions. The manager is ensuring this work is carried out asap.</p> <ul style="list-style-type: none"> - One swing seat has been replaced. - Advice about the securing pins for the play area surface being removed has been followed. - The wet pour surface continues to split around roundabout. The Council will carry out more extensive repairs. - Some of paintwork requires treatment with anti-rusting & repainting. <p>MW Agri & DP have been asked to carry out necessary works.</p> <p>The annual Play Area Inspections were also carried out at Dagnall and Northall play areas. Much of Dagnall's equipment was deemed unsafe & has been removed by DVH Committee to ensure safety.</p> <p>Cllr Cubbage explained that the report provided by the Play Inspection Company is very extensive and repeatedly highlighted areas that do not conform, this being due to changes to current safety legislation. Cllr Cubbage proposed that the Clerk write to the Play Area Inspection company requesting that a more specific list of actionable issues is provided following the inspection. He explained that the 24 page document was too extensive, detailed and repetitive for volunteers to follow. Cllr Green explained that the Play Inspection Company is most likely following a specified format and that they will be required to comment on all items even those that no longer comply due to changes in legislation and regulations. Council agreed to Cllr Cubbage's proposal.</p> <p><i>Action: Cllr Cubbage & Clerk to compose and send a letter to the Play Inspection Company outlining Cllr Cubbage's request.</i></p> | KC & Clerk |
| <p>Sports Clubs</p> | <p>Nothing to report.</p> | |
| <p>Allotments</p> | <p><u>Dagnall site</u></p> <p>The Clerk advised the Council that to date no one has volunteered to be the warden at Dagnall. Currently David Killick is still being of considerable help to the Clerk.</p> <p>Mr Killick has advised the Clerk of fly tipping by Dagnall Trading Shed. A sign has been displayed reminding tenants that they are responsible for disposing of their rubbish.</p> | |



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| | <p>Cllr Wilkinson advised the Council that Dagnall School have stated that they will use the allotment car park for a Park & Stride facility in their Transport Plan. The Transport Plan is a supporting document in the schools application for expansion. Bucks CC have endorsed the Transport Plan.</p> <p>Cllr Wilkinson proposed that the Clerk write to Dagnall School raising the following points:</p> <ul style="list-style-type: none">• The Council's disappointment at not being consulted about the use of Dagnall allotment's for a Park & Stride facility.• The Council cannot grant permission for the allotments to be used as Park & Stride Facility for the following reasons:<ul style="list-style-type: none">- The main gate is kept locked to ensure security of the Dagnall Gardeners Society Trading Hut and the allotments themselves.- The visibility out of the allotments onto the B440 is severely restricted, meaning this is not a safe or viable option for a Park and Stride Facility. <p>The full Council agreed with this proposal.</p> <p><i>Action: Clerk & Cllr Wilkinson to draft and send letter to Dagnall School.</i></p> <p><u>The Green Site</u> One plot is available.</p> <p><u>Cow Lane Site</u> Plots available.</p> <p><u>Northall</u> A new agreement has been sent to the tenant who requested permission to use part of the car park wedge for bees and chickens. The Clerk awaits a response from the tenant whose allotment is becoming increasingly untidy and littered with "junk". <i>Action: Clerk to chase tenant for a response next week.</i></p> <p><u>Unworked Plots</u> Cllr Williams reported that following last month's discussion he had investigated what actions other Councils take to maintain unworked plots. Most Councils or Allotment Society's cover the plots with heavy duty weed matting. Council agreed to look into the cost implications of this process. <i>Action: Cllr Williams to investigate cost of heavy duty weed matting.</i></p> | <p>Clerk & JW</p> <p>Clerk</p> <p>AW</p> |
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| Cemetery | Nothing to report. | |
| Churchyard | Nothing to report. | |
| Bridle Path | Nothing to report. | |
| Bus Shelters | Hard copies of the Rural Bus Survey have been placed in Heirloom and Edlesborough Doctors Surgery. | |
| Litter Bins, Dog Bins, Car Parks | There has been a noticeable improvement in the number of available spaces in the Pebblemoor Car Park. Council agreed that the Clerk should write to NMJ Service Centre and thank them for their support in this matter. <i>Action: Clerk to send letter.</i> | Clerk |
| Noticeboards | Nothing to report. | |
| Streetlights | Nick Wildsmith from CU Phosco has asked if the Council would be happy to use an alternative contractor. Council agreed that this is not an acceptable request and asked the Clerk to inform CU Phosco of this and to ask them to provide the requested quote. <i>Action: Clerk to respond to CU Phosco.</i> | Clerk |
| BCC Devolution | <u><i>Hedge on the corner of The Green</i></u> This is scheduled to be removed the weekend of 4 th & 5 th August. <u><i>Devolved Services – The Future</i></u> Mark Averill has informed the Council that Bucks CC Devolved Services will continue. With some Councils being offered the opportunity to take on more services. Cllr Williams had recently attended the Transport for Bucks Conference. He summarised the proposed changes and how Bucks CC propose to implement them. Council agreed to continue with providing the same level of service and not to take on more responsibilities at this time. EPC's contract ends in March 2019. The Clerk will contact Mark Averill to establish what action is necessary for the continuation of the contract as it is. <i>Action: Clerk to confirm with Mark Averill that EPC wish to continue with the same contract.</i> | |



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| | <p><u>Blocked Bridleway/Right of Way</u></p> <p>A parishioner has contacted the Clerk about a blocked bridleway/right of way behind the RAF site. The blockage has been reported to Bucks CC and Ivinghoe Parish Council. Ivinghoe Parish Council have advised the Clerk that they will ask the landowner to clear the fallen trees.</p> | Clerk | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Finance | <p>The Accounts for month ending 30th June 2018 having previously been circulated to Councillors were agreed.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr><td>EMH</td><td style="text-align: right;">£636</td></tr> <tr><td>Pavilion</td><td style="text-align: right;">£259</td></tr> <tr><td>Green</td><td style="text-align: right;">£770</td></tr> <tr><td>Open Spaces</td><td style="text-align: right;">£164</td></tr> <tr><td>Bucks CC Devolved Services</td><td style="text-align: right;">£1,017</td></tr> <tr><td>Allotments</td><td style="text-align: right;">£55</td></tr> <tr><td>Street Lights</td><td style="text-align: right;">£213</td></tr> <tr><td>Cemetery</td><td style="text-align: right;">£79</td></tr> <tr><td>Churchyard</td><td style="text-align: right;">£455</td></tr> <tr><td>Dagnall Rec</td><td style="text-align: right;">£165</td></tr> <tr><td>EDaN</td><td style="text-align: right;">£2,813</td></tr> <tr><td>Staff</td><td style="text-align: right;">£1,539</td></tr> <tr><td>Office Costs</td><td style="text-align: right;">£8</td></tr> <tr><td>Audit</td><td style="text-align: right;">£450</td></tr> <tr><td>Other Costs</td><td style="text-align: right;">£4</td></tr> <tr><td></td><td></td></tr> <tr><td style="text-align: right;">Total</td><td style="text-align: right;">£8,626</td></tr> </table> <p>The July payment and cheque run was agreed.</p> <p>The Clerk outlined the procedure for the August payment run. All Cllrs were reminded that they <u>must</u> confirm their agreement or disagreement to the circulated August payment run by the requested date. This decision will then be</p> | EMH | £636 | Pavilion | £259 | Green | £770 | Open Spaces | £164 | Bucks CC Devolved Services | £1,017 | Allotments | £55 | Street Lights | £213 | Cemetery | £79 | Churchyard | £455 | Dagnall Rec | £165 | EDaN | £2,813 | Staff | £1,539 | Office Costs | £8 | Audit | £450 | Other Costs | £4 | | | Total | £8,626 | |
| EMH | £636 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pavilion | £259 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Green | £770 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Bucks CC Devolved Services | £1,017 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Street Lights | £213 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cemetery | £79 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Churchyard | £455 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dagnall Rec | £165 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| EDaN | £2,813 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Other Costs | £4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Total | £8,626 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



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| | ratified at the September meeting. | |
| GDPR | <p>Council agreed to adopt the GDPR Policies with no amendments.</p> <p><u>Dedicated Email Addresses</u> All Cllrs have now been issued with dedicated EPC email addresses. <i>Action: All Cllrs to confirm to the Clerk when their email address is functioning. Once all are operative all Council communication will be sent to the new addresses.</i></p> | All |
| Projects | <p><u>New Pavilion</u> Cllr Williams and Nevard confirmed to the Council that the EPC's application for additional funding will be made to the New Homes Bonus Fund by the 31st July 2018. This money will support the S106 money in this project. Cllr Cabbage explained how the project will be funded using monies from S106, money allocated in the Councils project fund, ECSC's funds and the grant from the New Homes Bonus Scheme. Council also discussed the need for contingency funding and that should the need arise EPC will source additional funds to cover any overspend. Cllr Green also stated that subject to cost estimation, the Pavilion may also need to be value engineered to align to the available budget</p> <p><u>Cow Lane Car Parking/Amenity Land:</u> Cllr Mrs Thomas confirmed that whilst attempting to follow this matter up with AVDC she was advised that the Council should contact Max Saunders the Estate Manager who also attended the recent site meeting. <i>Action: The Council will continue to press AVDC on this matter. Clerk to advise District Cllr Chris Poll of the ongoing issues the Council is encountering in trying to move this matter forward.</i></p> <p><u>Proposed Additional Streetlights</u> The Clerk is still awaiting quotes from CU Phosco & UK Power Networks these have been chased.</p> <p><u>Exercise Equipment</u> Cllr Mrs Owen summarised her research and the quotes she had circulated to Cllrs prior to the meeting. Currently the</p> | CT & Clerk |



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| | <p>most competitive and helpful company has been Ashlands who recently installed equipment in Stewkley. Cllr discussed how the equipment could be shared across the three villages. Council was reminded that:</p> <ul style="list-style-type: none"> - It is the responsibility of DVH and NVH Committees to provide play equipment etc. in their respective villages. - Installing equipment of this type will bring the requirement for weekly and annual inspections, so consideration for the cost of this and who will be responsible must be addressed. - Site location and how much space will be required for the equipment must also be considered? <p><i>Action: Cllr Mrs Owen will continue to investigate the feasibility, costs and implications of this project.</i></p> <p><u>Allotment Registration</u></p> <p>All Cllrs had had the opportunity to consider the advice and cost projection from Wellers Hedleys regarding the EPC's attempt to correctly register the allotment sites. Council agreed that the high cost coupled with no guarantee to securing the desired outcome meant that at this time the project should not proceed. The full Council agreed to this with the exception of one.</p> <p><i>Action: Clerk to write to Wellers Hedleys informing them of the Council's decision.</i> <i>Clerk to contact BALC for advice on how to proceed, explaining that the allotments were incorrectly registered as Common Land in 1965. Can BALC advise the Council how this mistake can be corrected?</i></p> | <p style="text-align: center;">TO</p> <p style="text-align: center;">Clerk Clerk</p> | | | | | | | | | | | | | | | | |
|--|--|---|---|-------------|-------------------------|--|--------------------------------|-------------------------------------|---------------|---|----------------------------------|---|---|--------------|------------------|--------------------------------|---------------------------------|--|
| <p>Planning</p> | <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="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>18/02116/APP 26th June 2018</td> <td>16 South End Lane, Northall</td> <td>Single storey side garage extension</td> <td>No objections</td> </tr> <tr> <td>18/02267/APP 3rd July 2018</td> <td>37 The Pastures, Edlesborough</td> <td>Demolition of existing garage and erection of part single-storey front extension and part two-storey side extension</td> <td>No objections subject to compliance with various technical criteria</td> </tr> <tr> <td>18/01767/APP</td> <td>12 Heather Mead,</td> <td>Extension to raise roof height</td> <td>No objections provided that the</td> </tr> </tbody> </table> | Application No. | Address | Description | Parish Council Response | 18/02116/APP 26 th June 2018 | 16 South End Lane, Northall | Single storey side garage extension | No objections | 18/02267/APP 3 rd July 2018 | 37 The Pastures, Edlesborough | Demolition of existing garage and erection of part single-storey front extension and part two-storey side extension | No objections subject to compliance with various technical criteria | 18/01767/APP | 12 Heather Mead, | Extension to raise roof height | No objections provided that the | |
| Application No. | Address | Description | Parish Council Response | | | | | | | | | | | | | | | |
| 18/02116/APP 26 th June 2018 | 16 South End Lane, Northall | Single storey side garage extension | No objections | | | | | | | | | | | | | | | |
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| | 4 th July 2018 | Edlesborough | and insertion of dormer windows to roof | planning officers are satisfied that the revisions made are sufficient to overcome the previous refusal | |
| | 18/02322/AGN 4 th July 2018 | Sparrow Hall Farm, Leighton Road, Edlesborough | Proposed agricultural building | No objections | |
| | 18/02368/ALB 11 th July 2018 | Broomstick Cottage, High Street, Edlesborough | Partial demolition and reconstruction of building following fire damage | No objections | |
| | <p>There have been no decisions notified by AVDC this month</p> <p>Cllrs Wilkinson reminded Cllrs that if a response to a planning application is required prior to the next Council meeting Cllrs <u>must</u> inform him or their agreement or disagreement to his recommendation. This decision will then be ratified at the next Council meeting. If Cllr Wilkinson does not receive a majority consensus from Cllrs he cannot submit a response to AVDC. This was acknowledged by all.</p> | | | | JW & all |
| Website & Facebook | <p><u>Facebook</u></p> <ul style="list-style-type: none"> - Bus Survey & change to No 60/61 Bus service - Open Air Cinema on Edlesborough Green. A resident has suggested this on Facebook. The suggestion has been very well supported. - Open Gardens Sign in Northall obstructing drivers vision – Gordon Gray has been asked to attend to this. <p><u>Website</u> Nothing to report.</p> | | | | |
| EDaN Traffic Management | <p><u>Traffic Calming Feasibility Study</u> Cllr Williams will contact Pete Smyth from TfB, Simon Garwood from Bucks CC and Abdul Afzal requesting a date by</p> | | | | AW |



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| <p>Update</p> | <p>which the Council can expect a response/ proposal on this matter.</p> <p><u>EdleFest 2018</u> Next year's festival will take place on 14th, 15th & 16th June 2019</p> | |
| <p>Villages</p> | <p><u>Dagnall</u></p> <ul style="list-style-type: none"> - PCSO Dodson has reported that children are accessing a farmer's field through the broken fence at Dagnall Rec, playing in the silage and cigarette butts have been found in the hay bales. Cllr Mrs Owen informed the Council that DVH Committee are taking action to ensure the fence is repaired. - Cllr Mrs Owen asked the Council if they could support DVH in any way with providing replacement play equipment on Dagnall Rec. Council agreed that replacing the play equipment must take priority over the installation of gym equipment. Council advised that DVH should apply to Luton Airport for funds and explore other options of securing funding. <p><u>Northall</u></p> <ul style="list-style-type: none"> - A request for witnesses to the attempted burglary has been shared on Facebook. <p><u>Edlesborough</u></p> <ul style="list-style-type: none"> - It was brought to the Council's attention that Mrs Maureen Shipway will be stepping down from the Burghope Trust. Currently Mrs Shipway is EPC's representative on the Trust. Council agreed that the Clerk will write to the Chairman of the Trust asking what action needs to be taken to propose a new EPC/Edlesborough Representative on the Trust. <p><i>Action: Clerk to write to the Chairman of the Trust.</i></p> <ul style="list-style-type: none"> - The broken water pipe in The Green near Taskers Row is currently being repaired. - Concern was raised about the visibility at the junction of Pebblemoor and the B440. The Clerk explained that the Council contractor only cuts the vision splay. This is actually the responsibility of Bucks CC, EPC provides additional cuts to ensure the visibility is maintained. <p>The concern is more about the rest of the grass and hedge.</p> <p><i>Action: Clerk to ask Cllr Pratt if he can ask the farmer to cut the hedge.</i></p> | <p>Clerk</p> <p>Clerk & RP</p> |
| <p>Correspondence</p> | <p>The following items were circulated to Cllrs in the Communication File:</p> | |



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| | <ul style="list-style-type: none">- Police & Crime Commissioner Report- AVDC Gambling Act 2005 Licensing Policy Review 2019-22- Luton Airport Expansion- AVDC H & S Guidance Notes on Bouncy Castles, etc.- BCC News: Council in 'listening mode' as household recycling centres review gets underway | |
| AOB | Nothing to report. | |
| Items for Agenda 20th September 2018 | Items for the Agenda for EPC Meeting to be held on 20 th September 2018 at Edlesborough Memorial Hall commencing at 7:30pm: <ul style="list-style-type: none">- DVH Play Equipment- Exercise Equipment- Allotments, unworked plots and registration | |
| | The meeting closed at 21.46 | |