

Minutes of the Ordinary Meeting of the Edlesborough Parish Council held on Thursday 20 November 2003 at 8pm at the Edlesborough Memorial Hall.

Present

Mrs A Thompson (Chairman), Mr Wilkinson (Vice Chairman), Mr Spencer, Mr Cabbage, Mrs Prys-Jones, Mrs Ratheram, Mr Munday, Mr Brown, Mrs Kerr (the Clerk) and Mrs Hannelly (District Councillor). No parishioners.

Apologies

Mr Atherton and Mrs Davies (County Councillor).

Minutes of Previous Meeting

The minutes of the meeting on 16 October 2003 were agreed and signed with no amendments.

Matters arising from the previous minutes

None

Planning

Procedure for reviewing planning matters

A meeting to discuss proposals for the Parish Councils procedure in planning matters is still to be held between John Atherton, John Wilkinson and Geoff Spencer to discuss whether a Planning Committee should be established. This meeting will probably be held in the New Year.

The following planning applications have been received:

Application No:	Address	Proposal	Parish Councils response
03/02472/APP 17.10.03	58, Pebblemoor, Edlesborough	Creation of new access	no objections to the creation of the new access, provided that it is acceptable to BCC Highways Department.
03/02620/APP 17.10.03	22, Leighton Road (Sparrow Hall Cottages), Edlesborough	Two storey rear extension	no objections
03/02666/APP 10.10.03	Orchard Cottage, Chapel Lane, Northall	Demolition of existing garage and erection of detached granny annexe and double garage with carport link	object to the flat because: it is outside the village boundary where further residential development is not supported requests to develop the garden in the nearby property " Home Farm Cottage" have in the past consistently been refused the position is not appropriate to the setting. In principle no objection to the garage being replaced with a new one.
03/02686/APP 15.10.03	The Old Axe and Compass, 36, High Street, Edlesborough	Erection of detached garages	no comment

Application No:	Address	Proposal	Parish Councils response
03/02745/APP 03.11.03	Rest Harrow South End Lane, Northall	Erection of two storey coach house comprising garaging for three cars at ground level, living accommodation above and creation of new access	Oppose. The Clerk to discuss the wording with Mr Atherton and Mr Cabbage.
03/02381/APP 03.11.03	8, St Marys Glebe, Edlesborough	Single Storey side extension	no comment
03/02782/AOP 19.11.03	Greenacre, Studham Lane Dagnall	Site for one dwelling and re-positioning of dwelling approved by 02/00619/APP	The Parish Council voted to oppose the application. The Clerk to discuss the wording with Mr Wilkinson. As Mr Spencer was going to be away.

Planning applications decisions received are as follows:

Application No:	Address	Proposal	Parish Councils response	Decision AVDC
03/02411/AGN	Goose Hill Farm, Ringshall Road, Dagnall	Erection of agricultural grain and machinery store	No comment	Permitted
03/02488/APP	20, Moor End Close, Edlesborough	Single storey side extension	No objection to the extension. However the third parking Space is an issue	Permitted subject to conditions

Planning issues

Application number 03/02248/AP, 14-16 High Street, Edlesborough. Change of use from A1 (Retail) to A3 (Hot Food and Drink).

Pauline Hannelly asked if she could make a comment on the planning application. Mr Howe had written to her expressing his concerns as to the change of use from A1 to A3. The Chairman stated that all Councillors had received a similar letter from Mr Howe. However, a decision had been made at the meeting on the 18 September approving the planning application. The Clerk stated she understood the matter would be going before the Development Committee in the New Year. The Council stated that it had made a decision and did not wish to alter that decision.

Application number 03/02251/APP, Beacon View, Southend Lane, Northall. Erection of five dwellings. The Parish Council had put in various objections to the development. The Clerk had been contacted by a Mr Richard Allen acting for Firstmove Developments Ltd stating that the plans had been amended and he wished to discuss these with the Council. A meeting had been arranged for Wednesday 26 November with the Clerk and Mr Cabbage and Mr Allen. Mr Atherton, the planning representative for Northall, was unable to attend the meeting. Mr Cabbage showed the Parish Council drawings he had received of the five houses in the development. It was generally felt that this was an improvement.

Planning issues

The Chairman reported that AVDC had been sent details of three possible breaches of planning. These were as follows:

1. Southend Lane, which had permission for a single storey rear extension of an existing porch and lounge. Mr Cabbage having received details from the Clerk of the previous planning application considered that it may be within the permission granted. However, AVDC would still check the position.
2. Hazeldene. This is a huge stable block. AVDC will check it is within the permissions granted.
3. Peppiatts Farm. There had been a planning application in 1979. However, the farm was being used as a Day Centre and was being advertised locally. The Clerk reported that AVDC had already received complaints and were investigating the position.

The Clerk set out that AVDC will be visiting the three sites within the next couple of weeks but as these matters were not life-threatening they did not take priority.

Planning issues

A letter had been received from a parishioner, Mr West, concerning a standard letter that he had received from the Parish Council as a neighbour of his had made a planning application. The standard letter was intended to give Mr West an opportunity to look at plans at a local Councillor's house in order to save him a journey to Aylesbury, and to make him aware of the application. It was agreed the Clerk would write to Mr West confirming that the Parish Council were not canvassing his views for either an objection or a positive response to Aylesbury Vale Council but informing him that a planning application had been made. The Clerk to action.

Licensing Application

An application for transfer of a liquor licence for the Red Lion public house in Dagnall had been received. The application was to transfer the licence into the names of Shirley Ann Bunyan and Terence Richard Bunyan and for one gaming machine. The Parish Council stated it had no objections. The Clerk to respond to the application.

Finance issues

Monthly financial statement

This was made available to the Parish Council who considered this and authorised the signing of cheques.

Half year financial statement 30.09.03.

This was made available to the Parish Council who considered this. The Clerk was asked in future to show the distribution of salaries for each employee and insurance and interest. The point was made that the income less the expenditure did not balance with the statement at the total cash accounts.

The Clerk explained that the income and expenditure was for the current account only and therefore there would be no interest; and secondly the current account less uncleared cheques did balance to the figure total income less expenditure. The details of the bank accounts at the bottom was merely to make the position clear as to the state of all the accounts. This was not meant to be a half year version of the final accounts as the Clerk would have needed to include debtors, creditors, and to do more work. It was merely a snapshot as to the present position as to income and expenditure and as to the present state of the bank accounts. It was agreed in future that the Clerk would on the left hand side set out the proposed figures in the budget for that year and the previous year's end of year figures as a comparison. It would also be useful to have details of debtors and creditors.

It was highlighted that there were a couple of errors in the expenses and the Clerk would look into these to check the position. Action: Clerk.

Precept and Projects for the next financial year

The General Purposes Committee requested that the painting of the outside of the Memorial Hall be included. The Clerk to action quote.

Interest rates

Mr Atherton had asked if we could discuss the interest rates on the accounts. Mr Atherton had been unable to attend the meeting and therefore it was agreed these would be discussed at the next meeting.

Parish Councillors' allowances

Mr Cabbage raised the issue that the correspondence box contained details of the Parish Councillors' allowances. It was agreed the Parish Council would consider adopting the recommended scheme. Mr Cabbage and the Clerk to prepare a report for the next meeting.

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Procedures

Standing Orders

The following standing orders were agreed to be incorporated in the handbook. It was agreed the Clerk would produce a hard copy for each Councillor before the details were placed on the Website.

17 and 24	Number of days need to be agreed in (5)
29 (d) and 29(i)	Number of minutes need to be agreed in (5 min)each one
28 to 31	Although we don't usually observe the rules of debate, I suppose they should exist just in case they ever need them
33(a) & 57 -	Code of Conduct adoption date needs to be inserted in (21.03.02)
36(a)	Number of members need to be inserted in (6)
43	Does this mean that the Chairman and Vice Chairman must be members, or that they are voting members regardless of whether or not they would be otherwise? RESOLVED It was clarified that the Chairman and Vice Chairman can attend any committee meeting and vote and do not have to be members of that committee.
48	Requires the quorum for a committee to be half the members without specifying the minimum number of members!! PC Handbook states that minimum number of members is 3, implying that is also the minimum for a quorum RESOLVED It was agreed that the minimum number of members for a quorum should be three.
56	Need to confirm handwritten months in (1) January , (2) November
61 & 62	Handwritten amendments need to be confirmed. Yes these are from updates we receive.
70	Reference to Chairman should not be altered to 'his' . OK
76	Assumes the Council has a Planning Committee. Decision yet to be made.

General Purposes Committee

Mr Wilkinson (Chairman of the General Purposes Committee) reported to the Parish Council. The Parish Council had received a copy of the minutes of the General Purposes Committee held on 5 November 2003. Mr Wilkinson asked the Parish Council if they would agree to the General Purposes Committee considering in future:

highways/by-ways/footpaths/ (including Parish Paths Partnership).

AVDC and BCC responsibilities

This was agreed.

Mr Cabbage noted that the General Purposes Committee meeting had gone very well and felt that it had been a worthwhile exercise.

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Highways/by-ways/footpaths/lighting

Problems with repair of lights

The Parish Council considered a report the Clerk had prepared on the statutory obligations for repair of lights and the costs incurred in repairing the lights. The Clerk had contacted Babbie and had set out their costings against the current contractors' costings. It was agreed that the following action should be taken:-

The Clerk should contact the current contractor and inform him that the Parish Council was reviewing lighting as a general exercise and from an economic basis as they needed to ensure that the Parish Council was using tax payers' money properly. The Clerk was to ask the current contractor for a quote as to the cost of work and as to the timescale for carrying out repairs once informed by the Clerk. The Clerk should also make it clear that we would be looking to a yearly contract.

The Clerk should also provide the Chairman with details from Babbie as to other Parish Councils of a rural nature who were using Babbie so that we could check their records of attending to lights that needed repair.

Fly tipping litter, dumping of rubbish

The Chairman stated that Dagnall would like two dog bins, one at each end of the allotments. It was agreed that litter bins, dog bins and euro bins would be discussed in greater detail at the General Purposes Committee. The Clerk had provided each member of the General Purposes Committee with a schedule setting out the bins in the area and asked the Councillors to check these against the list as the Clerk's list did not tally with AVDC's list and she didn't want to go back to them to have things corrected if she was failing to notice some bins. The Clerk had also set out the costs that were incurred with litter bins etc.

Roving Village Refuse Service

Dagnall Village Hall Car Park

Wednesday 19 November 2003

7.30am to 11.00 am.

Northall Village Hall Car Park

Tuesday 25 November 2003

12pm to 3.30pm.

Edlesborough Village Hall Car Park

Monday 24 November 2003

7.30am to 11.00am.

Road repairs to report

It was reported that the sign for Eaton Bray Road outside number 1 Eaton Bray Road, Northall, needed attention.

SID

The Clerk confirmed that SID would be at Northall for the week commencing 19 January 2004 and at Dagnall for the week commencing 26 January 2004. The Clerk would put notices on the notice boards, details on the Website and have an article in Focus.

Dagnall traffic calming:

Gates/Dragons Teeth/Roundels

The new traffic calming measures were working well.

The Clerk was asked to contact BCC to remind them that we had been told we would have countdown signs and these had not been installed as yet.

Northall Traffic Calming:

Northall. 40mph signs re positioning and footpath

Following the proposed road improvement letter from BCC a report had been sent in by the Clerk and the results of their survey had revealed that they would be carrying out work in Northall, in particular 40 mph roundels are to be provided and an additional pair of carriageway roundels should be laid with an adjacent upright (repeater) sign near the old garage site. Contact with adjacent landowners would be made to progress any necessary vegetation cut back. The repair work to the gateway feature had been ordered and it was anticipated the work would be completed late 2003/early 2004.

New dynamic speed indicator and gates

The dynamic warning light is not working and has been reported. As stated previously the gates would not be returned until late 2003/early 2004.

Edlesborough Traffic Calming:

A4146 on the hill by The Bell pub

The Clerk would be discussing this with BCC with the intention that when they visited the site the Clerk and any Councillor could attend. John Wilkinson expressed his wish to attend the visit.

Parking outside the shops in Edlesborough High Street

This was not a responsibility of the Police. The Clerk was awaiting a reply from AVDC.

Projects

EPC Website

This was now up to date. BALC had been very impressed with the Website.

Parish Plan

Kevin Cabbage reported that a meeting had been held with Buckinghamshire Community Action representative, Nigel Carrick. A note of the meeting has been provided to each of the Councillors. The Clerk had contacted the owner of the empty shop in the High Street and asked if we could have use of it on the evening when the Edlesborough shops were open (Friday 5 December). The owner had agreed to this and the Clerk had contacted the organiser of the event who had also agreed to the Parish Council using the shop. They had agreed to keep it confidential until this had been considered by the full Parish Council. The Parish Council agreed enthusiastically to using the shop to publicise the Parish Council and the Parish Council's availability. Offers were made from Julie Ratheram to help with some of the poster material. It was also agreed the Steering Committee (John Wilkinson, David Brown, Kevin Cabbage) would meet on Wednesday afternoon to view the premises and to decide exactly what was required. It was agreed that Marilyn Prys-Jones, Ann Thompson, Julie Ratheram would be available to participate as well as the Steering Committee. The Clerk indicated that she would be prepared to help on the Friday morning and early Friday afternoon but had a prior engagement for the Friday evening, but would be happy to clear up on the Saturday.

Mr Cabbage went on to state that the Parish Plan was in its infancy with the Steering Committee contacting local organisers of Scouts, Cubs, WI etc, to discuss with them whether they would like to become involved in the Parish Plan

and it was hoped that at a later date we would hold a meeting to invite the Parish to attend to set out their views on what should be included in the Parish Plan.

Christmas cards of Edlesborough Church

The Conservation Trust had used a mural in Edlesborough Church as a Christmas card. It is an angel in a vibrant colour carrying a banner with the word "Alleluia" from the wall painting executed by Daniel Bell in 1867 at St Mary's Church, Edlesborough. It was agreed the Clerk would order some packs of cards for use by the Parish Council to thank those that had helped the Parish Council during the year.

The Villages

Taskers Row

David Brown reported that he and the Clerk had attended a coffee morning at Taskers Row (the sheltered housing in Edlesborough) along with Acting Sergeant Mike London and PC Nick Cummings. It had been a useful exercise. The main concerns were lack of policing, nobody attending after incidents of car theft, lighting, either more street lights or security lights and better repair of lights, and the possible removal of the triangular warning "Elderly" sign. The security of doors was also discussed. It was agreed Pauline Hannelly (District Councillor) would speak to Aylesbury Vale District Council concerning an improvement to these.

It was noted that if you wished to contact the Police, and if you were dialling 999, it is best to let the operator know that we are covered by Thames Valley Police as there is usually confusion as our post code is a Luton post code. It was also noted that it would be better to speak to Aylesbury Police Station rather than Wing as Wing is usually manned by an answerphone.

It was noted by the Clerk that she was trying to set up a meeting with BCC to show them the problems with footpaths around Taskers Row.

The Parish Council had previously discussed security at Taskers Row and were continuing their investigations with the Police as to how this could be improved.

Community safety and old people's fears

A copy of the letter and questionnaire had been handed to each Councillor. The Clerk will prepare a response bearing in mind the contribution she has received from the Councillors.

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Policing/disturbances

The time allowed for the Parish Council meeting did not allow sufficient time for this matter to be discussed. However, the Councillors had been made aware of complaints from parishioners and details of an on-line budget questionnaire from the Thames Valley Police Authority. The matter would be discussed in more detail at the next meeting.

Late night shopping in Edlesborough High Street

The Clerk indicated that we had received a notice of road closure for this event.

Footpath/safer routes to school

The Chairman clarified that this was not Footpath 14 but the pavement on Dunstable Road on the right hand side as if you were heading towards Studham Lane. The Parish Council would continue to press for the vegetation to be cleared and for the tree which is overhanging to be cut back, and for the pavement to be improved. A letter had been received from a parishioner who had been in contact with BCC direct.

Footpath linking Dagnall and Edlesborough

The Clerk is putting together a report of this and looking into funding for the project. Mr Spencer produced a photograph that may be of help to the Clerk.

Rest Harrow

The smell that was reported a while ago is still being investigated.

Request for use of the Green

The Eaton Bray Village Hall fund raisers had requested the use of the Green for a car boot sale on the 1 May Bank Holiday weekend on 3 May 2004. After some discussion the Parish Council agreed:-

1. That in the past FOES (Friends of Edlesborough School) had in previous years requested this weekend for a car boot sale and this was being refused on the grounds that the weather was unpredictable and the

Green needed to be protected. It was agreed the Clerk would report back to the Eaton Bray Village Hall fund raisers and state that on these grounds the Green would not be available.

2. It was also agreed the Clerk would check whether FOES would require it for the Spring Bank Holiday on 31 May 2004.

Parish Councils Obligations

None.

Church and Churchyard

Remembrance Service

A letter had been received from the vicar which had been considered by all the Councillors. This letter concerned reviewing the Remembrance Service for 2005 which would be held at Edlesborough. It was agreed this matter would be held over until the next meeting.

Parish Cemetery

Access to the Cemetery

To be held over to the next meeting.

Open Spaces

Dunstable Road/Dagnall RF/Path

The paperwork is with AVDC.

Northall Land

A meeting will be held on Wednesday 26 November 2003 with John Atherton, Kevin Cubbage and Rosemary Lansdowne and the Clerk. A report will be prepared for the next meeting.

P.A.I.N.

Flight paths/PAIN latest

To be held over to the next meeting.

Next meeting Thursday 18 December 2003 starting at 8.00 pm