



Edlesborough Parish Council
Minutes of Meeting held on Thursday 21st July 2016 at Edlesborough Memorial Hall commencing at 7.30pm

AGENDA ITEM		ACTION
Open Forum	A parishioner raised a concern about the seriously faded speed roundels on the Leighton Road through Northall where in some cases the old speed limit is now showing through and the lack of roundels or 30mph signs on Eaton Bray Road, Northall. <i>Action: Clerk will report these again to TfB with a request for the roundels to be refreshed ASAP.</i>	Clerk
The Chairman formally opened the Parish Council meeting at 7.33pm.		
Present:	Cllr Williams (Chair), Cllr Wilkinson (Vice Chair), Cllr Nevard, Cllr Mrs Owen, Cllr Cabbage, Cllr Pratt, Cllr Mineikis, Cllr Mrs Thomas, District Cllr Chris Poll, Penny Pataky (Clerk) and 2 parishioners.	
Apologies:	County Cllr Avril Davies, Cllr Mrs Woodhouse	
Declarations of Interest	None	
Minutes of previous Meeting	The Minutes of the Parish Council Meeting held on 16 th June 2016 were ratified and signed with no amendments.	
Matters Arising	None	
Parish Amenities (As reported by the Manager, Penny Pataky)	<i>The Clerk, Manager and RFO had, prior to the meeting, provided all Councillors with detailed reports on the Memorial Hall, Pavilion, Green, Playground, Car Parks, Sports Clubs, Allotments, Cemetery, Churchyard, Street Lighting, Bus Shelters, Notice Boards and general Parish Council matters</i>	
Memorial Hall (including defibrillators)	Council considered and accepted a quote from RS Electrical Services for the installation of a defibrillator on the outside of the Memorial Hall subject to a small revision to allow it to be positioned on the front/Pebblemoor side corner. Council agreed that the defibrillator would be installed on the Pebblemoor corner of the Memorial Hall ensuring it is visible to members of the public. The Burghope Trust will be donating £500 towards the new defibrillators. Cllr Pratt is continuing discussions with the Swan PH regarding installing a defibrillator at this location in Northall. <i>Action: Clerk & Cllr Williams to order defibrillator. Clerk to inform RS Electrical Services that the Council have accepted the quote and to agree an installation date upon receipt of the defibrillator.</i>	RP AW & Clerk



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	<p>Village Cleaning requested an extra two hours work over August to enable additional cleaning to be carried out. Council agreed. <i>Action: Manager to inform Village Cleaning.</i></p>	<p>Manager</p>
Pavilion	<p>Council considered and accepted a quote from RS Electrical Services for the repairs/upgrade to the emergency lights in the Pavilion and to install an additional light switch at the start of the changing rooms corridor. The lights will come on in an emergency rather than always on as in the Memorial Hall. <i>Action: Clerk to ask RS Electrical Services to carry out the work at their earliest convenience.</i></p>	<p>Clerk</p>
The Green & Playground	<p><u>The Green</u> Council discussed the damage caused to the Green by the fairground and heavy vehicles on Carnival Day. <i>Actions: Clerk to contact FA for an additional assessment of the pitch. Clerk to attend September Carnival Committee meeting, Council will consider whether large fairground rides are suitable for the Green in future. Manager to forewarn Swan FC that the pitch may be unavailable for the next football season.</i></p> <p><u>New Bench</u> Council agreed to the installation of a new bench on the Green. This will be made from recycled materials. <i>Action: Manager to agree location with MW Agri. Clerk to confirm location and secure donation from the family. Upon receipt the bench will be installed and ordered.</i></p> <p><u>Trees at Pavilion Car Park</u> Council agreed the trees bordering the Pebblemoor car park were in need of a prune. <i>Action: Manager to obtain quotes for the work.</i></p> <p><u>Roundabout</u> Council considered a quote from Wicksteed for some repairs to the roundabout. Repair may not be possible when the roundabout is further assessed due to the items age and parts now being obsolete. A quote for a replacement wheelchair accessible roundabout was considered. <i>Action: To investigate/obtain quotes for an alternative replacement item. To question the necessity of using security fencing when a new item is installed.</i> <i>To investigate whether a local company is able to repair the existing roundabout.</i></p> <p><u>Play Area Gate</u></p>	<p>Clerk & AW</p> <p>Manager</p> <p>Clerk</p> <p>Manager</p> <p>Manager</p>



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	<p>Following comments about the speed at which the gates close the following actions have been taken:</p> <ul style="list-style-type: none"> • The gate between the two play areas has been secured in the open position. • The main gate has been adjusted to its slowest setting, to adjust it any slower would result in it not shutting. • Signs have been ordered to attach to both sides of the gate with the wording “Please take care when opening and closing this gate. • Cllr Cubbage has devised a trial method of padding for the gate. • Extra stoppers will be attached to reduce the banging of the gate when it closes and to prevent finger trapping. <p><i>Action: Investigate the availability and cost of a lighter gate or different closing mechanism.</i></p>	<p>Manager</p>
<p>Cow Lane Tree & Bench</p>	<p>The bench has been installed and the tree has been planted.</p>	
<p>Sports Clubs</p>	<p>Nothing to report.</p>	
<p>Allotments</p>	<p>Vacant Plots: Northall – 0 Dagnall – 1 The Green – 0 Cow Lane – 1</p> <p><u><i>Dagnall School Safer Routes to School Path through Dagnall Allotments</i></u></p> <p>Council discussed the poor upkeep of the path and tree obstructing access to the path. Cllr Wilkinson proposed that Dagnall School be asked to contribute towards the upkeep of the path. Cllr Nevard seconded the proposal.</p> <p>Cllr Cubbage proposed that the path be added to the contractor’s annual clearance contract. Cllr Mrs Owen seconded the proposal.</p> <p>Council voted in favour of Cllr Cubbage’s proposal.</p> <p>Council agreed that the path from Deans Meadow to Studham Lane (EDL/14/1) would also be added to the contractor’s schedule.</p> <p>Council agreed to remove the elder tree at the start of this path to prevent it obstructing access to the allotments.</p> <p><i>Action: Clerk to obtain quote for path clearance and tree removal. Clerk to inform the school and tenant of allotment plots that the contractor will be maintaining the path. Clerk to ask contractor to add path EDL/14/1 to their schedule.</i></p>	<p>Clerk</p>



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	<p><u>Cow Lane Allotments</u> Following a request from a tenant at Cow Lane allotments Council agreed in principle to allow the keeping of hens on their allotment plot with following conditions:</p> <ul style="list-style-type: none"> - The number of hens are limited to a specified number (to be agreed with the tenant). - The tenant is advised that the Council do not recommend the keeping of hens on the allotments due to poor security and the risks from theft and foxes. - The tenant must provide the Council with details about the location and size of the coop for approval. <p><i>Action: Clerk to respond to tenant.</i></p> <p><u>The Green Hedge</u> In order to ensure clear visibility, for safety reasons, the hedge has been trimmed at the corner of Brook Street and the Green and at the corner of Brook Street and the High Street.</p>	Clerk
Cemetery	One application for an additional inscription on an existing memorial has been received.	Clerk
Churchyard	Following a review with the contractor the Council was informed that in order for the grass to be cut to the required standard the contractor will need to increase the price at the end of the financial year.	
Bridle Path	Repairs to the bridle-path gate will be carried out on Friday 22 nd July. <i>Action: Clerk to ensure work is completed satisfactorily.</i>	Clerk
Bus Shelters	Nothing to report.	
Litter Bins, Dog Bins & Car Parks	New dog bin on at the start of footpath EDL/3/1 needs repositioning to allow easier access. <i>Action: DP to reposition.</i>	Manager
Noticeboards	Nothing to report.	Clerk
Christmas Wreaths	The EDaN Beautification Team feel that they are unable to take on the extra work involved in decorating the villages lamp-posts with Christmas Wreaths this year. The group has suggested that in addition to lighting the new Christmas Tree on the Green they would like to “dress” the Memorial Hall in Christmas lights. Council agreed this proposal. <i>Action: EDaN Beautification Team to cost project and bring information back to the Council for approval.</i> It was suggested that the Council could explore asking local businesses if they would like to sponsor the hanging of Christmas Wreaths outside the shops etc.	AW/EDaN TO/SM



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	<p>As part of the tree planting proposals by the Beautification Team and agreed with Council, both Dagnall and Northall will have a planted Christmas Tree. With the Dagnall tree being dedicated to the memory of Mrs Kathy Bovington who made a significant contribution to the parish through her work for EDaN and the Dagnall school.</p>	EDaN BT
<p>Streetlights</p>	<p>Cllr Cabbage reported that the new streetlight project is almost complete; the final task is to attach labels to each of the lights.</p> <p>The following information was summarised to the Council:</p> <ol style="list-style-type: none"> 1. Our annual cost of electricity with the SOX lights was £4,475 p.a. 2. UK Power Networks has calculated the annual cost of electricity with our new LEDs at £1,464 p.a. – an actual saving of some £3,011 p.a. This compares with the £3,000 <u>estimate</u> used in Cllr Cabbage’s presentation to the Council on 16.10.14 on which, along with the estimated savings in Repairs & Maintenance costs of £5,000 p.a.; the Council agreed to proceed with the capital expenditure of £43,500. 3. UK Power Networks have backdated the commencement of our reduced electricity consumption to 1st September 2015. 4. The Clerk has received notification from E.On of a refund of £2,499.65 (+VAT) for the 10 months to 30th June 2016. 5. From 1st July 2016 our total annual cost of electricity will be £1,464 (equivalent to £124.01 in a 31 day month; £120.01 in a 30 day month & £112.01 in the 28 days of Feb ‘17. <p>Council commended Cllr Cabbage on his dedication to this project and thanked him for his many hours of hard work he has put into seeing it through to fruition.</p> <p>Council has received a request from a parishioner to attach a shield to one light to help reduce the light spill into their home. CU Phosco have already adjusted the angle of this light to the flat position.</p> <p><i>Action: In the Autumn Edlesborough Cllrs to visit the light and assess the light spill.</i></p>	Ed Cllrs.
<p>Bucks CC Devolved Services</p>	<p>The Devolved Services working group met with the contractor of a first review.</p> <p><i>Rights of Way</i></p> <ul style="list-style-type: none"> - These have been cut twice this year. A couple of paths have been cut by parishioners for which the council is most grateful. Council agreed that the contractor must maintain all paths on the schedule, if however he finds a path has already been cut by a parishioner he may leave it on that occasion. - Cllr Mineikis will be monitoring the rights of way near his home, this includes one path we are responsible for that cannot be accessed except by crossing the landowners land. Once the landowner has completed their cut/maintenance the clerk will request permission for the contractor to access the isolated path. 	



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	<ul style="list-style-type: none"> - Cllr Mrs Thomas, Cllrs Mineikis & Williams volunteered to walk the rights of way following Cllrs Woodhouses' decision not to take on this role. <p><i>Action: Clerk to contact landowner about the isolated Right of Way once assessed by Cllr Mineikis. Cllrs Mrs Thomas & Cllr Mineikis to walk rights of way.</i></p> <p><i>Hedges</i></p> <ul style="list-style-type: none"> - Pastures Hedge. Council discussed and agreed that the decision not to cut The Pastures hedge this year was an error as the hedge has grown and restricts access along the adjoining footway. - Council agreed to return to two cuts per year and will consult with the contractor to decide suitable times, working around the nesting season as much as possible. <p><i>Action: Clerk to liaise with contractor regarding future cuts. Clerk to ask contractor to cut hedge ASAP after 1st August.</i></p> <p>It has come to the Councils attention that a homeowner has removed part of The Pastures hedge and replaced it with a wooden fence. This matter has been reported to AVDC Planning Enforcement as it is believed to be in breach of planning regulations.</p> <p><i>Action: Clerk to monitor.</i></p>	<p>SM, CT,AW & Clerk</p> <p>Clerk</p> <p>Clerk</p>																								
FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)																										
<p>Accounts</p> <p>Authorisation of direct payments & cheques (incl. VAT)</p>	<p>The Accounts for months ending 30th June 2016 having previously been circulated to Councillors were discussed and agreed.</p> <table border="1" data-bbox="365 922 1348 1393"> <tr><td>Allotments</td><td style="text-align: right;">158.00</td></tr> <tr><td>Cemetery</td><td style="text-align: right;">67.00</td></tr> <tr><td>Devolved Services</td><td style="text-align: right;">482.00</td></tr> <tr><td>EDaN</td><td style="text-align: right;">1,262.00</td></tr> <tr><td>Green</td><td style="text-align: right;">623.00</td></tr> <tr><td>Memorial Hall</td><td style="text-align: right;">702.00</td></tr> <tr><td>Open Spaces</td><td style="text-align: right;">391.00</td></tr> <tr><td>Other Amenities</td><td style="text-align: right;">159.00</td></tr> <tr><td>Pavilion</td><td style="text-align: right;">378.00</td></tr> <tr><td>Special Projects</td><td style="text-align: right;">3,300.00</td></tr> <tr><td>Street Lights</td><td style="text-align: right;">379.00</td></tr> <tr><td>Office Costs</td><td style="text-align: right;">46.00</td></tr> </table>	Allotments	158.00	Cemetery	67.00	Devolved Services	482.00	EDaN	1,262.00	Green	623.00	Memorial Hall	702.00	Open Spaces	391.00	Other Amenities	159.00	Pavilion	378.00	Special Projects	3,300.00	Street Lights	379.00	Office Costs	46.00	<p>Full Council</p>
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	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Wages</td> <td style="text-align: right;">1,287.00</td> </tr> <tr> <td>Dues & Subscriptions</td> <td style="text-align: right;">36.00</td> </tr> <tr> <td>Churchyard</td> <td style="text-align: right;">311.00</td> </tr> <tr> <td>Dagnall Play Area</td> <td style="text-align: right;">108.00</td> </tr> <tr> <td>Northall Play Area</td> <td style="text-align: right;">108.00</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">9796.00</td> </tr> </table>	Wages	1,287.00	Dues & Subscriptions	36.00	Churchyard	311.00	Dagnall Play Area	108.00	Northall Play Area	108.00	TOTAL	9796.00	
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	<p>The July payment and cheque run was ratified, with one correction to the amount of the reimbursement payment to Cllr Williams for the special paper ordered. <i>Action: Clerk to circulate updated payment and cheque run to Cllrs.</i></p> <p>Annual Return 2015/16 The Clerk has responded to questions from the External Auditors. This included some minor alterations to the fixed assets register (explained by Cllr Cubbage).</p>	<p>RFO</p> <p>Clerk</p>												
<p>County & District Councillors Reports</p>	<p>County Cllr Avril Davies report was circulated to the Council prior to the meeting and a copies will be placed on the Parish Council website with a hard copy included in the minutes file. <i>Actions:</i> <i>Clerk to ask Eaton Bray Parish Council about the situation regarding enforcing 7.5T weight restrictions.</i> <i>EPC write to Beds and Herts supporting the proposal to downgrade the A4146 to a B road and to introduce 7.5T weight restriction zones. The letter will be published in Focus.</i></p> <p>District Cllr Chris Poll reported that the VALP Roadshow had attended the village Carnival and found it to be a success. The scrutiny committee have been looking at the following:</p> <ul style="list-style-type: none"> - Complaints about the timings of the presentation events. It has been agreed that an additional evening event will be held at the Gateway; time and date TBC. - Unmet need: Wycombe’s Draft document states that 5000+ homes will be taken by VALP. Currently VALP does not agree to this. Wycombe state that they will challenge AVDC at examination if they refuse these additional 5000 homes. - An external auditor is being employed to examine the unmet need, Green Belt and MK issues. - A working group is needed to address the issue of the unmet need. 	<p>AW & Clerk</p>												



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	<p>Cllr Cabbage proposed that this item is brought forward to point three on the agenda for future meetings. The Council very much appreciates the attendance District Cllr Poll but feels he should be able to leave the meeting earlier if needed. Full council agreed the proposal.</p>	Clerk
<p>Neighbourhood Plan</p>	<p>Following a very good turnout at the three public exhibitions and the subsequent publishing of the documents and questionnaire on the Council website Cllr Wilkinson has begun analysing the responses. Council agreed that Cllr Wilkinson would finalise his analysis, circulate it to the Core and Steering Group for comment. (with responders’ identities protected). Once all are in agreement with the analysis the analysis will be published on the website. It was suggested that a further public meeting is held with a presentation explaining the work so far.</p> <p>Cllr Nevard expressed disappointment that the full council had not been briefed on the Neighbourhood Plan proposals prior to the public meetings. He felt that he would have been better equipped to answer parishioners questions had EPC been briefed in advance. He stated that he was confused as to how the Focus group had dismissed other locations in favour of Slicketts Lane and Swallowfields (EDL 021 and 001) and didn't present other options to the public. He also stated that he was disappointed that that the Task Force for Edlesborough had not followed Dagnall and chosen as one its criteria for siting development the preservation of rural views and the feeling of living in the country, this being one of the reasons people chose to live here. He believes the comments expressed at the public meetings show that this a common feeling.</p> <p>Cllr Williams/Wilkinson explained that the Neighbourhood Plan was a community project not purely a Parish Council project and that members of the EPC represented the Council in the project, it was felt that holding an additional meeting to “brief” EPC would have caused unnecessary delay to the progress of the project. Cllr Williams proposed holding a Neighbourhood Plan Workshop for all Cllrs to attend to bring them up to speed on the Plan.</p> <p><i>Actions:</i></p> <ul style="list-style-type: none"> - <i>Cllr Williams to chase AVDC regarding the need for a Strategic Environmental Assessment.</i> - <i>Cllr Wilkinson to send final analysis to core & steering group for approval.</i> - <i>Analysis to be published on website.</i> - <i>Core Group to meet with consultant ASAP.</i> 	<p>JW, KC & Clerk Core Group</p>



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<p>Including Parish Councils response to the Draft VALP</p>	<ul style="list-style-type: none">- <i>Steering group to meet again at the end of August.</i>- <i>Core group to consider a further public meeting with a presentation</i>- <i>Cllr Williams and Clerk to begin work applying for grant for Neighbourhood Plan.</i>- <i>Cllr Williams to hold a Neighbourhood Plan Workshop for all Cllrs</i> <p>Draft VALP</p> <p>An example of a draft response to the Draft VALP will be circulated by Cllr Wilkinson to all Cllrs for consideration. A response on behalf of the council will be prepared Once agreed this will be submitted. The response will be formally ratified at the September meeting (due to no August meeting). The Council will be primarily objecting to the overstated number of houses in Edlesborough and the weighting of the settlement hierarchy.</p> <p><i>Actions:</i></p> <ul style="list-style-type: none">- <i>Cllr Wilkinson to circulate a suggested response.</i>- <i>Full Council to respond & a final response agreed and submitted.</i>- <i>Ratify response at September's meeting.</i>	<p style="text-align: center;">Full Council</p>
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Planning

The following new applications were discussed and it was agreed to submit the responses below to AVDC

Application No.	Address	Description	Parish Council Response
16/02297/APP 23 rd June 2016	Elm House, 7 Brook Street, Edlesborough	Removal of existing garage. Construction of new carport, garage, utility room and day room	No objections
16/02387/APP 6 th July 2016	Land off Summerleys, Edlesborough	Erection of one detached dwelling with garage and formation of new access (amendment to planning approval 14/01908/APP)	No objections
16/02558/APP 14 th July 2016	31 Pebblemoor, Edlesborough	Single storey rear extension and alterations to the drive including new access	No objections
16/02560/APP 18 th July 2016	67 Summerleys, Edlesborough	Two storey side extension	OPPOSE
16/02606/APP 15 th July 2016	Pantiles, 25 Eaton Bray Road, Northall	Demolition of garage block and erection of part single and part two storey front and side extensions, two storey side and single storey rear extensions. Single storey front extension with balcony over (further amendment to planning approval 15/02892/APP)	No objections

The following decisions had been received from AVDC

Application No.	Address	Description	Parish Council Response	AVDC Decision
16/01510/APP 5 th May 2016	2 Hamilton Close, Dagnall	Single storey front, side and rear extensions.	No objections	Permitted
16/01545/APP 5 th May 2016	Lightwood, Leighton Road, Northall	Erection of detached garage at front of property	No objections	Permitted



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	16/01581/APP 20 th May 2016	1 & 2 Bethshan, Dunstable Road, Dagnall	Erection of two storey rear extension and conversion of two existing dwellings into one dwelling	No objections	Permitted	
	16/01832/AGN 24 th May 2016	Goose Hill Farm, Ringshall Road, Dagnall	Erection of wet grain store	No objections	Permitted	
	16/01848/APP 24 th May 2016	Pantiles, 25 Eaton Bray Road, Northall	Demolition of garage block and erection of part single and part two storey front and side extensions, two storey side and single storey rear extensions. (Amendment to approved application 15/02892/APP)	No objections	Permitted	
	16/01913/APP 31 st May 2016	Plot 5, Threeways, Leighton Road, Northall	Provision of single garage. (Amendment to approved application 15/03951/APP)	No objections	Permitted	
	<p>Planning application 15/02411/APP (57 Houses off the High Street, Edlesborough) S106 Money Allocation. To date the Council has received no response to their reply to Claire Gray's letter.</p>					
Projects	<p>Defibrillators – see comments in Parish Amenities, Memorial Hall.</p> <p>EMH Toilets – to date only one hall user has responded to the Manager regarding the new toilet proposal. A further effort to obtain user response will be made and the matter deferred to September's meeting.</p>					AW/Clerk
New Website	<p>Cllr Cabbage summarised the progress so far and explained that the progress will be made available to the Council shortly for their review. Theo Gray has managed to transfer a large amount of information from the old site to the new one.</p> <p><i>Action: Cllr Cabbage to share the website to Council. Cllrs to feedback to Cllr Cabbage once they have reviewed the website.</i></p>					Full Council
Villages	<p>Dagnall – flooding in Deans Meadow after heavy rainfall. TfB will raise an order for the drains to be checked and any blockages cleared.</p> <p>Northall – request for 30mph roundels to be refreshed. Also a parishioner raised concern that HGV's are ignoring the 7.5T limit and are travelling at speed in both directions along Eaton Bray Road. Council advised that if possible the</p>					



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	<p>parishioner needs to follow Eaton Bray's advice to Note the time, date and if possible the registration mark. If it is safe to do so please take a photo and report it directly via email to clerk@ebpc.co.uk.</p> <p>Edlesborough – the delay on the refreshing of the cats' eyes and white lines at the junctions of the Leighton Road, Ivinghoe Way and Pebblemoor is due to TfB needing to subcontract to an external contractor.</p> <p><i>Action: Clerk to keep chasing.</i></p>	Clerk
Correspondence	Best Kept Village 2016 – this year's winner is Hanslope with Seer Green as the runner up.	
Items for Agenda 15th Spetember 2016	<p>Items for the Agenda for EPC Meeting to be held on 15 September 2016 at Edlesborough Memorial Hall commencing at 7:30pm:</p> <ul style="list-style-type: none"> • New Website • EMH Toilets • DVH Toilets • Tree for Lin Sargeant 	
	The meeting closed at 11.11pm.	