



EDLESBOROUGH PARISH COUNCIL

Minutes for Meeting of Edlesborough Parish Council held on 21st April 2022 in Edlesborough Memorial Hall

Open Forum

Mrs Lorna Cabbage updated the Council on the volunteers' litter picking activities. She requested that the litter bins on Edlesborough Green are emptied twice a week to help combat the litter on the Green, particularly at the Pebblemoor car park, and entrances opposite Good Intent and Cow Lane.

Council agreed that it would trial emptying the bins twice a week throughout the summer.

Action: Clerk to ask the contractor to increase the number of empties.

Cllr Cabbage formally opened the meeting at 7.47pm.

Present

Cllr Cabbage (vice chair), Cllr Harpley, Cllr Wilkinson, Cllr Trish Owen, Cllr Mrs Booth, Penny Pataky (Clerk), Buckinghamshire Cllr Chris Poll, Buckinghamshire Cllr Peter Brazier and one parishioner.

Apologies

Cllr Williams (chair), Cllr Nevard, Cllr Mrs Thomas and Cllr Miss Wells,

Declarations of Interest

None were declared.

Minutes

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 17th March 2022 with no amendments.

Matters Arising

Nothing was raised.

Buckinghamshire Council Report

Cllr Chris Poll and Cllr Peter Brazier drew Council's attention to the "Chiltern Beechwood Special Area of Conservation - CBSAC" there is concern that this could have an impact on new planning applications in both Dagnall and Edlesborough. Further information can be found on the Buckinghamshire Council and Dacorum Borough Council Web sites, this includes maps and FAQs. <https://www.buckinghamshire.gov.uk/planning-and-building-control/building-or-improving-your-property/chiltern-beechwoods-special-area-of-conservation-fags/>

A full copy of the Buckinghamshire Cllrs' report can be viewed on the EPC website, this includes information about;

- Bucks Lottery celebrates two years of supporting local good causes
- 70 Trees for 70 Years – one month to go!
- Buckinghamshire Adult Learning shortlisted for 2022 Family Learning Awards
- Council Tax £150 energy rebate payments

Cllr Wilkinson asked the BC Councillors for more information about the Buckinghamshire Council review of how S106 funds will be allocated in the future. This review specifically applies to the way in which AVDC treated the allocation of S106 'in a unique way', to quote Martin Tett, compared with the other former district councils. Martin Tett wants to see consistency in the treatment of S106 Leisure funds across the unified council. He thought that S106 funds should not be automatically allocated to the parish where building occurs but may be combined to provide better shared facilities. He said the review would be completed by June.

This raises serious concern among numerous Parishes, including Edlesborough, many of whom have planned projects depending on the S106 funds. There is also concern as to whether agreed S106 funding will be redirected if Buckinghamshire Council's Policy changes prior to building works commencing.

Cllr Wilkinson stated that under current rules Parishes with a Neighbourhood Plan would be entitled to 25% of CIL payments.

Cllrs Poll and Brazier agreed with the concerns raised but had no further information to offer at this time.

Planning

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

<i>Application No.</i>	<i>Address</i>	<i>Description</i>	<i>Parish Council Response</i>
22/01005/APP 8 th April 2022	Ashridge Farm Bungalow Ringshall Road Dagnall	Demolish existing dwelling and garage and erection of detached dwelling and garage.	No objections
22/01164/APP 12 th April 2022	Chiltern Farm Barn Main Road North Dagnall	Variation of approved plans to convert an existing barn into four dwellings	No objections

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

<i>Application No.</i>	<i>Address</i>	<i>Description</i>	<i>Parish Council Response</i>	<i>LPA Decision</i>
20/02316/ALB 20 th July 2020	The Old Bakery Leighton Road Northall	Proposed replacement double glazing and new window to replace a door (Retrospective)	No objections	REFUSED
21/04375/APP 26 th Nov 2021	Rose Cottage Main Road North Dagnall	Demolition of existing conservatory and construction of replacement	No objections	Permitted

The following Appeal decision has been notified by the Planning Inspectorate

<i>Application No.</i>	<i>Address</i>	<i>Description</i>	<i>Parish Council Response</i>	<i>Appeal Decision</i>
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.	APPEAL DISMISSED

Villages

Swallowfields Site

The Clerk reported that the local farmer confirmed that to the best of his knowledge landowners do not have any responsibility to maintain their land.

Prior to the meeting the Clerk had circulated a further communication from Mr Porter to the full Council and BC Cllr Chris Poll. In the communication Mr Porter requests that Buckinghamshire Council reassess the situation according to their statutory duties to safety in this village.

The Clerk is currently awaiting a response from Buckinghamshire Council Members and Parish Support for advice/guidance on this matter.

It was confirmed that no other residents whose properties border the Swallowfields site have raised concern about the condition of the site.

Council agreed that they cannot take any further action on this matter and that should Mr Porter continue to be concerned he should seek his own legal advice on the matter.

Action: Clerk to respond to Mr Porter accordingly.

Following a report of a broken conifer branch on the conifers on the corner of The Green and Taskers Row, the Clerk has written to the owner of the tree requesting that they take action to make the tree safe and to prune the tree.

Best Kept Village Competition

The entry form and accompanying documents will be submitted next week.

Edlesborough

High Street – Yellow Lines

Bellway Homes have still not provided the Council with an answer about the yellow lines on the High Street. Following advice from Cllr Wilkinson that it is Buckinghamshire Highways who will be responsible for installing the yellow lines the Clerk has contacted Darryl Bonsor from Buckinghamshire Council for more information on the matter.

Action: Clerk to copy BC Cllrs Poll and Brazier into any further communication with Buckinghamshire Council on this matter.

Horse Chestnut Tree

EPC has declined the offer of a 4ft, six year old horse chestnut tree. After considering whether there is a suitable location in the parish for this tree Council agreed that there was not. It was suggested to the parishioner that the tree could be offered to Whipsnade Zoo or Ashridge.

Cow Lane Bollard

It was reported that one of the bollards on Cow Lane near the Surgery is broken.

Action: Clerk to report to Transport for Bucks for repair.

Dagnall

Six new trees have been planted on the grass verge as you enter Dagnall from the Edlesborough direction. The trees have been planted as part of a scheme promoted by the Cabinet Member for Climate Change and Environment. Unfortunately the trees were not planted in the correct location on the grass verge and have created a hazardous visibility issue in their current location. Buckinghamshire Council are currently making arrangements for them to be relocated as quickly as possible.

Northall

Nothing to report.

Luton Airport Expansion

EPC's response has been submitted.

Projects

Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

The closing date for responses to the Planning Inspectorate has passed. In total 12 responses were received; five responses supported the application, six opposed it and one submitted a response of "no objection". Council discussed the Open Spaces Society's request for information about the consent for the tennis courts and small extension to the car park and agreed that the following response would be submitted in reply "These are not relevant to the current application."

Copies of all the responses received by the Planning Inspectorate will be circulated to the full Council together with Cllr Booth and the Clerk's proposed response to the points raised. Councillors will respond with their comments, agreement or disagreement by email by Thursday 28th April. EPC has 21 days from 11th April to respond.

Action: Clerk to circulate response to full Council and request comments by Thursday 28th April to enable Cllr Booth and the Clerk to respond to the Planning Inspectorate by the deadline. All Councillors are requested to respond confirming agreement or disagreement with the response being sent.

EMH Redecoration

– led by Cllr Mrs Thomas

The new canvases have arrived and will be hung in the hall shortly.

EMH Status

– led by Cllr Wilkinson

Cllr Harpley estimates the necessary improvements to EMH will be in the region of £196,000, Cllr Wilkinson commented that this estimate is very much on the conservative side. The document detailing the proposed improvements will now be forwarded to The PCC for their consideration.

Action: Document to be forwarded to The PCC.

Re-Wilding

– Led by Cllrs Owen and Wells

Prior to the meeting Cllr Owen had circulated a document to the full Council proposing that Council purchases a box of the hedgehog surrounds from "Hedgehogs R Us" and encourage people to make a hole in their fences to create a 'hedgehog highway' enabling hedgehogs to move between gardens etc. Each surround also comes with an information leaflet of how to help hedgehogs combat the threats they face due to loss of habitat.

Cllr Owen will organise distributing the surrounds to Parishioners perhaps via the local schools and Scouts/Cubs. It was agreed that the first 50 would be given away for free, should there be significant demand a small charge will be made for further surrounds.

Council agreed to this proposal.

Action: Clerk to raise purchase order. Cllr Owen to arrange distribution.

EPC Small Grant Scheme

– Led by Cllr Harpley in Cllr Williams absence

Cllr Harpley clarified the application process for the Council;

1. Upon receipt applications will be circulated to the full Council for their consideration.
2. Any Councillor may ask questions about the application.
3. If there are no objections the Small Grant Scheme Working Party will, if applicable, recommend that the applicant progresses to Stage 2 of the process.
4. Applicant completes and submits Stage 2 of the application process.
5. The Stage 2 application is vetted by the Working Party.

6. *The Working Party propose approval of the Grant Application.*

Prior to the meeting two applications had been circulated to the full Council for consideration;

- Dagnall Choir request £500 towards the purchase of a new organ/keyboard.
- Dagnall Church request £500 for a bench to be placed in the Church grounds.

Council agreed that both applications could progress to Stage 2 of the application process.

Action: Clerk to respond to both applicants asking them to complete Stage 2 of the process. Clerk to explain to the applicants that this is a new scheme and should they need any help with completing Stage 2 of the process they should ask. Council also welcomes feedback from the applicant on Stage 2 of the process.

EDaN & Traffic Management Team Updates

Traffic Calming

A resident of Moor End has requested information about what Traffic Calming measures have been considered for Moor End by the Council and what EPC is doing about traffic calming on Moor End. The Clerk has drafted a response giving information about Buckinghamshire Councils Traffic Calming Policy, EPC's MVAS project, the EDaN Traffic Management Team and the Community Board Transport Sub Group.

Action: Clerk to send the response to the resident.

MVAS

Clr Williams has been providing the Council with regular updates about the MVAS project.

All the MVAS locations with the exception of one have been approved by the Local Area Technician, Paul Foot. The Clerk and Clr Williams will attend a training session on 27th April and will collect the three MVAS units then.

Ongoing actions;

- Apply to TfB for a Section 171 licence to install posts for the MVAS units. The cost of the licence is £165
- Obtain a quote from TfB for the installation of the posts. EPC's contractor does not have the relevant Streetworks Licence so is unable to complete this work.
- Contact residents at proposed locations to inform them of the proposed MVAS units near their homes.

South End Lane 20mph

The Clerk has submitted the request to TfB for the speed survey on South End Lane.

FOTCOTH

EdleFest tickets are selling well.

EDaN Beautification Team

All the plug plants have been delivered, potted and are being brought on. They should be ready for planting by the Team in the planters in the 3 villages by early June

Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services.

AED's

Nothing to report.

EMH

Omicron Covid Grant – this grant has now been received.

The Monday Morning Paint & Play session has cancelled due to lack of numbers.

Green

St Mary's Village Carnival

Plans are pressing ahead for the Carnival.

The Clerk has impressed upon the Chairman the importance of providing the Council with all the information about the planned evening entertainment to the Council as soon as possible. Currently the idea

is that a band will set up on the Pavilion balcony. Pavilion members will be able to access food and drink inside the Pavilion. Non-members will be able to make purchases from the serving hatch.

The Clerk has informed the Carnival Chairman that the Council needs information on the following points;

- *Is the event ticketed?*
- *What are you doing about parking?*
- *Risk assessment, crowd management, etc.*
- *Noise management and the neighbouring properties – start & end times of the event.*
- *How you see the Green itself being used?*
- *The Pavilion temporary events licence will only cover the Pavilion building not the Green. Will the Carnival licence extend to cover the evening event?*
- *Litter picking, etc.*

Action: Clerk to contact the Carnival Chairman and request a detailed outline of the evening entertainment proposal by 10th May to enable Council time to fully consider the proposal.

ECSC Jubilee Celebration

Prior to the meeting Cllr Williams had circulated a proposal to the full Council that EPC donates £700 to ECSC towards the cost of hiring a marquee for a Jubilee event. Cllr Williams informed the Council that he has also asked Eaton Bray Parish Council to contribute £500 towards the hire of a marquee as the event will be open to Eaton Bray Parishioners as well.

Council agreed to donate £700 to ECSC for the sole purpose of hiring a marquee for a Jubilee event.

Action: Cllr Williams to inform ECSC.

Cricket Square water supply

The contract for the water supply that was previously used by the cricket club has now been terminated.

Council received a small credit for the account.

Cllr Williams has liaised with ECC who will trial using a hosepipe attached to the Pavilion outside tap.

The old water supply has now been capped off by Thames Water. Should EPC require it again in the future Council can apply to have it reinstated.

Sports Clubs

The cricket season has commenced.

To date no response has been received from ETC re the Pavilion Security light.

Play Area

The purchase order has been raised for the parts to repair the rocker elephant.

Edlesborough Pavilion

On Saturday 9th March the trial hatch was open and served food and drinks for the first time.

Allotments

All tenants have been sent a reminder about the use of hose pipes, dogs on allotments, bonfires, plot numbers and what is acceptable in the keeping of an allotment. The Clerk will be carrying out site visits with the wardens over the next month and will issue letters to tenants whose plots are unworked, where necessary. The waiting list currently has over 20 people on it.

Dagnall Allotments

The one available plot has been offered to a several people on the waiting list. Most declined it stating they would like a plot at The Green or Cow Lane. It has now been offered to a Northall resident who will be meeting the warden this week with a view to taking it on.

Cow Lane Allotments

Nothing to report.

The Green Allotments

Nothing to report.

Northall Allotments

The Clerk and the warden at Northall carried out a site visit in response to complaints from two tenants. The Clerk provided the Council with a detailed report about one plot prior to the meeting. Council discussed the various breaches in agreement by this tenant and agreed that the Clerk will contact the tenant about these issues. Council agreed that the terms of the agreement must be enforced. Council discussed the keeping of chickens on allotments, Avian Flu and the implications for Council and other allotment tenants. Council agreed that the keeping of Chickens on allotment plots would no longer be permitted.

Action: Clerk to write to tenants informing them of the Council's decision. Tenants with chickens will be given notice that the chickens must be removed within 28 days of the letter.

Cemetery

One ashes interment took place on 7th April.

Churchyard

Nothing to report.

Bridle Path

Nothing to report.

War Memorial

Nothing to report.

Bus Shelters

New yellow bus stop markings have been painted on the road by the Bellway development.

Litter Bins, Dog Bins, Car Parks

Recycling Bins

Prior to the meeting the Clerk had provided the Council with information about the purchase of recycling bins for Edlesborough Green and the cost of having an 1100L recycling bin at EMH. This bin could be used for EMH and for emptying recycling bins on Edlesborough Green.

Council discussed the options and agreed to install one blue recycling litter bin on Edlesborough Green near the children's roundabout as a trial for recycling waste. If this proves successful then more recycling bins can be introduced on the Green at a later date. An 1100L recycling bin will be located at EMH for EMH hirers to use and for the blue recycling litter bin to be emptied into. This will be emptied by Buckinghamshire Council.

Action: Clerk to raise orders for the new bins. Once installed Clerk to put information on Facebook and in the next edition of Focus. Clerk to put notices near other bins on the Green informing them of the location of the recycling bin.

Travellers Rest Layby Litter Bin

A parishioner has requested a litter bin at the layby near Travellers Rest. The Clerk has directed them to Buckinghamshire Council as they are the authority with jurisdiction over this location.

Streetlights

Bellway Homes have still not supplied the required information for the new High Street lights.

Streetlights Energy Costs

The Clerk is monitoring the energy costs.

Website, Facebook and GDPR

Facebook

Posts and discussions have focused on:

- High Street build out.

- Edlesborough and Pitstone Village Surgeries – changes to ordering prescriptions and prescription collection machine.

Website

- The Website Accessibility was be tested on 16th April 2022

GDPR

- No reported breaches

Buckinghamshire Council Devolved Services

The annual payment has been received.

Finance

March 2022 Accounts

Council to approve the accounts for months ending 31st March 2022.

EMH	£1,102
Green	£1,303
Open Spaces	£202
Bucks CC Devolved Services	£1,107
Allotments	£81
Street Lights	£278
Cemetery	£90
Churchyard	£403
Dagnall Recreation Ground	£178
Northall Play Area	£900
Northall Village Hall	£415
Special Projects	£4,649
Office Costs	£964
EDaN	£210
Subscriptions	£44
Other	£47
Total	£11,973

April Payments

Council agreed the April 2022 payment run.

Darren Pearce

Council ratified their decision to agree Mr Pearce's request for a pay rise.

Rialtas

Work has commenced on setting up the new accounts system for 2022/23.

According to the local government accounting rules EPC must now report our annual accounts on an Income and Expenditure basis instead of a simple Receipts and Payments basis. What this means is that when the Council prepares its Annual Return it must make certain adjustments, the main one being to show the amount of VAT that Council will be reclaiming in the next quarter. The effect will be to improve the reported reserves at 31st March by £3,337 compared to the accounts already circulated.

Annual Return

The accounts will be submitted to the Internal Auditor in the next two weeks, with the intention of approving the Annual Return at the May Council meeting.

Cllr Nevard had provided a written report on the end of year accounts prior to the meeting.

Cllr Cabbage suggested that Cllr Nevard give a more comprehensive presentation on the end of year accounts at the next Council meeting.

Employment Party Recommendation

Council agreed the Employment Working Party's recommendation to amalgamate the Clerk and Manager's roles into one, such that the Manger role becomes part of the Clerk responsibilities. That means that instead of being employed for 25 hours per week as Clerk and a further 5 hours per week as Manager, Penny Pataky will now be employed for 30 hours per week as Clerk and the Manger role will cease to exist for the time being at least. The consequence of this is that all 30 hours will now be paid at the SCP rate. That rate will of course be subject to whatever increase (if any) is eventually negotiated by the JNC for 2022/23.

Correspondence

Items circulated to Full Council prior to the meeting:

- Letter from Mr. Calloway re recycling bins.
- March update from the Police & Crime Commissioner.
- Buckinghamshire Council begins removing illegally parked vehicles from public roads.
- Buckinghamshire Council - Creating Wilder Road Verges - webinar follow up.
- Smaller Councils information request NALC.
- Communication from Mr. & Mrs. Porter re Swallowfields.

Items for the May EPC Meeting

- Approve Annual Return
- Review Standing Orders
- Review Financial Regulations

Items for future:

- Parish Paths Maps
- Rialtas Training

The meeting closed at 10.04pm