



# EDLESBOROUGH PARISH COUNCIL

## Minutes of the ordinary meeting of Edlesborough Parish Council held on 18<sup>th</sup> May 2023 in Edlesborough Pavilion.

Cllr Booth formally opened the meeting at 19.53

### Present

Cllr Booth, Cllr Cabbage, Cllr Wilkinson, Cllr Hurst, Cllr Harpley, Cllr Owen (left at 20.56), Cllr Wells (left at 22.05), Buckinghamshire Councillor Chris Poll (left at 20.56), Penny Pataky (the Clerk) and two parishioners. Cllr Nevard arrived at the start of the item Projects.

### Apologies

Cllr Williams, Buckinghamshire Cllr Brazier and Buckinghamshire Cllr Town.

### Declaration of Interests

Cllr Wells declared an interest in relation to Allotment Fees.

## Minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday 20<sup>th</sup> April 2023

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 20<sup>th</sup> April 2023 with no amendments.

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

Nothing was raised.

### Buckinghamshire Council Report

*Including Community Board for Ivinghoe and Wing Ward.*

Cllr Poll informed the Council that Buckinghamshire Highways now have 13 gangs working on the road network. Last year there were only four gangs.

A full report from the Buckinghamshire Councillors is available on the EPC website alongside these minutes.

### Planning

Led by Cllr Wilkinson.

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
23/00907/APP & 23/00908/ALB 3 <sup>rd</sup> May 2023	Tythe Barn High Street Edlesborough	Installation of a boiler/vent	No objections
23/01388/APP 3 <sup>rd</sup> May 2023	36 Pebblemoor Edlesborough	Single storey rear extension	No objections.
23/01503/APP 12 <sup>th</sup> May 2023	Arkleigh 15 Tring Road Edlesborough	Two storey side extension.	No objections
23/01548/APP 18 <sup>th</sup> May 2023	Malting Barn Malting Lane	Conversion of office to four flats	OPPOSE

	Dagnall		Until such time as a mitigation strategy has been developed and agreed regarding the Chiltern Beechwoods SAC
--	---------	--	--

The following decisions had been notified by Buckinghamshire Council Local Planning Authority:

Application No.	Address	Description	Parish Council Response	LPA Decision
23/00756/APP 13 <sup>th</sup> March 2023	Pennines Leighton Road Northall	Front/side extension	No objections	Permitted

21/00780/APP Land to rear of Good Intent - Build out on High Street, Edlesborough

Cllr Wilkinson informed the Council that the developer has informed a resident that the proposed build out of High Street, Edlesborough is “all sorted”.

Cllr Wilkinson reminded the Council of the;

- conditions attached to the planning consent regarding the build out on High Street, Edlesborough.  
*“No development shall commence until the off-site highway works shown on drawing EDLES/20/7/1, which includes the new build out on High Street, have been laid out and constructed in accordance with the approved details in consultation with the Highway Authority. For the avoidance of doubt the works will need to be undertaken as part of a S278 Agreement with the Highway Authority. No development shall commence until a minimum vehicular visibility splay of 43 metres from 2.4 metres back from the edge of the carriageway from the southern side of the Good Intent/High Street junction and minimum vehicular visibility splay of 39 metres from 2.4 metres back from the edge of the carriageway from the northern side of the Good Intent/High Street junction shall be provided in accordance with the approved plans and the visibility splays shall be kept clear from any obstruction which exceeds 0.6m above ground level.”*
- Content of the letter from Buckinghamshire Council’s Planning and Sustainability.  
*“With regards to the appeal on this site, it is important to note that the proposed highway works would be subject to further consultation with the police, emergency services, bus operators, the Parish Council, and the general public. The build out would also require signage and lighting which would also form part of this consultation.”*

Cllr Wilkinson proposed that Council contact Buckinghamshire Highways for clarification on the commitment. To ask if the S278 agreement is in place and if so why has there been no public consultation. All agreed.

**Action: Clerk and Cllr Wilkinson to draft and send letter to Buckinghamshire Highways.**

Working party meeting with Mr Andrew Screech the owner of the old poultry farm on South End Lane, Northall.

Prior to the meeting Cllr Wilkinson had circulated a summary of the working party meeting to the full Council.

Meeting With Bucks Planning Officers re EPNP Policies EP1 & EP8 – 27 April 2023

Prior to the meeting Cllr Wilkinson had circulated a report on his meeting with Bucks Planning Officers re their interpretation of EPNP Policies EP1 & EP8 in the Edlesborough Neighbourhood Plan.

# Villages

## TVP Crime Figures

Prior to the meeting PCSO Megan Dean had provided the following crime figures for Edlesborough, Dagnall and Northall for the month of April. The incidents of note are as follows:

- Burglary – 4
- Theft Of Motor Vehicle – 2
- Anti-Social Behaviour – 1
- Criminal Damage – 1

## EDLESBOROUGH

- Adopt the Use of Edlesborough Green Policy

Cllr Booth invited a parishioner to comment on the proposed Use of Edlesborough Green Policy. The parishioner asked if Council could be more specific about the number of people that would constitute a 'group.'

Cllr Wilkinson explained that Council had carefully considered this and had agreed not to specify a number as this can vary depending upon the type of activity taking place. Council agreed that decision to permit group activities would be the Clerk's decision.

The parishioner asked how the policy would be enforced and shared with parishioners.

It was explained that the onus would be on the activity organiser to contact the Clerk to request permission.

The policy will be published, alongside the Green Byelaws on the Council website. Information will also be shared via The Focus Magazine and the Council's Facebook page.

The parishioner asked if the goal mouths will/could also be fenced off in the same way that the cricket square is.

Cllr Wilkinson explained that this could not happen due to the registration status of the Green. He additionally explained that the Cricket Club work very hard to maintain the wicket themselves and as such have Council's permission to fence it off.

Cllr Wilkinson proposed the adoption of the Policy. Cllr Booth seconded the proposal. All agreed.

The Parishioner was thanked for bringing the matter to the Council's attention and for their feedback.

***Actions: Clerk to publish policy on website, on Facebook and in the next edition of The Focus Magazine. Clerk to seek quotes for a noticeboard and explore whether it can be fixed to the outside of the pavilion or if the posts opposite Cow Lane junction can be utilised for a noticeboard.***

- New trees have been planted on the grass verge opposite the Travellers Rest Public House. It is believed these have been planted by BC.
- High Street, Edlesborough from Pebblemoor up to the B440 will be closed on 30<sup>th</sup> May due to works on the mast. This information has been shared on the EPC FB page.
- One resident has complained about the may flowers being cut on the grass verges along Cow Lane. The clerk explained that under Devolved Services EPC is required to ensure pedestrians can step onto the verge should vehicles be travelling along the lane.
- The Clerk, Cllr Owen and Becky Bevan dressed the play area, EMH, village sign and planters in flags and bunting in readiness for the Coronation. The Clerk proposes leaving the bunting on the play area and village sign for the Carnival.
- The Pastures hedge is scheduled to be cut on 28<sup>th</sup> June. The Clerk will inform the affected residents.
- The Clerk will write again requesting an update from the resident on Pebblemoor who has removed the section of hedge adjacent to their property.

- Edlesborough has entered the Buckinghamshire Best Kept Village competition. Judging will take place in June and July.
- The Clerk has asked the Council contractor to quote for two Christmas Trees to be supplied and erected at the start of December 2023. One will go in the planter at the top of Cow Lane and one on the Green in front of Edlesborough Pavilion. One new set of lights needs to be purchased for outside EMH.

#### *DAGNALL*

- Cllr Owen and Kim Greene dressed DVH, the village sign and other parts of Dagnall in bunting and flags for the Coronation.

#### *NORTHALL*

- The NVH Committee dressed the outside of NVH in bunting for the Coronation.
- The Council contractor has confirmed that siding out of the overgrown pavements will be completed once the weather is dryer.
- The Council contractor carried out an extra cut of the grass verges at the junction of Eaton Bray Road and the B440, Leighton Road.

## Projects

### *PAVILION UPDATE – LED BY CLLR CUBBAGE*

#### Balcony Glass

Cllr Cubbage expressed concern that it had been suggested that the repairs to the damaged balcony glass would be the responsibility of the Council. He reminded the Council that ECSC CIO had signed a lease and taken responsibility for the building in November 2021.

He also expressed concern that ECSC CIO had not organised their own building and contents insurance and were still reliant on the Council's policy.

The Clerk confirmed that she had established that should a claim be made, the Clerk would need to initiate it, she could then delegate an ECSC CIO Trustee to take the claim forward.

Council agreed to wait until Cllr Williams returned to take this matter forward.

***Actions: Establish the spec of the glass panel. Establish what warranty the glass panel has. Seek two quotes for the replacement of the glass panel. Establish what the policy excess is. Establish how this will affect the policy premium in the future. Agree next steps with ECSC CIO.***

#### Snagging List

The new builder is scheduled to start in early June. The start date for the electrical work is not yet confirmed.

### *SOUTH END LANE, NORTHALL TRAFFIC CALMING – LED BY CLLR HARPLEY*

Both the Clerk and Cllr Harpley have been working to get a response from the Wing and Ivinghoe Community Board on the matter. A response was received on the day of the meeting. Cllr Harpley shared this with the Council.

Buckinghamshire Highways are expecting EPC to fully fund this project. EPC had agreed in principle to do this but were waiting for a quote from Buckinghamshire Highways before confirming that it would proceed with the project. Katrina Holyoake states that this is no longer a Community Board project, and that Council should deal with Buckinghamshire Highways.

***Actions: Clerk to ask why a further speed assessment is required when all the data has already been provided. Clerk to ask Rosie Tunnard and Leigh Brown how Council can get a confirmed quote/cost for the project.***

# EDaN & Traffic Management Team Updates

## TRAFFIC CALMING

### MVAS STATUS

- All posts have been installed. Prior to the meeting Cllr Cubbage had raised concern about the height of the posts and the possibility of the devices being interfered with by members of the public. The Clerk contacted Truvelo who will send out an engineer to check the posts. The optimum height for the units to be installed is between 2-3m above the ground. The three devices are now operational.
- Data from the devices – due to the Clerk not having the log in codes and PIN numbers it was not possible to download the data from the devices. Truvelo have now provided the Clerk with the required information and data will be downloaded soon. Council discussed how this information can be shared with the parishioners. Cllr Cubbage suggested a sub-group may be needed to analyse the data.

### Bin Stickers

Cllr Cubbage asked if EPC could purchase more bin stickers for parishioners to attach to their wheelie bins to remind drivers of the speed limit.

**Action: Clerk to obtain a quote for 20 and 30mph stickers.**

## FRIENDS OF THE CHURCH ON THE HILL

- EdleFest ticket sales are going well.

## EDAN BEAUTIFICATION TEAM

- A parishioner expressed disappointment that in her opinion some of the daffodils on the verges had been cut too early. She stated that the contractor should take into consideration the weather conditions as well as the advice to wait 6-7 weeks after they have flowered.

# Parish Amenities

## BUCKINGHAMSHIRE COUNCIL DEVOLVED SERVICES.

Prior to the meeting the Clerk had shared BC Cllr Brazier's response about whether clearing fallen trees from Rights of Way and replacing/repairing broken styles can be added into Devolved Services.

Currently fallen trees and broken styles are the land/owner's responsibility. Cllr Brazier explained that *"The new devolution offer is being worked on right now and will be opened up when the change over to the new highway's regime is settled. I am told there may be more on offer. If that will include more money for such work, I doubt but we will see."*

## AED'S

The Clerk is investigating a report that one of the AED's in Edlesborough has been registered with The Circuit (the central database for AED's) by another person.

## EMH

### New Taps

The new taps are now installed.

### New Lights

Three lights have been replaced by the electrician in the main hall. The Clerk shared the electricians quote to upgrade the lights to LED's in the main hall. Cllr Wilkinson pointed out that it would take a considerable amount of time to recoup the costs in energy savings.

The Clerk has asked for a quote for all the lights in the building to be replaced with LED fittings.

## *THE GREEN AND PLAY AREA*

### Swing Repairs

Wicksteed have informed the Clerk that due to the parts being obsolete they now need to quote for a newer model or for a replacement swing set.

The Clerk will ask for both quotes and will seek quotes from other play equipment suppliers for a replacement swing set.

### Annual Inspections

The Clerk is seeking quotes for annual inspections from other companies.

### Carnival

Plans continue for this event.

### Personal Trainer

Council agreed that the personal trainer holding sessions outside the Pavilion must pay for the use of the Green for this purpose.

## *SPORTS CLUBS*

### EB Lions

The season finishes on 20<sup>th</sup> May.

### ECC

The Clerk has a full fixture list of matches between now and September. Social Cricket has commenced on a Tuesday evening.

### ETC

Council ratified their decision to approve the contractors quote to supply and lay turf either side of the new path to the tennis courts. The Contractor has confirmed that they will ensure the turf is watered. Council agreed that as ECSC CIO had not refused the Clerk's request to access the outside tap for this purpose permission has been granted.

## *EDLESBOROUGH PAVILION*

### Anti-Social Behaviour

Issues with antisocial behaviour have continued over the past month. TVP have been very responsive.

### Request for Craft Fair

Council granted permission for Susan Hill to organise a Craft Fair on the patio area surrounding Edlesborough Pavilion. The proceeds will be for ECSC CIO.

## *ALLOTMENTS*

The Clerk will arrange an allotment inspection with the wardens over the next month.

### Dagnall

One broken tap has been replaced.

### Cow Lane

One tenant has given up their plot. The Clerk and warden are in the process of offering the plot to the next person on the waiting list.

### Northall

Nothing to report.

### The Green

Nothing to report.

## *CEMETERY*

There is one ashes interment in June.

## *CHURCHYARD*

Nothing to report.

## *BRIDLEPATH*

Nothing to report.

## *WAR MEMORIAL*

The Clerk has submitted the request to BC Street Scene for the Remembrance Day Service road closure signs.

## *BUS SHELTERS*

Nothing to report.

## *CAR PARKS, LITTER, RECYCLING AND DOG BINS*

The Clerk has requested that the recycling bin outside EMH be replaced with one with a lockable lid to help prevent the recycled waste becoming contaminated.

## *BC Commercial Waste Price Increase*

The Clerk informed the Council of the Buckinghamshire Council Commercial Waste increase of 9% for the 2023/24 year by 9%. Also, of the introduction of the £85 annual fee to produce the Waste Transfer Notice and Duty of Care documentation for the Council.

## *STREETLIGHTS*

Nothing to report.

## *BUCKINGHAMSHIRE HIGHWAYS ISSUES*

- The childrens play area sign near the Green allotments has still not been made safe by BH. This was first reported in March. The Clerk will chase a response from the LAT.
- Broken style at bottom of Cow Lane is still broken. The Clerk will write to the landowner.

## *WEBSITE, FACEBOOK AND GDPR*

### Website

Coronation pictures have been uploaded onto the website. Edlesborough Pavilion has been added as a new meeting venue.

### Facebook

Discussions have focused on;

- The Coronation – lack of flags in Edlesborough.
- Edlesborough Pavilion – accusation about a child being locked in the building. Complaints that residents of EB must pay a membership fee.
- Lack of communication about who was standing in the EB local elections.
- Potholes.
- Whipsnade Lion – cleaning of.

### Website Accessibility and GDPR

Nothing to report.

## *ANNUAL CHARGES REVIEW*

Prior to the meeting Cllr Wilkinson had circulated recommendations for the Annual Charges Review. Considering the differing of opinions Cllr Booth proposed that the Allotment charges be addressed at the June meeting when more information was available on the costs and project spend relating to the allotments.

The following proposals were discussed and agreed:

**EMH** – Council considered the 5% and 10% proposals made by Cllr Wilkinson. Cllr Booth proposed a 7.5% increase, Cllr Hurst seconded the proposal. All agreed. It was agreed that the Hall fees would increase to:

Ad hoc commercial & private hire	£15.85 effective July 2023
Ad hoc parishioner users	£9.60 effective July 2023 (minimum three hours hire)
Regular commercial users	£12.65 effective July 2023 for new hirers, effective Sept 2023 for existing hirers
Local non-profit regular users	£9.40 effective Sept 2023
Half day rate	£82.00 effective July 2023
Full day rate	£136.60 effective July 2023

Election rate	£106.45 effective June 2023
---------------	-----------------------------

**Action: Manager to inform regular hirers that their fees will increase from 1<sup>st</sup> September 2023. Clerk to update website and booking form accordingly.**

**The Green** – Cllr Wilkinson proposed a 10% increase, Cllr Harpley seconded the proposal, all agreed:

Adult football	£20.00 per match effective Aug 2023
Edlesborough Cricket Club	£427.00 per year effective April 2023
EB Lions	£476.00 per year effective Aug 2022
Tennis Club ground rent	No increase due until June 2028

**Action: Clerk to inform sports clubs accordingly.**

**Cemetery** – It was agreed that no increase was justified as increases applied in June 2017 are still generating more income than expenditure. The charges are:

Child (0-12 yrs.) burial plot	£110 parishioners	£440 non parishioners
Child (13-16 yrs.) burial plot	£145 parishioners	£580 non parishioners
Standard adult burial plot	£280 parishioners	£1,120 non parishioners
Cremated remains plot	£140 parishioners	£560 non parishioners
Memorials (to erect)	£65 parishioners	£260 non parishioners
Second burials	£65 parishioner	£260 non parishioners
Second cremated remains	£45 parishioner	£180 non parishioners

## ACCOUNTS FOR THE MONTH ENDED 30<sup>TH</sup> APRIL 2023

Council approved the accounts for month ended 30<sup>th</sup> April 2023.

## AUTHORISATION OF PAYMENTS

Council approved the May 2023 payments.

## BANK MANDATE & COMPLAINT

Barclays have upheld the Clerk's complaint about the recent issues with the changes to the bank mandate, type of account and refusal to communicate with the Clerk via a landline.

The paperwork has been submitted to remove Mrs Thomas from the bank mandate.

## CORRESPONDENCE

### Coronation Benches

Council considered a proposal from a parishioner for benches to be installed to mark the Coronation of King Charles III. Council agreed that no new benches were needed at this time.

Cllr Booth proposed that the new play area could be named the "Coronation Playground." Council agreed that this was a good idea.

**Action: Clerk to explore possible plaques.**

### Request for Zebra Crossing or similar near Edlesborough School

The following response has been sent in response to a request for a Zebra Crossing or something similar near Edlesborough School:

*"Currently there are no motions to install another Zebra Crossing on the High Street or Pebblemoor in Edlesborough.*

*I have copied Cllr Alan Williams, the lead councillor on Traffic Calming and Speedwatch within the Parish. The Traffic Calming Group will always welcome new members/volunteers to help focus on road safety in the village.*

*Buckinghamshire Council are the Highways Authority for the area and advise the following with regards to parking issues - If parking in the vicinity of a junction is an ongoing concern, you can contact the Parking Team via [Report a parking problem / Buckinghamshire Council](#).*

*Cars that are parked dangerously should also be reported to Thames Valley Police."*



## Items for future meetings when more information is available:

- *Edlesborough Green Children's Play Area – led by Cllr Mrs Booth*
- *Parish Path Maps*
- *Re-wilding – Led by Cllrs Owen and Wells*
- *EMH Status and refurbishment - led by Cllr Wilkinson*

## Items for the agenda for EPC meeting to be held on 15th June 2023 in Dagnall Village Hall

- Allotment fees and agreements.

**The meeting closed at 22.05**

### **Key to abbreviations:**

*EPC – Edlesborough Parish Council*

*BC – Buckinghamshire Council*

*Cllr – Councillor*

*EBPC – Eaton Bray Parish Council*

*WI – Women's Institute*

*ECC – Edlesborough Cricket Club*

*ETC – Edlesborough Tennis Club*

*ECSC – Edlesborough Community Sports Club CIO*

*FOTCOTH – Friends of the Church on the Hill*

*EDaN Beautification Team – Edlesborough, Dagnall & Northall Beautification Team*

*The CCT – The Churches Conservation Trust*

*The PCC – The Parochial Church*

*TVP – Thames Valley Police*

*BH - Buckinghamshire Highways formerly known as TfB – Transport for Bucks*

*LAT – Local Area Technician*

*BBLP - Balfour Beatty Living Places*