



EDLESBOROUGH PARISH COUNCIL

DRAFT Minutes for Meeting of Edlesborough Parish Council held on 18th March 2021
via the social media platform Zoom

Agenda Item

Open Forum

No items were raised.

Cllr Williams to formally open the meeting 7.32pm

Present

Cllr Williams (chair), Cllr Cabbage (vice chair), Cllr Mrs Booth, Cllr Miss Wells, Cllr Wilkinson, Cllr Nevard, Cllr Mrs Thomas, Cllr Mrs Owen, Cllr Harpley, Penny Pataky (Clerk), Buckinghamshire Councillor Chris Poll and three parishioners.

Apologies

Buckinghamshire Councillor Mrs Wight.

Declarations of Interest

None.

Minutes

Council agreed the minutes of the meeting held on 18th February 2021.

Matters Arising

None were raised.

Buckinghamshire Council Report

Buckinghamshire Cllr Anne Wight

Cllr Wight was unable to attend the meeting. Her report was circulated to the full Council prior to the meeting and is available on the Council website.

Buckinghamshire Cllr Chris Poll

Cllr Poll reported on:

- Census.
- National Day of Reflection – 23rd March - [National Day of Reflection](#)
- Don't bin your electricals, recycle them! - [Recycle Your Electricals campaign](#)
- Funding secured for new rural transport schemes.
- Funding boost for Bikeability cycle training - [Cycling Projects](#)

A copy of the full report is available on the Council website.

Community Board for Ivinghoe and Wing Ward

The minutes of the Wing and Ivinghoe Community Board meeting that was held on 3rd March 2021 have been circulated to the Full Council. The Clerk and Cllr Wilkinson attended this meeting.

The Clerk has been advised that there will be a review of how the Community Boards are working in April/May time.

The full Community Board membership and details of meetings is available on the [Local Democracy Wing & Ivinghoe Community Board page](#).

Ivinghoe and Wing Freight Strategy

An update from Graham Hillary of Buckinghamshire Council about the Ivinghoe Freight Strategy had been circulated to the Council prior to the meeting.

The Council has had two enquiries from Parishioners in response to the statement in the March edition of Focus; "All homes in the Parish should have received a flyer from Edlesborough Parish Council outlining the Council's concerns about the B440, Leighton Road, not being included in the Freight Zone." The Clerk has

forwarded the update from Graham Hillary to these parishioners. The update has also been shared on the Council's website and posted in a Facebook thread about the Freight Zone.

Planning

The following applications were considered and it was agreed to submit the responses below to Buckinghamshire Council Local Planning Authority

Application No.	Address	Description	Parish Council Response
21/00654/ACL 24 th February 2021	Home Farm Leighton Road Northall	Application for a Lawful Development Certificate to confirm that an existing installation of ground loops for a non-domestic ground source heat pump system is lawful.	No objections.
21/00773/APP 8 th March 2021	Chiltern View Farm Leighton Road Edlesborough	Erection of front boundary wall with vehicular access gates.	OPPOSE Wall height needs to be reduced to soften the impact on the street view.
21/00790/APP 8 th March 2021	Chiltern View Farm Leighton Road Edlesborough	Erection of outbuilding for use as games room/gym and garage/garden storage incidental to main building.	OPPOSE Does not comply with policy EP1 of EPNP.
21/00706/ACL 10 th March 2021	Ashridge Farm Bungalow Ringshall Road Dagnall	Application for a Lawful Development Certificate removing an agricultural/equestrian occupancy condition.	No objections.
21/00780/APP 11 th March 2021	Land North of Good Intent Edlesborough	Construction of fourteen dwellings including access, parking and off-site highway works.	OPPOSE Fails to fully address the problem with the Good Intent/ High Street junction.

Council agreed that Buckinghamshire Cllr Chris Poll would call in application 21/00780/APP if the planning officer is minded to agree to the current application.

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

Application No.	Address	Description	Parish Council Response	LPA Decision
21/00044/APP 7 th January 2021	Chiltern View Farm Leighton Road Edlesborough	Demolition of existing barn and replacement with a barn style residential building.	No objections	Permitted

The following appeal decision had been notified by the Planning Inspectorate

Application No.	Address	Description	Parish Council Response	Appeal Decision
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19/04439/COU AR 23 rd Dec 2019	Deans Poultry Farm, South End Lane, Northall	Permitted development notification of intent to convert a disused agricultural building into two residential dwellings.	No objections. Appears to meet permitted development criteria	APPEAL DISMISSED
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Land off High Street – Bus Shelter & Pavement

The new bus shelter has been installed on High Street, Edlesborough. The issues with the pavement surface and drop kerb at the junction with High Street and Moat Reach have both been reported on Fix My Streets.

Action: Clerk to highlight these issues to the Local Area Technician and copy in Buckinghamshire Councillors Wight & Poll.

Pre App Consultation Letter re Installation of Mobile Phone

Council ratified their response to the Pre Application Letter from Clarke Telecom consulting on their proposal to install a 15m mast and cabinet on the grass verge at the junction of Good Intent and High Street, Edlesborough. Prior to the meeting Council agreed to object to this location but if Clarke Telecom provide details of the range of the antennae being considered and whether they just need to cover the village of Edlesborough or the entire Edlesborough/Eaton Bray conurbation. Council has offered to use its local knowledge to help identify a more suitable location for the installation.

Council copied their objection to Eaton Bray Parish Council, Buckinghamshire Councillors Wight and Poll and Greg Smith MP.

The following response has been received from Greg Smith MP “Thank you for sending your response to the pre-application consultation letter.

Whilst I do believe we need greater mobile coverage, this site is unacceptable for a mast and it should be in a more discrete location.”

Action: Clerk to share the Council’s response and copies of the images provided by Clarke Telecom on the Council website and Facebook page. Clerk to deliver hard copies of the information to the homes surrounding the grass verge.

Elections

Edlesborough Memorial Hall has been booked for the Buckinghamshire Council, Town and Parish Council and Thames Valley Police and Crime Commissioner Elections on 6th May 2021 Elections.

Further information can be found at [Parish council elections in England | Electoral Commission](#)

Action: Clerk to deliver Councillors completed election packs to The Gatehouse, Aylesbury. All Councillors to ensure their completed forms are delivered to the Clerk by 24th March unless they wish to deliver their own forms.

Villages

Parish Path Maps

A response has now been received from the Definitive Map Officer at Buckinghamshire Council that the Clerk will be responding to.

Edlesborough

Best Kept Village Competition

Due to the ongoing uncertainties with Covid-19, the Best Kept Village Competition Committee has taken the decision, with reluctance, to cancel this year’s competition. This is the second year that the competition has had to be cancelled. The committee sincerely hope that they can relaunch the competition in 2022.

Burst water main in The Pastures Alleyway

The Clerk has contacted Anglian Water regarding the condition of the pavement/alleyway following the water leak. An engineer has advised the Clerk that he will visit and assess the site.

Action: Cllrs Williams and Mrs Thomas to inform the Council if Anglian Water fail to return and clean the alleyway.

Highways Issues

The issue with the dip in the High Street, outside the Bellway development has been chased again with the Local Area Technician who has chased it again with the relevant department at Buckinghamshire Council. Who have responded stating that “this defect has been reported to the utility concerned and is being followed up through the defect inspection routine, as outlined in legislation.

Unfortunately, although these inspections are chargeable it does not mean that remedial action will take place straight away and will be planned in by the utility for remedial repair taking in consideration their staffing availability.

We will continue to monitor and if the risk rating of this defect does raise, we would request a 4 hour make safe repair.”

Council agreed that a 13 month delay on reinstating the road surface was not acceptable.

Action: Cllr Harpley volunteered to make contact with Power On to chase up this reinstatement.

Cow Lane Hedge

A resident of Jacksons Close whose property backs onto Cow Lane has contacted the Clerk re the Cow Lane hedge overhanging their property and blocking light. EPC is only required to cut back hedges where they cause a danger to road and pavement users. EPC is not required to reduce the height or carry out any drastic cutting. The Clerk referred the matter to Buckinghamshire Council who responded stating they have no budget for these types of works and that the resident is entitled to have work carried out himself at his expense. Buckinghamshire Council appear to have no planning for hedge height maintenance.

Cllr Wilkinson stated that when the houses were built the residents were responsible for all the hedge/shrub growth on the property side of the ditch and that the Highways Authority were responsible for the verge/planting on the road side of the ditch. Council agreed to try to establish if this is correct.

The tree leaning towards Cow Lane near the back of the Church has been reported to TfB for attention as this type of works falls outside the requirements of devolved services.

Action: Clerk to work with the Local Area Technician to establish ownership and clarify responsibilities.

Carnival 2021

The Council approved the Carnival Committee’s request to use Edlesborough Green on Saturday 3rd July for a scaled down Carnival, with Saturday 28th August as a backup date should Covid-19 restrictions prevent the event happening on the 3rd July. The manager has received no objections from the Sports Clubs in response to these proposed dates.

Action: Clerk to inform the Carnival Committee and the sports clubs of this decision.

Litter

The Clerk has once again been contacted about the lack of social distancing outside Heirloom and the litter created by customers of Heirloom. Council contacted Heirloom to make suggestions to improve this situation. Heirloom have responded and will be encouraging their customers to be more considerate when waiting outside the business. Heirloom also thanked the Council for installing an additional litter bin at the entrance to the Green opposite Good Intent.

Dagnall

Dagnall School Consultation to Open a Nursery

Council has been invited to respond to Dagnall C or E School's consultation on their proposal to change the school's age of admission and to open a nursery in the school from September 2021.

Cllr Mrs Owen expressed concern that the opening of a nursery may affect the sustainability of Dagnall Under 5's and in turn in Dagnall Village Hall.

Cllr Cabbage proposed that the Council respond stating that the Council is unable to agree or disagree to this proposal. The Council does see the proposed change to the age of admission as a natural development of Dagnall C of E School. However the Council does have concerns about the possible future viability of Dagnall Village Hall should this change go ahead.

All Agreed.

Action: Clerk to submit the Council's response.

Litter

A litter pick is planned for the 17th April.

Action: Clerk to investigate and purchase more substantial/robust litter pickers for the volunteers.

Northall

Nothing to report.

New Pavilion

Cllr Cabbage informed the Council that due to one of the builders testing positive for Covid-19 the site had had to close for ten days, unfortunately extending the delayed completion date.

The floor screed is currently taking longer than expected to dry, this is being assessed weekly by contractor. The cold temperatures and additional moisture created by the plaster work is not helping this issue.

Adrian Bush the Chairman of EB Lions requested that the Clerk inform the Council that the club are very disappointed at being asked to pay for the brackets and additional paving required to create storage for the football goals. He will officially reply to the Chairman's email in due course.

Cllr Williams informed the Council that the brackets that had been used to attach the goals to the old pavilion were disposed of during the demolition process. Adrian Bush, Rob Benton and Ken Holloway had held a site visit and discussed erecting fencing around the goal storage area in an attempt to make the goal storage more aesthetically pleasing. The Pavilion Working Party subsequently felt this might not be the case so it was decided to ask the club to fix the goals to the tennis courts end of the building with specialist brackets. This in turn means that more paving is required at this end of the building to ensure there is a suitable surface for wheelchair users.

Cllr Williams stated that he understood that Adrian Bush had said that the club would pay for this work/storage.

Action: Pavilion Working Party to address this once an official response is received from EB Lions.

ECSC have now confirmed in writing that "Insofar as it is the intent of Edlesborough Parish Council (EPC) to offer a 25 year lease for the premises and car park collectively known as Edlesborough Pavilion and the intent of Edlesborough Community Sports Club C.I.O (ECSC) to accept that lease and the benefit thereof, ECSC accept full responsibility for the cost and manner of construction of that car park as required by the planning consent granted to the premises."

Projects

Outdoor Gym Equipment

– led by Cllr Mrs Owen

The equipment will be installed when the weather permits.

Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

Cllrs Mrs Booth has held site meetings with three companies and is awaiting their proposals. The Play Area Working Party will analyse the proposals and develop a plan to use as part of the public consultation. Cllr Cabbage offered a word of caution advising that there is no point in going ahead with a public consultation unless the Council has confidence in the success of a Section 38 application.

EMH Redecoration

– led by Cllr Mrs Thomas

The internal decoration is now complete. The contractor will return and complete the external painting of the front door when the weather is more conducive.

Cllr Mrs Thomas presented the Council with a summary of her research into new window dressings. She proposed that Council approve the quote from Buzzard Blinds to supply and fit six blinds in the hall. The representative of this company had attended a site meeting with Cllr Mrs Thomas and the manager and gave excellent advice on colour, style, safety, and material. The company have previously supplied and fitted blinds in NVH. Council approved the proposal.

Action: Clerk to raise a purchase order with Buzzard Blinds for the supply and fitting of blinds as per the quote.

Cllr Mrs Thomas is working with two local photographers, John Hockey and Andy Parrot who are both keen to donate photographs of the village to hang in EMH. She will be making contact with Edlesborough WI about their large tapestry that was previously displayed in the hall.

EMH Toilet Refurbishment

– led by Cllr Mrs Thomas

Cllr Williams has made contact with the PCC about the lease and has requested a meeting with their representatives. He has subsequently provided a brief description of the Councils ideas for improving EMH toilet facilities and is now awaiting a response.

Cllr Williams has alerted Cllr Mrs Thomas and the manager to the Governments £30 million investment to provide Changing Places toilets.

Conservation Project

- led by Cllr Mrs Owen and Cllr Miss Wells.

Nothing to report.

EDaN & Traffic Management Team Updates

Traffic Calming

Cllr Williams has sent out maps to the full Council with proposed locations for the MVAS posts. Once these are agreed he can move towards applying for approval of these locations.

FOTCOTH

EdleFest 2021 – this event has sadly been cancelled due to Covid-19.

Church Floodlights - It has been confirmed by The CCT that the outstanding energy costs for the floodlights at the Church have been voided due to The CCT not being invoiced for the Churches energy use. The energy watchdog has subsequently written off the bills.

FOTCOTH are now in negotiating/debating with The CCT about the future energy costs of the Church. The CCT would like FOTCOTH to pay for *all* the energy use in the Church and then to invoice the Parish Council for the floodlight energy costs moving forward.

EDaN Beautification Team

The litter pickers are carrying out independent litter picks and hope to hold an official litter pick once Covid-19 restrictions are relaxed.

Council thanks all the volunteers who regularly litter pick in the villages.

Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services

AED's

The Council electrician has carried out a safety/health check on all the defibrillators and cabinets in the Parish. Replacement pads have been purchased where needed. In two of the cabinets the heaters were found to have failed, the supplier has provided replacement heaters which the electrician will fit shortly. Council agreed to reimburse The Red Lion, Dagnall for the costs incurred replacing the battery and pads for the AED located there. Council asked the Clerk to remind The Red Lion that should they wish Council to reimburse them for this expense in the future they must ask the Clerk to raise a purchase order for the items required.

EMH

It is anticipated that the children's dance and drama classes will return to the hall in mid-April. The hall will be cleaned and prepared in readiness for this and the Risk Assessment updated accordingly. Other bookings can not resume until May 17th at the earliest.

Jukebox Junction have requested a regular booking which they hope will commence on 23rd September 2021. Council have refused their request to have their own key for the hall. The current key collection system works well and helps to ensure the manager knows who is accessing the hall and when.

Action: Manager to inform Jukebox Junction of the Council's decision.

The manager has had an enquiry for a booking in August.

The Green

The manager has received a request from a parishioner to run boot-camp classes on the Green. Council agreed that the manager would respond advising the parishioner of the terms of this use and that a small fee would be payable to the Council.

Council have granted Eaton Bray & Edlesborough Scout Group permission to use Edlesborough Green for an Easter Egg Hunt.

The Council handyman has painted a small section of the metal fence that that runs along the edge of the Green. Council agreed this is a good improvement to the fence and agreed in principle for the rest of the fence to be painted once costs have been established.

Action: Clerk to liaise with handyman to establish materials and labour costs for this work and to share information with the Council.

Sports Clubs

Council have granted EB Lions permission to extend their use of Edlesborough Green for training and matches until the end of June providing the Governments Roadmap allows the return to sport. EB Lions thanked the Council for granting them this extension.

ECC have been signed their agreement and paid the invoice for the 2021 season.

The Manager has asked HCTH to ensure the portable toilet is ready for use from the end of March in line with the Governments Roadmap.

Play Area

Nothing to report.

Allotments

Dagnall Allotments

Mrs Val Pratt has returned to her role as allotment warden. The Clerk thanks Mr David Killick for his help during her absence.

Council ratified their decision to allow the new tenant of Plot 39A to keep up to 10 hens on the plot.

Only one plot is currently unlet and this has been offered to a prospective tenant.

Dagnall Forest School - Council agreed the wording of the Dagnall Forest School agreement that had been circulated to all prior to the meeting.

Action: Clerk to send the agreement and invoice to Dagnall C of E School. Once the completed agreement and payment has been received Clerk to raise the purchase order for the skip hire and rubbish clearance of the wooded/copse area.

Northall Allotments

Once the weather and social distancing regulations permit the Clerk will arrange a site meeting with the warden and contractor to look at improvements to the parking area.

Northall Allotments Surcharge

The Clerk presented a proposal by Cllr Wilkinson that the water surcharge for the Northall allotment tenants being allowed the use of hosepipes during 2020, should be £3.00 per 10 pole plot. That calculation attempted to take account of the additional water that would have been used without hosepipes in 2020, due to the particularly dry Spring.

The Clerk also proposed that the use of hosepipes at the Northall allotments should not be allowed to continue in 2021, due to the administrative complexity of determining what a fair surcharge should be.

The Council agreed unanimously to the £3.00 per 10 pole surcharge, but following a proposal by Cllr Cabbage, determined by a majority decision to allow the use of hosepipes to continue subject to all the tenants unanimously agreeing to share future surcharges.

Action: Clerk to inform the tenants of the Councils decision to apply a £3 per 10 pole surcharge and to issue invoices to all tenants.

Clerk to ask the tenants if they wish to continue being allowed to use hosepipes, and to grant permission if all tenants agree to the terms set out above.

Cow Lane Allotments

Nothing to report.

The Green Allotments

Nothing to report.

Waiting List

Most people on the waiting list would like a plot at The Green or Cow Lane, all sites are currently full, with the exception of one plot at Dagnall which has been offered to a prospective tenant.

Cemetery

There will be an Interment on 12th April. The family request permission for the coffin to arrive on a trailer, drawn by a tractor. Council agreed to this request provided the Funeral Directors confirm that a full risk assessment has been carried out and that they feel confident the tractor and trailer can access and exit the cemetery without any issue or damage being caused.

Action: Clerk to inform the Funeral Director of the Councils decision.

Bridle Path

Nothing to report.

War Memorial

Nothing to report.

Bus Shelters

See notes in planning.

Litter Bins, Dog Bins, Car Parks

A new bin has been installed on the Green opposite Good Intent to help alleviate the litter issues at this location. This bin has been added to the contractors emptying schedule.

Litter continues to be an issue in and near the Pebblemoor car park. Two bins are already installed at this location.

The Clerk has again chased Buckinghamshire Council for confirmation as to when the additional dog bin will be installed at the bottom of Cow Lane.

Streetlights

The Clerk has received a quote from CU Phosco and for the maintenance and electrical test of the streetlights. The current warranty was signed in May 2016 and is for SIX years.

At this time there are no further updates so the matter is deferred to a future meeting.

Website, Facebook and GDPR

Facebook

Posts and discussions have focused on:

- Road works.
- Covid-19 Vaccinations.
- Fly tipping and Litter Picking.
- Dog thefts.
- Ivinghoe Area Freight Engagement.
- Dog fouling.
- Stolen pony.

Website

- The Website Accessibility was tested on 16th March 2021.
- Covid-19 – the Clerk will update the website accordingly as and when information is received from Buckinghamshire Council.

GDPR

- No reported breaches

Buckinghamshire Council Devolved Services

The invoice for The Pastures hedge has been chased again. The Clerk has been advised that it is with the appropriate team and should have been paid by now. The Local Area Technician is looking into this.

Finance

February 2021 Accounts

Council approved the accounts for month ending 28th February which had been circulated to the full Council prior to the meeting.

EMH	£4,055
Pavilion	£62
Green	£2,919
Open Spaces	£292
Bucks CC Devolved Services	£1,080
Allotments	£79
Street Lights	£104

Cemetery	£296
Churchyard	£433
Dagnall Recreation Ground	£173
Special Projects	£92,504
EDaN	£37
Office Costs	£76
Other	£19
Total	£102,129

March Payments

Council agreed the March 2021 payment run.

Internal Audit & Fixed Assets

Council agreed and recorded the following policy in regards to the status of equipment purchased by Council:

When EPC donates equipment to an organisation or village (i.e. DVH or NVH) the respective organisation or village assumes all responsibility for the equipment including the associated maintenance, repairs, safety inspections and all the insurance liabilities. The equipment will not be included on the EPC fixed assets register.

In the interests of fairness to Dagnall and Northall EPC will continue to insure Dagnall and Northall Children's play area equipment against damage. Each village will be responsible for providing their own Public Liability Insurance.

EPC will additionally pay for the annual safety inspection for all three play areas.

Review standing orders.

Council agreed to the existing Standing Orders which had been circulated to the full Council prior to the meeting.

Correspondence

Items circulated to Full Council prior to the meeting:

- 22/02/2021 Buckinghamshire Council Consultation 17:00 19 February – 23:59 19 March 2021 Biodiversity Accounting Supplementary Planning Document
- 22/02/2021 HS2/EWR Meetings- Hold the Dates
- 22/02/2021 Dagnall CE School Consultation
- 25/02/2021 – Extension to the consultation period on the Town and Parish Charter to 31 March 2021
- 25/02/2021 – Buckinghamshire Council Boundary/Electoral Review in Buckinghamshire
- 28/02/2021 - Police & Crime Bulletin February 2021 | Tougher sentences for dog thefts, tackling illegal encampments and more...
- 12/03/2021 - Update for Town and Parish Councils from Buckinghamshire Council
- 12/03/2021 – Response from Greg Smith re pre application of mobile phone mast in Edlesborough
- 15/03/2021 - Minutes for Wing & Ivinghoe Community Board, Wednesday, 3rd March, 7.00 pm
- 16/03/2021 - Planning Policy Meeting
- 18/03/2021 – Buckinghamshire Council Press Release - Oxford to Cambridge Expressway cancelled
- 18/03/2021 – Transport for Buckinghamshire Stakeholder Event (recording).
- 18/03/2021 - New and improved Buckinghamshire Council Waste Transfer Station in Aylesbury.

AOB

Prior to the meeting Cllr Alan Williams had circulated a proposal to the Council that the Annual Parish Meeting which is usually held in April be postponed to July. Council agreed to this proposal provided Council would not be breaching any legal requirements.

Action: Clerk and Cllr Williams to establish the legal implications of this.

Items for the April EPC Meeting

- Annual Parish Meeting

The meeting closed at 10.24pm

DRAFT