



**MINUTES of the ANNUAL MEETING of the Edlesborough Parish Council held on Thursday 20th May 2021 held in Edlesborough Memorial Hall commencing at 7.30pm**

The Chairman, Mr Williams welcomed everyone in attendance including those joining the meeting via the social media platform Zoom.

Cllr Williams congratulated Cllr Poll and Cllr Brazier on their appointment to Office and commiserated with Cllr Mrs Owen who came fourth in the recent Buckinghamshire Council Elections and received a good number of personal votes.

**Present**

Cllr Williams, Cllr Wilkinson, Cllr Cabbage, Cllr Nevard, Cllr Harpley and the Clerk Penny Pataky.

**Attending via the social media platform Zoom**

Cllr Mrs Owen, Cllr Miss Wells, Cllr Cabbage, Buckinghamshire Council Councillors Chris Poll and Peter Brazier and two parishioners.

**Apologies**

Cllr Mrs Thomas.

**Nominations for Chairman**

There being no other nominations for Chair Mr Williams agreed to continue in the role of Chair for a further year. All Cllrs agreed.

Mr Williams accepted the appointment.

**To Elect a Vice-Chairman of the Council**

There being no other nominations for Vice-Chair Mr Cabbage agreed to continue in the role of Chair for a further year. All Cllrs agreed.

Mr Cabbage accepted the appointment.

Cllr Williams informed the Council that he and the vice chair will be working on succession planning for the future.

**Minutes of the Annual Meeting held on 21st May 2020**

The Minutes of the previous Annual Meeting held on 21st May 2020 were approved by all.

**Minutes of the Ordinary Meeting of EPC held on 15<sup>th</sup> April 2020**

The minutes of the ordinary meeting held on 15<sup>th</sup> April 2020 were agreed with the following amendment; "Dorothy Ferguson asked who is responsible for the streetlights along the High Street in Edlesborough and expressed that people have mentioned that there are some long stretches without lights that are very dark at night, particularly between ~~Good Intent~~ the shops and Cow Lane."

**Open Forum**

Dorothy Ferguson asked if the Council had any plans to install speed bumps along Edlesborough High Street. Cllr Williams responded currently there are no plans for the installation of speed bumps at any locations in the Parish.

He went on to explain that when Social Distancing Restrictions are lifted the EDaN Traffic Management Team and Speedwatch plan to resume their activities. One of their priorities will be asking Council to put a proposal to Buckinghamshire Council for the purchase of an MVAS device and various approved locations in the Parish for this device to be used.



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He also explained that whilst parishioners are very vocal on Facebook about the need for strategies to reduce speed in the Parish and despite the Council regularly asking for people to come forward there are very few volunteers for the EDaN Traffic Management and Speedwatch Teams.

**Councillors responsible for Planning issues:**

Mr. Wilkinson who is the Parish Council's planning representative for the entire Parish agreed to continue for a further year. He will continue to forward any contentious applications for Dagnall to Cllr Mrs Owen and Cllr Harpley for Northall for their consideration and input before making recommendations to the Full Council.

**Councillors and representatives responsible for Allotments:**

Edlesborough (Cow Lane)	Mrs. P. Wilkinson
Edlesborough (The Green)	Mr P Thomas
Dagnall:	Mrs V Pratt
Northall:	Mr R Dorrance

**Councillors and representatives responsible for Footpaths**

Edlesborough	Mrs Thomas
Dagnall	Mrs Owen
Northall	Mr Cabbage

**To appoint Officers for the following positions:**

Employees Working Party:	Mr Williams, Mr. Wilkinson, Mr Cabbage, Mr Nevard
Bank Mandate:	Mr Williams, Mr. Wilkinson, Miss Pataky (Clerk), Mrs Thomas.

**Responsible Financial Officer:**

Miss Pataky

**Play Equipment weekly inspection:**

Edlesborough:	Manager: Miss Penny Pataky
Dagnall:	Dagnall Village Hall Management Committee
Northall:	Northall Village Hall Management Committee

**Additional Key holder:**

Mr Alan Williams

**New Pavilion:**

Pavilion Working Party:	Mr Williams, Mr Wilkinson, Mr Nevard, Mr Cabbage
Pavilion Project Board:	Mr Cabbage, Mr Holloway, Mr Oughton (appointed by the Pavilion Working Party)

**To confirm financial limits for the following:**

Quotations & Tendering work £5,000.00  
Parish Clerk £250.00 for non-emergencies  
Parish Clerk £750 for emergencies without prior approval of the Council  
Edlesborough Memorial Hall, Green, Pavilion and Play Equipment Manager £75 for small non-emergency repairs or improvements and £200 for minor emergencies



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**To confirm continuation of payment of annual Subscriptions**

The voluntary subscriptions to CPRE, The Chiltern Society, BALC, NALC, SLCC, LCR, Community Impact Bucks and the ICO were agreed.

**To inspect any deeds and the Assets Register in the custody of the Council**

The Parish Council now retain the deeds in a fireproof and waterproof safe in the archives. All deeds having been inspected by the Chairman and Clerk prior to the meeting.

**Annual Review of Memorial Hall Car Park Licence**

The Annual Review of the Car Park licence was discussed. Council agreed that NMJ Service Centre would continue to have the use of 10 parking spaces in the Memorial Hall Car Park and for their vehicles to be removed as and when requested by the Parish Council.

**To appoint representatives to outside bodies**

It was unanimously resolved to appoint the representatives (who had agreed to be the representatives) for the positions set out below:

Charities:	Burghope	Miss Pataky
	Townsland and Nurses	Mr Mineikis
Luton Airport Issues	Contact	Mr J Wilkinson
<i>Buckinghamshire Community Hub (TBC)</i>	Contact	Mr. J. Wilkinson, Mr. A. Williams, Miss Pataky
St. Mary's Carnival	Contact	Miss Pataky as Clerk

Cllr Williams extended his thanks and the thanks of the Council to all who assist the Council throughout the year including the Buckinghamshire Councillors, Thames Valley Police, and the many volunteers who aid the Parish Council throughout the year; including the ECSC, the EDaN Teams, Allotment Wardens, Charity Trustees and the parishioners who help to keep the village tidy.

**Finance**

**April 2021 Accounts**

Council approved the accounts for month ending 30<sup>th</sup> April 2021 which had been circulated to the full Council prior to the meeting.

EMH	£1,848
Pavilion	£790
Green	£481
Open Spaces	£262
Bucks CC Devolved Services	£1,107
Allotments	£131
Street Lights	£115
Cemetery	£83
Churchyard	£403
Dagnall Recreation Ground	£178
Special Projects	£35,974
Subscriptions	£14
Office Costs	£227



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Total	£41,613
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May 2021 Payment

Council agreed the May 2021 payment run.

Annual Review of Charges

Prior to the meeting Cllr Wilkinson had circulated his proposed recommendations for the Annual Review of Charges. Council agreed to the following:

**EMH** - It was agreed that the Hall fees would increase to:

Ad hoc commercial & private hire	£14.50
Regular commercial users	£11.20
Local non-profit regular users	£8.50
Half day rate	£74.50
Full day rate	£125.50
Election rate	£96.50

**Action:** Manager to inform regular hirers that their fees will increase from 1<sup>st</sup> September 2021. Clerk to update website and booking form accordingly.

**The Green** - The proposal to increase the hire fees from 1<sup>st</sup> June 2021 was carried:

Adult football	£17.50 per match eff Aug 2021
Edlesborough Cricket Club	£377.00 per year eff April 2022
EB Lions	£421.00 per year eff Aug 2021
Tennis Club ground rent	£94.50 per annum effective 1 <sup>st</sup> June 2018

**Cemetery** – It was agreed that no increase was justified as increases applied in June 2017 are still generating more income than expenditure. The charges are:

Child (0-12 yrs) burial plot	£110 parishioners	£440 non parishioners
Child (13-16 yrs) burial plot	£145 parishioners	£580 non parishioners
Standard adult burial plot	£280 parishioners	£1,120 non parishioners
Cremated remains plot	£140 parishioners	£560 non parishioners
Memorials (to erect)	£65 parishioners	£260 non parishioners
Second burials	£65 parishioner	£260 non parishioners
Second cremated remains	£45 parishioner	£180 non parishioners

**Allotments** – Council agreed that no change is justified. The Allotments are currently in surplus. Council gave notice last year of a rent increase in Oct 2021.

Planning

The following applications were considered and the agreed responses will be submitted to Buckinghamshire Council Local Planning Authority

Application No.	Address	Description	Parish Council Response
21/01492/APP 27th April 2021	Kripa Ringshall Road Dagnall	Demolition of existing dwelling and outbuilding; replacement with two storey dwelling with lower ground floor, outbuilding, landscaping and provision of PV panels (amendment to approval 20/04090/APP).	No objections Subject to officer confirmation that a basement does not count towards the maximum permitted increase in floor space.



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21/01588/APP 4 <sup>th</sup> May 2021	Barn Cottage Brownlow Avenue Edlesborough	Garage conversion to create guest annex and office. New timber car port and altered gate and access from private road.	OPPOSE Roof extension needs to be on the rear of the building to avoid compromising the street view.
21/01628/APP 5 <sup>th</sup> May 2021	29 The Green Edlesborough	Demolition of outbuildings. Side extensions including an attached double garage. Living accommodation in existing roof space and in the roof space above the new garage.	No objections
21/01629/APP 5 <sup>th</sup> May 2021	Hall Farm Main Road South Dagnall	Conversion of barn to dwelling house.	No objections providing that the business use element of RA11 of AVDLP is no longer applicable.
21/01901/COUAF 14 <sup>th</sup> May 2021	Deans Poultry Farm South End Lane Northall	Determination as to whether prior approval is required for the change of use of an agricultural building to storage (B2).	OPPOSE Access unsuitable

Decisions notified by Buckinghamshire Council this month

Application No.	Address	Description	Parish Council Response	LPA Decision
20/02315/ALB 20 <sup>th</sup> July 2020	The Old Bakery Leighton Road Northall	Proposed boundary treatments and new pathway (Part retrospective)	No objections	Permitted
20/04279/APP 16 <sup>th</sup> Dec 2020	Land Off Cow Lane Edlesborough	Variation of conditions 4, 5 and 6 relating to application 14/01261/APP.	No objections	Permitted
21/00487/APP 15 <sup>th</sup> Feb 2021	3 Beacon View Northall	Single storey rear extension, two storey side extension, conversion of loft space to bedrooms and en-suites, alterations to existing garage.	No objections.	Permitted
21/00773/APP 8 <sup>th</sup> 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.	REFUSED
21/00790/APP 8 <sup>th</sup> 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.	REFUSED

**Response to Ivinghoe Area Freight Zone Traffic Regulation Consultation**

Prior to the meeting Cllr Wilkinson had circulated a draft response to the Ivinghoe Area Freight Zone Traffic Regulation Consultation. Council agreed the response.

**Action: Clerk to submit the response accordingly.**



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The majority of flyers informing parishioners about the Ivinghoe Area Freight Zone Traffic Regulation Consultation have now been delivered to all homes in the parish.

Prior to the meeting Cllr Mrs Owen proposed that a second “punchier” flyer should be delivered to all homes encouraging parishioners to oppose the strategy in its current form and to insist Buckinghamshire Council include the B440 in the zone.

Cllr Harpley had also circulated another version of a second flyer with the same intention.

Council agreed that a second flyer would be printed and delivered to parishioners.

***Action: All three methods of responding to the consultation to be included on both flyers. Councillors to consider both flyers and inform the Clerk by Monday morning which flyer they prefer. The Clerk will then send the preferred flyer to print. Once flyer is printed Councillors to distribute as quickly as possible.***

***Cllr Mrs Owen indicated that she had volunteers prepared to help with flyer distribution.***

**Any Other Business**

Buckinghamshire Cllr Chris Poll informed the Council that he, Cllr Brazier and Cllr Town are exploring the feasibility of holding Councillor Surgeries in the different parishes offering parishioners the opportunity to have their say. He hopes that EPC will be able to support them in advertising the surgeries once they are organised.

There being no further business the Annual Meeting closed at 8.41pm

Signed by

Date