



EDLESBOROUGH PARISH COUNCIL

Minutes for Meeting of Edlesborough Parish Council held on 16th December 2021 in Edlesborough Memorial Hall

Open Forum

Buckinghamshire Cllr Peter Brazier drew the Council's attention to developments in relation to planning application 20/03907/APP for the installation of a mobile building. This application was refused, however the applicant proceeded to install the mobile building and has now submitted an "Application for a certificate of lawfulness for existing use of land as garden ancillary to 14 Leighton Road" (21/03932/ACL). This is currently being reviewed by the planning department. It is believed that the mobile building is being used as a dwelling. Prior to the most recent submission the Planning Officer was about to serve an enforcement notice on the applicant. This is currently on hold whilst the current application is determined. If the application is refused it is likely that the enforcement notice for the removal of the mobile building will be served.

Cllr Brazier advised the Council to be minded to look more closely at similar applications in the future to help prevent applicants circumventing the process.

Cllr Williams formally opened the meeting at 7.37pm.

Present

Cllr Williams (chair), Cllr Cabbage (vice chair), Cllr Miss Wells, Cllr Wilkinson, Cllr Nevard, Cllr Mrs Booth, Cllr Mrs Thomas, Penny Pataky (Clerk) and Buckinghamshire Cllr Peter Brazier. No parishioners attended the meeting.

Apologies

Cllr Harpley, Cllr Mrs Owen, Buckinghamshire Cllr Chris Poll and Buckinghamshire Cllr Derek Town.

Declarations of Interest

None were declared.

Minutes

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 18th November 2021 with no amendments.

Matters Arising

Nothing was raised.

Buckinghamshire Council Report

A full report Buckinghamshire Cllr report for December is available on the website. Cllr Brazier drew the Council's attention to the following three items;

1. Buckinghamshire Council hits 50% mark in its county-wide gully cleaning programme.
 - Councillors confirmed that they had seen operatives in the village clearing leaves and the gullies. Cllr Brazier asked that if there are any issues with the gullies that he is copied into the reports. He has been pushing for better collaboration between the different street cleaning teams when working on clearing gullies, leaves etc.
2. New initiative launched to help householders be warmer, greener and save on fuel bills this winter.
 - Residents are being encouraged to check if they are eligible for a new scheme to improve the warmth of their homes, lower carbon emissions, and save money on fuel bills this winter. Under the Green Homes Grant Local Authority Delivery scheme, delivered by Warmworks on behalf of Buckinghamshire Council and through funding from the UK Government, householders can apply to receive improvements to their home. The scheme offers a wide range of insulation measures and renewable heating technologies which are designed to support homes to reduce their impact on the environment, including air source, ground source, and hybrid heat pumps.

The Green Homes Grant Local Authority Delivery scheme is open to homeowners, private tenants and people in social rented accommodation, where the home has a low energy rating and a low annual income.

You can find out if you are eligible for the scheme by completing the short application form at <https://www.warmworks.co.uk/greenhomesgrant/>.

3. Buckinghamshire Council's commitment to involving local people in planning decisions.
 - Council agreed to promote Buckinghamshire Council's "The Discovery & Exploration Phase for the new Local Plan for Buckinghamshire" via their website and Facebook page. Cllr Wilkinson advised all Councillors to respond independently as the questions do not lend themselves to a "Council response". More information can be found at [The Local Plan for Buckinghamshire: Help us plan for the future - Your Voice Bucks - Citizen Space](#)

Planning

Led by Cllr John Wilkinson

Edlesborough Parish Neighbourhood Plan – Review

Prior to the meeting Cllr Williams and Cllr Wilkinson had proposed that Council undertake the review of the current Neighbourhood Plan to ensure it aligns with the new VALP and that Council re-engage with Neil Homer, the consultant, who helped Council considerably in getting our original plan through the creation and examination process. They advised Council of the need to commit to the process if Council is to extend the life of its current plan. Cllr Wilkinson expanded upon this by suggesting the following process should be followed;

1. Council in the first instance contacts the Buckinghamshire Council Neighbourhood Plan Officer to arrange a meeting to seek advice on the following;
 - Does the plan need to be reviewed?
 - If it does what action do they recommend Council takes?
 - Does our current plan fully align with VALP?
 - Are there any Grants available that can be accessed to help with the costs of a review?
2. Council engages Neil Homer to help guide the process/review the Neighbourhood Plan.

Cllr Cabbage reminded Council that this work would need to be budgeted for, it was recommended that a figure of between £5-10 thousand was earmarked for this. He also stated that developers will try to find any weaknesses in the Neighbourhood Plan and that we should do all we can to protect against this.

All agreed with the proposal and process suggested by Cllr Wilkinson.

Action: Councillors Williams and Wilkinson will take this forward.

Telecom mast opposite EMH

Cllr Wilkinson explained that there are two applications for a telecom mast on the High Street opposite Edlesborough Memorial Hall. The first application was acknowledged by the planners as permitted development but they specified that planning approval of the location would be required. The officers did however indicate that if the mast was moved slightly from the originally proposed location, they would be minded to approve a second application. The applicant subsequently submitted a second application implementing the planner's recommendations.

He also informed the Council that the height of the proposed mast is listed as 20m on both the Public Access listing and the formal notification whereas it is quite evident from the application documents that the applicant is only seeking permission for a 16m high mast.

Council agreed that the residents near the proposed locations should be advised of the situation.

Action: Clerk to draft a letter advising the residents of the applications, the action taken by EPC and the current situation.

Update 17/12/2021: The second application has been prematurely approved by the planning officers, so it is now too late for residents to object. Cllr Wilkinson is seeking an explanation from Bucks Council as to why the second application was approved before the closing date for comments listed on the website.

Buckinghamshire Council Questionnaire Survey – The Discovery & Exploration Phase for the new Local Plan for Buckinghamshire

See point 3 under Buckinghamshire Council Report.

Planning Applications

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
21/04375/APP 26 th Nov 2021	Rose Cottage Main Road North Dagnall	Demolition of existing conservatory and construction of replacement	No objections
21/04617/APP 1 st Dec 2021	Broomstick Industrial Estate High Street Edlesborough	Extension to an existing commercial building and demolition of an existing one	No objections
21/04729/ATN 10 th Dec 2021	Land off High Street Edlesborough	16m high telecoms mast and associated ancillary equipment	OPPOSE Detrimental visual impact
21/04738/APP 13 th Dec 2021	Chiltern View Farm Leighton Road Edlesborough	Change of use of open land to residential garden and erection of a single storey outbuilding/garage	OPPOSE Does not comply with policy EP1 of EPNP

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

Application No.	Address	Description	Parish Council Response	LPA Decision
21/00996/APP 1 st April 2021	Church End House Church End Edlesborough	Part two, part single storey rear, side and front extensions with gable ended roof extensions to front and rear elevations. Two Juliet balconies to side elevation, bay window to front elevation and repositioning of front door.	No objections Subject to officer approval regarding the additional massing of the building and its impact on the immediate surroundings.	REFUSED
21/01492//APP (Amended) 5 th Nov 2021	Kripa Ringshall Road Dagnall	Demolition of existing dwelling and outbuilding replaced by a two storey building with lower ground floor.	No objections	Permitted
21/01629/APP 5 th 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.	Permitted
21/02050/APP 3 rd June 2021	Deans Poultry Farm South End Lane Northall	Retrospective approval for the recladding and reroofing of a disused agricultural building.	OPPOSE Contrary to Policy EP8 of the Neighbourhood Plan	Permitted
21/02088/APP 4 th June 2021	Swallowfield Brownlow Avenue Edlesborough	Demolition of existing detached outbuilding and replacement with single storey side extension. Conversion of integral garage to habitable accommodation.	No objections	Permitted
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	Withdrawn
21/02997/APP 29 th July 2021	29 The Green Edlesborough	Demolish outbuildings. Side and rear extensions, erection of attached double garage and creation of living accommodation in new and existing roof space.	No objections.	Permitted

21/03786/ATN 28 th Sept 2021	Land Off High Street Edlesborough	20m high telecoms mast and associated ancillary equipment.	OPPOSE Detrimental visual impact	Prior approval required
21/04118/APP 21 st Oct 2021	18 Moor End Close Edlesborough	Single storey rear extension	No objections	Permitted
21/03753/APP 28 th Sept 2021	Orchard Lea Leighton Road Northall	Conversion of garage into habitable space, first floor front extension above garage, single storey front extension and erection of new detached garage.	No objections	Permitted

Villages

HM the Queen's Platinum Jubilee

Action: Cllr Williams and Clerk to look into what options are available.

Parking Issues

The resident of Brook Street thanks the Council for offering to put up a sign requesting that drivers only use the layby for short periods of time. The resident has been informed that EPC cannot enforce any parking restrictions in the layby. Additionally the resident has been advised how to make reports about highways matters directly to Buckinghamshire Council.

Action: Clerk to chase response from Local Area Technician that the sign is permissible. Once permission has been obtained Clerk to request a quote for the sign.

Ivinghoe Freight Strategy

No further information has been received from Buckinghamshire Council.

Parish Path Maps

Ongoing.

Edlesborough

Cllr Nevard, Bas Westrope, Kai Brown, Bob and Sharon Stilliard and the Clerk dressed EMH in Christmas lights and hung 12 wreaths along the High Street on Sunday 5th December. To date the wreaths have raised £386 for the improvements to the play area on Edlesborough Green. Unfortunately the wreaths took quite a battering from the rain and wind following their hanging. One business requested that their wreath is repositioned to ensure the name plate is more visible. As this is not possible the business has been offered a refund on their donation which they accepted.

Criminal Activity (Including Low Level Drug Dealing)

Council agreed that there has recently been an increase in the low level criminal activity in the Pebblemoor car park. This includes reports of young drivers' wheel spinning, suspected drug dealing and significant evidence of the car park being used for nitrous oxide inhalation.

The Clerk and Council continues to encourage parishioners to report any criminal activity directly to Thames Valley Police.

The Clerk has shared the latest information and photographic evidence with PCSO's Hobson and Dean.

Dagnall

Dagnall Rights of Way

Cllr Thomas has informed resident that despite the Councils efforts it has so far not been possible for the landowner of the right of way from Studham Lane up to the golf course to be identified. One neighbouring landowner has offered to cut back some of the hedge but states that he is not the landowner.

Buckinghamshire Council Rights of Way Team have asked EPC to inform them who the landowner is if we manage to identify them. This right of way is not devolved to EPC.

Northall

The white lines and 30mph roundels in Northall have been reinstated.

Action: Clerk to ask if the white lines at the sides of the road will be reinstated.

Edlesborough Pavilion

Edlesborough Tennis Club (ETC) Streetlight

ETC have confirmed that they turned off the street light attached to the floodlight facing the Pavilion. They are currently sorting out some matters with SSE the electricity supplier and will contact EPC again about this once they have resolved the matters. The light will remain in situ but EPC has the right to remove/relocate it should it be needed elsewhere.

Food Hygiene Rating

Ken Holloway has asked the Clerk to inform the Council that through the very hard work of Duncan McLelland and his team the pavilion has been awarded the maximum 5 star hygiene rating in the required initial inspection by the FSA.

Projects

Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

Cllr Booth is working on finalising the Section 38 application and hopes that this will be submitted in the near future.

EMH Redecoration

– led by Cllr Mrs Thomas

Nothing to report.

EMH Status

– led by Cllr Wilkinson

Nothing to report.

Re-Wilding

– Led by Cllrs Owen and Wells

Nothing to report.

EDaN & Traffic Management Team Updates

Traffic Calming

Buckinghamshire Council (BC) have for a long time refused to consider implementing 20mph speed limits. Buckinghamshire Cllr Peter Cooper has recently campaigned and with support from many Parish Councils successfully managed to change Buckinghamshire Council's policy on the introduction of 20mph zones.

At BC's meeting on 24th November 21 the council agreed that Town and Parish Councils' sponsored 20mph schemes could now gain support from Buckinghamshire Council. This gives councils the opportunity to improve the social environment of residential areas with lower speeds, safer pedestrian areas, lower pollution levels and enhanced possibilities for walking, cycling and enjoying your streets.

There will be criteria that must be followed for a scheme to be considered. These are likely to include:

- The scheme location should be in a residential area where the existing traffic constraints such as road width and layout, existing bollards, islands, parking or traffic volumes already restrict existing average traffic speeds to 24mph or less. It is hoped that in these circumstances sign only 20mph limits or zones can be installed at reasonable cost. Non-compliant schemes may need to include physical traffic calming, speed humps, pinch points etc. to help achieve the 24mph target.
- The scheme should be financed locally. Parish and Town Councils will be able to raise finance using a combination of their own reserves, S106 agreements from local development or by making an application for Community Board transport funds.

- It is clear that Thames Valley Police are currently unwilling to enforce speed limits, particularly 20mph speed limits.

Footage of the meeting can be viewed at https://buckinghamshire.public-tv/core/portal/webcast_interactive/6179899 (the discussion commences at approximately 3hrs 14minutes into the meeting)

EPC is now waiting for confirmation of the application process so that it can consider if and where to apply for 20mph zones.

Prior to the meeting Cllr Harpley proposed that EPC applies for a 20pmh zone on South End Lane, Northall near the children's play area and village hall once the application process has been confirmed and opened to Parish Councils.

FOTCOTH

Christmas card sales are going well.

A Christmas Carol Service will take place on 18th December.

EDaN Beautification Team

Christmas Trees have been erected by the Pavilion and at the top of Cow Lane. The trees have been donated by "Trees R Us" of Cow Lane and were decorated by Christine Yates and her helpers.

The three new trees on the Green have been planted near the curved edge of the Pavilion car park.

Cllr Thomas advised the Council that dogs or another animal are digging around the new trees and that this should be investigated to ensure the trees do not become damaged.

Action: Cllr Williams to investigate.

Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services.

AED's

Due to continuing supply issues with replacement pads the Clerk has temporarily deactivated the AED at the Baptist Church. Council discussed whether it would be preferable to retain the facility in working order until the old pads could be replaced.

The Clerk has been advised that "Over time there is a breakdown of the gel in the defibrillator pads, if AED pads are used beyond their expiration date, they will not adhere to the skin as well. During CPR compressions, AED pads with poor adhesion may pull away from the skin, thus reducing the chances that the AED will provide effective analysis and therapy."

The Clerk has contacted the pads manufacturer for further advice and is currently awaiting a response.

Cllr Nevard proposed that the device was reactivated as he believes it is better to have the device available than no device available. Cllr Cubbage seconded the proposal. All agreed with the exception of Cllr Wilkinson.

Action: Clerk to reactivate the device and chase replacement pads. Clerk to inform Council insurance company that on balance the Council believes it is beneficial to have the device activated.

EMH

The electrical inspection was completed on 29th November. Recommendations were circulated to the full Council and the Clerk has raised a purchase order for the recommended works to be carried out.

The reintroduction of Covid-19 Restrictions has resulted in one booking cancelling as the restrictions prevent the event from taking place.

All hirers have been informed that EMH is a venue where masks must be worn unless people or activities fall into the exempt categories.

Green

Stepping stones from pavilion to tennis courts – ETC have asked for the broken stepping stones to be replaced and for all the stepping stones to be levelled. They also state they believe the stones may be placed

too far apart for young children. ETC have offered to contribute financially towards improving the stepping stones. The Clerk has discussed the tennis club's requests with the contractor; he states that this makes it a much bigger job. He will revise his quote to ensure it meets with the Tennis Club's requests. Upon receipt of the quote representatives of ETC will be invited to discuss the way forward with the Council.

Cricket Square water supply

Cllr Williams is discussing this with the ECSC Trustees and then will follow up with the cricket club.

Sports Clubs

Nothing to report.

Play Area

The rocker elephant has been temporarily removed and is being assessed for repair.

Allotments

Dagnall Allotments

One tenant has still not paid their rent and has been informed in writing that the Council has now made the plot available for letting.

Northall Allotments

The track at the side of the plots is becoming very churned up by vehicles. Tenants have been emailed asking them to only drive down to their plots in exceptional circumstances. A notice has also been erected at the start of the track.

Cow Lane Allotments

Nothing to report.

The Green Allotments

Nothing to report.

Cemetery

DEFRA proposals on burial grounds etc.

Prior to the meeting Cllr Williams provided Council with the following update:

The proposals suggested a number of changes, the biggest of which was to increase the required plot size for each grave. This proposal if implemented would cut the number of future plots in half. It is all do with potential contamination of water sources.

NALC has rejected DEFRA's proposal and others on the grounds that it would impact small burial grounds, such as ours, adversely.

Whether the government will listen to this remains to be seen but EPC shared the same objections.

In the course of this issue being raised our gravedigger, Roy Hawkins, raised another issue relating to the increasing difficulty of digging graves due to the chalk layer being closer to the surface in the remaining plots. Cllr Williams had a chat with Roy Hawkins and he confirmed that it may be harder to dig graves but that he was confident we could use the rest of our burial ground.

Action: Cllr Williams will keep Council updated as this DEFRA initiative moves along.

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 invoice for the emptying and cleaning has been received and payment has been raised.

The agreement for Dog Waste emptying for 2022/23 has been signed and returned to Buckinghamshire Council. The terms of service remain unchanged.

Streetlights

Future maintenance & warranty - Cllr Cabbage, Harpley and the Clerk are meeting with Cllr Andrew Arthur from Stewkley PC on Friday 17th December to explore working together on this.

The Clerk has contacted Bellway about the failed light opposite Tithe Barn. Bellway have responded stating it would be attended to and asking when EPC will assume responsibility for the lights. The Clerk responded requesting the information that had already been requested in May to enable the Council to decide when the lights would be adopted.

Additionally the Clerk raised the question of the yellow lines on the High Street with Bellway – a response has not yet been received.

Website, Facebook and GDPR

Facebook

Posts and discussions have focused on:

- Christmas Decorations.
- Good Intent Planning Application.
- Cold Callers.
- Parking fines.

Website

- The Website Accessibility will be tested on 16th Dec 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 Pastures Hedge

Buckinghamshire Council have now provided a purchase order number and the invoice for this work has been sent to Debbie Norris for payment.

The road signs will be cleaned shortly by the Council contractor.

Finance

November 2021 Accounts

Council approved the accounts for months ending 30th November 2021.

EMH	£1,132
Pavilion	-£18
Green	£524
Open Spaces	£409
Bucks CC Devolved Services	£1,107
Allotments	£442
Street Lights	£113
Cemetery	£90
Churchyard	£403
Dagnall Recreation Ground	£178

Subscriptions	£14
EDaN	£506
Office Costs	£536
Other costs	£698
Total	£6,134

Action: Clerk and Cllr Nevard to insert a line for ECSC annual donation into spreadsheet.

December Payments

Council agreed the December 2021 payment run.

Annual Donation to SCA for CFR

Message from Peter Cooper SCA Coordinator *“Thanks so much for the very generous donation of £1,500 received yesterday in the post. This will go a long way towards maintaining our CFR coverage.”*

Draft Budget 2022/23

The tax base information has now been received. Cllr Wilkinson confirmed that *“If EPC are going to go for a 5% increase in our Band D rate for 2022/23 as discussed at the budget meeting, EPC need to ask for a precept of £154,740. That equates to a 5.7% increase in our precept.”*

The key dates for submitting precept requests are as follows:

6th of December 2021 - received

31st of January 2022 - Deadline for BC receipt of precept requests

23rd February 2022 - Council Tax set

March 2022 - Bills sent to residents

Correspondence

Items circulated to Full Council prior to the meeting:

- London Luton Airport arrival routes airspace change.
- Police & Crime Bulletin November 2021 - Drugs prosecutions, protecting women at night, Harper's Law and more.
- Buckinghamshire Council - Questionnaire Survey – The Discovery & Exploration Phase for the new Local Plan for Buckinghamshire.
- Buckinghamshire - Update for Town and Parish Councils from Buckinghamshire Council

AOB

- All Councils' Charter

Council agreed that this was a lot of “warm words”. The Clerk advised the Council that she has been advised by other Clerks that other Parish Councils are not happy to sign up to the Charter at this time.

Action: Clerk to ask Simon Garwood how many Parish Councils have signed up to the Charter.

- Future Council meetings

Cllr Williams proposed that January 2022 Council business is carried out via a Zoom meeting as he anticipates an increase in Covid-19 restrictions in January. Any decisions can then be ratified at the next “physical meeting”. He reminded all that Council is only required to meet four times a year. All agreed.

Items for the January EPC Meeting

The meeting closed at 8.54pm