



EDLESBOROUGH PARISH COUNCIL

Minutes for the Meeting of Edlesborough Parish Council held on 19th May 2022 in Edlesborough Memorial Hall

Open Forum

Nothing was raised.

Council agreed that in Cllr Williams absence Cllr Cubbage would chair the meeting. He opened the meeting at 7.58pm.

Present

Cllr Cubbage, Cllr Wilkinson, Cllr Nevard, Cllr, Booth (Vice Chair), Cllr Harpley , Cllr Wells, Buckinghamshire Councillor Chris Poll, Penny Pataky (the Clerk) and one parishioner.

Apologies

Cllr Williams (chair), Cllr Mrs Thomas, Cllr Trish Owen.

Declarations of Interest

Cllr Wells declared an interest in Northall Allotments.

Minutes

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on 21st April 2022 with no amendments.

Matters Arising

Nothing was raised.

Buckinghamshire Council Report

Buckinghamshire Cllr Chris Poll attended the meeting and reported that;

- Buckinghamshire Council had held their Annual Meeting and that the cabinet members had been agreed. More information can be viewed at <https://www.buckinghamshire.gov.uk/news/senior-political-appointments-confirmed-at-buckinghamshire-council/>
- Martin Tett has decided to make delivering accessible housing a key priority for 2022/23. This means affordable homes for police, NHS, teachers, etc. either through the property market or renting.
- Buckinghamshire Council is second in the country for the number of refugees that have been housed and assisted. Much of the support is being provided through the successful Helping Hand Scheme.
- Martin Tett has attended a meeting in Durham and has agreed to be partnered with Durham on Levelling Up.

More can be read about these items and more in the Buckinghamshire Councillors May Report on the EPC website.

Planning

Led by Cllr John Wilkinson.

Update on S106 Review

Prior to the meeting the Clerk had circulated the following information to the full Council

"Dear Councillors and Clerks,

The process for allocating S106 monies in the former Aylesbury Vale district area will be subject to review and consultation. For now we just wanted to take the opportunity to reassure the Parish Councils in the former Aylesbury Vale district area that the process for allocating Open Space and Leisure s106 monies has not changed with regards to ring fenced or un-ring fenced s106 agreements, and Parish Councils should continue to liaise with Joe Houston to ensure that spending proposals are compliant with s106 conditions. Joe will also continue to proactively contact parish councils to ensure that all s106 monies can be committed/spent within the specified deadlines to safeguard against s106 monies having to be returned to developers.

Cllrs Gareth Williams, Steve Bowles and Clive Harriss.

Buckinghamshire Council

The Clerk has also provided information about EPC's plans for current and future S106 monies to BUCKSALC who requested the following information;

- The name of your Council.
- If you have an expectation of S106 funding yet to be drawn down.
- If you have ever communicated details of any project on which you intend to use the funding.
- The amount of funding.
- When you are intending to draw down the funding.

BMKALC will use this information to lay before Buckinghamshire Council to explain the expectation Councils hold and to encourage them to liaise directly with local Councils to ensure that the funding flows in the direction it was intended.

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
22/01270/COUAF 22 nd April 2022	Land at Ivinghoe Way Edlesborough	Change of use of agricultural buildings to B8 storage use	OPPOSE
22/01479/APP 9 th May 2022	Pennines Leighton Road Northall	First floor front extension	No objections
22/01732/APP 16 th May 2022	Hop Cottage Malting Lane Dagnall	Single storey rear extension	No objections Certificate of Lawfulness already issued.

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

Application No.	Address	Description	Parish Council Response	LPA Decision
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	Permitted
22/00573/CPE 22 nd Feb 2022	1 Wren Walk Edlesborough	Certificate of Lawfulness for existing loft conversion.	No objections	Permitted
22/00671/APP 8 th March 2022	Hop Cottage Malting Lane Dagnall	Insertion of rear dormer window	No objections	Permitted
22/00384/APP 8 th February 2022	Land off Tring Road Edlesborough	Creation of an agricultural access	No objections	Permitted

Town and Parish Council Planning Forum

Cllr Wilkinson and the Clerk attended the Town and Parish Council Planning Forum on the 10th May. Information will be circulated to the full Council by email.

Neighbourhood Plan

Cllr Wilkinson asked Buckinghamshire Cllr Chris Poll for his support in organising a meeting between representatives of EPC and the BC Planning Department. Cllr Wilkinson has been trying to obtain clarification from BC Planners on their understanding of Policies EP1 and EP8 in the Edlesborough Parish Neighbourhood Plan.

Action: Cllr Wilkinson & Buckinghamshire Cllr Poll to liaise on this matter.

Villages

Swallowfields Site

The concerned residents have been advised that there is nothing more that EPC can do at this time. Buckinghamshire Council have advised that the residents contact the Environmental Health team via envhealth.av@buckinghamshire.gov.uk for advice on the matter.

Best Kept Village Competition

The entry form and accompanying documents have been submitted. The entry will be published via the June Focus Magazine and Facebook. Judging will take place in June and July.

Edlesborough

High Street – Yellow Lines

Niall Carter a Buckinghamshire Council Planning Consultant has confirmed the following *“The S106 states that TRO contribution of £10k is subject to indexation and I have been liaising with Marcus Madden (Managing surveyor – Bellway homes) concerning the final amount due. I have received his agreement to a revised figure of £10,736.20 and an invoice has been raised. I anticipate receipt of the money sometime in June.”*

Parking Services have confirmed that once the payment has been made Parking Services will be commissioned. A parking review will be implemented (this could take up to 18 months). The review will be in line with the sponsor’s request and therefore they cannot advise what would be entailed as different restrictions require different approaches (informal/formal consultant for non-highway code and informal consultant only for Highway Code rule 242 and 243).

As part of any formal consultation the Parish Council would be consulted.

Fence in place on Hedge on Pebblemoor

The Clerk has requested an update on the reinstatement of the hedge at 45 Pebblemoor.

Traffic Congestion at the top of High Street, Edlesborough

Cllr Nevard asked the Council if there was any feasibility in exploring removing some of the grass verges and installing a layby on the High Street, Edlesborough between Chiltern Avenue and the B440.

Cllr Wilkinson responded that installing a layby would not increase the number of parking spaces or the visibility of vehicles exiting their driveways or Chiltern Avenue. Additionally removing the parked vehicles from the side of the road would lead to an increase in speeding traffic at this location.

Dagnall

There will be a Jubilee Celebration event on Dagnall Rec on Friday 3rd June from 12-3pm. This event has been organised by the Dagnall Village Hall Committee.

Northall

Nothing to report.

Projects

Edlesborough Green Children’s Play Area

– led by Cllr Mrs Booth

Cllr Booth informed the Council that following the submission of the Council's response to the points raised by the objectors the Planning Inspectorate has confirmed that the responses have been shared with everyone that responded to the application. They now have 21 days from the 9th May to respond to the statement. The Planning Inspectorate will then send any subsequent responses to EPC. EPC may then be asked to comment on any outstanding points.

Council agreed that if permission is refused for the new play area Council will explore the feasibility of challenging the registration of the village Green as Common Land.

EMH Redecoration

– led by Cllr Mrs Thomas

In Cllr Thomas's absence the Clerk explained the canvases will be hung in time for the Parish Meeting.

EMH Status

– led by Cllr Wilkinson

Cllr Harpley will circulate the response detailing the Proposed Investment Needed for EMH to The PCC for approval to the full Council. Once approved this will be sent to The PCC.

Re-Wilding

– Led by Cllrs Owen and Wells

The Hedgehog Highway Surrounds have been received. Cllr Owen is awaiting the information leaflets to go with them. Once this are received she will arrange distribution of the surrounds.

EPC Small Grant Scheme

– Led by Cllr Harpley

The following two applications under consideration have been invited to complete Stage 2 of the application process;

- 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 have received two New Applications;

- Scout Organisation request for £500 to improve their grounds.
- Friends of the Church on the Hill request for £500 towards the restoration of a stained glass window.

Council agreed that the Scout Organisation should be invited to complete Stage 2 of the application process.

Council agreed that as the Friends of the Church on the Hill (FOTCOTH) organisation is part of EPC it was not appropriate for them to apply for a Small Grant from the Council. Cllr Wilkinson proposed that Council could consider making a donation to the "Window Fund" once the FOTCOTH confirmed how much money was needed and what other funding they had secured.

Action: Clerk to respond to both organisations accordingly.

EDaN & Traffic Management Team Updates

Traffic Calming and MVAS

Cllr Williams and the Clerk attended a meeting to collect and set up the MVAS units.

The MVAS units are currently stored and have been added to the Council's insurance policy.

Cllr Williams and the Clerk are exploring installation costs for the sockets needed to install the supporting posts.

South End Lane 20mph

After much chasing and clarifying of the costs the order for the speed survey on South End Lane has been raised. The cost of this is £500. If a further Speed Assessment is required this will cost a further £885.

Leigh Brown from Transport for Buckinghamshire has contacted the Clerk to ask what exactly the Council is requesting. The Clerk first raised the order for the Speed Survey in March 2022. The Clerk has forwarded all the communication to Leigh Brown who will discuss it with their technician. A correct invoice has still not been sent through.

Cllr Harpley asked BC Cllr Poll for support in progressing this matter. Cllr Poll stated that he could be copied into communication if needed.

Action: Clerk to chase Leigh Brown on this matter. Copy in Cllr Poll if matter is not progressed.

FOTCOTH

EdleFest tickets continue to sell. Thames Valley Police have confirmed that they will “pop-in” to the event.

EDaN Beautification Team

The Team need volunteers to help with the planting in the planters.

Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services.

AED's

Nothing to report.

EMH

Recycling Bin

This is now in place. Excavation of the outside area was not necessary.

For now the bin will be kept locked, a key will be added to the hall hirers' keys to enable them to access it.

The Useful Notes about EMH has been updated with information about recycling at the hall.

Council agreed that the Cub/Scout Organisation could use this bin free of charge for a trial period.

Regular Bookings

The Monday morning Paint and Play booking ceased after two bookings due to lack of interest. The Friday morning yoga booking has also ended her booking.

Green

Adult Pitch Over Sow

The Clerk has informed the contractor to proceed with the over sow on the adult football pitch area of Edlesborough Green.

St Mary's Village Carnival

Evening Entertainment: The Chairperson of the Carnival Committee has confirmed that there is not going to be any such event organised by himself or linked to the Carnival as such. The reason for this is no feedback at all from the pavilion since he met them a couple a months ago when they were very keen to hold an event after the carnival.

Carnival: The Committee will provide a site layout and details of outside attractions in the near future. The event will be very similar to the 2019 format with a procession, arena events and stalls.

Power Point Hook: EPC agreed to the Carnival Committee's request to install a hook next to the high level power supply on the outside of the Pavilion for the sole purpose of supporting the electrical cable. The Carnival Committee must confirm who will be installing and paying for the hook.

Action: Clerk to inform the Carnival Committee accordingly.

ECSC Jubilee Celebration

ECSC have decided not to proceed with the Jubilee Event on the Green. They are selling tickets for a smaller event inside the Pavilion on Sunday 5th June.

Edlesborough WI

Permission has been granted for Edlesborough WI to hold their Jubilee celebration afternoon on Edlesborough Green, on the afternoon of 7 June.

Sports Clubs

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

Simmons Cricket Club (from Leighton Buzzard) have requested the use of the cricket pitch on The Green for a one off fixture on Sunday 12th June. Edlesborough Cricket Club are in agreement with this request. The Clerk has agreed to this on the same terms that were agreed for the youth cricket match.

Play Area

Rocker Elephant

The Clerk is currently in communication with Wicksteed about the parts for the Rocker Elephant. The parts delivered did not include everything that was required. Wicksteed had informed the Clerk that everything on the “spec” was included in the order, they are now saying the missing parts need to be ordered separately at a cost of circa £570. This is in addition to the parts already ordered and the installation costs. The Clerk has expressed disappointment and has asked what can be done to remedy the situation. Also for clarification on the return process for the incorrect parts should Council decide not to repair the elephant? Council agreed that should Wicksteed insist on a further £570 for the missing parts the rocker elephant would not be repaired and that the Clerk would raise an order for a new “Racer Rocker” from Kompan.

Action: Clerk to chase response from Wicksteed, then take appropriate action dependent upon the response.

Edlesborough Pavilion

ECSC have asked if the estate agent sponsoring the garden beds in the Pavilion Car Park can display one of their boards on the perimeter of Edlesborough Green opposite the Cow Lane junction. Council declined this request for the following reasons;

- It was deemed that the sponsorship board should be in the Pavilion car park near the sponsored area.
- Allowing this type of advertising would leave Council open to numerous requests for advertising at this location.

Council additionally agreed that any sponsorship/advertising board to be erected in the Pavilion car park must be subject to the approval of EPC.

Action: Clerk to inform ECSC of the Council's decision and requirements for advertising boards.

Improving Wheelchair Access to the Pavilion.

The Council's contractor is finalising a quote to extend the wheelchair access path from the edge of Edlesborough Green to the pavement outside the Green.

Allotments

Dagnall Allotments

All plots are now let.

Five tenants have been contacted regarding their unworked plots.

Cow Lane Allotments

All plots are now let.

Following the inspection three tenants have been contacted about the condition of their plots. One tenant has had their tenancy terminated and the plot has been offered to the next person on the waiting list.

The Green Allotments

One plot has been given up and this has been offered to the next person on the waiting list.

One tenant has been contacted and informed that the storage shed on their plot must be reduced in height as this is currently in breach of the terms of the agreement. This rule was last reviewed in 2019. Council considered this tenant's request that they consider revising this rule. Council agreed that the rule would remain in place as there have been no other requests for taller structures on the site and due to the location of the site being in the centre of the village.

Northall Allotments

The tenant with chickens has asked for more time to rehome the chickens and address the other issues on the plot. Cllr Cabbage and the Clerk agreed to extend the time limit of 28days by a further 21days.

It was brought to the Council's attention that some tenants at Northall allotments would like more taps installed, permission to use hosepipes and improvements to the winter parking. Prior to the meeting the Clerk had advised the warden that when more taps were requested in the past Council had responded that it was feasible provided the tenants dug the trench for the pipework. As a result of no one being present at the meeting to represent the wishes of the tenants Council agreed that the tenants would be asked to make a full proposal/request, on which all the tenants are agreed, to the Council in readiness for the next Council meeting. The tenants should also send a representative to attend the next meeting to discuss the proposal.

Action: Clerk to respond to the tenants via the warden.

Cemetery

One Memorial Application has been received.

There will be an interment on 27th May.

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

An order has been placed for the blue recycling litter bin. An article about the recycling bin trial will feature in the June Focus, on the website and Facebook about this.

The following communication has been received from Mr Calloway;

"Thank you SO much for informing me of the Council's decision, I am absolutely delighted to hear the news, and it is very gratifying to feel that we have been "listened to"

Please pass on my thanks and appreciation to everyone on the Council.

I fully understand the concerns with this project and endorse the idea of a "Trial", which seems eminently sensible.

Thank you again, and thanks to the chair and rest of the council."

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:

- Charity Bags through the letterbox
- Temporary Traffic Lights in Edlesborough
- Weird tasting water in Dagnall
- White Horse in Eaton Bray

Website

- The Website Accessibility was tested on 16th May 2022

GDPR

- No reported breaches
- The ICO registration fee remains the same (£35) this will be paid by DD in June.

Buckinghamshire Council Devolved Services

The Clerk has contacted Devolved Services for support on the enforcement process as a result of a resident failing to take action to cut back and make safe trees overhanging the Highway in Edlesborough.

The Clerk informed the Council that the resident has been written to three times about the trees and has failed to respond. The next step is for Buckinghamshire Council to serve an Enforcement Notice. If the resident fails to take action the Local Council must perform the necessary works with the costs to be recovered from the resident.

Finance

April 2022 Accounts

Cllr Nevard reported that due to the implementation of the new accounts system the RFO is unable to provide reports from the new accounts system this month.

Prior to the meeting the Clerk had circulated the April list of receipts and payments, supported by copies of the current account bank statement and bank reconciliation. Cllr Nevard had circulated a summary that showed;

- the opening assets and reserves.
- the movement in April per the Clerk's list.
- the adjustments now made to show payroll liabilities and VAT recoverable.
- the final balances of assets and reserves at 30th April 2022

Next month The RFO and Cllr Nevard expect to have reports from the new system, showing analysis of the receipts and expenditure with comparisons to budget.

May Payments

Council agreed the May 2022 payment run.

Annual Return 2021/22 Approved

The accounts for 2021/22 having been returned and signed off by the Internal Auditor Council were circulated with the Internal Auditor's Report to the full Council prior to the meeting.

Council agreed the Annual Return 2021/22 and the AGAR Part 3 was signed by Cllr Cubbage and the RFO.

Standing Orders

Council adopted Standing Orders.

Financial Regulations

Council adopted the Financial Regulations.

Charges Review

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	£14.75 eff May 2022
Regular commercial users	£11.75 eff May 2022 for new hirers, eff Sept 2022 for existing hirers.
Local non-profit regular users	£8.75 eff Sept 202
Half day rate	£76.50 eff May 2022

Full day rate £129.00 eff May 2022

Election rate £99.00 eff May 2022

Action: Manager to inform regular hirers that their fees will increase from 1st September 2022. Clerk to update website and booking form accordingly.

The Green - The proposal to increase the hire fees from 1st June 2022 was carried:

Adult football £18.00 per match eff Aug 2022

Edlesborough Cricket Club £388.00 per year eff April 2023

EB Lions £433.00 per year eff Aug 2022

Tennis Club ground rent £104.00 per annum effective 1st June 2023

Action: Clerk to inform sports clubs accordingly. Clerk to check Tennis Club Lease for process to increase ground rent and inform the Tennis Club accordingly.

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.

Correspondence

Items circulated to Full Council prior to the meeting:

- Buckinghamshire Council - Update for Town and Parish Councils from Buckinghamshire Council
- BUCKSALC - Ensuring future representation for all areas on BMKALC Exec Board

Items for the June EPC Meeting

- Northall Allotments
- Ivinghoe Freight Strategy Update

Items for future:

- Parish Paths Maps
- Rialtas Training

The meeting closed at 10.04pm