



Edlesborough Parish Council
Minutes of Meeting held on Thursday 19th May 2016 at Edlesborough Memorial Hall commencing at 7.56pm

AGENDA ITEM		ACTION
Open Forum	<p>Mrs Lorna Cabbage from the EDaN Beautification shared the group's delight in the standard of grass cutting in the Parish at this time. It was noted that a few daffodils had been cut too early in Northall. This will be discussed with the contractor at the July review.</p> <p>Mrs Cabbage also raised the groups concern about the condition of the cherry tree at Church Croft.</p> <p><i>Action: Report concerns about tree to Bucks CC.</i></p>	Clerk
The Chairman formally opened the Parish Council meeting at 8.25pm.		
Present:	Cllr Williams (Chair), Cllr Wilkinson (Vice Chair), Cllr Nevard, Cllr Mrs Owen, Cllr Cabbage, Cllr Mrs Thomas, Cllr Mrs Woodhouse, Cllr Mineikis, District Cllr Chris Poll, Penny Pataky (Clerk) and 3 parishioners.	
Apologies:	Cllr Pratt, County Cllr Avril Davies.	
Declarations of Interest	None	
Minutes of previous Meeting	The Minutes of the Parish Council Meeting held on 21 st April 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	<p>The electricity meter is due to be changed in in June.</p> <p>There will be three new trial classes during June which will hopefully lead to a regular weekly booking commencing in September.</p> <p>All the fire appliances passed the Chubb Fire Safety Inspection.</p>	
Pavilion	<p>New shower heads have been installed.</p> <p>Anti-climb/vandalism paint is being painted on the Pavilion.</p> <p>All the fire appliances passed the Chubb Fire Safety Inspection.</p>	
The Green & Playground	The football season has now finished, the Swan FC will be relocating the adult goals to the rear of the pavilion.	
New Trees		



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	<p>The new trees have suffered vandalism. A statement has been made on Facebook about this, Sharon Stilliard will be asking the school to talk to its pupils and ask them to “look after” the new trees. Mrs Cubbage has submitted an article to the next edition of Focus about this matter.</p> <p>Cllrs agreed that the extra work incurred for the damage to the trees will be paid by the Council. Council agreed that whenever new installations are made the maintenance issue needs to be determined in advance.</p> <p>Following a suggestion about the removal of the hedge in front of the Christmas tree Council decided that this will not be necessary as the tree will grow.</p>	
Cow Lane Tree & Bench	<p>Following County Cllr Avril Davies question to Mark Shaw the Cabinet Member for Transportation about the red tape preventing the tree planting and bench installation at the top of Cow Lane, Council agreed that providing no service utilities are identified at www.linesearchbeforeudig.co.uk the tree will be planted and the bench installed. Any excavations must be manual.</p> <p><i>Action: Clerk to inform Sharon Stilliard.</i></p>	Clerk
Sports Clubs	<p>The ECC have installed new matting and guide rope nets in the corner of the Green (by the allotments). These are for use by all and will hopefully help to strengthen the clubs Youth section program and links with the school.</p>	
Allotments	<p>Vacant Plots: Northall – 0 Dagnall – 1 The Green – 0 Cow Lane – 1</p>	
Cemetery	<p>The benches have been cleaned. A further sign to regarding planting and pots on the graves will be displayed at the cemetery upon receipt.</p> <p>There has been one burial and one memorial application.</p>	
Churchyard	<p>Nothing to report.</p>	
Bridle Path	<p>The Clerk is awaiting recommendations and quotes for the tractor damage caused to the gate. Mr Wood has been informed of the damage. To date he has not responded on to the Clerk regarding this matter.</p> <p><i>Action: Clerk to share quotes & recommendations with the Council upon receipt.</i></p>	Clerk
Bus Shelters	<p>The two bus stops will be cleaned, including the seats, and tidied once a month by the handyman.</p>	



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<p>Litter Bins, Dog Bins & Car Parks</p>	<p>Mr Wright of NMJ Service Centre has requested that the Council write a letter consenting to the new extension being built to the EMH boundary line. Council agreed to this with the provision that all rain water must be funnelled away from EMH land. <i>Action: Clerk to write letter.</i></p>	<p>Clerk</p>
<p>Noticeboards</p>	<p>Handyman will be asked to clean the noticeboards.</p>	<p>Clerk</p>
<p>Devolution</p>	<p>The Clerk informed the Council about parishioner complaining to the contractor about a specific hedge in Edlesborough. A dated record has been kept of this incident. The hedge is not the responsibility of the council to cut. It cannot be cut at this time based on current seasonal restrictions. The farmer will be contacted at the end of the season to request cutting.</p>	
<p>Streetlights</p>	<p>The CU Phosco warranty for the new streetlights was signed. <i>Action: Clerk to return warranty to CU Phosco.</i> Three lights are still outstanding; the installation of the tennis court light and two lights need adjusting after being installed at the incorrect angle. <i>Action: Clerk to ask CU Phosco for a completion date on these outstanding issues.</i> The UMSUG codes have been sent to UK Power networks with a newly updated inventory and a request for the energy usage to be adjusted and confirmation of refunds due to EPC. The charges/changes can be backdated 14 months. The new light in Taskers Row shows evidence of being hit by a car again! Reflective tape has been applied to the post to make it more visible to drivers. <i>Action: Clerk to monitor light for additional damage.</i> The Clerk is waiting for a sample of the new streetlight labels for Council inspection and approval. <i>Action: Clerk to chase sample again.</i></p>	<p>Clerk Clerk Clerk Clerk</p>
<p>Facebook Feedback & Comments</p>	<p>Comments have been made about activity surrounding the field/land at Slicketts Lane. <i>Action: AW to draft a response to comments.</i> Anglian Water – the Focus article about Anglian Water and the local sewage issues was shared on Facebook. Currently one incident has been reported to the Clerk.</p>	<p>AW/Clerk</p>
<p>New Pavilion</p>	<p>The ECSC fundraising group have provided the Council with detailed plans and a risk assessment for the upcoming Fun Day. The planned quiz night has been cancelled. The group will be reminded to request permission to use the facilities and keep the manager informed of any proposed events on the Green and EMH.</p>	



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	EPC requested that parishioners be better informed on the current status of the development. Cllr Williams will raise at the next ECSC meeting.	AW
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FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)

Accounts	The Accounts for months ending 30 th April 2016 having previously been circulated to Councillors were discussed and agreed.		Full Council																															
Authorisation of direct payments & cheques September (incl. VAT)	<table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 80%;">Allotments</td><td style="text-align: right;">111.00</td></tr> <tr><td>Cemetery</td><td style="text-align: right;">60.00</td></tr> <tr><td>Devolved Services</td><td style="text-align: right;">577.00</td></tr> <tr><td>EDaN</td><td style="text-align: right;">431.00</td></tr> <tr><td>Green</td><td style="text-align: right;">963.00</td></tr> <tr><td>Memorial Hall</td><td style="text-align: right;">705.00</td></tr> <tr><td>Open Spaces</td><td style="text-align: right;">644.00</td></tr> <tr><td>Other Amenities</td><td style="text-align: right;">302.00</td></tr> <tr><td>Pavilion</td><td style="text-align: right;">414.00</td></tr> <tr><td>Special Projects</td><td style="text-align: right;">424.00</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;">60.00</td></tr> <tr><td>Wages</td><td style="text-align: right;">1,260.00</td></tr> <tr><td>Dues & Subscriptions</td><td style="text-align: right;">75.00</td></tr> <tr><td>Churchyard</td><td style="text-align: right;">261.00</td></tr> <tr><td style="text-align: right;">TOTAL</td><td style="text-align: right;">6,666.00</td></tr> </table>	Allotments	111.00	Cemetery	60.00	Devolved Services	577.00	EDaN	431.00	Green	963.00	Memorial Hall	705.00	Open Spaces	644.00	Other Amenities	302.00	Pavilion	414.00	Special Projects	424.00	Street Lights	379.00	Office Costs	60.00	Wages	1,260.00	Dues & Subscriptions	75.00	Churchyard	261.00	TOTAL	6,666.00	
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	The May payment and cheque run was ratified. This included the extra outstanding payment to Wellers Hedleys.																																	
	<p><i>New Salary Scales.</i> Council agreed to the latest National Joint Council pay rates which became effective on 1st April 2016. The Clerk wages will be adjusted accordingly and backdated to 1st April 2016 in June's pay.</p>		RFO/CN																															



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<p>Project List. Following all Councillors priority ranking of the current project list it was agreed that the Defibrillators and Improvements to the Memorial Hall Toilets would take priority. <i>Action: Cllr Williams will draft a specification for the EMH toilet refurbishment for consideration by councillors. Clerk to recirculate updated project list.</i> <i>Cllr Mrs Owen raised the issue of the Dagnall Village Hall toilets and asked if EPC can leverage the EMH initiative to help with the DVH refurbishment. Cllr Mrs Owen will share the current information with Cllr Williams.</i> Adoption of Financial Regulations. Council agreed to the revisions in the Financial Regulations. The council also agreed to the adoption of the new Financial Regulations. <i>Action: Clerk to forward a PDF version to Cllr Cubbage for the website.</i> Review and Agree Charges The Council reviewed and agreed the following charges effective from April 1st 2016:</p> <p>Edlesborough Memorial Hall</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 40%; text-align: center;"><i>2015/16 Charges</i></th> <th style="width: 30%; text-align: center;"><i>New Rate/Charge</i></th> </tr> </thead> <tbody> <tr> <td>Ad hoc commercial & Private hire</td> <td align="center">£13.00 per hr (last increase £1.00 effective Sept 07)</td> <td align="center">£13.50</td> </tr> <tr> <td>Regular commercial users</td> <td align="center">£10.00 per hr (introduced 2009)</td> <td align="center">£10.50</td> </tr> <tr> <td>Local non-profit regular users</td> <td align="center">£7.00 per hr (last increase £0.50 effective Sept 08)</td> <td align="center">£7.50</td> </tr> <tr> <td>Half day rate</td> <td align="center">£65.00 (introduced May 2012)</td> <td align="center">£67.00</td> </tr> <tr> <td>Full day rate</td> <td align="center">£110.00 (introduced May 2012)</td> <td align="center">£113.00</td> </tr> <tr> <td>Election rate</td> <td align="center">£84.00</td> <td align="center">£87.00</td> </tr> </tbody> </table> <p><i>Action: Manager to inform hall users</i></p> <p>Sports Clubs</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 30%;">Adult Football</td> <td style="width: 40%;">£30.00 per match (last increase £0.50 effective Aug 2015)</td> <td style="width: 30%;">£30.50 per match (eff Aug 2016)</td> </tr> <tr> <td>Edlesborough Cricket Club</td> <td>£660 (last increase £20 effective 1st April 2016)</td> <td>£680 per year (eff April 2017)</td> </tr> <tr> <td>Tennis Club</td> <td>£680 per annum (last increase £20 effective April 2016)</td> <td>£700 per year (eff April 2016)</td> </tr> </tbody> </table>		<i>2015/16 Charges</i>	<i>New Rate/Charge</i>	Ad hoc commercial & Private hire	£13.00 per hr (last increase £1.00 effective Sept 07)	£13.50	Regular commercial users	£10.00 per hr (introduced 2009)	£10.50	Local non-profit regular users	£7.00 per hr (last increase £0.50 effective Sept 08)	£7.50	Half day rate	£65.00 (introduced May 2012)	£67.00	Full day rate	£110.00 (introduced May 2012)	£113.00	Election rate	£84.00	£87.00	Adult Football	£30.00 per match (last increase £0.50 effective Aug 2015)	£30.50 per match (eff Aug 2016)	Edlesborough Cricket Club	£660 (last increase £20 effective 1 st April 2016)	£680 per year (eff April 2017)	Tennis Club	£680 per annum (last increase £20 effective April 2016)	£700 per year (eff April 2016)	<p>AW</p> <p>TO/AW</p> <p>Clerk/KC</p> <p>Manager</p>
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	<p>EB Lions £360 per annum (last increase £10 effective Aug 2015) plus an additional £270 for full use of the Pavilion (last increase £10 effective Aug 2015)</p> <p>Pavilion Clean £25.00 per clean (last increase £3 effective April 2013)</p> <p>Tennis Club Ground Rent £88 per annum (lease effective 1/6/08 – next review due in 2018)</p> <p>Ad hoc Pavilion hire £5.00 per hour plus Pavilion clean if necessary (introduced April 2013)</p> <p><i>Action: Clerk to inform users</i></p> <p>Cemetery</p> <p>Child (0-12 years) Burial Plot £105 parishioners £420 non parishioners</p> <p>Child (13-16 years) Burial Plot £140 parishioners £560 non parishioners</p> <p>Standard Adult Burial Plot £270 parishioners £1,080 non parishioners</p> <p>Cremated Remains Plot £135 parishioners £540 non parishioners</p> <p>Memorials (to erect) £60 parishioners £240 non parishioners</p> <p>Second Burials £60 parishioners £240 non parishioners</p> <p>Second Cremated Remains Interment £40 parishioners £160 non parishioners</p> <p><i>Action: Clerk to inform local funeral directors.</i></p> <p>Allotments</p> <p>Council agreed that the increase from £1.80 to £2.00 a pole in October 2016 should generate sufficient income for 2016/17 and may result in a small surplus therefore the rent will remain at £2.00 a pole in October 2017.</p>	<p>Clerk</p> <p>Clerk</p>
<p>County & District Councillors Reports</p>	<p>District Councillor Chris Poll reported that AVDC will be implementing changes to staff job descriptions, resulting in 300 job descriptions being reduced to two. This will result in 60 staff reductions and all staff reapplying for their jobs. Currently the Unions have been very involved in and are supportive of this process.</p> <p>Bin Collection days will be changing. All residents will be written to informing them of the new collection days. This is due to AVDC no longer using landfill but instead taking all non-recyclable waste to be incinerated.</p> <p>Bucks CC have commissioned a study into becoming a Unitary Authority.</p> <p>Following three Scrutiny meetings on the Vale of Aylesbury Local Plan (VALP), the draft plan is due to be forwarded to District councillors on 31st May, published on the 2nd June with a July to September consultation period. It is anticipated that the VALP will include 31,000 new homes.</p>	



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Due to the Green Belt area in Dagnall being mostly in other counties Cllr Poll feels that it will not be included in any future development.
Finally Cllr Poll reported that after numerous complaints by local members AVDC are looking in to a system where members' enquiries are handled in a more efficient manner.

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
16/01510/APP 5 th May 2016	2 Hamilton Close, Dagnall	Single storey front, side and rear extensions.	No objections
16/01545/APP 5 th May 2016	Lightwood, Leighton Road, Northall	Erection of detached garage at front of property	No objections
16/01581/APP 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

The following decisions had been received from AVDC

Application No.	Address	Description	Parish Council Response	AVDC Decision
14/01261/APP May 2014	Land off Cow Lane, Edlesborough	Construction of 30 dwellings including formation of new access and all ancillary works	OPPOSE	Permitted
15/04137/APP 29 th Dec 2015	B&H Autos, Crossways Garage, Dunstable Road, Dagnall	Demolition of existing buildings and erection of three new dwellings	OPPOSE	Minor Amended Plan Permitted

Anglian Water

Following a further response from Anglian Water the Clerk will request a copy of the standard questionnaire/survey offered. This will then be circulated throughout Edlesborough if the Council believes it is appropriate.

Action: Clerk to request survey/questionnaire from Anglian Water and circulate to Cllrs.



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	<p>Planning application 15/02411/APP (57 Houses off the High Street, Edlesborough) S106 Money Allocation. Clare Grey acknowledged receipt of EPC's letter on 14th April 2016. Council is disappointed that it has received no response to any of the issues raised. This issue to be added to the agenda of the next meeting. <i>Action: Clerk will chase a further response to the Council's letter.</i></p>	Clerk Clerk
Neighbourhood Plan	<p>Dates for future meetings: Steering Group – 21st June Public Meetings: Dagnall – 5th July Edlesborough – 9th July Northall – 11th July</p> <p>A new section for documents relating to the Neighbourhood Plan has been created on the Parish Council website http://www.edlesborough-pc.gov.uk <i>Action: All Cllrs to familiarise themselves with the documents/information.</i></p>	AW & Clerk Full Council
EDaN Report & Traffic Calming	<p><u>Beautification Team</u> The Car Boot Sale will be held on Monday 30th May <u>Friends Of The Church On The Hill Edlesborough</u> The Annual Festival is set for the weekend of June 24th-26th. Cllr Williams and Wilkinson signed the letter for the Burghope Trust agreeing to the terms for the use of the Burghope land as a car park for the festival. <i>Action: Clerk to return the letter and insurance information to the Burghope Trust.</i></p>	 Clerk
Villages	<p>Cow Lane amenity land – a response is still awaited from AVDC regarding the PC's offer to review the deeds on this land. <i>Action: Clerk to chase again.</i></p> <p>Slicketts Lane Resident's responses regarding vehicles travelling in the wrong direction along Slicketts Lane have been circulated to Councillors. <i>Action: Council to agree an action and response.</i></p> <p>Burglaries</p>	 Clerk Full Council



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	<p>PCSO Dodson – has reported that the offenders for the recent burglaries in Edlesborough & crime in the Scout Hut have been apprehended.</p> <p>Carnival Temporary Parking Restrictions – in addition to the normal road closures an additional TRO was submitted for: Temporary Parking Restrictions on High Street, Edlesborough, from Church End to Moor End From 12.30 – 13.30 <i>Action: Clerk to ask the Carnival Committee how this will be enforced.</i></p> <p>Ivinghoe Way Residents Association Council will use Facebook to ask parishioners to report their concerns/accidents/near misses at the junction of the A4146/Ivinghoe Way/Pebblemoor junctions to TfB and Bucks CC Road Safety department. <i>Action: Clerk to post information on Facebook.</i></p>	<p>Clerk</p> <p>Clerk</p>
Correspondence	None	
Items for Agenda 16th June 2016	<p>Items for the Agenda for EPC Meeting to be held on 16th June 2016 at All Saints Church, Dagnall commencing at 7:30pm:</p> <ul style="list-style-type: none"> • Planning application 15/02411/APP (57 Houses off the High Street, Edlesborough) AVDC response to EPC's letter • New Website • Christmas Wreaths • DVH Toilets 	
	The meeting closed at 10.37pm.	