



EDLESBOROUGH PARISH COUNCIL

Minutes for Meeting of Edlesborough Parish Council (EPC) held on 22nd July 2021 in Edlesborough Memorial Hall at 7.30pm

Cllr Williams explained to all that the meeting would not be streamed via the social media platform Zoom due to technical difficulties. The Clerk had placed a statement on EPC's website and Facebook page earlier in the day informing people of this issue and the issue with the Council phone line.

Agenda Item

Open Forum

Email from Mr Manix:

Council received an email from Mr Manix that was circulated to the full Council prior to the meeting. The email raised issues with speeding vehicles and cyclists in the village, along with concerns about the lack of speed signs. The email also raised the issue of the disparity of fees between the two local tennis clubs. A proposed response was circulated to the full Council for their consideration addressing each of the issues raised by Mr Manix. Council discussed the proposed response at the meeting and agreed that it should be sent to Mr Manix.

Cllr Williams also offered to contact Mr Manix to discuss the content of his email and to invite him to join the EDaN Traffic Management Team.

Action: Clerk to send proposed response. Cllr Williams to contact Mr Manix.

Christine Hurst:

Asked if there was an update on the Ivinghoe Freight Zone Consultation and expressed concern that she believed there is already an increase in the number of HGV's using the B440 through the villages. Cllr Williams stated that to date Buckinghamshire Council have not published the outcome of the consultation. It was also noted that there is generally an increase in traffic nationally due to the lifting of Covid-19 restrictions. Council continue to be concerned that the HGV traffic using the B440 will increase if the Freight Zone is approved without the inclusion of the B440.

Dorothy Ferguson:

Asked if anything could be done about the parking at the top of the High Street in Edlesborough. Could the grass verges be converted into a layby/parking bay?

Cllr Williams explained that this had been considered in the past but that the cost exceeded both EPC's and Buckinghamshire Councils budgets. In the past requests for double yellow lines have always been declined due enforcement issues.

Cllr Williams formally opened the meeting at 7.48pm.

Present

Cllr Williams (chair), Cllr Cabbage (vice chair), Cllr Mrs Booth, Cllr Wilkinson, Cllr Harpley, Cllr Nevard, Cllr Thomas, Penny Pataky (Clerk) and three parishioners

Apologies

Cllr Mrs Owen, Cllr Miss Wells and Buckinghamshire Cllr Chris Poll.

Declarations of Interest

None were declared.

Minutes

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 24th June 2021 with no amendments.

Matters Arising

Broadband in Edlesborough Memorial Hall – It was proposed that the Clerk investigate the feasibility and cost of installing broadband in the hall.

Action: Clerk to seek advice from Cllr Harpley on this as he has been trying to do this for Northall Village Hall.

Buckinghamshire Council Report

No representatives from Buckinghamshire Council attended the meeting.

Actions: Clerk to contact Cllr Chris Poll to ask if there is a written report that can be shared.

Planning

Hazrat Hussain Buckinghamshire Councils Member and Parish Liaison Officer for our area has left Buckinghamshire Council. EPC is awaiting notification of who the new point of contact will be, in the meantime EPC can contact Simon Garwood or Katrina Kelly at Buckinghamshire Council for help if needed.

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

Application No.	Address	Description	Parish Council Response
21/00249/APP (amended) 25 th June 2021	The Finches 11 Eaton Bray Road Northall	Single storey side extension, two storey side extension, part single part two storey rear extension, installation of solar roof panels.	No objections.
21/02463/APP 25 th June 2021	Hop Cottage Malting Lane Dagnall	Two storey rear extension and insertion of dormer windows.	No objections providing that the planning officers confirm the acceptability of the car parking provision
21/02478/APP 28 th June 2021	Chiltern View Farm Leighton Road Edlesborough	Erection of front boundary wall with vehicular access gates (revised proposal following refusal of application 21/00773/APP).	No objections
21/02507/APP 29 th June 2021	44 High Street Edlesborough	Single storey rear extension, single storey front extension with garage conversion, hip to gable reconfiguration of main and garage roofs. Loft conversion with new side dormer window.	No objections providing that the planning officers confirm the acceptability of the car parking provision
21/02534/APP 30 th June 2021	46 High Street Edlesborough	Demolition of existing conservatory and erection of a single storey rear extension. Loft conversion with new side dormer window.	No objections
19/01238/ADP (amended) 1 st July 2021	Land off Slicketts Lane & Dove House Close Edlesborough	Reserved matters application relating to previous outline planning consent for residential development of up to 10 dwellings.	No objections
21/02585/APP 1 st July 2021	15 Barn View Edlesborough	Loft conversion.	No objections
21/02613/APP 2 nd July 2021	Rear of 16 High Street Edlesborough	Proposed renovation of an existing building.	SUPPORT

21/02496/APP 5 th July 2021	Orchard Lea Leighton Road Northall	Conversion of existing attached garage with first floor extension above. Erection of new detached garage.	OPPOSE Probably fails to comply with the 45 degree rule
21/02659/APP 6 th July 2021	7 Church Croft Edlesborough	Two storey side extension. Part single, part two storey rear extension.	No objections
21/02775/APP 13 th July 20201	Land Rear of Bury Farm Mill Road Slapton	Construction of solar farm.	No comment
21/02846/APP 14 th July 2021	37 The Pastures Edlesborough	Single storey rear extension.	No objections
21/02459/APP 19 th July 2021	1 Hall Farm Barns Slapton Lane Northall	Erection of triple garage	No objections

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

Application No.	Address	Description	Parish Council Response	LPA Decision
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.	Permitted
21/01901/COUAF 14 th 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	Permitted

Villages

Ivinghoe Freight Strategy

No further updates.

Parish Path Maps

Currently no further response has been received from Buckinghamshire Council. The Clerk, Cllr Williams and Cllr Owen have been unable to open the Edlesborough and Dagnall notice boards housing the faded maps.

Action: The Clerk will try the Northall board, if this is not successful help will be sought from a locksmith. Once the maps can be accessed the Clerk will provide more information to the map company for an updated quote.

Above Below Music Festival

The Council has been made aware of the Above Below Music Festival taking place in Ivinghoe on 30th and 31st July. The hours of operation are 13:00 – 04:00 on Friday 30th, and 10:00 – 04:00 Saturday 31st.

The event organisers have provided an emergency hotline 07939150662. The organisers ask anyone with emergency issues uses the hotline as this will enable them to respond quickly to the issue.

Parish Meeting

Cllr Williams informed the Council that due to the continuing uncertainty with Covid-19 the plan to hold a form of an Annual Parish Meeting in September is cancelled and that he will work to develop an improved Annual Parish Meeting between the legally required dates of 1st March and 1st June of next year. This Annual Parish Meeting will be separate from the EPC meeting and local organisations will be invited to give presentations.

Edlesborough

Pastures Hedge

The outstanding invoice has now been paid by Buckinghamshire Council. The Clerk thanks Buckinghamshire Cllr Chris Poll for escalating this matter. The Clerk has asked Debbie Norris, Buckinghamshire Council Management Accountant to confirm the process for raising and having the 2021 invoice paid.

The resident who has removed part of the hedge along Pebblemoor has provided the Council with more information and confirms that they will be replanting the hedge later in the year.

Cllr Cabbage was contacted by one person expressing concern about the hedge being trimmed. He advised the person of the care taken by the Council contractor and the history of the hedge and the Councils responsibility to maintain the hedge and keep the footway clear.

Carnival 2021

The Carnival committee met on 14th July and are proceeding with plans to hold a scaled down Carnival on 28th August. There will be no procession or evening entertainment. The committee hope that the procession and introduction of the evening entertainment will take place at the 2022 event. A site meeting will take place on the afternoon of 23rd August. The site plan remains unchanged. Bob Stilliard will inform the Council if there are to be any changes. One food trader has asked for access to the Pavilion power supply. The committee have been informed that they need to negotiate this with the ECSC.

EDL/19/1 Right of Way

The fallen tree on EDL/19/1 right of way between Cow Lane and the field at the bottom of Summerleys has finally been cleared. The Clerk raised concern to the Buckinghamshire Council Rights of Way Team that it appeared to be resting on a Cow Lane allotment holders shed and requested that action is taken ASAP to prevent any damage to the shed or danger to the tenant. The tree was first reported at the start of June.

Brook Street Tree

A resident in Brook Street has had a large tree fall in their garden, part of the tree is in the river behind their property and needs removing. The Clerk and Eaton Bray Parish Council Clerk have both communicated with the resident and provided them with the Council contractor information to help them clear the fallen tree and debris. The resident has been informed that if they wish to use a different contractor they would need to obtain permission from Eaton Bray Parish Council for the contractor to go onto their land to access the river.

PROPOSED Installation of Mobile Phone Mast

Following the Clerk being alerted to works taking place directly in front of the EPC notice board at the top of Good Intent on 9th July it was confirmed that the works are a "trial hole" for the proposed radio base station. The Clerk contacted Josh Fiteni and Tony Burn at Clarke Telecom to ask why Clarke Telecom had not responded to EPC's previous communication on this matter, in particular ignoring all the concerns raised about the location and EPC's offer to work with them to find a more suitable location. Tony Burn responded asking the Council to "advise of the suggested locations" for them to review.

Council agreed that the Clerk would respond stating that further to the Councils previous communication in which EPC asked Clarke Telecom to "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 area, the Parish Council would be prepared to use its local knowledge to help identify a more suitable location for the installation" no information was provided to the Council. Council once again requests that Clarke Telecom provides the information requested.

Council agreed to draw this to the attention of the Buckinghamshire Councillors and Greg Smith MP.

Action: Clerk to respond to Clarke Telecom, copying in the Buckinghamshire Councillors and Greg Smith MP.

Dagnall

Nothing to report.

Northall

Transport for Buckinghamshire had advised that they would be undertaking highway maintenance road treatment works to the carriageway at Leighton Road, Northall from Eaton Bray Road to the county boundary, as part of the 2021 Surface Dressing Programme. The surface dressing was expected to take place between Wednesday 21st and Thursday 22nd July. To date this work has not taken place.

New Pavilion

Cllr Cabbage informed the Council that the anticipated handover of the building from the contractor to the Council had once again been delayed. This is due to issues sourcing the glass required for the balustrade on the balcony. This has implications for the fire escapes. There is currently a European shortage of glass following Covid-19. It is anticipated that the glass will be delivered in the first week in August and the installation completed in the third week of August. This will effectively complete the building which will then be handed over to the Council. The Council and ECSC will then sign the lease and ECSC will take over the running of the building.

Council is currently working on replacing the metal fencing around the car park to prevent vehicle access on to the green. Landscaping work is also taking place between the building and the Green. The hoarding will be removed imminently, some "Heras" fencing will remain in place to protect the landscaped areas. ECSC will take responsibility for watering the new turf.

The Pavilion Working Party have been working on the building lease since November 2020, the final version is due to be received any day. This and a brief summary of its contents will be circulated to the full Council for their approval prior to it being signed by the Council and ECSC.

Cllr Nevard asked about publicity of the building and it was agreed that Cllr Cabbage would draft a publication detailing the progress of the project which started in 2012 and is now almost complete. The publication will include photographs, information about how the project was financed and inform the reader that residents of Edlesborough Parish will benefit from free membership of the Pavilion. It will be made clear that moving forwards the Council will be responsible for all matters relating to the Green and that ECSC will be responsible for the Pavilion.

The Groundsman for Edlesborough Cricket Club has expressed concern about not being able to store the clubs petrol lawn mower inside the Pavilion building. Cllr Williams is investigating the insurance implications of this.

Action: Cllr Cabbage to draft the publication. Clerk to circulate the lease and summary to full Council upon receipt. Cllr Williams to confirm insurance implications re cricket club petrol lawn mower.

Projects

Outdoor Gym Equipment

– led by Cllr Mrs Owen

The purchase order has been raised for the installation of this equipment, Council awaits an installation date.

Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

Prior to the consultation sessions Cllr Booth had confirmed to the Council that after a productive meeting with EB Lions FC Chair and Vice Chairman the preferred location for the proposed new children's play equipment is next to the existing play area facing the basketball post. EB Lions were very supportive of the proposal and thought the new equipment would be a good addition to the Green.

All homes in Edlesborough received a flyer informing them about the proposed new play area consultation sessions. Flyers were also made available in Janes, Cow Lane Surgery and the pharmacy. The consultation has been publicised on Facebook and the Councils website. Edlesborough School and EB Lions have been asked to send a mailshot of the flyer to all their families.

To date three public consultation sessions have been held on the Green. Parishioners have had opportunities to look at the proposed plans, ask questions and complete a questionnaire about the

proposal. Approximately 75 questionnaires have been completed so far. People's comments have been very supportive.

Two further sessions will take place, one on the Green on Sunday 25th July and one in Edlesborough Memorial Hall on Sunday 1st August.

Action: Cllr Booth will request permission from the design provider for the proposed design to be shared on the Council's website. Cllr Booth will provide a map showing the proposed location (next to the existing play area facing the basketball post) for use on the website. If permission is granted by the provider for the design to be published the questionnaire will also be placed on the website for parishioners to complete.

Council additionally agreed that the Clerk would seek advice from the Council groundsman as to what can be done to improve the surface in the older section of the existing play area.

EMH Redecoration

– led by Cllr Mrs Thomas

Prior to the meeting a decorator's quote for redecorating the outside of the building had been circulated to the full Council. Council agreed to thank the decorator for the quote and to inform him that the Council are not looking to decorate the outside of the building at this time.

EMH Status

– led by Cllr Wilkinson

Prior to the meeting Cllr Wilkinson had provided the Council with a comprehensive report detailing the work of the EMH Status Working Party (Cllr Wilkinson, Cllr Williams and Cllr Harpley). The report included history of how the Council agreed to take over the running of the Memorial Hall in the sixties from the Parochial Church Council.

Cllr Wilkinson explained that the Working Party that was set up to discuss the future of the ownership/lease of the Memorial Hall with the Parochial Church Council (PCC), appeared to have reached a stalemate. The Estate Department of the Diocese are insisting that if EPC wishes to negotiate a new extended lease, EPC will have to bear the legal costs of both sides. The PCC insist that gifting the premises to the Parish Council is out of the question as it is not in the Church's best interests. The working party do not consider that spending a considerable sum of money on bringing the Hall up to date with such a short lease is a responsible use of public funds.

Cllr Harpley suggested that EPC contact the Diocese and state that EPC understands their position and as a result EPC is left with two choices;

1. EPC negotiates an extended lease with the Diocese. EPC will bear their own legal costs and the Diocese will bear theirs and then if successful, EPC invests in the improving facilities.
2. EPC gives notice to the PCC that the Council will be unilaterally terminating the lease and handing the Hall back to them to run.

Council discussed the content of Cllr Wilkinson's report and Cllr Harpley's suggestion and as a result Cllr Nevard proposed that the working party be empowered to seek a new 99 year lease to replace what is left of the existing lease. The working party will inform the Diocese that EPC will bear their own legal costs and the Diocese will need to bear theirs. The working party will also be empowered to inform the Diocese that if a new lease is not possible the Council will have no other choice but to consider giving notice to the PCC that the Council will be unilaterally terminating the lease and handing the Hall back to them to run.

Cllr Cabbage seconded the proposal and all agreed.

Action: The working party to move forward with the proposal.

EDaN & Traffic Management Team Updates

Traffic Calming

Cllr Williams to contact the new Local Area Technician, Paul Foot to progress the approval of the suggested MVAS locations.

Friends of the Church on the Hill (FOTCOTH)

This Is My Theatre will be putting on more plays in the Church in the near future. The Church will be hosting the Heritage Open Days in September. There is the possibility of a music event in the Church in the near future.

EDaN Beautification Team

The team's first planter as you enter Northall from Edlesborough will be named 'Katherine's Planter' in memory of Katherine Parker who took great care of this planter (and many more).

Christine Yates has done a good job via Facebook of rallying support from local people for watering the various planters in the Parish.

The EDaN Beautification Team is currently in danger of collapsing if new volunteers do not come forward to join them in their work.

Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services

Automated External Defibrillator (AED)

Nothing to report.

EMH

It is hoped that with the further easing of Covid-19 restrictions more hirers will return to the hall. The Manager has taken some ad hoc bookings for later in the year.

The Special Conditions of Hire have been updated and the responsibility is now on the hirer to ensure risks are managed by hirers e.g., through ventilation, encouraging social distancing, hand washing and the use of hand sanitiser.

The Covid-19 Risk Assessment has been updated and will continue to be revised as a working document.

Key points of the special conditions are:

- Lifting of restrictions on numbers in hall.
- Hirers being "encouraged" to clean touch points etc.
- Attendees being "encouraged" to wear face masks.
- Continue with provision on hand sanitiser etc.

Cricket Square water supply

The Clerk is seeking quotes for the installation of a new tap. The Cricket Club have been informed that;

- It has not been possible to locate the existing pipe and the costs of installing a new pipe to bring the water supply to the square is beyond the Council's budget.
- The Council are looking to install a locked tap near the car park entrance to the Pavilion and will supply ECC a wheeled hose reel and hosepipe up to 80m in length for the sole purpose of watering the square. If in the future the hosepipes and/or hose reels need replacing this will be the responsibility of the cricket club.
- ECC will need to negotiate with ECSC permission to store the items in a storage area of the pavilion.
- The water supply will be solely for the use of ECC and as such ECC will be responsible for paying for the water used.

Action: Clerk to share quote for the new tap with the Council upon receipt. Clerk to work with ECC to ensure the most suitable hosepipe and reel is purchased.

Exercise Classes on the Green

The Manager has had enquiries from trainers to run exercise classes and personal training sessions on The Green. One has been sent all the relevant paperwork but is no longer responding to the manager's messages and has not returned the paperwork.

The second will be sent paperwork shortly.

Gumbles Children's Fairground

Following a request from Gumbles Children's Fairground to hire Edlesborough Green the Clerk has carried out investigations into the feasibility of this and has provided the Council with information on this prior to the meeting. The Clerk proposed that the Council;

- Declines the weekend of the 10th -13th September as Green is already in use.
- Develops paperwork similar to that of Houghton Regis Council for use in the future.
- Invite Mr Gumble to submit an application for the summer of 2022. Council will need to give consideration to not impacting on the Carnival and other activities that may take place on the Green over the summer.
- Ensures the Council knows the legalities of fairground attractions rights.
- Decide what action will be taken to inform/consult parishioners living close to the Green.

Council agreed to the Clerks proposals.

Action: Clerk to respond to Mr Gumble informing him of the Councils decision.

Sports Clubs

All clubs have been issued with the June Portaloo invoice and all three have paid their respective invoices. HCTH have confirmed that the portable toilet fee will be increasing by £1 a week from 1st August. The sports clubs have been informed.

EB Lions will shortly be issued with the agreement and invoice for the 2021/22 Football season.

ECC have informed the Council that they will be purchasing a bowling machine for use in the cricket nets.

Action: Clerk to inform the cricket club that they must have their own public liability insurance for the use of this machine on The Green.

The Clerk/Manager has informed the club that the electrical cable must be covered with cable cover to prevent it becoming a trip hazard. They have also been informed that they will need to negotiate with the ECSC about storage for the machine and access to the electricity supply.

Play Area

The annual inspections will take place on 12th August. Representatives from Dagnall and Northall to be available for their inspections.

Allotments

Dagnall Allotments

It has been reported to the Clerk that children have been running around and playing on the allotment plots, using them for hide and seek etc. The Clerk has written to all tenants advising them that the Council is aware of the situation and that if the issue continues they should inform the Clerk.

Four tenants have been written to about unworked plots. One of these tenants has four unworked plots, he has been asked to consider giving one up for someone on the waiting list.

Northall Allotments

Two plots have been given up, one has been re let. The Clerk will offer the second to people on the waiting list. The padlock has been replaced and the code changed following the failure of the old one.

Cow Lane Allotments

Nothing to report.

The Green Allotments

One tenant has been written to about their plot being unworked. This tenant has now given up the plot. The clerk and warden are working to offer it to a new tenant.

Cemetery

Nothing to report.

Churchyard

Nothing to report.

Bridle Path

Nothing to report.

War Memorial

Nothing to report.

Bus Shelters

Nothing to report.

Litter Bins, Dog Bins, Car Parks

The new dog waste bin was finally installed by Buckinghamshire Council at the end of Cow Lane on the 14th July. One dog waste bin on the Green was dislodged by the contractor's hedge cutting machine. The contractor will be remedying this issue.

Streetlights

Nothing to report.

Website, Facebook and GDPR

Facebook

Posts and discussions have focused on:

- Good Intent Planning Application
- Dove House Close/Slicketts Lane Planning Application
- Lost dogs
- The post about the new play area proposals provoked questions, the Clerk advised commenters to attend the consultations and then turned off the commenting.
- Issues with CBC bin collections due to staff isolating.
- Issues with catapults being aimed at animals and cars.

Website

- The Website Accessibility was tested on 16th July 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 owners of the land at the end of Good Intent have been sent a second letter about the vegetation on the pavement and EPC's streetlight. If no response is received within 14 days this matter will be passed on to Buckinghamshire Councils enforcement team per the Devolved Services agreement.

Finance

Annual Return 2020/21

Due to the Council's turnover being in excess of £200,000 the Council was asked to provide the following information to the external auditors;

- Evidence that the authority is registered as an employer with HMRC.
- If the 2019/20 external auditor report included any 'except for' matters, copies of minutes and any agreed plan showing the corrective action taken to address these matters – no matters were identified in 2019/20, the Clerk has confirmed this to the auditor.

June 2021 Accounts

Council approved the June 2021 accounts that had been circulated prior to the meeting.

EMH	£754
Pavilion	£183
Green	£560
Open Spaces	£177

Bucks CC Devolved Services	£1,107
Allotments	£379
Street Lights	£104
Cemetery	£150
Churchyard	£403
Dagnall Recreation Ground	£178
Internal Audit	£108
Special Projects	£19,206
Subscriptions	£49
EDaN	£9
Office Costs	£323
Total	£23,690

July Payments

Council agreed the July 2021 payment run.

EPC Small Grant Scheme

- Led by Cllr Williams

Prior to the meeting Cllr Williams had circulated documents and proposed application forms for the EPC Small Grant Scheme to the full Council. He advised that local organisations could apply for a grant of up to £500 for projects/activities. Cllr Nevard proposed the references to the provision of annual audited accounts should be changed simply to annual accounts, as only large organisations have audits these days. In view of the sums involved it would be reasonable to take any figures supplied at face value.

Council agreed to the proposed change and for Cllr Williams to go ahead with the scheme.

Correspondence

Items circulated to Full Council prior to the meeting:

- Above Below Music Festival
- Community Board Funding Info
- Email from Mr. T Manix (see Open Forum).
- All Councils Charter
- National Planning Policy Framework 2021

AOB

The Clerk asked for volunteers to be the key holder for EMH during her annual leave.

Items for the September EPC Meeting

- Accounting Software
- All Councils Charter

The meeting closed at 10.22pm.