



EDLESBOROUGH PARISH COUNCIL

Minutes of the ordinary meeting of Edlesborough Parish Council held on 18th April 2024 in Edlesborough Pavilion.

Open Forum

A representative of the EDaN beautification team requested that the daffodils are not cut for at least another two weeks. She also requested that the Cow Parsley along Cow Lane is not cut until it has finished flowering.

The Clerk explained that under Devolved Services the Council is obliged to ensure there is a safe refuge for pedestrians to stand on along Cow Lane when vehicles are passing.

Action: Clerk will ensure the Council contractor is aware of the requests.

Cllr Booth formally opened the meeting at 7.32pm.

Present.

Cllr Booth, Cllr Williams, Cllr Ferguson, Cllr Harpley, Cllr Cabbage, Cllr Hurst, Cllr Wells, Cllr Wilkinson, Penny Pataky (the Clerk), Buckinghamshire Cllr Chris Poll, and one parishioner.

Apologies

Cllr Owen, Buckinghamshire Cllr Peter Brazier

Declaration of Interests

The Clerk reminded all Councillors to check their declarations of interests are up to date.

Action: Clerk to forward any updated forms to electoral services.

No additional interests were declared for this meeting.

Minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday 21st March 2024

It was confirmed that the wording about the Cricket Club, under sports clubs was correct.

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 21st March 2024 with no amendments.

Matters Arising from the Minutes (not covered in the agenda)

None were raised.

Buckinghamshire Council Report

Including Community Board for Ivinghoe and Wing Ward.

Cllr Booth and the Clerk attended a meeting with Michelle Parker, the Wing and Ivinghoe Community Board Coordinator. The meeting enabled Michelle to have a better understanding of the Parish and the Council. Future projects were discussed.

Buckinghamshire Cllr Chris Poll reported that Buckinghamshire Council is working on its "forward plan." He informed the Council that under new devolved powers Buckinghamshire Council (moving traffic offences) now has a zero tolerance policy about littering. Dash cam footage can be used as evidence. The first fine will be £500, with no option to reduce this amount. Late payment will result in the fine being doubled.

Cllr Poll explained that the refuse operatives have been instructed not to empty green bins that have items that can be recycled in them.

Action: BC Cllr Poll to confirm this.

STREET TRADING LICENCES CONSULTATION

Prior to the meeting the Clerk had circulated information on this consultation to the full Council. If implemented this policy will have implications for many events including the carnival, tabletop sales, craft fairs and many more. Parishioners, businesses, and individuals are encouraged to respond to the consultation. The deadline for responses has been extended. Cllr Poll explained that commercial traders will have to get their own licences. Charitable events can apply for one licence for the whole event. The Clerk reported that there is big concern amongst Clerks and other Councils of the additional workload this will put on volunteers, charities, and Councils.

Planning

The following applications were considered, and it was agreed to submit the following responses to Buckinghamshire Council Local Planning Authority

Application Number	Address	Description	Parish Council Response
24/00972/APP 28 th March 2024	34 Chiltern Avenue Edlesborough	Two storey side extension and single storey rear extension	No objections Subject to adequate off-street parking provision
24/01036/AGN 4 th April 2024	Ringshall Road Field Ringshall Road Dagnall	Agricultural storage building	OPPOSE Insufficient information provided

Decisions notified by Buckinghamshire Council this month.

Application Number	Address	Description	Parish Council Response	Decision
24/00500/APP 13 th Feb 2024	57 The Green Edlesborough	Garage conversion, single storey front and rear extensions and first floor side extension	No objections	Permitted

LAND AT GOOD INTENT

The Clerk and Cllr Wilkinson, met with Richard Taaffe from Jarvis Homes on 2nd April. A site visit was undertaken to further discuss the plans for the junction of Good Intent and High Street.

Prior to the Council meeting Cllr Wilkinson shared Jarvis Homes advanced copy of the latest nine house scheme that they are proposing to submit for the Good Intent site.

Cllr Wilkinson proposed that he would respond to Jarvis Homes stating that Council would support this latest application for nine new homes if there are no changes to the scheme. The full Council agreed with the proposal.

Action: Cllr Wilkinson to respond to Jarvis Homes.

Villages

The free framed portrait of King Charles III has been received; the Clerk will arrange for it to be hung in Edlesborough Memorial Hall.

Dog Waste Collection Service 2024/2025

The Clerk shared a summary of previous years dog waste charges. Council agreed the annual Dog Waste Collection Service agreement for 2024/25.

Action: Clerk to return signed agreement to Buckinghamshire Council.

EPC SURGERY

The Clerk confirmed that she will trial holding EPC Surgeries on the first Thursday of each month in Edlesborough Pavilion from 11.30am – 1.30pm commencing in June. Any Cllr available is welcome to join the Clerk or pop in to talk to the Clerk about Council matters. The surgeries will be advertised on the parish noticeboards, in the Focus magazine and on the Council website and Facebook page.

COMMUNITY GRANT

There have been no applications for grants in the past financial year. Council discussed that some groups wish to apply but some of the rules prevent them from doing so. The Community Grant working party agreed to review the eligibility criteria for groups applying for a community grant.

Cllr Harpley to draft suggested changes.

EDLESBOROUGH

- The Clerk has reported the damage to the wall on High Street, Edlesborough to Buckinghamshire Council's Planning and Enforcement Teams as directed by Historic England. On 22nd April Planning Enforcement informed the Clerk that they have opened an enforcement case ref NC/24/00175/LB.

DAGNALL

- AED at Red Lion, Dagnall.
 - Two emails have been sent to the Red Lion Public House offering various dates for the meeting requested. To date no response has been received to either email.
 - Council agreed that should no response be received by 22nd April the Clerk will send a letter informing the landlords that their response is required to the following two options.
 1. The device will remain at its current location and continue to be managed by the Council in the same way as the other devices in the Parish.
 2. The device will be handed over to the landlord and Council will withdraw all its support of the device.
 - If no response is then received from the landlords Council agreed that then the default position is that the status quo continues.

Action: Clerk to update the Council of any response received or send the agreed letter if no response has been received.

- Buckinghamshire Council Green Claims and Enforcement Team has all the information about the damage to the village gate and grass verge. They will make a claim against the driver. Edlesborough Parish Council's contractor reports that the planter is undamaged. The Clerk has advised The Green Claims and Enforcement Team that nothing needs to be added to the claim on behalf of the Council.
- Dagnall will enter the Buckinghamshire Best Kept Village Competition.

NORTHALL

- Two gates have been stolen from a local farmers field.

BUCKINGHAMSHIRE HIGHWAYS ISSUES

- To date no response has been received from Martin Tett to the communication from the residents of The Pastures (sent on 4th December) about the condition of the pavements in the road.

- Repairs have been carried out on the sinking drain and damaged road surface at the junction of High Street and Brook Street. Council commented on the poor quality of the repair and is concerned it will not last.
- No further communication has been received from the resident who raised concern about the hedge on Waterside obstructing the road and damaging the wall at this location. The Local Area Technician has confirmed the following to the Clerk; *“The wall belongs to the property owner. The highway authority (or other local authority with devolved powers) would be responsible for the maintenance of the grass verge and any other vegetation that originates thereon. As a highway authority our responsibility to the public is to ensure that the highway is kept clear of any obstruction. If the property owner believes that the condition of the wall has been affected by vegetation growing in the highway and that they require compensation, then they would have to make a claim against Buckinghamshire Council.”*
- UK Power Networks have responded stating that they do not believe the growth at the substation obstructing Good Intent is their responsibility. The Clerk has responded informing them that it is their responsibility and has copied in the Local Area Technician.
The Local Area Technician has written to the owner of the conifers obstructing the pavement near the substation.

Projects

EDLESBOROUGH PAVILION UPDATE

- A site meeting took place on Friday 22nd March. This resulted in Mr R Diggle, Mr K Holloway and Cllr Cubbage recommending that Council accept Bennitts Property Services Ltd quote for further investigative works. Council ratified its decision to raise a purchase order for the works in the quote. Mr Holloway will liaise with the builder and ECSC CIO and the ECSC Trading Company to arrange a suitable date and time for the works to be carried out.
- Cllr Cubbage and the Clerk have provided the Council with a summary of expenditure for the Pavilion Snagging List. This includes monies spent so far, and outstanding invoices.
- Cllr Cubbage restated that should the Cricket Club wish to make any changes to the Pavilion building they must submit a detailed request to ECSC CIO who in turn must submit a request to the Council.
- The Clerk now liaises with Mr Malcolm Plaats, the ECSC CIO Trustee responsible for the building.
- Cllr Williams will remain a trustee for a further three months as he is supporting ECSC CIO with writing policies and other matters.
- Council agreed that Cllr Ferguson will remind the Trustees that the lease is a repairing lease and that they are responsible for looking after and repairing the building.
- Cllr Williams and Cllr Ferguson will be meeting to go through the lease.

PHASE 2 – EDLESBOROUGH GREEN PLAY AREA

Led by Cllr Booth –

Cllr Booth has met more prospective suppliers and is currently awaiting their suggestions and quotes. The play area surface is proving to be a challenge and will be costly. Once all the quotes are received Cllr Booth will prepare a summary and proposal to share with the Council.

Traffic Calming

MOVEABLE VEHICLE ACTIVATED SPEED DEVICE (MVAS)

The March MVAS Data is now available on the Traffic Calming page of the website.

The Dagnall device is now on Main Road North.

The Edlesborough device is now on Moor End, capturing traffic entering Edlesborough from Eaton Bray. The Northhall device is at the entrance to Northhall as drivers head towards Edlesborough. Cllr Cabbage has requested the next location for the Northhall device is Eaton Bray Road. The Clerk is exploring the feasibility of installing at least one post on Pebblemoor.

Action: Cllr Wilkinson to circulate a summary document he has produced on all the MVAS stats to date.

SPEEDWATCH – LED BY CLLR WILLIAMS

Cllr Williams still awaits a response from Thames Valley Police.

EDaN Updates

Led by Cllr Ferguson

FRIENDS OF THE CHURCH ON THE HILL

The repaired window has now been reinstated. A historical plaque (dated 1868) about the history of the window has been discovered at the Church and will be displayed. The team are trying to get the scaffolding removed as soon as possible to allow the Church to be reopened and “Champing” to resume.

Ann Thompson Cup – Cllr Williams will look to linking this to a photography competition at the Church.

EDAN BEAUTIFICATION TEAM

See notes in open forum.

EDAN HISTORY PROPOSAL

Prior to the meeting Cllr Williams had submitted a proposal that a new website is created to establish an archive and repository of several topics related to the history of the parish, the villages, prominent people, and significant events in our history. The website will be available to be accessed by anyone for general interest, education and to preserve the history of our community in perpetuity.

The address will be www.edan.history.uk

Cllr Williams has worked with Theo Gray and confirmed that the cost of setting up the website is £500.

Cllr Williams proposed that the Council embrace the group under the EDaN banner and pay for the development and maintenance of the website. This would guarantee the existence of the facility for all time. Council will also be able to contribute articles and historic information from its records.

Council agreed to the proposal.

Actions: Cllr Williams to work with Theo Gray setting up the website. Invoice to be sent to the Clerk. There will be a link on the Council’s website to the new website.

Finance

ACCOUNTS FOR THE MONTH ENDED 31ST MARCH 2024

Council approved the accounts for month ended 31st March 2024.

During the finalising of the end of year accounts it has been discovered that the Clerk’s backpay was miscalculated in November 2023. As a result, the Clerk has been underpaid. Council approved that the underpayment will be added to the May 24 wages.

AUTHORISATION OF PAYMENTS

Council approved the April 2024 payments.

PREPARING FOR AGAR

Due to exceeding the £200,000 threshold for income and expenditure Council will be required to supply the auditors PKF Littlejohn LLP with additional documents.

The Clerk will be giving the accounts to the internal auditor on the 13th May 2024.

It is hoped that they will be returned in time for the May 16th Meeting. If not, the Clerk will plan for them to be signed at the Annual Meeting on the 23rd May to enable them to be sent to the external auditor by the deadline.

INSURANCE

Cllr Cabbage requested that Council reviews the insurance value of all the Councils assets.

Action: Working party to be formed to review the values. Clerk to contact insurance company for advice and support on this matter.

TRAINING

Cllr Booth will attend UNLEASHING THE POWER OF LOCAL COUNCILS TO TACKLE THE CLIMATE EMERGENCY on 26th June.

Parish Amenities

BUCKINGHAMSHIRE COUNCIL DEVOLVED SERVICES.

Buckinghamshire Council have produced corrected grass cutting maps for the Parish.

PARISH PATH MAPS

Ongoing.

AED'S & COMMUNITY FIRST RESPONDERS

The Clerk received notification that the device at the Red Lion may have been used. An inspection revealed that the device was in place and no pads or prep kits needed replacing. All the other devices have also been checked.

EDLESBOROUGH MEMORIAL HALL

Hot Water Issue

A replacement water heater in the kitchen has been installed to replace the malfunctioning device. The kitchen tap has been replaced.

Hirers report that the hot water is intermittent. The Clerk is following this up with the hirers and will contact the installer if the issue persists.

The kitchen smoke alarm and four light tubes in the main hall have been replaced.

The outstanding hirers invoice has now been paid.

Request from The Shakespeare Company for a reduction in Hall Hire Fees

Prior to the meeting the Clerk had circulated a request from the Shakespeare Company for a reduction in the hall hire fees.

Council agreed that the group were already on the regular non-profit hirer's rate and that a further reduction was not possible. Council subsidises the running costs of the hall and was concerned that reducing the hire fee for one hirer may set a precedent and would lead to more request for hire fee reductions.

Action: Clerk to inform hirer of Councils decision.

THE GREEN AND PLAY AREA

Carnival – 6th July 2024

Council approved the St Mary's Carnival Committee's request for permission to hold the Carnival on Edlesborough Green on 6th July 2024. This approval is subject to seeing satisfactory plans for the site layout, etc.

SPORTS CLUBS

Edlesborough Cricket Club

The annual agreement and fee for the 2024 season has now been received. The clerk has been informed that the club will confirm who the committee members are after their next committee meeting.

No further information has been received from the Cricket Club about the changes they wish to make to the outside storage area – see notes under Projects, Edlesborough Pavilion.

Council discussed and agreed to uphold its original decision to refuse Edlesborough Crickets club's request for permission to hold BBQs on the Green following matches. Council also agreed it would not grant permission for BBQ's to be permitted twice during the season – once for the Bucks Ladies Festival and once for their end of season match. The Cricket Club should liaise with ECSC CIO and Trading Company to explore options for use of ECSC premises or holding a combined event with the Trading Company.

Action: Clerk to inform the Cricket Club of the Council's decision.

Edlesborough Tennis Club

The club have been sent the invoice for ground rent.

EDLESBOROUGH PAVILION

Request from ECSC CIO

Council considered and granted permission for the following requests from ECSC CIO.

- to install more acoustic panels on the meeting room ceiling, hang acoustic wall art in the clubroom, these have self-adhesive backing (see images supplied).
- install three lockable noticeboards, one in each of the entrance doors.
- secure signage on the outside of the building (car park side) notifying people that the car park will be locked overnight.
- secure a shelf on the wall at bottom of the stairs to replace the table that is there.
- put three shelves on the wall above countertop and shelving underneath in the hatch kitchen.

Actions: Clerk to inform ECSC CIO that permission has been granted for all the requests. Clerk to inform ECSC CIO that the acoustic panels in the meeting room must be attached to the purlins not the ceiling plasterboard.

ALLOTMENTS

There has been interest and uptake in the vacant plots at Dagnall and The Green sites. There is a possible new tenant for a plot at Northall. An inspection will take place at all sites between 1st and 7th May. Tenants have been informed.

CEMETERY

One non-parishioner burial is scheduled for 25th April.

CHURCHYARD

Nothing to report.

BRIDLEPATH

Nothing to report.

WAR MEMORIAL

Nothing to report.

BUS SHELTERS

Nothing to report.

CAR PARKS, LITTER, RECYCLING AND DOG BINS

Nothing to report.

STREETLIGHTS

The owner of the trees at the end of Orchard End is carrying out work on the trees in agreement with the Buckinghamshire Council Local Area Technician.

WEBSITE

Website Accessibility and GDPR

Nothing to report.

Social Media

Nothing to report.

CORRESPONDENCE/OTHER MATTERS

- Council have been copied into a letter from Ivinghoe PC to Buckinghamshire Council complaining about the poor management of a recent road closure.

Items for future meetings when more information is available:

- *Re-Wilding – Led by Cllrs Owen and Wells*
- *EMH Status and refurbishment - led by Cllr Wilkinson*
- *Outdoor Gym Equipment on Edlesborough Green*

Items for the agenda for EDLESBOROUGH PARISH COUNCIL meeting to be held on 16th May 2024 in Edlesborough Pavilion

This meeting will follow the Annual Meeting of Edlesborough Parish Council.

- Annual Charges Review
- AGAR 2023/24
- EPC Risk Assessment
- Review Standing Orders
- Review Financial Regulations

Annual Parish Meeting – 23rd May 2024, in Edlesborough Pavilion

The Clerk has contacted local organisations inviting them to attend the Annual Parish Meeting and give a short presentation about their activities. To date four organisations have confirmed their attendance.

Thames Valley Police have also confirmed their attendance.

Council agreed that the presentation will take place in the Pavilion meeting room with refreshments being served in the clubroom before and after the meeting.

Actions: Clerk to ensure both rooms are booked. The Clerk will send out a summary of roles and responsibilities please can Cllrs respond with any changes ASAP. The Clerk will also contact the allotment wardens and other volunteers to ascertain if they are happy to remain in position for a further year.