



Edlesborough Parish Council
Minutes of Meeting held on Thursday 19th January 2017 at Northall Village Hall commencing at 7.30pm

AGENDA ITEM		ACTION
Open Forum	No items were raised as no parishioners were in attendance.	
The Chairman formally opened the Parish Council meeting at 7.55pm.		
Present:	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), 0 parishioners.	
Apologies:	Cllr, Mineikis, Cllr Mrs Woodhouse & County Cllr Avril Davies	
Declarations of Interest	None	
Minutes of previous Meeting	The Minutes of the Parish Council Meeting held on 15 th December 2016 were ratified and signed with no amendments.	
Matters Arising	None	
District & County Councillors Reports	<p><i>District Cllr Chris Poll</i> gave the following report: 'The district councils' of Buckinghamshire are making their joint bid to DCLG today (19-1-17) to be considered for unitary council status. This would see the dissolution of all 5 existing councils and the forming of just 2. They would be the Vale as one and all the others, Wycombe, Chiltern and South Bucks forming the other to take on all services provided by both district and county currently. A preferred model should be announced by early April. VALP scrutiny has recommended that a new settlement in the Vale should not need to go ahead and that no settlement should have development that cannot be incorporated within current constraints. We will have another scrutiny meeting before the plan is put to members of the council.'</p> <p><i>County Cllr Avril Davies</i> Cllrs had all received a copy of this report and a copy will be forwarded to the March edition of Focus for sharing with the parishioners.</p>	
Parish Amenities (As reported by	<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>	



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<p>the Manager, Penny Pataky)</p>		
<p>Defibrillators</p>	<p>Nothing to report.</p>	
<p>Memorial Hall (including defibrillators)</p>	<p>Two new regular bookings have commenced use in the hall. EMH has been booked for the Bucks CC election on Thursday 4th May 2017. EMH has been booked by CALA Homes for an Open House exhibition on 1st February 2017</p>	<p>Manager Manager</p>
<p>Pavilion/New Pavilion</p>	<p>ECSC will now be meeting more frequently, with the emphasis on securing the remaining funding required to be able to start the build. This will be achieved via donations, applications to funding bodies and organising fund raising events throughout the year. More than 50% of the funds required has already been allocated from the leisure and recreation part of S106 funds from new housing developments already completed or approved. (See separate article by the Chairman of Trustees, Ken Holloway on fund-raising elsewhere in Focus.) <i>Action: Cllr Nevard to investigate the loans which may be available until the S106 money becomes available.</i></p>	<p>CN</p>
<p>The Green & Playground</p>	<p>Play Area Council are awaiting confirmation that the RAPRA approved matting meets the relevant safety requirements. Once this is confirmed MW Agri will be instructed to proceed with the play area improvements;</p> <ul style="list-style-type: none"> • Removal of the central fence • Removal of the bark from the play area • New topsoil to replace the bark chippings, RAPRA Approved safety matting installed and grass seed sown • Installation of the new gate (this is currently on order). <p>Council approved the quote for the installation of the new play area gate 'Heras' safety fencing will be erected for the duration of this work and the older part of the play area will be closed for approximately six weeks to ensure that the grass has a chance to germinate. <i>Action: Clerk to confirm safety matting meets the relevant safety requirements. Upon receipt of confirmation Clerk to instruct MW Agri to proceed.</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>Clerk Clerk</p>



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	<p>Roundabout Luton Steels have now removed and commenced work on the roundabout. Luton Steels have advised the Council that they will now be using a GRP product called “stopslip” to cover the deck as it is extremely durable and obviously anti slip, this is currently used on railway station stair coverings.</p> <p>Carnival & Green Repairs Cllr Williams & the Clerk met with Gordon Gray and Catherine Evans re the cost of the repairs to the green. Costs were shared and it was agreed that the Carnival committee will make a further donation to EPC once the work has been completed. Consideration will need to be given to the implications of the Car Boot Sale and the condition of the Adult Football pitch. <i>Action: Clerk will keep the Carnival Committee up to date with progress and costs.</i></p>	Clerk
Sports Clubs	Nothing to report.	Clerk
Allotments	Vacant Plots: Northall: 0 plots Dagnall: 3 plots Cow Lane: 2 plots The Green: 0 plots – this site now has a small waiting list.	Clerk
Cemetery	Nothing to report.	Clerk
Churchyard	Nothing to report.	Clerk
Bridle Path	Nothing to report.	Clerk
Bus Shelters	Nothing to report.	Clerk
Litter Bins, Dog Bins & Car Parks	AVDC failed to empty the dog bins for over a fortnight. This was reported several times to AVDC by the Clerk. The bins were eventually emptied on Monday 16 th . AVDC have so far not provided an explanation for this failure. District Cllr Chris Poll advised that this issue had also occurred in other areas.	Clerk



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Noticeboards	Nothing to report.	Clerk																
Streetlights	<p>UK Power Networks and CU Phosco have both provided estimated call out charges to failed streetlights should the cause of the failure not be their responsibility.</p> <p>Council agreed that UK Power Networks would be the first company contacted to attend a failed streetlight as since the new LED lights were installed, most of the issues are due to power supply problems.</p> <p>Currently there are no reported failed lights.</p> <p>Cllr Wilkinson met with Mr Croxford of Jacksons Close regarding the apparent light spill into his property. Following his first contact the lamp has been set at the correct angle.</p>	Clerk																
Bucks CC Devolved Services	<p>MW Agri has begun work on the siding out of pavements however progress is slow due to the ground being frozen in many locations.</p> <p>Council agreed to MW Agri's quote to side out the pavements surrounding the Travellers Rest roundabout. Council agreed that this is technically the responsibility of Bucks CC but feels that this work will not be completed in the near future if it is left to them.</p> <p><i>Action: Clerk to inform MW Agri to progress with this work.</i></p> <p><i>Clerk to ask MW Agri to review his annual quote to include the grass cutting and siding out at the Travellers Rest roundabout in anticipation of Bucks CC devolving this responsibility to EPC.</i></p>	Clerk																
FINANCE & PLANNING (Reported by Cllr Nevard and Clerk)																		
Accounts	<p>The Accounts for month ending 31st December 2016 having previously been circulated to Councillors were discussed and agreed.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">EMH</td> <td style="width: 20%; text-align: right;">£810</td> </tr> <tr> <td>Pavilion</td> <td style="text-align: right;">£177</td> </tr> <tr> <td>Green</td> <td style="text-align: right;">£469</td> </tr> <tr> <td>Open Spaces</td> <td style="text-align: right;">£1,402</td> </tr> <tr> <td>Bucks CC Devolved Services</td> <td style="text-align: right;">£616</td> </tr> <tr> <td>Allotments</td> <td style="text-align: right;">£138</td> </tr> <tr> <td>Street Lights</td> <td style="text-align: right;">£941</td> </tr> <tr> <td>Northall Village Hall</td> <td style="text-align: right;">£1,373</td> </tr> </table>	EMH	£810	Pavilion	£177	Green	£469	Open Spaces	£1,402	Bucks CC Devolved Services	£616	Allotments	£138	Street Lights	£941	Northall Village Hall	£1,373	Full Council
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Authorisation of direct payments & cheques (incl. VAT)		Clerk/JW																



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Cemetery	£136
Churchyard	£261
Dagnall Rec	£159
Special Projects	£5,414
EDaN	£185
Staff	£1,270
Office Costs	£150
Subscriptions & Other Expenses	£190
Total	£13,691

The January payment and cheque run was agreed.

Council agreed to pay the annual subscription to the Chiltern Society by Direct Debit.

Action: Clerk to return DD form.

Clerk

Precept 2017/18

Cllr Cabbage proposed a 2017/18 Precept request of £103,000. Cllr Nevard seconded the proposal. All agreed.

Action: Clerk to submit the precept request to AVDC.

Clerk

Employment Working Party

Cllr Williams will circulate the Working Party's recommendations regarding the Clerk and Manager's remuneration to Cllrs via email for discussion and in readiness for ratification at the February meeting.

AW

Neighbourhood Plan

The final public meeting about the Neighbourhood Plan Pre-Sub Plan will be held in EMH on Friday 20th January 2017.

All responses must be submitted in writing or by email to the clerk by 27th January 2017.

Responses are being collated in Dropbox and this will be shared with the EPC Councillors and members of the Neighbourhood Plan Steering Group.

Action: Cllr Williams to invite Cllrs and members of the Steering Group to view all the responses.

Clerk to set up a steering group meeting to discuss the responses for the week beginning 20th February.

Cllr Wilkinson is collating all the responses into a table to share with all Cllrs and the steering group.

Cllr Williams to check EPC's consultant availability for the next steering group meeting.

AW

Clerk

JW

AW

CALA Homes & the Swallowfields Site



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CALA Homes have booked EMH for a public exhibition supporting their imminent application to build 89 houses on the Swallowfields site.
 Council agreed that this application does not form part of Edlesborough Parish Neighbourhood Plan and that EPC does not support this application.
 Council will ensure parishioners are aware of this application via posters on the noticeboards (to be provided by CALA Homes) and a Facebook announcement.
 Action: Cllrs Nevard, Mrs Owen and Mrs Thomas will attend the event on behalf of EPC.
Cllr William's and Clerk to draft a statement to inform parishioners about this event.

AW & Clerk

Planning

The following new application was discussed and it was agreed to submit the response below to AVDC

Application No.	Address	Description	Parish Council Response
16/04546/APP 23 rd Dec 2016	Apple Dell, Dunstable Road, Dagnall	Single storey side and rear extension. Loft conversion with dormer windows to the rear elevation.	No objections

The following decisions had been received from AVDC

Application No.	Address	Description	Parish Council Response	AVDC Decision
16/00858/APP (Revised) 19 th Oct 2016	The Waste Land, Dunstable Road, Dagnall	Rebuilding of existing bungalow	No objections	Permitted
16/04083/APP 1 st Dec 2016	The Grange, Studham Lane, Dagnall	Demolition and replacement of an existing conservatory with an orangery	No objections	Permitted

Street Name for Land off Cow Lane

Following a request for street names for the land off Cow Lane development from AVDC Council considered the suggestions made by the developer.
 Council stated that they are not keen on naming roads after people.



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	<p>Cllr Cubbage proposed that the road be named “Damson Way” as historically the land was used as a damson orchard. Cllr Mrs Thomas seconded the proposal and Council voted unanimously in favour of this name. <i>Action: Clerk to respond to AVDC request with Council’s suggestion and reason for this choice.</i></p> <p>Three Ways, Leighton Road, Northall (16/00285/CON3)</p> <p>Cllr Cubbage reported that he, and more recently, Cllr Wilkinson had, in a personal capacity, been in protracted and frustrating correspondence with AVDC Planning Enforcement regarding the non-compliance by the developer of an important planning condition. This insisted on metal ‘one way’ plates being installed to ensure that vehicles could only enter and leave the development through a prescribed entrance and exit. BCC had felt that this was an important safety measure because of the busy junction with Eaton Bray Road.</p> <p>This planning condition was intended to be in place before any building work began on the site. In July 2016, Cllr Cubbage had contacted AVDC Planning Enforcement to query why, more than 12 months since work had begun on site, and the first house had been sold and occupied, there was still no sign of the ‘one way’ plates. AVDC’s response was that the developer was having technical difficulties with the “one way” plates.</p> <p>After much chasing, Cllr Cubbage was then advised that the Planning Enforcement Officer and BCC had been giving sympathetic consideration to a request from the Developer to just use signs, because of “technical reasons”. Cllr Wilkinson had then advised the Planning Enforcement Officer that the Developer himself had originally come forward to offer the ‘one way’ plates solution in order to win over BCC’s objections to the original Planning Application.</p> <p>The Planning Enforcement Officer had now advised Cllr Cubbage that the Developer has submitted a Planning Application to vary the planning condition. Cllr Cubbage had responded by saying that, as this was a substantive matter, he expected the Officer to insist on the Developer making a formal application which will then be open to public consultation (including Edlesborough Parish Council).</p>	Clerk
Projects	<p>EMH Acoustics –</p> <p>Cllr Williams has asked three companies to provide a quote for this project. Two companies have visited the hall. Quotes will be forwarded to the Clerk shortly. <i>Action: Clerk to share quotes with full Council.</i></p>	AW/Clerk



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	<p>EMH decoration – Council agreed to explore the option of redecorating the village hall before the acoustic panels are installed. <i>Action: Clerk to write a job specification and invite three decorators to provide a quote to redecorate the hall.</i></p>	Clerk
<p>New Website</p>	<p>Cllr Wilkinson and the Clerk have received training sessions and are now able to add updates to the website. Social Media Policy Council discussed the suggestion of developing a Social Media Policy. The Council agreed that there is currently very little risk of slander or libel as:</p> <ol style="list-style-type: none"> 1. At this time only Cllrs Cubbage, Wilkinson and the Clerk can update the website. 2. Cllr Mrs Owen and the Clerk are responsible for monitoring and posting on the EPC Facebook Page. Posts made to the EPC Facebook page by others do not become public unless approved by either Cllr Mrs Owen or the Clerk. If it is deemed that the content is not appropriate for the page posts will not be made public. <p><i>Action: Cllr Williams will issue a proposal to Councillors that covers the key issues from the SLCC.</i></p>	AW
<p>EDaN & traffic Management Team Updates</p>	<p>Traffic Management The EDaN Traffic Management Team had 7 volunteers trained to use the Sentinel equipment. The equipment is booked for the 1st week of February and if there are no further bookings by other Councils we could use it for a second week. The aim is to use the equipment at the approved sites in all 3 villages as much as possible. When BCC purchase the second unit our local team hopes to deploy it once a month in the parish. The EDaN Traffic Management Team hope to grow the volunteer pool as much as possible and will train up additional volunteers as needed.</p> <p>Beautification Village and sign planters – Dagnall roundabout planter: Costings for the replacement have reached £1000. The existing planter has been hit twice and its location makes it difficult to maintain. They recommend the removal of the planter. MW Agri will need to do it as he is accredited by BCC. – Council agreed. Edlesborough sign planter: Unfortunately this is rotting. The team request approval from EPC to a replacement it with a planter constructed from brown recycled plastic. – Council agreed. Additional plantings. The team is looking at putting more flowers around the villages. Additional efforts will be made for additional funds.</p>	



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	<p>Car boot sale – Approval is sought from EPC for the event on 1st May.</p> <p>Car Rally- 14th May: Approval needed by EPC for use of the pavilion if possible or EMH depending on availability. Both agreed in principle dependent upon condition of Green</p> <p>Litter in the villages: The ‘Great British Spring Clean’ is planned for Sunday 4th March. The team hopes to support this. Meet at 10.-12 am on Edlesborough Green.</p> <p>Christmas decorations review: EMH considered a success. Chris and Mick Yates were helped with the installation by Cllr Mineikis and dismantling by Cllr Williams and Penny Pataky.</p> <p>Trees on the Edlesborough Green (the new one and Sue and John Parker’s) were decorated by Chris and Mick but the battery lights were interfered with and they needed constant attention to keep all the lights illuminating together. Brighter displays needed if possible.</p> <p>Northall’s tree was decorated by Lorna and Kevin and looked lovely. EPC funded this tree in memory of Lin Sargeant and a plaque was planted by Kevin.</p> <p>Dagnall’s tree in memory of Kathy Bovington. Problems with the tree and the lighting will be avoided next year. Cllr Mrs Owen advised the Council that Brian McMahon had assured her that the tree would be stronger next year, once it had become established in its new location.</p> <p>The Christmas wreaths organised by Paulette Taylor are being stored in EMH. She will organise their installation again next year. The Council expressed their whole-hearted thanks the individuals for their efforts with the Christmas decorations.</p> <p>The Friends of the Church on the Hill This year’s Festival will take place from June 16th-June 18th.</p>	
<p>Villages</p>	<p>Dagnall – Cllr Mrs Owen brought the following requests to the Council’s attention:</p> <ul style="list-style-type: none"> • Lack of gritting or grit bin near the junction of Studham Lane and Dunstable Road. <i>Action: Clerk to investigate feasibility and costings of the installation of a grit bin.</i> • Request for an additional street light on Studham Lane 	<p>Clerk</p>



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	<p style="text-align: center;"><i>Action: Working party to visit site to see if a light is needed and the feasibility of installing one.</i></p> <p>Northall –</p> <ul style="list-style-type: none">Nothing to report. <p>Edlesborough –</p> <ul style="list-style-type: none">Neil Gibson has responded to the Clerk stating that 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 by Neil Gibson (Deputy Chief Exec) is being addressed. <i>Action: Clerk will continue to monitor this matter.</i>TfB have advised that the bollards at the Travellers Rest roundabouts will be replaced.Cllr Williams drew the Council's attention to the poor parking outside Edlesborough School, on the white lines, pavement and grassed area outside EMH in addition to the speed at which the traffic travels along this road. <i>Action: Clerk to</i><ul style="list-style-type: none"><i>Write to the school about parents parking on the white lines and to share sentinel training info with school.</i><i>Request PCSO Jackie Dodson to be in attendance at school drop off and pick up times.</i><i>Request TfB refresh the faded white lines at the junction with Pebblemoor and High Street.</i><i>Clerk to make a statement on EPC Facebook page reminding parishioners not to park on the white lines or the pavements in the villages.</i><i>Cllr Williams to liaise with Scouts about cars parking on the grassed area outside the hall.</i>	<p style="text-align: center;">Cllr Owen</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">AW</p>
Correspondence	Request for nominations for Community Policing Awards – Council agreed to nominate PCSO Dodson. <i>Action: Clerk to make nomination.</i>	Clerk
Items for Agenda 16th February 2017	Items for the Agenda for EPC Meeting to be held on 16 th February 2017 at Edlesborough Memorial Hall commencing at 7:30pm: <ul style="list-style-type: none">Employee Working Party recommendationsNew Pavilion	
	The meeting closed at 10.11pm.	