



**Edlesborough Parish Council**  
**Minutes of Meeting held on Thursday 17<sup>th</sup> November 2016 at Northall Village Hall commencing at 7.30pm**

AGENDA ITEM		ACTION
Open Forum	No matters were raised.	
<b>The Chairman formally opened the Parish Council meeting at 7.31pm.</b>		
<b>Present:</b>	Cllr Wilkinson (Vice Chair), Cllr Nevard, Cllr Mrs Owen, Cllr Pratt, Cllr Mineikis, Cllr Mrs Thomas, Cllr Cabbage, District Cllr Chris Poll County, Anne Wight, Penny Pataky (Clerk), 4 parishioners.	
<b>Apologies:</b>	Cllr Williams, Cllr Mrs Woodhouse & County Cllr Avril Davies	
<b>Declarations of Interest</b>	None	
<b>Minutes of previous Meeting</b>	The Minutes of the Parish Council Meeting held on 20 <sup>th</sup> October 2016 were ratified and signed with no amendments.	
<b>Matters Arising</b>	None	
<b>District &amp; County Councillors Reports</b>	<p><i>District Cllr Chris Poll</i> Introduced Anne Wight, the prospective Conservative candidate for next year's BCC election in the Ivinghoe division.</p> <p>He reported the following information from the VALP Scrutiny Committee:</p> <ul style="list-style-type: none"> <li>- 33200 new homes in the Vale has reduced to 26800.</li> <li>- The 5000 in the Wycombe area has reduced to 3000.</li> <li>- Both these reductions are due to ONS Data.</li> <li>- The consultants examining the Wycombe plan have found space for 1200 homes.</li> <li>- There is also a strong possibility for a further reduction in the numbers following the examiners findings.</li> <li>- The results of the Chilterns and Bucks examinations are still awaited.</li> <li>- There are still issues with the London, Luton and Milton Keynes numbers.</li> <li>- Currently this movement has resulted in the VALP being pushed back approximately 8 weeks.</li> <li>- All of the above means that the numbers for the villages could reduce and that the new settlement may not be necessary at this time.</li> <li>- Numbers will need re-examining in 2-5 years' time.</li> </ul>	



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<p><b>Parish Amenities (As reported by the Manager, Penny Pataky)</b></p>	<p><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></p>	
<p><b>Defibrillators</b></p>	<p>Nothing to report.</p>	
<p><b>Memorial Hall (including defibrillators)</b></p>	<p>The Christmas Lights for EMH have been delivered and will be installed for the start of December. <i>Action: Clerk to put a plea on Facebook for volunteers to help attach the lights to the hall.</i></p> <p>Following the hall being left in a poor condition after a party the manager has informed the hirer that part of their deposit will be withheld to cover the additional two hours cleaning costs.</p> <p>All appliances have been PAT tested by Russell Sears.</p>	<p>Clerk</p>
<p><b>Pavilion</b></p>	<p>The broken toilet seat in the men's toilet has been replaced.</p>	
<p><b>The Green &amp; Playground</b></p>	<p>The two new benches have installed on the Green. Plaques will be attached once provided by the relatives.</p> <p>The Clerk has now received the FA Pitch Inspection Report. <i>Action: Clerk to forward report to full council for their consideration.</i></p> <p>Cllr Williams, MW &amp; the Clerk attended the gate inspection. The report will be shared with the Council and insurance company upon receipt. Cllr Williams and the Clerk will be meeting with a representative from the insurance company at the end of November.</p> <p>Cllr Cabbage shared research regarding the cost implications of installing a new gate where the current gate is removed. This will be in the region of £1000.</p> <p>Council also considered the option of installing a smaller gate in a different location, creating a new entrance to the play area. This will result in the existing large gates being used purely for maintenance purposes. <i>Action: Cllr Cabbage to explore the costs.</i></p> <p><b>Roundabout</b></p>	<p>Clerk</p> <p>KC</p>



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	<p>Cllr Mineikis has found a Luton based company who are in principle prepared to lift and remove the roundabout, and give the unit a complete overhaul. Due to current commitments the company will not be able to undertake this work until early 2017. Council agreed to pursue this option.</p> <p><i>Action: Cllr Mineikis and Clerk to create a job spec for the roundabout repairs, this will be used by the company to create a quote which will then be shared with the Council.</i></p>	SM & Clerk								
<b>Sports Clubs</b>	<p>EB Lions Fees – To date £260 has been received for Pavilion usage, this is underpaid by £20. The first instalment of pitch fees is still outstanding. A further reminder has been sent.</p> <p><i>Action: Clerk to chase.</i></p>	Clerk								
<b>Allotments</b>	<p>Currently the following rents are outstanding, a letter requesting payment and an additional £10 admin fee has been sent to the tenants:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Northall – 1 tenant</td> <td style="width: 50%;">Dagnall – 1 tenant</td> </tr> <tr> <td>The Green – All paid</td> <td>Cow Lane – 3 tenants</td> </tr> </table> <p>Vacant Plots:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Northall: 0 plots</td> <td style="width: 50%;">Dagnall: 3 plots</td> </tr> <tr> <td>Cow Lane: 4 plots</td> <td>The Green: 0 plots – this site now has a small waiting list.</td> </tr> </table> <p>Paperwork has been submitted to Thames Water for the Dagnall water bill recalculated.</p>	Northall – 1 tenant	Dagnall – 1 tenant	The Green – All paid	Cow Lane – 3 tenants	Northall: 0 plots	Dagnall: 3 plots	Cow Lane: 4 plots	The Green: 0 plots – this site now has a small waiting list.	
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<b>Cemetery</b>	<p>MW Agri has cleared the large pile of twigs and tidied the compound.</p> <p>There will be one interment of ashes &amp; one second burial in November.</p>	Clerk								
<b>Churchyard</b>	<p>Council agreed to the Community Service workers being used to tidy the graveyard and to the costs resulting from this for the rubbish to be cleared afterwards.</p> <p><i>Action: Clerk to check with MW Agri where the twigs/branches etc. should be stored. The costs for clearing the twigs/branches afterwards will be charged to the Churchyard account. Clerk to inform CY of the Councils approval.</i></p>	Clerk								
<b>Bridle Path</b>	Nothing to report.	Clerk								
<b>Bus Shelters</b>	Nothing to report.									
<b>Litter Bins, Dog Bins &amp; Car Parks</b>	The Northall litter pickers kindly agreed to carry out a litter pick in the Pavilion car park.	Manager								



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<b>Noticeboards</b>	Nothing to report.	Clerk
<b>Streetlights</b>	<p>Update on the three failed lights:</p> <ul style="list-style-type: none"> <li>• Huntsman’s Close, Dagnall – UK Power has attended to the reported issue.</li> <li>• Chestnut Close, Dunstable - UK Power has attended to the reported issue.</li> <li>• Orchard End, Edlesborough – UK Power have been chased to attend to the issue with the power supply. <ul style="list-style-type: none"> <li>- Once all issues are complete CU Phosco will need to revisit the lights to reconnect them.</li> </ul> </li> <li>• Light in alleyway between the Pastures &amp; the green is still failed – reported to CU Phosco.</li> </ul> <p>Work continues attaching the fault reporting labels to the streetlights.</p>	Clerk
<b>Bucks CC Devolved Services</b>	<p><b>Siding Out</b></p> <ul style="list-style-type: none"> <li>- The Clerk confirmed that all pavements identified by the Cllrs have been forwarded to the contractor.</li> <li>- Council currently await a quote for the pavement from Pine Road to Ivinghoe Way. This will be forwarded to the Council upon receipt for approval.</li> </ul> <p><i>Action: Forward quote upon receipt.</i></p> <p>Following last month’s discussions about the advertising board and van repeatedly parking across the pavement and grass verge near Sparrow Hall Farm. PCSO Dodson spoke with the owner and informed him that he must park elsewhere. The clerk wrote to the owner asking them to remove the advertising board in accordance with the guidance from Bucks CC Devolution. The owner believes his board is permitted.</p> <p>Mark Averill, Head of Highways at Bucks CC confirmed that the advertising board is effectively a fly poster, and is not tolerated by Bucks CC. He instructed the Council to remove and store it in line with the devolved agreement.</p> <p><i>Action: Clerk to arrange removal of the sign and to inform the owner of the decision.</i></p> <p>Council agreed to MW Agri’s quote for the year 2017/18.</p> <p><i>Action: Clerk to inform MW Agri.</i></p> <p>Council discussed using the remaining Devolution budget to catch up on tasks in the Parish that Bucks CC have failed to do in the past. Council asked the Clerk to ensure that the contractor is aware that currently we are working to bring all issues to a good standard, so that in the future the contractor can concentrate on maintaining standards.</p> <p><i>Action: All Cllrs to identify issues that need addressing &amp; to forward to the Clerk for quotes to be raised. Clerk to convey Councils wishes to contractor.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Full Council &amp; Clerk</p>



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**FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)**

**Accounts**

The Accounts for month ending 31<sup>st</sup> October 2016 having previously been circulated to Councillors were discussed and agreed.

Full Council

**Authorisation  
of direct  
payments &  
cheques (incl.  
VAT)**

EMH	£1,753
Pavilion	£689
Green	£937
Open Spaces	£163
Bucks CC Devolved Services	£456
Allotments	£53
Street Lights	£96
Dagnall Play Area	£137
Northall Play Area	£321
Insurance	£800
Cemetery	£80
Churchyard	£289
Dagnall Rec	£159
Audit	£850
Special Projects	£3898
EDaN	£359
Staff	£1,259
Office Costs	£157
Other Costs	£450
Total	£12,906

Clerk/JW

The November payment and cheque run was agreed.

***Budget 2017/18***

The first draft of the 2017/18 budget has been shared with the full council. Council agreed to a working party meeting to fine tune the budget.

*Action: Clerk to coordinate the working party meeting.*

Clerk



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<b>Neighbourhood Plan</b>	<p>Cllr Wilkinson explained the changes made by the Steering Group to the draft Pre-Sub Neighbourhood Plan. An A4 four page leaflet outlining the Pre-Sub Neighbourhood Plan will be delivered to all homes in the Parish at the start of December.</p> <p>The Core group agreed to the 2 page article being submitted for the Dec/Jan edition of Focus.</p> <p>The Steering Group and Cllrs will meet in the week beginning 28<sup>th</sup> November to agree the final Pre-Sub Neighbourhood Plan. Following this meeting the Plan will be published for the six week consultation period.</p> <p><i>Action: Clerk to confirm meeting time, date and location.</i></p>				Clerk																											
<b>Planning</b>	<p>The following new application was discussed and it was agreed to submit the response below to AVDC</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Application No.</th> <th style="width: 20%;">Address</th> <th style="width: 40%;">Description</th> <th style="width: 20%;">Parish Council Response</th> </tr> </thead> <tbody> <tr> <td>16/04083/APP</td> <td>The Grange, Studham Lane, Dagnall</td> <td>Demolition and replacement of an existing conservatory with an orangery</td> <td>No objections</td> </tr> </tbody> </table> <p>The following decisions had been received from AVDC</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Application No.</th> <th style="width: 20%;">Address</th> <th style="width: 30%;">Description</th> <th style="width: 15%;">Parish Council Response</th> <th style="width: 20%;">AVDC Decision</th> </tr> </thead> <tbody> <tr> <td>16/03097/APP 31<sup>st</sup> August 2016</td> <td>15 The Green, Edlesborough</td> <td>Demolition of existing outhouse and construction of single storey rear extension</td> <td>No objections</td> <td>Permitted</td> </tr> <tr> <td>16/03130/APP 6<sup>th</sup> September 2016</td> <td>7 Summerleys, Edlesborough</td> <td>Garage conversion and single story rear extension</td> <td>No objections</td> <td>Permitted</td> </tr> <tr> <td>16/03290/APP 15<sup>th</sup> Sept 2016</td> <td>24 St Marys Glebe, Edlesborough</td> <td>First floor side extension</td> <td>No objections</td> <td>Permitted</td> </tr> </tbody> </table>				Application No.	Address	Description	Parish Council Response	16/04083/APP	The Grange, Studham Lane, Dagnall	Demolition and replacement of an existing conservatory with an orangery	No objections	Application No.	Address	Description	Parish Council Response	AVDC Decision	16/03097/APP 31 <sup>st</sup> August 2016	15 The Green, Edlesborough	Demolition of existing outhouse and construction of single storey rear extension	No objections	Permitted	16/03130/APP 6 <sup>th</sup> September 2016	7 Summerleys, Edlesborough	Garage conversion and single story rear extension	No objections	Permitted	16/03290/APP 15 <sup>th</sup> Sept 2016	24 St Marys Glebe, Edlesborough	First floor side extension	No objections	Permitted
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	16/03382/APP 23 <sup>rd</sup> Sept 2016	Churchgate House, High Street, Edlesborough	Minor amendments to application 16/01385/APP involving an increase in height and realignment of apertures	No objections	Permitted	
<b>Projects</b>	EMH Acoustics – deferred to January meeting when more information is available.					AW & manager
<b>New Website</b>	<p>Cllr Cabbage informed the Council that TG has completed his work and that Cllr Cabbage has received his training. The Clerk will receive training in the near future.</p> <p>The new website will be launched in line with the launch of the Pre Sub Neighbourhood Plan at the start of December.</p> <p><i>Actions: KC &amp; Clerk to ensure all Cllrs declarations of interests are up to date for publishing.</i></p>					KC & Clerk
<b>EDaN &amp; traffic Management Team Updates</b>	<p>Council agreed to the additional costs involved in the purchasing and installing of Christmas Trees in Dagnall and Northall.</p> <p>The Dagnall tree will be dedicated to Kathy Bovingdon and the Northall tree to Lin Sargeant.</p> <p>Ivor Thorne of the EDaN Traffic Management Team had sent the following report to the Council:          “We are going to arrange training for the volunteers we have so we can start to use sentinel on a regular basis. We haven't carried this out sooner because our efforts have been focused on the A4146 weight limit and reclassification. If everyone is true to their word this will take place on completion of the M1 link road it is then at this point we want to change our focus to speeding. I will keep you updated on the progress.”</p>					
<b>Villages</b>	<p><b>Dagnall</b> – nothing to report.</p> <p><b>Northall</b> – Cllr Pratt reported that there was a broken manhole cover by the VAS sign.  <i>Action: Clerk to report to TfB</i></p> <p><b>Edlesborough</b> – Council agreed that the Clerk should write to the Bucks CC Chief Exec and County Cllr Avril Davies about the unacceptable delay in the refreshing of the cats’ eyes and white lines at the junctions of the Leighton Road, Ivinghoe Way and Pebblemoor which were promised in April 2016.  <i>Action: Clerk to send letters. KC will assist in appropriate wording as necessary.</i></p> <p><b>Donations for Poppy Wreaths</b> Cllr Cabbage brought to the Councils attention the postage and packing costs and suggested costs of the Remembrance Sunday Wreaths. Council agreed to make a donation of £50 per wreath to ensure all costs were covered and a donation of made to the British Legion.</p>					<p>Clerk</p> <p>Clerk &amp; KC</p>



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	<i>Action: Add donation to Dec pay run. Clerk to ensure Edlesborough WI and Dagnall are informed of the extra costs related to these wreaths.</i>	Clerk
<b>Correspondence</b>	<ul style="list-style-type: none"> <li>Buckinghamshire County Council launched its budget consultation for 2017/18 on Monday 7 November. Participation in the consultation can take place at: <a href="http://www.buckscc.gov.uk/budget">www.buckscc.gov.uk/budget</a> the survey will run until Sunday 8 January.</li> <li>AVDC's request for survey feedback on the district council's report into the future of local government in Buckinghamshire. This is part of our local stakeholder engagement on the report, which is available on our website at <a href="http://www.aylesburyvaledc.gov.uk/mlg">www.aylesburyvaledc.gov.uk/mlg</a> along with the summary brochure. In order to gather your comments they have created a 'survey monkey' feedback form, which is now available online at <a href="http://www.surveymonkey.co.uk/r/districtsMLG">www.surveymonkey.co.uk/r/districtsMLG</a>. The deadline for feedback is the end of November.</li> <li>Clerk will be attending a workshop for Clerks on 12<sup>th</sup> Dec. The workshop is run by Bucks CC and will provide an opportunity to feedback to the County Council views on how the recent programme of meetings has been organised, and how future consultation could best be arranged.</li> </ul>	
<b>Items for Agenda 15<sup>th</sup> December 2016</b>	<p>Items for the Agenda for EPC Meeting to be held on 15<sup>th</sup> December 2016 at Edlesborough Memorial Hall commencing at 7:30pm:</p> <ul style="list-style-type: none"> <li>Draft Budget 2017/18</li> </ul>	
	The meeting closed at 9pm.	