



**EDLESBOROUGH PARISH COUNCIL**  
**Minutes for meeting held on 16<sup>th</sup> July 2019 at Edlesborough Memorial Hall**

| <b><u>Agenda Item</u></b> |  | <b><u>Action</u></b> |
|---------------------------|--|----------------------|
| <b>Open Forum</b>         | <p><u>Thames Valley Police Report</u></p> <p>PCSO Jackie Dodson attended the meeting to update the Council and parishioners on the following matters:</p> <ul style="list-style-type: none"><li>• Anti-Social Behaviour – Following TVP attendance, the issues with quad bikes on a field and right of way down Cow Lane, Edlesborough have ceased.</li><li>• There have been two burglaries, one in Dagnall and one in Edlesborough.</li><li>• Containers at Sparrow Hall Farm have been emptied overnight.</li><li>• Following reports of recent van break-ins in Eaton Bray and other villages TVP are responding quickly to these reports.</li><li>• PCSO Natalie Hall has completed her training to become a full Police Officer and will shortly be moving on to progress her career.</li><li>• The next Great Brickhill, Wing and Ivinghoe Police community forum will be held at <b>19:00 hours on Thursday 1<sup>st</sup> August 2019 in Cheddington Village Hall (Church Lane)</b>.</li></ul> <p>PC 5688 Matt Craker will give a breakdown of the Police crime figures for your area, with explanations on what this means going forward and provide updates on work your neighbourhood team has carried out in the last 3 months. It is for all sections of the community. More importantly, it is your opportunity to raise any concerns, so we can see how we can work with you and other agencies to resolve these issues. We can then pick two priorities to focus our efforts. Currently, these are:</p> <ul style="list-style-type: none"><li>- To prevent and reduce rural crime</li><li>- To prevent and reduce theft from motor vehicles.</li></ul> <p>PCSO Dodson will also ask the team to pay close attention to the Pebblemoor car park following reports of anti-social behaviour at this location.</p> <p><u>Taps At The Green Allotments</u></p> <p>Mr Manix attended the meeting seeking an answer to his request for an additional tap or the relocation of an existing tap at The Green allotments.</p> <p>Mr Manix was informed that Cllr Wilkinson had carried out a thorough investigation on the positioning of the taps and a full report had been circulated to the Full Council for their consideration prior to the meeting.</p> |                      |



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|   | <p>Following the investigation it was proposed that it was not a justifiable expense or fair to other allotment holders to install an additional tap or relocate the tap closer to Mr Manix's plot. Six Cllrs voted in favour of this proposal, one Cllr abstained.</p> <p>Mr Williams thanked Mr Manix for attending the meetings and for bringing his questions to the attention of the Council.</p>  |  |
| The Chairman formally opened the meeting at 7.4pm |   |  |
| <b>Present</b>                                    | Cllr Williams (Chair), Cllr Cubbage, Cllr Wikinson, Cllr Pratt, Cllr Nevard, Cllr Mrs Thomas, Cllr Mrs Owen, PCSO Jackie Dodson, County Cllr Anne Wight, District Cllr Chris Poll, Penny Pataky (Clerk) and three parishioners.   |  |
| <b>Apologies</b>                                  | Cllr Green  |  |
| <b>Declarations of Interest</b>                   | None were declared.   |  |
| <b>Matters Arising</b>                            | <p>It was formally recorded that Cllr Scott Mineikis had resigned prior to the June EPC meeting. The position has been advertised and AVDC have now advised EPC that they can co-opt a new Cllr for the Ward of Edlesborough onto the Council.</p> <p>Two parishioners have expressed an interest in the role; Mr Gary Daly and Mrs Claire Thorne. Both parishioners have been sent information on the role and were invited to attend the July meeting. Mr Daly was present, Mrs Thorne had sent her apologies.</p> <p>Cllrs Williams advised the Council that Cllr Green has tendered his resignation from the Council. Cllr Williams has asked Cllr Green to reconsider his decision explaining that Cllr Green had made assumptions about decisions taken by the Council during his absence from January to May this year. Cllr Green had requested not to be contacted during this period of absence. Cllr Green has also failed to respond to Cllr Williams offers of meetings to address his concerns and answer questions he has previously raised. Council agreed that they would wait until 26<sup>th</sup> July for a final decision from Cllr Green. Should Cllr Green not withdraw his resignation the Clerk will then advise AVDC and advertise the vacancy for a Cllr for the Ward of Dagnall accordingly.</p> |  |
| <b>County Cllr &amp; District Cllr</b>            | <p>County Cllr Anne Wight reported on:</p> <ul style="list-style-type: none"><li>• Children's Services</li></ul>  |  |



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| <b>News</b>                | <ul style="list-style-type: none"> <li>• Fly Tipping in Bucks on Channel 5 Documentary</li> <li>• Planning applications CM/0017/19 and CM/008/19</li> <li>• Heathrow Expansion Consultation</li> </ul> <p>A full copy of her report can be found on the EPC Website.</p> <p>District Cllr Chris Poll gave the following report:<br/> <i>"As AVDC Vice Chairman I attended the first medical school graduation ceremony at the University of Buckingham. This is worthy of a mention as it is the only independent medical school in the UK. 57 graduates received their degrees. I also attended the Scout Council AGM where scouts of all ages received achievement awards including some from Edlesborough parish.</i><br/> <i>We had an update on VALP, unitary council preparations and an announcement on the Oxford to Cambridge growth corridor. It appears that councils wishing to receive notice, in advance of the public, will be required to sign a non-disclosure agreement. AVDC have declined and will wait until September to hear the latest proposals.</i><br/> <i>We held a minutes silence to mark the passing of Pauline Hannelly. Mrs Hannelly was a councillor with AVDC for 20 years and represented Stewkley from 1987-1995 and Edlesborough from 1995-2007. She was made Honorary Alderman in November 2007."</i></p> |                       |
| <b>Defibrillator CFR's</b> | <p>Council agreed to advance monies to purchase and install the AED donated to the Parish by Bellway Homes. This AED was due to be installed on Dagnall Village Hall however the Council has since been advised that this is too close to the existing AED located at the Red Lion PH in Dagnall.</p> <p>The Burghope Trust and Carnival Committee have both been approached for donations towards the cost of purchasing a heated cabinet and installation costs. The CFR Nicola Lack will also look to raise additional funds to cover these costs.</p> <p><i>Action: Cllr Mrs Owen will approach Munns Farm Shop and Dagnall School to request permission to install the AED at one of these locations. Once a location is agreed the AED will be installed ASAP.</i><br/> <i>The Clerk will advise Nicola Lack of the Council's decision.</i></p>  | <p>TO &amp; Clerk</p> |
| <b>EMH</b>                 | <p>Following the PAT test the Fridge Freezer plug will be altered by JRH Electrical.</p> <p>The regular puppy training classes will be relocating the EB Village Hall from September. This is due to the class's success and them needing a bigger space.</p>  |                       |



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| <b>Pavilion</b>    | Nothing to report.  |       |
| <b>The Green</b>   | <p>Ceri Davis from ECC has run some Cricket training sessions with pupils from Edlesborough School on the Green.</p> <p>The Annual Carnival was a success. To date there has been no evidence of damage caused to the Green.</p> <p>Message from Gordon Gray</p> <p>“Thank you for all your hard work, much of which is done behind the scenes that helps to make the Carnival such a success. We really appreciate the bridge you are able to make between the Carnival Committee and the Parish Council. With the creation of the new unitary authority I suspect that you and I will have to work even more closely to help new and inexperienced County Council employees with their decision making.</p> <p>Please would you convey my thanks to the Parish Council for their on-going support for our use of The Green for the Carnival and to Malcolm who prepares the Green so well.”</p> <p>The two skips containing rubbish from the Carnival were eventually removed on Wednesday 17<sup>th</sup> July. The skip company left behind bags of waste containing food and drink waste. Council agreed that the Clerk will inform the Carnival Committee that the skips must be removed swiftly after the event to prevent additional rubbish being placed in the skips. The Carnival Committee must also take swift action to ensure any rubbish left behind by the skip company is removed promptly.</p> | Clerk |
| <b>Play Area</b>   | The new Wet Pour Surface has now been installed around the children’s roundabout on Edlesborough Green.   |       |
| <b>Sports Club</b> | <p>It has been brought to the attention of the Council that a parishioner is running a regular commercial Keep Fit/Circuits class on the Green. Council agreed that the use of the Green for commercial activities of this type is not permitted without the permission of the Council and that should permission be granted a fee will be charged for this use.</p> <p><i>Action: Clerk to inform the parishioner of the Councils permission and to ask them to confirm their intentions.</i></p>  | Clerk |
| <b>Allotments</b>  | <p>Plots available:</p> <p>Dagnall – 8</p> <p>Cow Lane – 0</p> <p>Northall – 0</p> <p>The Green – 2</p> <p>The Clerk now holds a waiting list for both the Northall and Cow Lane sites.</p>   |       |



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|   | <p>Additional tap at The Green – see note in Open Forum.</p> <p>Dagnall Allotments</p> <ul style="list-style-type: none"><li>- Reports of theft of pallets from the Trading Hut (Dagnall Allotments Car Park). The Clerk has written to all tenants reminding them that the main gate must be kept closed at all times with the exception of the Trading Hut trading times.</li><li>- It was brought to the Council's attention that there are reports of a previous tenant burying a three piece suit on one of the plots. Council agreed that if the new tenant discovers the three piece suit the Council would help with the removal of this.</li><li>- The warden and another tenant have offered to clear the nettles by the car parking area known as plot 10 and to sow wild flowers at this location. The Council support this initiative.</li></ul> |  |
| <b>Cemetery</b>                         | A burial took place on 4 <sup>th</sup> July 2019.   |  |
| <b>Churchyard</b>                       | Cllrs Williams had circulated a report to the Full Council regarding the issue with badgers at the Churchyard prior to the meeting.   |  |
| <b>Bridle Path</b>                      | Nothing to report.  |  |
| <b>War Memorial</b>                     | The Clerk currently has three quotes for the cleaning of the War Memorial, once the fourth quote is received Council agreed that the Clerk may instruct one company to carry out the cleaning of the War Memorial.  |  |
| <b>Bus Shelters</b>                     | Nothing to report.  |  |
| <b>Litter Bins, Dog Bins, Car Parks</b> | <p>An additional dog bin has been ordered for Southend Lane, Northall.</p> <p>The Clerk has reported to AVDC that the dog bin near NVH is not being emptied regularly.</p> <p>The Council contractor has been asked to re-position the dog bin near Edlesborough Surgery, Cow Lane.</p>   |  |
| <b>Noticeboards</b>                     | Nothing to report.  |  |



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|----------------------------|---|-------|------|----------|------|-------|------|-------------|------|----------------------------|--------|------------|------|---------------|------|----------|-----|------------|------|---------------------------|------|--|
|                            |   |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Streetlights               | <p>Cllr Wilkinson reported that the failed streetlight on Cow Lane is still not working despite reports to Careys.<br/><i>Action: The Clerk will report this again.</i></p> <p>The Clerk is still chasing SSE for reimbursement for the May overcharge. SSE say the error has not been rectified yet.</p>   | Clerk |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| BCC Devolution             | <p>Careys &amp; Bucks CC have confirmed that the new grass verge on Cow Lane will need to be cut by EPC upon completion of the development.</p> <p>The landowner of the right of way between the field at the bottom of Summerleys and Cow Lane has confirmed that she is happy for a gate or post to be installed at this location to help prevent fly tipping and quad bikes using the right of way. The Clerk has forwarded this confirmation to Bucks CC RoW Team with a request that they install a drop bollard or gate.</p> <p>The Clerk has chased Bucks CC again about the damaged power post for the speed camera near the Church and has been assured that the Streetlights Team will attend to this asap. This was damaged back in December and has had red fencing around it since just after the Clerk initially reported it.<br/><i>Action: Clerk to forward information to County Cllr Wight for her support.</i></p> | Clerk |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Finance                    | <p>The Accounts for month ending 30<sup>th</sup> June 2019 having previously been circulated to the Councillors were agreed. Council agreed that the NHB payment would be offset against the Architect costs in Special Projects.</p> <table><tr><td>EMH</td><td>£866</td></tr><tr><td>Pavilion</td><td>£378</td></tr><tr><td>Green</td><td>£445</td></tr><tr><td>Open Spaces</td><td>£207</td></tr><tr><td>Bucks CC Devolved Services</td><td>£1,055</td></tr><tr><td>Allotments</td><td>£287</td></tr><tr><td>Street Lights</td><td>£228</td></tr><tr><td>Cemetery</td><td>£80</td></tr><tr><td>Churchyard</td><td>£384</td></tr><tr><td>Dagnall Recreation Ground</td><td>£169</td></tr></table>   | EMH   | £866 | Pavilion | £378 | Green | £445 | Open Spaces | £207 | Bucks CC Devolved Services | £1,055 | Allotments | £287 | Street Lights | £228 | Cemetery | £80 | Churchyard | £384 | Dagnall Recreation Ground | £169 |  |
| EMH                        | £866  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Pavilion                   | £378  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Green                      | £445  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Open Spaces                | £207  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Bucks CC Devolved Services | £1,055  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Allotments                 | £287  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Street Lights              | £228  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Cemetery                   | £80   |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Churchyard                 | £384  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |
| Dagnall Recreation Ground  | £169  |       |      |          |      |       |      |             |      |                            |        |            |      |               |      |          |     |            |      |                           |      |  |



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|------------------|---|------------------|---------|------|--------|-------|--------|--------------|-----|---------------|-----|-------|---------|-------|
|                  | <table><tr><td>Special Projects</td><td>£12,900</td></tr><tr><td>EDaN</td><td>£4,545</td></tr><tr><td>Staff</td><td>£1,633</td></tr><tr><td>Office Costs</td><td>£39</td></tr><tr><td>Subscriptions</td><td>£35</td></tr><tr><td>Total</td><td>£22,951</td></tr></table> <p><u>Insurance &amp; Fixed Assets Review</u></p> <p>Cllr Wilkinson led the Council through the updated Fixed Assets &amp; Insurance Register. Council agreed which items should/should not be insured and the insurance value. The new list of items to be insured will be forwarded to Came &amp; Co in readiness for the Insurance Renewal review at the September meeting.</p> <p><i>Action: Clerk to inform Came and Co of the changes to the insurance requirements for the Pavilion. Clerk to confirm whether the wet pour surfaces are covered under surfaces or play area equipment. Clerk to confirm with Came &amp; Co whether the cover provided is sufficient for all the AED's.</i></p>  | Special Projects | £12,900 | EDaN | £4,545 | Staff | £1,633 | Office Costs | £39 | Subscriptions | £35 | Total | £22,951 | Clerk |
| Special Projects | £12,900   |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| EDaN             | £4,545  |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| Staff            | £1,633  |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| Office Costs     | £39   |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| Subscriptions    | £35   |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| Total            | £22,951   |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| New Pavilion     | <p>Cllr Williams reported the following to the Council:</p> <ul style="list-style-type: none"><li>- The tender packs will be sent out via email on 23<sup>rd</sup> July 2019.</li><li>- To date the Clerk has had 20 builders/companies express an interest in the tender process.</li><li>- All companies have been informed of the change of date for tender packs.</li><li>- The date for the return of tenders has been extended to Tuesday 20<sup>th</sup> August.</li><li>- An Extra Ordinary EPC meeting will be held at 7.30pm in EMH on Tuesday 5<sup>th</sup> September at which point the Council will decide on the future of the New Pavilion project.</li><li>- EPC will be applying for Lottery Funding for specific community aspects of the build. Any documents relating to this application will be shared with the Full Council prior to submission.</li><li>- A new email account <a href="mailto:newpavilion@edlesborough-pc.gov.uk">newpavilion@edlesborough-pc.gov.uk</a> has been set up for all matters relating to this project.</li></ul> |                  |         |      |        |       |        |              |     |               |     |       |         |       |
| Projects         | <p><u>Surgery Car Park</u></p> <p>The extension to the surgery car park has now been completed resulting in a net gain of 10 additional car parking spaces.</p>   |                  |         |      |        |       |        |              |     |               |     |       |         |       |



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|  | <u>Outdoor Exercise Equipment</u> – project on hold until DVH complete their replacement Children’s Play Equipment project. |   |  |   |  |               |
| Planning                                 | The following applications were considered and it was agreed to submit the responses below to AVDC                          |   |  |   |  |               |
|  | Application No.   | Address   | Description  | Parish Council Response   |  |               |
|  | 19/02472/APP<br>8 <sup>th</sup> July 2019   | Sparrow Hall Farm,<br>Leighton Road,<br>Edlesborough  | Erection of an agricultural building                   | No objections   |  |               |
|  | 19/02555/APP<br>12 <sup>th</sup> July 2019  | Land adjacent to Ryders<br>By, Leighton Road.<br>Northall   | Development of 3 new dwellings with<br>new access road | No objections   |  |               |
|  | The following decisions had been notified by AVDC   |   |  |   |  |               |
|  | Application No.   | Address   | Description  | Parish Council Response   |  | AVDC Decision |
|  | 19/01265/APP<br>30 <sup>th</sup> April 2019   | 27 Nelson Road<br>Dagnall   | Dropped kerb (Retrospective).                          | No objections providing the<br>forecourt has sufficient<br>depth to avoid vehicles<br>overhanging and<br>obstructing the pavement |  | Permitted     |
| 19/01606/APP<br>1 <sup>st</sup> May 2019 | 17 Eatongate<br>Close<br>Edlesborough   | Garden room/Office.   | No objections  | Permitted   |  |               |
| 19/01662/APP<br>2 <sup>nd</sup> May 2019 | Lynwood<br>Cottage<br>Leighton Road<br>Northall   | Demolition of single storey rear<br>extension and replace with two<br>storey side and rear extension<br>with Juliet balcony. Garage<br>extension and conversion to<br>living accommodation. | No objections  | Permitted   |  |               |





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|  | 19/01855/COU<br>AR<br>16 <sup>th</sup> May 2019   | Southend Farm<br>South End Lane<br>Northall | Determination as to whether<br>prior approval is required for the<br>conversion of an agricultural<br>barn into a dwelling house. | No objections | REFUSED |       |
| <b>Website &amp;<br/>Facebook &amp;<br/>GDPR</b> | <p><u>Facebook Traffic</u> has focused on:</p> <ul style="list-style-type: none"> <li>• Carnival</li> <li>• Wild boar/muntjac sightings</li> </ul> <p><u>Website</u><br/>Cllr Cubbage continues his work with Theo Gray towards developing online booking forms for the village halls and adding a contact form to the website.</p> <p><u>GDPR</u><br/>No reported breaches</p>   |   |   |               |         |       |
| <b>EDaN Traffic<br/>Management<br/>Update</b>    | <p><u>Traffic Calming Feasibility Study</u><br/>The results of the Speed Survey in Dagnall have been circulated to all, with Cllr Wilkinson's analysis of the results. Cllr Williams will circulate his observations via email to all.<br/>Council agreed that a further meeting with the residents of Dagnall is required to discuss the issues of Traffic Calming in the village.<br/><i>Action: Cllrs to review the Speed Survey data. Clerk to request the results of the strips that have been measuring the traffic on the B440 near the Church in Edlesborough.</i></p> <p><u>FOTCOTH</u><br/>Cllr Williams had circulated a report to all, prior to the meeting detailing the results of his meeting with Natural England and the Bucks Badger Group.</p> <p><u>EDaN Beautification Team</u><br/>Nothing to report.</p> |   |   |               |         | Clerk |
| <b>Villages</b>                                  | <p><u>Dagnall</u></p> <ul style="list-style-type: none"> <li>- Dagnall are running a trial period of Sully's Fish &amp; Chip Van using the DVH car park.</li> <li>- The new play area equipment is currently being installed.</li> </ul>  |   |   |               |         |       |



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|   | <p><u>Northall</u></p> <ul style="list-style-type: none"> <li>- Cllr Cubbage gave a short presentation updating the Council on the NVH car park extension project.</li> <li>- NVH are currently awaiting quotes for the revised extension, upon receipt of the quotes Cllr Cubbage anticipates requesting £20,000 from EPC at the September meeting.</li> </ul> <p><u>Edlesborough</u></p> <ul style="list-style-type: none"> <li>- Report of fly tipping on Pebblemoor. Clerk advised the person reporting it of the correct place to report the issue.</li> <li>- Request for litter bins with Recycling Option.</li> <li>- Marshalls Coaches have contacted the Clerk asking for help with the cutting back of trees along Pebblemoor. Marshalls state that the trees are damaging their buses. The Clerk has passed this to the TfB LAT.</li> </ul> <p><i>Action: If no response within two weeks, Clerk to chase LAT for a response.</i></p> | Clerk |
| Correspondence                                  | Nothing to report.  |       |
| AOB   | Nothing to report   |       |
| Items for the Agenda 19 <sup>th</sup> September | <ul style="list-style-type: none"> <li>• Traffic Calming</li> <li>• NVH Car Park Extension</li> <li>• Review of Annual Insurance Policy</li> </ul>  |       |
|   | The meeting closed at 10.31pm   |       |