



**EDLESBOROUGH PARISH COUNCIL**

**Minutes for Meeting of Edlesborough Parish Council held on 17<sup>th</sup> October 2019 at Northall Village Hall**

<u>Agenda Item</u>		<u>Action</u>		
<b>Open Forum</b>	Mr R Dorrance brought to the attention of the Council his concerns about drug dealing and taking in the Pavilion Car Park. <i>Action: Clerk to report Mr Dorrance's concerns to TVP together with times and details about the car involved.</i>	Clerk		
The Vice Chairman formally opened the meeting at 19.41.				
<b>Present</b>	Cllr Cabbage (Vice-Chair), Cllr Wilkinson, Cllr Nevard, Cllr Pratt, Cllr Mrs Owen, District Cllr Chris Poll, County Cllr Anne Wight, Penny Pataky (Clerk) and three parishioners.			
<b>Apologies</b>	Cllr Williams and Cllr Mrs Thomas			
<b>Declarations of Interest</b>	None were declared.			
<b>Minutes</b>	The minutes of the Parish Council meeting held 19 <sup>th</sup> September 2019 were ratified and signed with no amendments.			
<b>Matters Arising</b>	None were raised.			
<b>Cllr Vacancies</b>	There are currently two vacancies on the Council, one for the ward of Edlesborough and one for the Ward of Dagnall. Currently three parishioners have expressed an interest, it is hoped that they will be able to attend the next Council meeting and then to submit a formal application for the role following the meeting.			
<b>District &amp; County Cllr Reports</b>	The District Cllr Chris Poll and County Cllr Anne Wight attended the meeting and provided comprehensive reports a copy of their reports can be found on the EPC website.			
<b>Planning</b>	The following applications were considered and it was agreed to submit the responses below to AVDC			
	<b>Application No.</b>	<b>Address</b>	<b>Description</b>	<b>Parish Council Response</b>
	19/03340/APP (Amended) 7 <sup>th</sup> October 2019	18 Leighton Road Northall	Erection of detached dwelling with detached single garage and new access	OPPOSE Front elevation still needs to be aligned with Saxons
	19/03479/ACL 26 <sup>th</sup> Sept 2019	Collyers Main Road North Dagnall	Certificate of Lawfulness for continued use of an existing barn as a separate self-contained dwelling	No objections
The following decisions had been notified by AVDC				



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Application No.	Address	Description	Parish Council Response	AVDC Decision
18/00757/APP (Amended) 5 <sup>th</sup> Nov 2018	The Old Bakery, Leighton Road, Northall	Demolition of existing listed barn and rebuilding it with a two storey side extension to create a new detached dwelling	No objections subject to officer approval regarding external spacing and car parking provision	Permitted
18/00758/ALB (Amended) 5 <sup>th</sup> Nov 2018	The Old Bakery, Leighton Road, Northall	Demolition of existing listed barn and rebuilding it with a two storey side extension to create a new detached dwelling	No objections subject to officer approval relating to the setting of the adjacent listed building	Permitted
18/03479/APP 9 <sup>th</sup> October 2018	Broomstick Industrial Estate, High Street, Edlesborough	Retention of extension works to units 4-11, slight footprint alterations and refurbishment works (part retrospective)	No objections	Permitted
18/04585/APP (Amended) 11 <sup>th</sup> March 2019	Malting Barn, Malting Lane, Dagnall	Conversion of an existing commercial building to four residential flats. Amendments include cladding revisions and reduction in number of roof lights and windows.	OPPOSE Unsatisfactory access	REFUSED
19/02453/APP 23 <sup>rd</sup> July 2019	The Old Oaken Cottage Leighton Road Northall	Rear extensions, part two storey and part single storey	No objections	Permitted
<p>The Clerk sent the agreed letter to Bellway Homes regarding the Open Space on the development in Edlesborough. To date no response has been received.</p>				



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	<p>The Clerk has been advised that the new point of contact at Bellway Homes is Kevin McEvaddy.</p>	
<b>Villages</b>	<p><b><u>Edlesborough</u></b></p> <p>The Clerk wrote to Bellway noting that the new lights have been installed and are all connected except two. Also expressing disappointment that the Council had not been notified that the four EPC lights have been switched off without seeking the approval of EPC first.</p> <p><i>Action: Clerk to confirm to Bellway Homes that the new light opposite Tythe Barn is not working.</i></p> <p><b><u>Additional Streetlights in Edlesborough</u></b></p> <p>Cllrs Wilkinson and Nevard used a detailed map to indicate possible locations for the four deactivated street lights. Council agreed that currently one light on Pebblemoor and one light on High Street is severely obstructed by trees.</p> <p><i>Action: Clerk to contact TfB and the resident to ask that the two trees are cut back as a matter of urgency to allow the light to work effectively.</i></p> <p>Council agreed that the four deactivated lights will be left in location for the time being. Once the trees are cut back Council will consider if the existing lights provide enough light and/or whether additional lights would be beneficial on High Street and Pebblemoor.</p> <p>Council acknowledged that the high costs of providing an energy supply to new locations may prevent the installation of additional lights.</p> <p>If in the future Council agree to further explore installing additional lights on the High Street and Pebblemoor permission will need to be sought from UK Power Networks and British Telecom to confirm whether attaching the lights to the telegraph poles is permissible.</p> <p><b><u>Traffic Cones on High Street</u></b></p> <p>The Clerk has contacted the TfB Local Area Technician to ask whether it is possible to have white “H” markings at the junction of High Street and St Marys Glebe to help alleviate the issues caused at school drop off and pick up times.</p> <p>The Clerk contacted TVP for advice about the traffic cones. PCSO Dodson has confirmed that she will remove the cones and speak to the resident who is believed to have placed them on the road in addition to contacting the parent who has complained to the Parish Council about the cones.</p>	<p>Clerk</p> <p>Clerk</p>



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	<p><u>Remembrance Day Service</u> Mrs Lorna Cabbage reported that the EDaN Beautification Team will be dressing the War Memorial in knitted poppies once again. The Council contractor will shortly be erecting the road closure notification signs. Cllr Pratt confirmed that he will provide the necessary vehicle and long trailer to assist Mrs Cabbage on the day of the service in the delivering, erecting and collecting of all the road closure signs. The Council expressed its appreciation and thanks for Cllr Pratt's offer. The Clerk confirmed that the Council contractor will tidy and clear the fallen leaves etc. around the War Memorial as close to the service time as possible.</p> <p><u>Dagnall</u> An allotment tenant has contacted the Council to express concern about issues with accessing Dagnall Allotments. Council agreed that the tenant will be advised that there is parking available in the layby just past the allotment gate and that should they be concerned about parking on the road outside the gate they should use this facility. <i>Action: Clerk to respond to tenant.</i></p> <p><u>Northall</u> Nothing was raised.</p>	Clerk
<b><i>New Pavilion</i></b>	<p>The contracts with the builder have been signed and the demolition of the old pavilion has commenced. Two portable toilets have been installed on the Green for the exclusive use of the Sports Clubs. These toilets will be serviced once a week. Traffic cones have been placed on the road opposite the pavilion car park entrance to ensure deliveries can access the site. The Clerk has received a request from a neighbouring property asking that the cones are only put out when a delivery is expected as the current arrangement is causing parking issues for the residents. Council agreed that this is a reasonable request. <i>Action: Clerk to liaise with contractor and project board re issues caused by traffic cones.</i></p> <p>The builders will be installing a lockable drop post at the entrance to the Pavilion car park as the railings preventing vehicle access to the green need to be removed.</p>	Clerk



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	<p><u>Sponsor Board</u> Council agreed to the purchase of the New Pavilion Sponsor Board. This will be installed on Edlesborough Green upon receipt. <i>Action: Clerk to raise purchase order and arrange installation.</i></p>	Clerk
<b>Projects</b>	<p><u>Adult Gym Equipment in Dagnall</u> Due to a lack of response from the suppliers this item was deferred to the November meeting.</p>	
<b>EDaN &amp; Traffic Management Team Updates</b>	<p><u>Traffic Calming Feasibility Study</u> Nothing was raised.</p> <p><u>FOTCOTH</u> A badger gate has been installed in the Churchyard with the aim of encouraging the badgers to move to another location.</p> <p><u>EDaN Beautification Team</u> Nothing to report.</p>	
<b>Parish Amenities</b>		
<b>AED's &amp; CFR</b>	<p>A different electrician has been asked to install the AED cabinet at Munns Farm Shop.</p> <p>The Council agreed to the annual donation of £2,500 being sent to South Central Ambulance Service for the Community First Responder's.</p> <p>The Clerk has requested payment details from the Red Lion, Dagnall, The Swan, Northall &amp; the Baptist Church for the donation towards the AED cabinets' energy costs.</p>	
<b>EMH</b>	<p>The following items from the Pavilion have been relocated to EMH:</p> <ul style="list-style-type: none"> <li>● Four folding tables</li> <li>● Table trolley</li> <li>● Kettle</li> </ul>	



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	<ul style="list-style-type: none"> <li>• Urns</li> <li>• Fire extinguishers &amp; blanket</li> <li>• Two ladders</li> <li>• Vacuum cleaner</li> </ul>	
<b><i>The Green</i></b>	<p><u>Benches</u></p> <p>The broken bench by the tennis courts has been disposed of due to being beyond economical repair. Two benches from in front of the pavilion have been relocated to beside the tennis courts. The additional two benches in front of the pavilion were found to be broken. The Council contractor disposed of one and the second has been left for the Pavilion contractor to remove and dispose of.</p> <p>The Clerk will update the Council's assets register accordingly.</p>	
<b><i>Sports Clubs</i></b>	<p>EB Lions and ECC removed all the items from the Pavilion that their clubs wished to retain. A considerable amount of unwanted equipment was left in the Pavilion by ECC and ETC.</p> <p>ETC are working with the ECSC regarding the removal and storage of the tennis club's winners' board and umpire chairs.</p> <p>On Saturday 12<sup>th</sup> October there were parking issues and issues with football spectators insisting on using EMH toilets. The Clerk has contacted EB Lions about this and has provided them with a parking and toilet advice sheet with the request that this is shared with all their supporters and opposition teams. The club were reminded that the toilet facilities in EMH are not available for the players or their spectators.</p>	
<b><i>Play Area</i></b>	Nothing to report	
<b><i>Allotments</i></b>	<p>Most tenants have paid their allotment rent either by cheque or direct payment. Currently there are rents outstanding at all sites. Should any still be outstanding at the end of October the Clerk will send reminder notices and impose the £10 administration fee.</p> <p>Council further considered the request for hen house and 6 hens at Green site. It was agreed that provided there are no</p>	



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	significant objections from the neighbouring plots and that the site warden is in agreement permission will be granted. <i>Action: Clerk to confirm with site warden and respond to tenants accordingly.</i>	Clerk
<b>Cemetery</b>	Nothing to report.	
<b>Churchyard</b>	Nothing to report.	
<b>Bridle Path</b>	Nothing to report.	
<b>War Memorial</b>	The Clerk has raised a purchase order with Corinthian Stone for the cleaning of the War Memorial. Corinthian Stone assure the Clerk this will be completed prior to the Remembrance Day Service in November.	
<b>Bus Shelters</b>	Nothing to report.	
<b>Litter Bins, Dog Bins, Car Parks</b>	<p><u>Dog Bins</u></p> <ul style="list-style-type: none"> <li>- Wybone have confirmed that the new dog bin ordered for Northall will be delivered in the week commencing 21<sup>st</sup> October. Upon receipt the Clerk will arrange installation and ask AVDC to add this bin to their collection route.</li> <li>- The Clerk received reports and saw that several dog bins were overflowing. The Clerk contacted AVDC &amp; raised a report. The bins are scheduled to be emptied every Friday.</li> </ul> <p><u>Pebblemoor Car Park</u></p> <p>Following last month's decision to make changes to the height barrier at the Pebblemoor car park the Clerk and contractor have agreed to leave the barrier as it is for now. With the grass growing season coming to an end it is not currently necessary for the contractor to regularly access the green with their large vehicles. Additionally if the disabled parking bay is in use the contractor cannot access the green at this location.</p>	
<b>Streetlights</b>	At the recent LAF meeting Mr Richardson confirmed there were 21 street lights maintained by TfB in Edlesborough. Cllr Wilkinson confirmed that 19 of these are lights are sited at The Travellers Rest roundabout. The final two are on the roundabout in Dagnall.	



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<p><b>Website, Facebook &amp; GDPR</b></p>	<p><u>Facebook</u></p> <ul style="list-style-type: none"> <li>• Dog poo on Edlesborough High Street</li> <li>• Images of beautiful sunsets/rises around the villages</li> </ul> <p><u>Website</u></p> <ul style="list-style-type: none"> <li>• NVH online booking form is now active.</li> <li>• EMH online booking form hopes to be active by November.</li> <li>• Following this Cllr Cubbage with work with Cllr Mrs Owen to add the DVH booking form to the website.</li> </ul> <p><u>GDPR</u></p> <ul style="list-style-type: none"> <li>• No reported breaches</li> </ul>	
<p><b>Bucks CC Devolved Services</b></p>	<p>Cllr Williams and the Clerk met with Mr Moore of Cooks Meadow following the issues he raised at the September meeting regarding the cutting of the grass and hedge adjacent to his property. Mr Moore was given a copy of the map provided by Matthew Whincup the Local Area Technician for TfB. The map shows that the hedge and grass verge belong to Mr Moore not Bucks CC.</p> <p>The Clerk has provided Mr Moore with Matthew Whincup’s contact details should he wish to discuss the matter further. The Clerk has instructed the Council contractor to cease work on the grass verge and hedge. Cllr Wilkinson asked that the Clerk confirm with Matthew Whincup that EPC is not responsible for cutting a pavements width of the grass verge under devolved services.</p> <p><i>Action: Clerk to contact TfB.</i></p>	<p>Clerk</p>
<p><b>Finance</b></p>	<p>Following the questions raised by Cllr Cubbage re the Accounts for month ending 31<sup>st</sup> July &amp; 31<sup>st</sup> August 2019 Cllr Nevard had confirmed that an incorrect version was circulated to the Cllrs. The correct version with the accounts for July and August and for the month ending 30<sup>th</sup> September 2019 having previously been circulated to the full council were agreed.</p> <p>Mr Roger King has agreed to carry out the internal audit for the Council for the financial year 2019/20.</p> <p>The Annual Return for 2018/19 has been completed with no issues being raised. This is now available on the Council website.</p>	





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	Council agreed the October payment run		
	EMH	£935	
	Pavilion	£180	
	Green	£540	
	Open Spaces	£182	
	Bucks CC Devolved Services	£1,055	
	Allotments	£426	
	Street Lights	£39	
	Cemetery	£80	
	Churchyard	£384	
	Dagnall Recreation Ground	£169	
	New Pavilion	£12,750	
	EDaN	£860	
	Staff	£1,633	
	Office Costs	£79	
	Total	£19,312	
<b>Correspondence</b>	All correspondence had been circulated to the Full Council prior to the meeting.		
<b>AOB</b>	Mrs. Cabbage informed the Council that the Litter Picking volunteers have been very active in Northall and Edlesborough. She expressed concern at the lack of Edlesborough volunteers, explaining that most of the volunteers come from Northall and that they are working hard litter picking in Edlesborough.		
<b>Items for 21<sup>st</sup> November Meeting</b>	Outdoor gym equipment. Draft budget for 2020/21,		
The meeting closed at 21.44			