

Minutes of the Ordinary Meeting of the Edlesborough Parish Council held on Thursday 16 October 2003 at 8pm at the Edlesborough Memorial Hall.

Present

Mr Wilkinson (Vice Chairman), Mr Spencer, Mr Cabbage, Mrs Prys-Jones, Mrs Ratheram, Mr Munday, Mrs Kerr (the Clerk) and 1 parishioner.

Apologies

Mrs Thompson (Chairman), Mr Atherton, Mr Brown.

Minutes of Previous Meeting

The minutes of the meeting on 18 September 2003 were agreed and signed with the following amendments:-

Page 2 under Footpath Number 3 – Installation of kissing gate, six lines down, replace *August* with *September*.

Page 5 under Peblemoor 30mph signs – reposition and more 30mph signs, second line on page 5, replace *chevrons* with *chicane*.

On page 7 under Northall Village Hall windows, replace *had* with *will* and *received* with *receive*.

Page 9 under Allotments, review of allotment fees, delete *did not vote*.

On page 9 under Pavilion and EMH reports, delete *not*.

Page 10 under Precept and projects for the next financial year, replace *council* with *councillors*.

Matters arising from the previous minutes

Taskers Row

The Clerk reported that she was trying to set up a meeting with David Brown, Marilyn Prys-Jones, Julia Morgan and Nick Cummings (local police officer) to visit the residents of Taskers Row. At the present time she had not been able to get hold of Nick Cummings but Julia Morgan could not attend a meeting until after 4 November.

Planning

Procedure for reviewing planning matters

The Clerk had spoken to Mr Cannell in Planning and had been told that if we send in a preliminary response to a planning application and then alter that response at a Parish Council meeting, and the deadline for responding to the planning application has passed, the matter will not be re-opened. The Clerk is to arrange a meeting with John Atherton, John Wilkinson and Geoff Spencer to discuss whether a Planning Committee should be established.

Planning applications received

The following planning applications have been received:-

Number	Address	Proposal	Parish Council Comments
03/02411/AGN	Goose Hill Farm Ringshall Road Dagnall	Erection of agricultural grain and machinery store	No comment
03/02488/APP	20 Moor End Close, Edlesborough	Single storey side extension	The Council supports the extension but objects to the location of the proposed replacement parking provision.

Planning application decisions received are as follows:-

Number	Address	Proposal	Decision
03/02168/APP and 03/02193/ALB	The Old Thatch 1 The Green Edlesborough	Erection of replacement garage with living accommodation to rear	Permitted

Finance Issues

Monthly financial statement

This was made available to the Parish Council who considered this and authorised the signing of cheques. It was also noted that the Carnival Committee had sent the Parish Council a cheque for £200.00 as a thank you for their help. It was agreed that this money should be spent on the green and a thank you letter should be sent by the Clerk.

Precept and projects for the next financial years

The following projects were suggested to be included in the precept:-

Northall Village Hall windows (contribution towards) (Kevin Cabbage)

Memorial Hall floor (Marilyn Prys-Jones and John Wilkinson)

Chicane for Pebblemoor (John Wilkinson)

Cemetery access (John Wilkinson)

Pavilion upgrade and extension (John Wilkinson)

Facilities for the youth of the village, for example a basketball net (Steve Munday)

Toilets for the disabled under the Disability Act (Julie Ratheram)

Tenders

It was noted the clerk would be sending out invitations to tenders for the summer 2004 maintenance work.

Procedures

Standing Orders

In July the Councillors had been provided with proposed standing orders that had been considered by the Clerk and the Chairman. The Councillors were asked to make any comments they had regarding these standing orders. John Wilkinson indicated points that he would like raised and they were as follows:

<u>Order(s)</u>	<u>Comment</u>
17 & 24	Number of days need to be agreed in ()
29(d) & 29(i)	Number of minutes need to be agreed in ()
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 ()
36(a)	Number of members need to be inserted in ()
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?
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

Need to confirm handwritten months in ()

Handwritten amendments need to be confirmed

Reference to Chairman should not be altered to 'his'

56 Assumes the Council has a Planning Committee !!

61 & 62 Is £50,000 the correct formal tender threshold for us?

70

76

77*

The numbered standing Orders with an asterix * were discussed and the following agreed:

43: 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: It was agreed that the minimum number of members for a quorum should be three.

77: It was agreed the figure would be £10,000

It was agreed the Clerk would make the amendments as suggested and put in dates she felt appropriate and type out the standing orders and provide the Councillors with a copy for the next meeting. A copy of this standing order was to be sent to the Website.

General Purposes Committee

The Councillors had considered the Clerk's note and John Wilkinson's note. John Wilkinson noted that Ann Thompson, David Brown and John Atherton were in agreement with the setting up of a General Purposes Committee although they were not present.

Stephen Munday proposed that a General Purposes Committee be set up and this was seconded by Kevin Cabbage. All approved.

It was agreed that the following would be the initial parameters of the General Purposes Committee, with a financial limit of £1,000 (one thousand pounds) per project.

The responsibilities of the General Purposes Committee were agreed as follows:

- Edlesborough Memorial Hall
- Edlesborough Green (including the play equipment, car parks etc)
- Edlesborough Green Pavilion
- Edlesborough, Dagnall & Northall allotments
- Edlesborough Cemetery
- Edlesborough, Dagnall & Northall Street Lighting
- Grass & hedge cutting for which the PC is responsible
- Any other facilities or services as delegated by the PC

John Wilkinson stated that David Brown and Ann Thompson had requested to be members of the General Purposes Committee. Marilyn Prys-Jones, Kevin Cabbage and John Wilkinson also asked to be members. It was proposed and unanimously agreed that Sue and John Parker should be asked to join as non-voting members.

John Wilkinson made it clear that if a Councillor was not on the committee they could attend the meetings and speak but could not vote on any issues.

It was noted that the agenda would be available and posted on the notice boards and Councillors would be sent copies prior to the meeting.

It was agreed that meetings should be held on the first Wednesday of each month at 7.30pm. The venue would be decided prior to each meeting as it was suggested that the committee should visit other villages and facilities. It was anticipated that the meeting should take no longer than an hour and a half.

It was agreed unanimously that any matters on tonight's agenda that should be dealt with in the General Purposes Committee will be left until the meeting on 5 November.

Highways/Byways/Footpaths/Lighting

Lights out, any to report

This would be left to the General Purposes Committee.

Problems with repair of lights

It was agreed that as this was a large expenditure by the Parish Council, it should be considered by the full Parish Council and not the General Purposes Committee. The Clerk reported that she had received some estimates but was clarifying various points on this and therefore could we hold this over to the next meeting. This was agreed unanimously.

Fly tipping, litter, dumping of rubbish

The Clerk had received a reply from George Duguid, stating that the village roads are litter-picked on a monthly basis and the A4146 is litter-picked three times a year, in the first week of May, in August and in mid December. If there was a particular problem then a team is sent out to pick this up. If there were any other problems the Council would send a team out to clear up any litter.

The campaign for reduction in fly tipping commences on 1 November and will run until the end of February 2004. During the campaign Aylesbury Vale District Council will be making use of covert cameras in an effort to bring offenders before the court to show how determined they are to clean up the county as a whole.

The Clerk reported that she had received a note from Mr Duguid stating that publicity pamphlets and a proposed article for Focus was not available yet and therefore she had e-mailed him back with a proposed introduction article for inclusion in Focus and George Duguid had agreed to this.

The Clerk would provide details of where all the litter bins and dog bins were at the General Purposes Committee.

Roving Village Refuse Service

Aylesbury Vale District Council were providing a local refuse service at the following venues:

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

None.

Countryside Act and Right to Roam

The Clerk had spoken to CPRE and The Countryside Agency and had been informed that as allotments were seen as cultivated land the Right to Roam would not apply to them. Because of that we would be leaving the notice on the allotment gate stating that access was for allotment holders only.

SID

The Clerk had provisionally booked SID for the last two weeks of January, being Monday 19 January and Monday 26 January. Northall requested 19 January and Dagnall 26 January.

Dagnall Traffic Calming

Gate/dragons teeth/roundels

John Wilkinson stated that he was under the impression from the Aylesbury Vale Local Committee that road roundels would be funded by Buckinghamshire County Council at the entrance to the villages. Local Councils would only be required to fund roundels at intermediate repeater stages. The Clerk is to clarify this point with Buckinghamshire County Council. It was anticipated that the Dagnall traffic calming measures would be put in place in October and November.

Northall Traffic Calming

Northall. 40mph signs and reposition and footpath. new dynamic speed indicator and gates

The Clerk stated that she had been on holiday and had not finished the report on the 40mph signs being repositioned and the footpath. The gate had not been returned from Buckinghamshire County Council and the Clerk would continue chasing this.

The Clerk had received a letter from Buckinghamshire County Council stating that they were going to make Northall one of their projects for the proposed Local Safety Scheme 2003-2004. This was because there had been 12 recorded injury accidents in a four year period. Three of the accidents had been recorded as serious in severity and the remainder being classified as slight. Buckinghamshire County Council had decided to re-allocate funding to this project and the scheme would involve road sign enhancements, provision of speed limit carriageway markings (40mph roundels), at selected locations and vegetation clearance where forward visibility is restricted. A map was enclosed for the Parish Council to consider. Bearing in mind that comments had to be with Buckinghamshire County Council by Monday 27 October it was agreed that the two Northall Councillors, John Atherton and Kevin Cabbage, should make their comments and the Clerk should forward these to Buckinghamshire County Council. This was approved by the full Council as the next Council meeting would be on Thursday 20 November which would be too late for the Council as a whole to report back. A report would be available at the next meeting.

Edlesborough Traffic Calming

Nothing further to report on this.

Parking outside the shops on Edlesborough High Street

The Clerk had been e-mailing and telephoning Nick Cummings to discuss this and various other matters with him and was awaiting replies. The Clerk had not had an opportunity to speak to Aylesbury Vale District Council as she had been on holiday for part of last month and then had the allotments paperwork to computerise and organise payment of the allotment fees.

Projects

EPC Website

It was noted that the Clerk had still to send paperwork to Kevin Cabbage to be placed on the Website. Julie Ratheram agreed that she would provide pictures of Edlesborough.

It was agreed the Clerk would put a note in Focus asking if anybody had any information about the history of either Edlesborough, Dagnall or Northall to get in touch with us so this could be included in the Parish's Website.

The Villages

Walk with the County Councillor

The Councillors at Edlesborough (John Wilkinson and David Brown) and Dagnall (Geoff Spencer) had found the walk with the County Councillor Avril Davies useful and thought she had found it useful in that when we contacted her about various issues she would have a much better view of the situation.

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Taskers Row tree and light

A complaint had been received from a parishioner about the street light in Taskers Row being blocked by a tree. John Wilkinson and Marilyn Prys-Jones had looked at the light and so had the Clerk. It was agreed that this did not appear to be a serious problem warranting any action at this stage, but the Council would monitor the position.

Aylesbury Vale District Local Plan

The Clerk had a CD Rom if anybody wished to borrow this to look at the local plan. It was also available on Aylesbury Vale District's Website. Details have been provided to Councillors. A hard copy had also been obtained and this was available for parishioners to look at provided they left a £58 deposit (being the cost of the document and postage).

John Wilkinson noted that he had looked at the Aylesbury Vale District Local Plan and for Edlesborough and Northall it was proposed there would be limited development not exceeding more than five houses per a development within the confines of the villages. Dagnall being an Area of Natural Outstanding Beauty and part of the Metropolitan Greenbelt was not affected by this.

Footpath linking Dagnall and Edlesborough

The Clerk reported that Geoff Spencer and herself had met and discussed this matter. Geoff had prepared a report that the Clerk was putting together with pictures. It was hoped that funding would be available for this project. Geoff Spencer also indicated that the local school were prepared to send a letter supporting the proposal and so were the parent governors and Safer Routes to School campaigners.

It was noted that there was not a footpath all the way from the Travellers Rest on the A4146 to Edlesborough. This actually stopped at Cock Close junction.

Rest Harrow

The Clerk reported that this was still smelling awful. She had spoken to the Environmental Health investigating the matter and they were not yet in a position to serve papers but the Clerk would chase them next week.

EPC Strategic Review/Five Year Plan

We were still awaiting the paperwork. Kevin Cabbage made the point that he had been trying to speak to a representative of Buckinghamshire Community Action who would help with village plans but the calls had not been returned. The Clerk said she had spoken to somebody there recently on another matter and would see if she could get in touch with the representative that way.

Vandalism at the tennis courts

The Clerk noted that small ball bearings had been fired from a gun at the tennis court lights and the police had been informed.

Parish Council Obligations

None.

Church and churchyard

A remembrance service is to be held on Sunday 9th November at Eaton Bray Church followed by a service at Edlesborough War Memorial. The Clerk noted that this would be tidied. It was also discussed that either Ann Thompson would lay the wreath or Julie Ratheram on behalf of the Parish Council.

Parish Cemetery – access to cemetery

The Clerk said there was nothing further to report.

Open Spaces

Dunstable Road/Dagnall RF/path

The papers were back with the solicitors for amending.

Allotments

The Clerk noted that she had been collecting the allotment rents. It was suggested that maybe there was a better way to do this than the Clerk arranging for people to come to the Memorial Hall or the Dagnall Trading Hut. The Clerk said that the Dagnall Trading Hut had been useful to visit and to collect money as she had received about 90% of the money from there and it had also given her an opportunity to meet local allotment holders and for them to see who the Clerk was and for her to provide them with details of the Website etc. Collecting the rents at Edlesborough had not been as successful and only half the rents had been collected. In respect of outstanding rents the Clerk would be sending letters to all those who had not paid.

Northall, land

A reply had been received from the solicitor. The solicitor had suggested that it may be useful to meet with the Parish Council and had suggested a fee of £150 and travelling expenses. The solicitor wished to view the site and then discuss the situation generally. The Council all supported the proposal that Kevin Cabbage and John Atherton (the Northall

Councillors) and the Clerk should meet with the solicitor, view the land and discuss any concerns and points and then report back to the full Council.

Employees

It was noted the Clerks employment contract had not been finalised by the Working Party for Employees. The Clerk is to produce contracts for the handyman and for the caretaker/ secretary.

The working party would then consider these and report back to the Parish Council meeting.

PAIN

John Wilkinson reported that he had attended the AGM of PAIN. There was no longer any representative from Edlesborough or Eaton Bray on the executive committee. PAIN would still represent the general interests of Edlesborough and Eaton Bray and he suggested the Parish Council should support PAIN as long as they represented Edlesboroughs interest. It was noted that PAIN have a seat on the Consultation Committee for Luton Airport and this was useful.

Correspondence

A parishioner had asked if the Parish Council were considering organising a litter pick. John Wilkinson made the point that the Council would support any proposed litter pick but would not organise it themselves.

AOB

Kevin Cabbage noticed that the Edlesborough signs in the middle of Edlesborough had not been moved. The Clerk to take action.

He made the point that several signs outside the villages of Northall, Dagnall and Edlesborough were either obliterated by hedges or needed to be washed. The Clerk noted that the Parish notice boards needed cleaning and minor repairs done. It was agreed that the Clerk would arrange for this work to be carried out at a cost to the Parish Council and for the War Memorial to be tidied.

Circulation box

Generally the circulation box was working well but Julie Ratheram asked that she could have her name taken off the circulation list due to insufficient time. It was also suggested that if the amount of paperwork in the box was quite slim maybe we could consider using an envelope instead.

General Purposes Committee: Wednesday 3 December 2003 starting at 7.30pm at NORTHALL VILLAGE HALL

NEXT MEETING Parish Council: Thursday 18 December 2003 starting at 8.00 pm at EDLESBOROUGH MEMORIAL HALL