



EDLESBOROUGH PARISH COUNCIL

Minutes of the Ordinary Meeting of Edlesborough Parish Council held on 16th May 2024 in Edlesborough Pavilion.

Clr Booth formally opened the meeting at 19.50.

Present.

Clr Booth, Clr Williams, Clr Ferguson, Clr Owen, Clr Cabbage, Clr Hurst, Clr Wilkinson, Penny Pataky (the Clerk), Buckinghamshire Clr Chris Poll, Buckinghamshire Clr Peter Brazier and three parishioners (two left after the planning matters were discussed).

Apologies

Clr Harpley, Clr Wells, and Buckinghamshire Councillor Brazier.

Declaration of Interests

No additional interests were declared. Clr Wells and Clr Wilkinson have already declared their interests in the allotments on the Register of Interests.

Minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday 18th April 2024

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 18th April 2024.

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

Nothing was raised.

Buckinghamshire Council Report

Including Community Board for Ivinghoe and Wing Ward.

The next Wing and Ivinghoe Community Board meeting is on 13th June.

Buckinghamshire Clr Chris Poll reported that Buckinghamshire Clr Peter Brazier is the new Deputy Cabinet Member for Community Safety. Clr Poll's responsibilities remain unchanged.

Clr Poll confirmed that the Council can now impose a £500 fine for littering. This will be introduced via a trial in Aylesbury, Weycombe, and Chesham. Body camera footage of council officers and the police can be used to enforce the fine.

STREET TRADING LICENCES CONSULTATION

Council ratified their response to the Buckinghamshire Council Street Trading Licences Consultation.

Planning

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

Application No.	Address	Description	Parish Council Response
24/01296/APP 26 th April 2024	Ashridge Farm Bungalow Ringshall Road Dagnall	Conversion of garage to habitable space and addition of new plant room	OPPOSE Exceeds permitted volume increase allowed in Green Belt
24/01395/APP 14 th May 2024	Swallows Barn Leighton Road Northall	Part single, part two storey rear extension	No objections

Decisions notified by Buckinghamshire Council this month.

Application No.	Address	Description	Parish Council Response	Decision
24/00734/APP 6 th March 2024	2 Dove House Close Edlesborough	Replacement of existing first floor window with French doors and a Juliette balcony	No objections	Permitted
24/00755/APP 7 th March 2024	15 Barn View Edlesborough	Loft conversion with large flat roofed rear dormer	No objections Subject to officer approval that it complies with the Design Guide	Permitted
24/01036/AGN 4 th April 2024	Ringshall Road Field Ringshall Road Dagnall	Agricultural storage building	OPPOSE Insufficient information provided	REFUSED

23/02966/APP - Change of use of existing vehicle service garage to retail convenience store is on the Agenda for the North Buckinghamshire Area Planning Committee, at 10am on Wednesday 22nd May. Cllr Wilkinson and Buckinghamshire Cllr Poll explained the meeting process to the parishioners present. Prior to the meeting Cllr Wilkinson circulated his proposed comments to the full Council. All agreed Cllr Wilkinson will present the comments on behalf of the Council at the meeting.

Buckinghamshire Cllrs Poll, Brazier and Town will also be present and will have the opportunity to speak.

Actions: Cllr Poll to draft a statement to be shared with parishioners about the meeting process. Cllrs Wilkinson, Poll and Brazier to confer prior to the meeting to ensure their comments do not overlap and to ensure the best use of the three permitted minutes. Cllr Poll will also draw Rob Butler MP attention to the matter.

The Clerk has responded to a parishioner's questions about the activity in the field at the bottom of Cow Lane, Edlesborough – planning application 20/03225/APP - Westmead Kennels, Westmead, Cow Lane Edlesborough, LU6 2HT.

The Clerk also advised the parishioner that if they believe any other works in Cow Lane or the parish are not permitted or are in breach of a planning application you can report them here to the Buckinghamshire Council Planning Team who are the authority responsible for investigating such matters.

<https://www.buckinghamshire.gov.uk/planning-and-building-control/having-a-say-and-reporting-issues/report-a-planning-breach/>

Cllr Wilkinson summarised the information from last month's meeting about the development of the field at the bottom of Good Intent, Edlesborough for a parishioner (see April minutes for more information).

Villages

Thames Valley Police have a new email address – WingNHPT@thamesvalley.police.uk

New notices have been provided and will be put on all the noticeboards. The information has been updated on the Council website and shared on Facebook.

EDLESBOROUGH

- The Clerk has received complaints about out of control dogs on Edlesborough Green. She has advised the parishioners to contact the Police and the Buckinghamshire Council dog warden.
- UK Power have not actioned cutting back the hedge on Good Intent. The Buckinghamshire Council Local Area Technician has been copied in to all the communication.
- The Clerk has advised the landowner of the field at the end of Cow Lane that there is no longer a stile there and that the main gate is being left unlocked. There is evidence of quad bikes using the field and dirt bikes have been seen being ridden in the field. The landowner responded saying he would inform the tenants.

The tenants had previously communicated with the Clerk asking the Council to replace the stile. The Clerk advised them to speak to the landowner as it is not the Council's responsibility to replace the stile.

DAGNALL

- AED at Red Lion, Dagnall.
 - The landlady of the Red Lion replied to the Council's latest letter saying it would be great if the Council could relocate the device.
 - Council responded explaining that moving the device would not be a good use of public money. The Clerk reminded the landlady of the two options offered.
 - The landlord and landlady have been informed that if no response is received by 20th May 2024 the Council will remove themselves as guardians of the device on The Circuit. The landlord and landlady will then become wholly responsible for the device, including its upkeep, and replacing the consumables. It will be their responsibility to register the device with The Circuit.

NORTHALL

- Nothing to report.

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. Cllr Poll has drawn the local area technician's attention to the pavements in The Pastures.
- To date no repairs have been carried out outside Wagyu Meats in Northall. Cllr Poll will follow this up with the Local Area Technician.

Projects

EDLESBOROUGH PAVILION UPDATE

Cllr Cabbage presented a report, including photos, of the builders' latest findings about the water ingress issues. He explained the proposed plan to rectify the issue and explained that the quote for these works will be circulated to all upon receipt.

PHASE 2 – EDLESBOROUGH GREEN PLAY AREA

Led by Cllr Booth –

Prior to the meeting Cllr Booth had circulated a report sharing the proposals and costs from four play area companies. All four companies are aware that this project will go to tender.

Cllr Booth, Cllr Ferguson, and the Clerk will now start work on the tendering process for this project.

It was agreed that work on Edlesborough Memorial Hall toilets project will be delayed until after the phase 2 play area tendering process has been completed.

Traffic Calming

MVAS

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

The Dagnall device is now on Main Road South, capturing traffic entering the village from Hemel Hempstead..

The Edlesborough device is now on Moor End, capturing traffic heading towards Eaton Bray.

The Northhall device is now on Eaton Bray Road capturing traffic as it enters Northhall.

SPEEDWATCH – LED BY CLLR WILLIAMS

Cllr Williams has had a response from Thames Vally Police. He briefly summarised this to the Council. He will continue to drive this forward.

EDaN Updates

Led by Cllr Ferguson

FRIENDS OF THE CHURCH ON THE HILL

EdleFest preparations continue.

EDAN BEAUTIFICATION TEAM

Nothing to report.

Finance

ACCOUNTS FOR THE MONTH ENDED 30TH APRIL 2024

The April accounts will be shared with the Council in June. It had not been possible to generate them until the end of year close down has been completed.

AUTHORISATION OF PAYMENTS

- Council approved the May 2024 payments.
- The payment run includes payments due to be made on 10th June for the EdleFest Artists – Council approved these for payment on 10th June on the condition that Mr Wyn Johns confirms in writing to the Clerk that all artists fulfilled their contracts.
- June 2024 payments – due to the Clerk’s annual leave the following process was agreed. The June payment run will be circulated by the Clerk on 14th June. The Clerk will set the payments up prior to her annual leave. Councillors must confirm their approval of payments by email to Cllr Wilkinson by 20th June. Cllr Wilkinson will then authorise the payments on 21st June.

APPROVAL OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR 2023/24

Annual Return 2023/24

The accounts for 2023/24 having been returned and signed off by the Internal Auditor Council were circulated to the full Council prior to the meeting along with the Internal Auditor’s report.

Council agreed the Annual Return 2023/24 and the AGAR Part 3 was signed by Cllr Booth and the RFO.

Council agreed that Cllr Williams will organise the remittance for the internal auditor.

Action: The AGAR Part 3 and all the required documents will now be submitted to PKF Littlejohn LLP by the Clerk.

Cllr Williams to send the agreed remittance to the internal auditor.

UNEXPLAINED PAYMENT

Council has received an unexplained payment of £1,800.30 from Buckinghamshire Council. Despite three requests for an explanation about the payment, nothing has been received.

ANNUAL CHARGES REVIEW

Prior to the meeting Cllr Wilkenson had prepared recommendations for the annual charges review. The following proposals were discussed and agreed:

EMH –It was agreed that the Hall fees would increase to:

Ad hoc commercial & private hire	£17.45 effective July 2024
Ad hoc parishioner users	£10.55 effective July 2024 (minimum three hours hire)
Regular commercial users	£13.30 effective July 2024 for new hirers, effective Sept 2024 for existing hirers
Local non-profit regular users	£9.90 effective Sept 2024
Half day rate	£86.10 effective July 2024
Full day rate	£143.45 effective July 2024
Election rate	£117.10 effective June 2024

Action: Manager to inform regular hirers that their fees will increase from 1st September 2024. Clerk to update website and booking form accordingly.

The Green

Adult football	£21.30 per match effective Aug 2024
Edlesborough Cricket Club	£455.00 per year effective January 2025
EB Lions	£507.00 per year effective Aug 2024
Tennis Club ground rent	No increase due until June 2028

Action: Clerk to inform sports clubs accordingly.

Cemetery – Cllr Booth proposed a 10% increase on the cemetery fees, Cllr Cabbage seconded the motion. All agreed. To be applied from 1st June 2024

Child (0-12 yrs.) burial plot	£121 parishioners	£484 non parishioners
Child (13-16 yrs.) burial plot	£159.50 parishioners	£638 non parishioners
Standard adult burial plot	£308 parishioners	£1,232 non parishioners
Cremated remains plot	£154 parishioners	£616 non parishioners
Memorials (to erect)	£71.50 parishioners	£286 non parishioners
Second burials	£71.50 parishioner	£286 non parishioners
Second cremated remains	£49.50 parishioner	£198 non parishioners
Transfer of Exclusive Right of Burial	Increases from £10 to £11	

Action: Clerk to update the website and inform local funeral directors.

Allotments – Cllr Wilkinson explained that despite giving notice last year that we are increasing the rent from £2.10 to £2.30 per pole in October this year, the allotments are still in surplus in 2023/24. That 20p increase from this October should ensure that the allotments remain in surplus for at least two further years. Therefore, no increase is necessary at this time.

TRAINING

Cllr Ferguson and the Clerk attended three training sessions on Quotes, Tenders & Contract Management.

FIXED ASSETS AND INSURANCE

The Clerk has spoken to the insurance company about the insurance value of the Councils assets and now has a contact in the relevant department for this matter.

Cllr Cabbage, Williams, and Harpley will work with the Clerk on this.

Parish Amenities

BUCKINGHAMSHIRE COUNCIL DEVOLVED SERVICES.

Nothing to report.

PARISH PATH MAPS

Cllr Hurst has found a company that can reprint the maps at £6 per map.

AED'S & COMMUNITY FIRST RESPONDERS

See notes under Dagnall. Nothing further to report.

EDLESBOROUGH MEMORIAL HALL

The Shakespeare Company have renewed their booking until the end of July.

THE GREEN AND PLAY AREA

Carnival – 6th July 2024

Plans continue.

The Chairman has confirmed that existing agreements for donations to the Council will be honoured.

SPORTS CLUBS

Cricket

The over 70' match took place on 9th May and is reported to have been a big success.

The Cricket Club are holding a fun cricket session with the Scouts on 16th May.

Council agreed to a request from Mr John Howells for use of part of the Green for a cricket umpires training session. The fee will be the same as the fee for the over 70's match.

EB Lions FC

The Annual Awards Day will take place on 15th June on Edlesborough Green.

A copy of the layout map has been circulated to the full Council.

Cllr Hurst agreed to walk the Green after the event and raise any issues, i.e. litter with the club.

EDLESBOROUGH PAVILION

The Clerk has answered questions from Trustees relating to the car park and hedge responsibilities.

ALLOTMENTS

Inspections have taken place at all sites except Dagnall, which is scheduled for this week.

Most plots are in good order some tenants have been sent emails reminding them of the terms of their agreement. One tenant has been given notice.

Simon Brook is moving two of the water troughs as their current location makes the track too narrow for tractors to pass.

CEMETERY

Nothing to report.

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 have carried out work on the trees in agreement with the Buckinghamshire Council Local Area Technician.

WEBSITE

Website Accessibility and GDPR

Thames Valley Police information has been updated. The clerk drew attention to the new email address for our local policing team WingNHPT@thamesvalley.police.uk

CORRESPONDENCE/OTHER MATTERS

Items for future meetings when more information is available:

- *Re-Wilding – Led by Cllrs Owen and Wells*
- *Outdoor Gym Equipment on Edlesborough Green*

Items for the agenda for EDLESBOROUGH PARISH COUNCIL meeting to be held on 18th July 2024 in Dagnall Village Hall

- EPC Community Grant – amendment to terms
- EPC Community Grant – application from The Players Theatre Company
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The meeting closed at 10.09pm