



Edlesborough Parish Council

Minutes of Meeting held on Thursday 15<sup>th</sup> December 2016 at Northall Village Hall commencing at 7.30pm

AGENDA ITEM		ACTION
<p><b>Open Forum</b></p>	<p>Carol Harris from Slicketts Lane praised the Council for the new website, stating that it is huge improvement. She also informed EPC that a planning application for the Swallowfields site is imminent. Currently CALA Homes have been seeking pre planning advice from AVDC and are now in the position to submit an application. A site meeting between AVDC and CALA Homes is expected in early January. She stated that at present there are serious concerns about flooding at the proposed Slicketts Lane site.</p> <p>Cllr Wilkinson explained that the aim of the Neighbourhood Plan is to stop speculative planning applications in the parish. He stated that if an application for the Swallowfields site was successful before the Neighbourhood Plan is made, then the Neighbourhood Plan Steering Group would re-evaluate the plan before submitting it for approval.</p> <p>Carol Mercer (Edlesborough Practise Manager at Edlesborough Surgery from February 2017) asked EPC if the S106 monies from the new developments could be used to fund a bigger car park for the Surgery. Cllr Wilkinson explained that currently the level of activity at the surgery exceeds the level that was initially applied for when the surgery was built. Cllr Williams explained that EPC had approached the surgery in the past about the additional homes, pressures on the surgery and parking issues, at the time the surgery advised EPC that they had the facilities for an extra 1000 patients. Cllr Wilkinson said he was unable to find any response from the surgery to the Cow Lane applications on the AVDC website. He also asked if the surgery could have liaised more with the Cow Lane developers to improve the parking conditions surrounding the surgery. Carol Mercer believes the surgery did respond to the application and will forward the letter/information about this to EPC. Council explained that the S106 money cannot be spent on funding a car park as these funds are set aside for Sport and Leisure purposes only. District Cllr Chris Poll advised that the surgery could explore the option of funding a car park extension using the New Homes Bonus Scheme.</p>	
<p><b>The Chairman formally opened the Parish Council meeting at 7.55pm.</b></p>		
<p><b>Present:</b></p>	<p>Cllr Williams, Cllr Wilkinson (Vice Chair), Cllr Nevard, Cllr Mrs Owen, Cllr Pratt, Cllr Mineikis, Cllr Mrs Thomas, Cllr Cabbage, District Cllr Chris Poll County, Penny Pataky (Clerk), 5 parishioners.</p>	
<p><b>Apologies:</b></p>	<p>Cllr Mrs Woodhouse &amp; County Cllr Avril Davies</p>	



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<b>Declarations of Interest</b>	None	
<b>Minutes of previous Meeting</b>	The Minutes of the Parish Council Meeting held on 17 <sup>th</sup> November 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> gave the following report:</p> <p>'I asked Anthony Stansfeld, the Thames Valley police and crime commissioner, at AVDC full council about the future of police action on speeding in the villages. I don't think much further will happen at present but I and County Councillor Davies have both now raised this so at least it's on his radar.</p> <p>We will be voting on the AVDC unitary proposal in mid-January as to <u>if</u> we submit this to DCLG. As this is a joint district proposal this will be in partnership with the other Buckinghamshire district councils.</p> <p>I will be attending a VALP scrutiny meeting on Monday which will be discussing the responses to the pre submission plan.</p> <p>I would like to wish all residents of Edlesborough, Dagnall and Northall a very happy Christmas and prosperous New Year.</p> <p>2017 will be a very busy year for AVDC and I will continue to represent the residents of Edlesborough ward at every opportunity.'</p>	



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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>Both boilers have passed their annual inspections.</p> <p>Parishioners have been very complimentary about the Xmas lights.</p> <p>Cllrs agreed to refund 50% for a hall booking that has been cancelled at short notice.</p> <p>Council agreed to the following changes to the EMH Booking Forms and Conditions of Hire</p> <ul style="list-style-type: none"> <li>• Payments and deposits must now be made by cash or direct payment. Cheques will no longer be accepted.</li> <li>• Bookings will only be confirmed once payment has been received.</li> <li>• IF THE HIRER wishes to cancel the booking before the date of the event the hirer agrees to pay the total booking fee for any cancellation made within fourteen days of the date of Hire. If the hirer cancels the booking within fourteen and twenty eight days of the date of hire, they agree to pay a charge of 50% of the total booking fee.</li> <li>• If the hirer is using a bouncy castle they agree to arrange their own Public Liability and Personal Accident Insurance, they must ensure a copy of the certificate is forwarded to the Manager prior to the booking. Council accept no liability for any accident or injury resulting from the use of a bouncy castle.</li> <li>• 21<sup>st</sup> and 18<sup>th</sup> Birthday party bookings will no longer be accepted.</li> </ul> <p><i>Action: Manager to finalise new booking form.</i></p>	<p><i>Manager</i></p>
<p><b>Pavilion</b></p>	<p>Cllr Williams will arrange a meeting of the EPC Working Party prior to the next ECSC Trustees meeting.</p> <p>EPC agreed in Principle to ECSC holding a Summer Ball on Edlesborough Green to raise money for the new pavilion.</p>	<p>Cllr Williams</p>
<p><b>The Green &amp; Playground</b></p>	<p><b><i>Play Area</i></b></p> <p>Council agreed that providing the RAPRA approved matting meets the relevant safety requirements MW Agri will be instructed to proceed with phase one of the play area improvements. This will involve the removal of the central fence and bark from the play area which will be replaced with RAPRA Approved safety matting and grass. Council</p>	



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	<p>acknowledges that this work will mean closing the play area for approximately six weeks but agrees that this is necessary to ensure that the grass has a chance to germinate.          MW Agri will also be asked to quote for the installation and necessary alterations to the fence for the new gate.  <i>Action: Clerk to confirm safety matting meets the relevant safety requirements.</i>  <i>Clerk to request a quote for the gate installation and fence alterations.</i>  <i>Clerk to inform parishioners through Focus report, website, Facebook page and local school of the temporary closure of the play area.</i></p> <p><b>Roundabout</b>          Cllr Mineikis presented Luton Steels quote to completely refurbish the roundabout. Council agreed to proceed with this project.  <i>Action: Clerk to instruct Luton Steel of the Council's acceptance of the quote and to instruct them to proceed at their earliest opportunity.</i>  <i>Clerk to ask MW Agri to quote to provide safety fencing for the roundabout area whilst the roundabout is removed.</i></p>	Clerk
<b>Sports Clubs</b>	EB Lions are now up to date with their fees.	Clerk
<b>Allotments</b>	<p>Vacant Plots:          Northall: 0 plots          Dagnall: 3 plots          Cow Lane: 3 plots          The Green: 0 plots – this site now has a small waiting list.</p> <p>Thames Water will not reimburse any of the water charges incurred by the leak at Dagnall Allotments as the account is classed as a business account. As a good will gesture Thames Water credited the account with £50 and apologised for the misunderstanding. EPC agreed to consider the impact on costs when next reviewing the allotment charges.</p>	
<b>Cemetery</b>	Nothing to report.	Clerk
<b>Churchyard</b>	The Churchyard has been tidied by Community Service Workers.	
<b>Bridle Path</b>	Nothing to report.	Clerk



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<b>Bus Shelters</b>	Nothing to report.	
<b>Litter Bins, Dog Bins &amp; Car Parks</b>	EPC will continue to monitor the bin by the bus stop in Moor End to ensure it is being emptied regularly by AVDC.  The damage to the Pebblemoor car park height barrier has been reported to TVP. EPC thank Edlesborough Autocentre for their vigilance and for ensuring the barrier was made safe. <i>Action: Manager to ensure repairs are complete and no further repairs are necessary.</i>	Manager
<b>Noticeboards</b>	Clerk has requested that the cleaning company Lola remove the notices left on the parish noticeboards as a result of their fly posters.	Clerk
<b>Streetlights</b>	All reported failed streetlights have now been repaired. CU Phosco have informed EPC of their call out fees should the failed lights not be a result of the CU Lantern failing. <i>Action: Clerk to ask UK Power Networks to quote for their call out fee should a failed streetlight not be the result of a failed power supply.</i> <i>DP to work with Cllr Cabbage to complete the installation of the Edlesborough Streetlight labels.</i> <i>Clerk to order one more roll of the banding tape so that the installation of labels can be completed in Dagnall.</i>	Clerk
<b>Bucks CC Devolved Services</b>	MW Agri cleared the leaves and silt from the pavement from Tythe Barn to the school. Siding out work is scheduled to begin next week. The path from Sparrowhall up towards the Church needs to be cleared at weekends when traffic is lighter. The Clerk and contractor have completed the Bucks CC Parish Devolution Health & Safety questionnaire.	
<b>FINANCE &amp; PLANNING (Reported by Cllr Nevard and Clerk)</b>		
<b>Accounts</b>	The Accounts for month ending 30 <sup>th</sup> November 2016 having previously been circulated to Councillors were discussed and agreed.	Full Council
<b>Authorisation of direct payments &amp; cheques (incl. VAT)</b>	EMH	£1,451
	Pavilion	£592
	Green	£1,569
	Open Spaces	£158
	Bucks CC Devolved Services	£456
	Allotments	£103
	Street Lights	£148
	Dagnall Play Area	£137
		Clerk/JW



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Northall Play Area	£321
Cemetery	£77
Churchyard	£461
Dagnall Rec	£159
Special Projects	£2,014
EDaN	£239
Staff	£1,256
Office Costs	£194
Total	£9335

The December payment and cheque run was agreed.

***Budget 2017/18***

The 2017/18 draft budget working party made the following recommendations which the Council agreed to:

- Pay for the grass cutting at NVH in the same way that EPC pays for the grass cutting of Dagnall rec.
- In recognition of the continued hard work and efforts of the EDaN Beautification Team in improving the local environment Council will provide a grant of £1000 for the year 2017/18. The team will continue with the same protocol as before in seeking approval from the Council before spending commences.
- EPC will continue to put extra funds into Bucks CC Devolved Services to ensure things are brought up to the required standard.
- Improve the Edlesborough Green Play Area.

The working party recommend that the Council increase the precept by 5.3%. This decision will be finalised at the January 2017 meeting in readiness for submission to AVDC by Friday 20<sup>th</sup> January 2017.

**Neighbourhood Plan**

Following the launch of the Pre-Sub Neighbourhood Plan consultation period, leaflets have been hand delivered to almost all homes in the Parish. The final deliveries will be completed this weekend.

Five public meetings will be held in January.

Council will request that copies of the leaflets can be made available in the doctor's surgery, Janes and local public houses.

*Action: Cllr Williams will print some hard copies of the Pre-Sub document.*

AW



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	<p><i>Cllr Williams will circulate draft objectives and an outline presentation to the full council in readiness for the public meetings, for all to consider/amend/agree.</i></p> <p><i>The Core Team will agree on how to collate the responses to the Pre Sub document.</i></p>		All Core team/Clerk		
<b>Planning</b>	The following new application was discussed and it was agreed to submit the response below to AVDC				
	<b>Application No.</b>	<b>Address</b>	<b>Description</b>	<b>Parish Council Response</b>	
	16/04099/APP 14 <sup>th</sup> December 2016	Chiltern Farm Barn, Main Road North, Dagnall	Conversion and alteration of existing barn to create 5 dwellings with access, parking and gardens	OPPOSE	
	16/04286/APP 9 <sup>th</sup> December 2016	1 Bethshan, Dunstable Road, Dagnall	Erection of 2 storey rear extension and conversion of two existing dwellings into one dwelling – Amendment to approved application reference 16/01581/APP	No objections	
	The following decisions had been received from AVDC				
	<b>Application No.</b>	<b>Address</b>	<b>Description</b>	<b>Parish Council Response</b>	<b>AVDC Decision</b>
	16/03208/APP 6 <sup>th</sup> September 2016	20 Deans Meadow, Dagnall	Single storey front and rear extensions. First floor side extension.	No objections	Permitted
16/03410/APP 21 <sup>st</sup> Sept 2016	Pantiles, 25 Eaton Bray Road, Northall	Minor amendment to application 16/02606/APP relating to front balcony detail	No objections	Permitted	
16/03668/APP 17 <sup>th</sup> October 2016	10 Cooks Meadow, Edlesborough	First floor side extension over garage and single storey rear extension	No objections	Permitted	
<b>Projects</b>	EMH Acoustics – deferred to January meeting when more information is available.		AW & manager		
<b>New Website</b>	Cllr Cabbage reported that:				



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	<ul style="list-style-type: none"> <li>To date there have been 135 hits directly to the Pre Sub Neighbourhood Plan.</li> <li>There have been some teething issues with the carousel freezing when the website is viewed on a mobile phone.</li> <li>The Clerk will be receiving training in early January.</li> </ul> <p><i>Action: Cllr Cabbage to investigate reported issues with the opening of the agenda and minutes and will liaise with Theo Gray about this.</i></p>	KC & Clerk
<p><b>EDaN &amp; traffic Management Team Updates</b></p>	<p>Nothing to report. Council commended the EDaN Beautification Team on the lighting of EMH.</p>	
<p><b>Villages</b></p>	<p><b>Dagnall –</b></p> <ul style="list-style-type: none"> <li>The traffic sign on Dunstable Road is still damaged despite reports to TfB – Cllr Mrs Owen to forward information to Clerk</li> <li>The light on the roundabout is failed despite being reported to TfB – Cllr Mrs Owen to forward information to Clerk</li> </ul> <p><b>Northall –</b></p> <ul style="list-style-type: none"> <li>The broken manhole cover and large hole in the pavement by the VAS sign have both been reported to TfB.</li> </ul> <p><b>Edlesborough –</b></p> <ul style="list-style-type: none"> <li>Rachael Shimmin has passed the Council’s letter 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 to Neil Gibson (Deputy Chief Exec) who has passed this to the Highways Office for investigation. – Clerk will continue to monitor this matter.</li> <li>Clerk will contact the builders of the new property in Summerleys to ask for the kissing gate to be reinstated as a matter of urgency.</li> <li>Clerk to contact TfB to request that a litter pick is carried out on the A4146 between Ivinghoe Way and the 30mph limit signs at Church End.</li> <li>Clerk to contact TfB for an update regarding the lack of bollards at the Travellers Rest roundabouts.</li> <li>Council commended Paulette Taylor for her organisation of the Christmas Wreaths</li> </ul>	<p>Clerk</p> <p>Clerk &amp; KC</p> <p>Clerk</p> <p>Clerk</p>





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	<i>Action: Clerk to investigate availability of storage space in EMH loft and to liaise with Paulette Taylor regarding this.</i>	
<b>Correspondence</b>	<p><b>Request for information on Winter Preparedness Plans from Bucks CC.</b> <i>Action: Cllr Williams will respond to George Hartgroves stating that EPC look to Bucks CC to provide this rather than expecting even more from the Parish Council which is operated by volunteers.</i></p> <p><b><i>Council Tax Referendum Update from BALC:</i></b> Council Tax Referendum principles have <b><u>NOT</u></b> been extended to Parish and Town Councils for 2017/18</p>	AW
<b>Items for Agenda 19<sup>th</sup> January 2017</b>	Items for the Agenda for EPC Meeting to be held on 19 <sup>th</sup> January 2017 at Edlesborough Memorial Hall commencing at 7:30pm: <ul style="list-style-type: none"><li>• Budget 2017/18</li><li>• EMH Acoustics</li></ul>	
	The meeting closed at 10.06pm.	