



EDLESBOROUGH PARISH COUNCIL

Minutes for Meeting of Edlesborough Parish Council held on 18th June 2020 via the social media platform Zoom

<u>Agenda Item</u>		<u>Action</u>
<i>Open Forum</i>	<p>Adrian Bush the Chairperson of EB Lions FC attended the meeting. He thanked the Council for allowing the club to resume socially distanced training sessions on Edlesborough Green throughout the summer. He formally requested permission for the clubs ladies team to be allowed to train on The Green and for the Council to allow EB Lions two adult teams to play home fixtures on The Green during the next season.</p> <p>Mr Bush explained how the club had established two adult teams in the season 2019/20, most of the players having been originally players in the clubs youth teams. The two adult teams would like to play their “home” matches on The Green and will be looking to make use of the New Pavilion facilities. Once the season commences the two adult teams will train at another location. The club is aware that the Council has a different charging policy for adult football Mr Bush indicated that the club is prepared to increase their fees in respect of this.</p> <p>Cllr Williams thanks Mr Bush for attending and for all the information. Cllr Mrs Owen praised the club for encouraging young women in sport. Cllr Wilkinson expressed concern that the additional teams may lead to overuse of the pitches.</p> <p>The manager, Mr Bush (who is responsible for the clubs fixture schedule) and the Council groundsman have always and will continue to work closely together over the condition of the Green and whether play is permitted each week.</p> <p>The Council agreed to EB Lions ladies football team being allowed to socially distance train on The Green throughout the summer.</p>	
The chairman formally opened the meeting at 19.40		
<i>Present</i>	<p>Cllr Williams (chair), Cllr Wilkinson, Cllr Nevard, Cllr Mrs Thomas, Cllr Mrs Booth, Cllr Mrs Owen, Cllr Mrs Wells, Cllr Cubbage, Buckinghamshire Cllrs Wight and Poll, Mr Richard Harpley and Penny Pataky (clerk).</p> <p>Mr Adrian Bush (EB Lions FC) attended for the Open Forum.</p>	
<i>Apologies</i>	PCSO Dodson – The Wing NHPT Newsletter for June had been circulated to the full Council prior to the meeting and a copy of this is available on the Council website.	
<i>Declarations of Interest</i>	<p>Cllr Wilkinson declared that his wife is an allotment holder at Cow Lane.</p> <p>Cllr Mrs Wells declared that she is an allotment holder at Northall.</p>	
<i>Minutes</i>	The minutes of the ordinary meeting held on 21 st May having been previously circulated to the full council were agreed with	



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	no amendments.	
Matters Arising	No matters were raised.	
Co-option of New Councillor	Following the required advertisement of the vacancy for a new Cllr for the Ward of Northall the Clerk had received no further interest in the position. Cllr Wilkinson proposed that the Council co-opt Mr Richard Harpley who had previously expressed an interest in the position as the Cllr for the Ward of Northall. Cllr Cabbage seconded the proposal. All agreed and welcomed Cllr Harpley to the Council.	
Buckinghamshire Council Report	<p>Cllr Chris Poll gave the following report for Buckinghamshire Council:</p> <p><i>Planned roadworks:</i></p> <p>Transport for Buckinghamshire will be undertaking highway maintenance surface dressing works to the carriageway of Dunstable Road, Edlesborough between Tring Road (Travellers Rest Roundabout) and the county boundary as part of their Strategic Highway Maintenance Programme.</p> <p>The surface dressing works are scheduled to take place during week commencing the 29th June 2020 (<i>provisionally</i> Thursday 2nd July) and we expect they will take up to ½ day to complete. Please note that this work is extremely weather dependent therefore dates and durations are subject to change at short notice should we experience inclement weather.</p> <p>This work will be carried out between the hours of 7am and 7pm utilising a day time road closure. Please note this is a rolling programme of Countywide work with the crew carrying out work on more than one site each day, completing the surface dressing on one site before moving on to the next. Once the surface dressing is underway it will not be possible to allow any vehicles to traffic the road (with the exception of emergency vehicles) until the process is complete. Information signs will be erected on site prior to the commencement of the works, giving the actual dates and durations, and these will be updated should any change to the programme occur.</p> <p><i>Parking restrictions:</i></p> <p>As residents get back to work and high streets reopen, Buckinghamshire Council has announced that free parking in all council owned car parks and on-street pay and display bays will continue until Saturday 1 August. The Council reinstated on-street car parking enforcement from 15 June and will reinstate enforcement across all 84 car parks from Monday 22 June and anyone parking illegally in a disabled bay, vehicle charging bay, restricted area, etc will receive a penalty charge notice.</p>	



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	<p>The reinstatement of on and off-street parking restrictions is necessary to enable the effective traffic management of our streets and council owned car parks for the benefit of all users. However, to continue its support for local businesses as they start to re-open; and to encourage shoppers returning to the high street, the council has decided to delay the reintroduction of parking charges in its car parks and on-street pay and display bays until Saturday 1 August.</p> <p><i>Councillors funding for Coronavirus support groups:</i> Your council representatives have been able to distribute monies to those groups in our area which are helping residents in isolation with shopping or pharmacy requirements. To date we have made donations to those groups to assist with their expenses. There is still a small amount remaining and if there are any groups wishing to apply they should contact their local councillor with details of what they are doing and what funding they may require.</p> <p><i>Business Discretionary Grant:</i> Although only open a short time we have already had to temporarily close applications for the Local Authority Discretionary Grant, whilst we assess and process the applications we have received. We are inviting businesses to continue to register interest, and we will contact them to let them know if we have funding available to support their application. Businesses can register their interest here. https://bbf.uk.com/covid-19#2</p> <p>We are also encouraging businesses to reach out for other support which our partners Buckinghamshire Business First can help with.</p> <ul style="list-style-type: none">• Find out what financial support schemes you may be eligible for with the government's support finder tool. www.gov.uk/business-coronavirus-support-finder <p><i>Planning committee changes:</i> Buckinghamshire Council have changed the way in which decisions can be brought to committee and this has caused some concerns within Parish Councils who are no longer able to ask for a decision to be scrutinised publicly. It is still the case that local Councillors can ask for this process as long as it meets certain criteria. This has been done to speed up decision making in part and whilst a big change as far as PCs are concerned it is still the case that scrutiny can be undertaken. There are other concerns I have in this new procedure which I continue to pursue and the system is available for review after a settling in period. I will update you as any changes are effected.</p>	
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Planning	The following applications were considered and it was agreed to submit the responses below to Buckinghamshire Council (BC)			
	Application No.	Address	Description	Parish Council Response
	20/01336/APP (Amended) 3 rd June 2020	16 Dunstable Road Dagnall	Single storey flat roofed rear extension and first floor side extension over garage with pitched roof	No Objections Previous objection withdrawn following amended plans
	20/01634/APP 26 th May 2020	21 Eatongate Close Edlesborough	First floor side extension over garage and part garage conversion	OPPOSE Insufficient off-street parking provision
	20/01731/APP 2 nd June 2020	Primrose Bungalow Dunstable Road Dagnall	Demolition of one bungalow and erection of two 3 bedroomed detached dwellings and associated access	OPPOSE Insufficient spacing to neighbouring property
	20/01794/AGN 5 th June 2020	Home Farm Leighton Road Northall	Erection of agricultural building	No objections
	20/01795/AGN 8 th June 2020	Summerfield Farm Leighton Road Northall	Building for storage and machinery	No objections
	20/01796/AGN 8 th June 2020	Summerfield Farm Leighton Road Northall	Extension from the south west end of the existing grain store	No objections
	20/01870/APP 11 th June 2020	7 Kings Mead Edlesborough	Single storey front extension	No objections



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	<p>The following decisions had been notified by BC</p> <table border="1"> <thead> <tr> <th>Application No.</th> <th>Address</th> <th>Description</th> <th>Parish Council Response</th> <th>BC Decision</th> </tr> </thead> <tbody> <tr> <td>20/00209/APP 21st January 2020</td> <td>6 Chapel Lane Northall</td> <td>Single storey rear extension and two storey side extension</td> <td>No objections Providing the depth of the rear extension does not exceed 4m.</td> <td>Permitted</td> </tr> <tr> <td>20/01258/APP 16th April 2020</td> <td>20 High Street Edlesborough</td> <td>First floor rear extension</td> <td>No objections</td> <td>Permitted</td> </tr> <tr> <td>20/01264/APP 17th April 2020</td> <td>3 Beacon View Northall</td> <td>Two storey side extension, single storey rear extension and alterations to existing detached garage including raising of roof to provide first floor storage area</td> <td>No objections</td> <td>Permitted</td> </tr> </tbody> </table> <p>Cllr Harpley agreed to support Cllr Wilkinson with assessing and making recommendations in response to Northall Planning applications. Cllr Williams thanked Cllr Harpley for taking on this role.</p> <p>It was agreed that Cllr Wilkinson would ensure that Buckinghamshire Cllr's Wight and Poll would receive a copy of the Council's Planning Summary sheet each month ensuring they are familiar with the Council's decision.</p>	Application No.	Address	Description	Parish Council Response	BC Decision	20/00209/APP 21 st January 2020	6 Chapel Lane Northall	Single storey rear extension and two storey side extension	No objections Providing the depth of the rear extension does not exceed 4m.	Permitted	20/01258/APP 16 th April 2020	20 High Street Edlesborough	First floor rear extension	No objections	Permitted	20/01264/APP 17 th April 2020	3 Beacon View Northall	Two storey side extension, single storey rear extension and alterations to existing detached garage including raising of roof to provide first floor storage area	No objections	Permitted	
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<p>Villages</p>	<p>Mr P Bennett Mr Peter Bennett an Edlesborough resident and active member of the Burghope Trust and Friends of the Church has sadly passed away. Mr Bennett has done much for the local community throughout his life, including being an Edlesborough Parish Councillor for two terms. Cllr agreed to make a donation of £100 to the Just Giving Page, set up in his memory. A condolence card has been sent to his wife and family. <i>Action: Clerk to make the donation.</i></p>	<p>Clerk</p>																				



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	<p><u>Edlesborough</u> The Clerk has received and responded to complaints about overgrown hedges in the village. A resident on Moor End has raised concerns about the water level of the River Ouzel since the Bedford Group of Internal Drainage Boards carried out works on the river in Eaton Bray earlier in the year. The resident has been directed to the Bedford Group of Internal Drainage Boards and Eaton Bray Parish Council. The resident has since contacted both EBPC and EPC for an update on the situation. He is concerned that there are at least two breaches in the bank near waterside.</p> <p><u>Dagnall</u> Nothing to report</p> <p><u>Northall</u> Nothing to report</p> <p><u>Covid-19</u> Cllr Mrs Owen asked for clarification about the Covid-19 Honours Nominations. Who can nominate and where should nominations be sent to? <i>Action: Clerk to confirm information to full Council.</i></p> <p>Mrs Lorna Cabbage has been back in contact with the volunteer litter pickers and is coordinating a litter pick in Edlesborough for Monday 22nd June. Cllr Cabbage asked the Council to purchase new litter pickers for the team. Council agreed that these were a consumable item and that an order should be placed for replacement litter pickers for the volunteers. Cllr Mrs Owen will confirm to the Clerk how many litter pickers the Dagnall volunteers require. <i>Action: Clerk to place order for litter pickers once numbers are confirmed.</i></p>	<p>Clerk</p> <p>Clerk</p>
<p><i>New Pavilion</i></p>	<p>To date two invoices have been submitted for reimbursement from EPC's S106 monies. One invoice has been reimbursed. The first invoice submitted to S106 reimbursement is still outstanding, the Clerk has chased this payment, and has been advised that the delay is due to complications with the new Finance Team procedures. It has been brought to their attention that the payment is still outstanding.</p>	



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	<p>The application to draw down the PWLB monies has been submitted.</p> <p>The Pavilion Working Party will be meeting via zoom in the week commencing 22nd June to progress work on the lease between EPC and the ECSC.</p>	
Projects	On hold due to Covid-19	
EDaN & Traffic Management Team Updates	<p><u>Traffic Calming</u> Cllr Williams is in contact with a resident from Leighton Road re speeding traffic and the speed camera.</p> <p><u>FOTCOTH</u> The Clerk has requested a quote from MW Agri for repairs to the damaged flood light in the church yard.</p> <p><u>EDaN Beautification Team</u> The team have been tending the planters again.</p> <p>Mrs Cabbage has been travelling to Edlesborough every other day to water the village sign planter on Edlesborough Green, Cllr Wilkinson offered to approach a local resident to see if they could take on this responsibility.</p> <p>Household Estate Agents have requested that their advertising board at the top of Cow Lane be allowed to stay in place a few more weeks. It was due to be removed by 20th May. The Clerk has confirmed that it must be removed by 30th June.</p>	JW
Parish Amenities		
AED's & CFR	Nothing to report.	
EMH	Council considered a request from Edlesborough School for permission to store furniture in EMH until the end of term. This will allow the school the space to allow another class of pupils to return to school. The manager confirmed that the majority of regular hirers were looking to resume their bookings in September if it was permissible to do so.	



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	<p>Council agreed to this request stating that they felt it was important to support the school in facilitating their ability to bring children back to school at this time. Council agreed that the school must ensure the hall floor, walls and doors are protected, and should use dust sheets or similar to protect the floor where necessary. The furniture must be removed by the end of July to enable the hall to re-open should the Council agree it is safe to do so.</p> <p><i>Action: Clerk to inform the school and to ensure they agree to the Council's conditions.</i></p> <p>Community Impact Bucks have advised the Clerk that they anticipate that the coronavirus regulations will be amended by 4 July, ready for halls to re-open on Monday 6 July. The information has been shared with DVH and NVH. The manager is investigating what measures will need to be put in place in anticipation of this. Council agreed that as regular hirers are not yet ready to resume their bookings it would not rush into re-opening the hall until the Council agreed it was safe to do so.</p> <p>Currently EMH is losing approximately £130-150 per week in income for its regular bookings. The Clerk has made enquiries to Buckinghamshire Council about a discretionary Grant.</p> <p><i>Action: Cllr Cabbage and the Clerk to ask Theo Gray to ensure the online booking form is ready for the when the hall re opens.</i></p>	<p>Clerk</p> <p>KC & Clerk</p>
The Green	<p>With the easing of the lockdown restrictions the Green is being used more. There has been a noticeable increase in rubbish and the manager has needed to ask the contractor to carry out additional bin emptying.</p> <p>The two bins sited on the High Street, Edlesborough are frequently being reported as overflowing. These two bins are the responsibility of Buckinghamshire Council. The Clerk has reported them to Buckinghamshire and advises parishioners to do the same.</p>	
Sports Clubs	<p>Council ratified its decision to allow EB Lions to resume training on Edlesborough Green permission has been granted provided the following terms are met:</p> <ul style="list-style-type: none">• <i>Training will be restricted to the adult pitch only.</i>• <i>Training will take place in pods of 5 players and 1 adult ensuring the social distance guidelines are met at all times.</i>• <i>Training will only take place on weekday evenings between the hours of 6 – 8pm</i>• <i>A maximum of two teams may train at any given time.</i>	



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	<ul style="list-style-type: none">• <i>Players will wear their match/club training kit so as to make it easily identifiable that they are training with the Councils permission.</i>• <i>Matches are not permitted.</i>• <i>Training in the goal mouths is not permitted.</i>• <i>The Council will not make an additional charge for this exceptional use of the Green but does reserve the right to make a charge should there be any damage to The Green.</i>• <i>The Council reserves the right to withdraw permission should the above not be met or the training activities interfere with other users of the Green.</i> <p>EB Lions have also been advised of the procedure that residents in The Pastures will use should footballs land in their gardens.</p> <p>Council considered EB Lions request for their two adult teams to play matches on the Green in the 2020/21 season. Council agreed to this request providing the additional teams/matches do not lead to overuse of the pitches.</p> <p>The manager assured the Council that she would continue to work closely with Mr Bush (who is responsible for the clubs fixture schedule) and the Council groundsman over the condition of the Green and whether play is permitted each week.</p> <p><i>Action: Clerk/Manager to confirm the Councils agreement with EB Lions and to progress discussions in respect of an increase in fees.</i></p> <p>EB Lions had also requested that repairs were carried out to the goal mouths on the adult pitch and agreed to cover the costs of the topsoil and grass seed. The Council agreed to purchase some reusable membranes which help to increase the speed at which the grass grows.</p> <p><i>Action: Clerk to work with groundsman and football club to progress the repairs.</i></p> <p>The portable toilets have been returned to the hire company. All sports clubs were consulted on this decision.</p>	Clerk Clerk
<i>Play Area</i>	<p>The play area remains closed.</p> <p>The Annual Inspections of all three play areas was due in June. The Clerk, Cllr Cubbage and Cllr Mrs Owen agreed to push this back to July which the Inspection Company have agreed to.</p>	
<i>Allotments</i>	<u><i>Dagnall Allotments</i></u>	



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	<p>In the last month two new tenants have taken on plots. Currently there are two plots available, the Clerk has one person interested in taking on one of these plots.</p> <p><u>Northall Allotments</u></p> <p>Mr Alan Fleet who cuts the grass/hay at Northall Allotments has informed the Clerk that he is no longer able to do this. Robert Pratt has confirmed that he could use this section of the allotments for grazing to keep the grass down but would require the Council to pay for the installation of gates for the right of way. He has also confirmed that he would give agreement for the Council contractor to cut the grass once a year as Mr Fleet used to. On this occasion MW Agri and Mr Pratt have come to an arrangement for the grass to be cut FOC. Council confirmed they are happy with this arrangement.</p> <p>Anglian Water will be carrying out a site visit to assess the water meter in the week commencing 22nd June, and then will look to replacing it. Cllr Wilkinson had provided a comprehensive report on the water costs at Northall allotments and proposed that should the water usage for 2020 exceed 50m³ then the surcharge agreed by the tenants would be triggered. Council agreed to the proposal.</p> <p><u>Cow Lane Allotments</u></p> <p>Following the May Council meeting the Cow Lane warden Mrs Phrena Wilkinson spoke to the tenant about the removal of the hedge and the rubbish in the right of way. The tenant apologised and rectified the situation within 24 hours. The Clerk has written to the tenant to thank him for rectifying the issue.</p> <p><u>The Green Allotments</u></p> <p>One tenant gave up their 10 pole plot, this was subsequently split in two and let to two people on the waiting list. The contractor has been asked to investigate and repair the gate at The Green end following reports that it is increasingly difficult to open and close.</p> <p>The Clerk currently holds a waiting list of parishioners wanting allotment plots.</p>	
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Cemetery	Council has received one memorial application.	
Churchyard	Tunnelling badgers have caused damage around the housing of one of the floodlights, the Council contractor is preparing a quote for repairs.	
Bridle Path	Nothing to report.	
War Memorial	Nothing to report.	
Bus Shelters	Nothing to report.	
Litter Bins, Dog Bins, Car Parks	<p>There has been a large increase in littering in the parish since the relaxation of social distancing guidelines. The manager has asked MW Agri to carry out extra bin emptying on the Green and has reported the bin opposite Good Intent to Buckinghamshire Council for emptying.</p> <p>Polite notices have been placed on the Edlesborough Facebook page asking parishioners to use the bins or take their litter home. The request is also included in the next edition of Focus.</p> <p>The Clerk has confirmed the renewal of the Pebblemoor Car Park Licence with NMJ Service Centre.</p>	
Streetlights	Nothing to report.	
Website, Facebook & GDPR	<p><u>Facebook</u></p> <ul style="list-style-type: none"> ● Fireworks ● Changes to bin collections (bank holiday week & the Bin Collections app showing misleading information) ● Barking dogs ● Bonfires ● Lost property ● Lost cats ● Increase in litter 	



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	<p><u>Website</u></p> <ul style="list-style-type: none"> • The Clerk has carried out the required actions to ensure the issues with the Council gov.uk domain name. • The Clerk will ask Theo Gray to ensure all is completed asap to ensure EMH online booking forms can go live in readiness for the re-opening of the hall <p><u>GDPR</u></p> <ul style="list-style-type: none"> • No reported breaches • EPC’s membership of ICO has been renewed. 					
<p>Bucks CC Devolved Services</p>	<p><i>The Pastures and St Mary’s Glebe Alleyways</i> – TfB have confirmed that EPC is responsible for the maintenance of these despite them not being include on the grass cutting maps. The EPC contractor will ensure they are included in future weed sprays and verge cuts.</p> <p><i>The Pastures Hedge</i> – this is scheduled to be cut on the 14th July, residents will be notified of this change in date. Following on from the Clerk writing to residents informing them of when The Pastures hedge will be cut the clerk has received requests for some sections to have more cut and some sections not to be cut. The Clerk has acknowledged each request and has informed residents that the contractor inspects the hedge prior to cutting and that the Council leaves the cut as late as possible allowing time for birds to fledge. The Clerk also informed residents that the hedge is usually all cut at the same time and to the same standard as this is most effective due to the machinery etc. involved. The contractor is aware of all the “special requests.”</p> <p>A small section on Pebblemoor has been cut by the Council contractor as this section was completely obstructing the pavement. The residents were notified of this early cut.</p> <p>One estate agent has been written to with a request not to use the grass verge at the end of Church Croft for advertising, the board has now been removed.</p>					
<p>Finance</p>	<p>Accounts for month ending 31st May having been circulated to the full council prior to the meeting were approved.</p> <table border="1" data-bbox="342 1267 1093 1361"> <tr> <td>EMH</td> <td>£538</td> </tr> <tr> <td>Pavilion</td> <td>£71</td> </tr> </table>	EMH	£538	Pavilion	£71	
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Pavilion	£71					



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	Green	£470	
	Open Spaces	£172	
	Bucks CC Devolved Services	£1,080	
	Allotments	£89	
	Street Lights	£109	
	Cemetery	£261	
	Churchyard	£393	
	Dagnall Recreation Ground	£173	
	Special Projects	£42,453	
	Staff	£1,712	
	Office Costs	£611	
	Subscriptions	£25	
	Total	£48,157	
	<p>Council agreed the June payment run.</p> <p>Cllr Wilkinson expressed concern about the apparent cost of replacing a broken tap at the Northall allotments. The clerk clarified that the charge included the reinstatement of the water supply at all the sites as well as supplying and replacing a broken tap at the Northall site. The Clerk will obtain quotes from other companies for a comparison.</p> <p>The Annual Return has been submitted to the external auditor PKF Littlejohn.</p>		
Correspondence	<p>Items circulated to Full Council prior to the meeting:</p> <ul style="list-style-type: none"> • 26/05/2020 ☺ CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS • 03/06/2020 ☺ CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS • 08/06/2020 Transport for Buckinghamshire: On track with all things green • 09/06/2020 ON STREET PARKING RESTRICTIONS TO BE REINTRODUCED ACROSS BUCKINGHAMSHIRE 		



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	<ul style="list-style-type: none">• High street banks guilty of 'serious organised crime' against customers, says Thames Valley Police and Crime Commissioner• 16/06/2020 Highway maintenance road treatment works: Dunstable Road, Edlesborough	
Items for 16th July Meeting	Nothing was raised.	
The meeting closed at 10.00pm		