



EDLESBOROUGH PARISH COUNCIL

DRAFT Minutes for the Meeting of Edlesborough Parish Council held on 19th January 2023 in Edlesborough Memorial Hall

Open Forum

A parishioner drew the Council's attention to Buckinghamshire Councils "LitterLotto" scheme. Residents can upload a photo of themselves picking up and correctly disposing of litter. They will then be entered in to a prize draw with the chance of winning £250. More information can be found at:

<https://www.buckinghamshire.gov.uk/news/litterlotto-local-launched-to-reward-buckinghamshire-residents-for-binning-litter/>

Action: Clerk to publicise information on Facebook and in March edition of Focus.

Cllr Williams formally opened the meeting at 19.34.

Present

Cllr Williams, Cllr Cabbage, Cllr Wilkinson, Cllr Harpley, Cllr Booth, Cllr Owen, Cllr Nevard, Cllr Wells, Buckinghamshire Councillor Chris Poll, Buckinghamshire Cllr Peter Brazier, Penny Pataky (the Clerk) and three parishioners.

Apologies

Buckinghamshire Cllr Derek Town.

Declarations of Interest

None were declared.

Minutes

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council 15th December 2022 with no amendments.

Matters Arising

Cllr Williams informed the Council that Mrs Christine Thomas has resigned from her role as Councillor for Edlesborough Ward. A Councillor Vacancy Notice has been published.

The Council is sorry to lose Mrs Thomas from the Council and thanks her for all her time and dedication she has given to the Council during her time in office.

Buckinghamshire Council Report

BC Cllr Brazier congratulated Cllr Alan Williams for being named in His Majesty King Charles III's inaugural New Year Honours List. Mr Alan John Richard Williams has been awarded the British Empire Medal (BEM) for his services to the community in Edlesborough, Buckinghamshire.

Prior to the meeting BC Cllr Derek Town had provided a January report to the Council. The full report is available to view on the EPC website.

BC Councillor's Chris Poll and Peter Brazier drew the Council's attention to the following items:

- Budget Proposals

Buckinghamshire Council is proposing a 2.99% rise in the base rate of council tax. This is set against an increase in inflation, as measured by the Consumer Price Index, of over 10%. In addition, it is planning to take up the Government's proposal for a Social Care Precept of 2%, meaning a total rise of 4.99% in bills. The Cabinet were very aware that helping relieve pressures in social care is fundamental to helping the NHS during the winter peak in demand.

This would mean a rise in council tax of £1.61 per week for the average home (Band D) in Buckinghamshire.

- Nominations are now open for Buckinghamshire Council's Proud of Bucks Awards 2022. More information can be viewed at www.buckinghamshire.gov.uk/PoB-awards
- Buckinghamshire Council has announced the adoption of its first ever county-wide heritage list. More information can be viewed at www.buckinghamshire.gov.uk/news/buckinghamshire-council-reveals-first-ever-county-wide-local-heritage-list/ BC Cllr Peter Brazier has offered to provide support to anyone wishing to nominate a location or building to be added to the list.
- Levelling Up BC had submitted applications for six Levelling Up projects, all have unfortunately been unsuccessful.
- Wing and Ivinghoe Community Board
Numerous applications have been received in the last month. If all are approved all the current unspent budget will be allocated/used.
The next meeting will be held at 6.30pm on Wednesday 1st March. For more information please contact the board coordinator Katrina Holyoake via wingandivinghoecb@buckinghamshire.gov.uk

Planning

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
22/04207/APP 16 th Dec 2022	20 Deans Meadow, Dagnall	Single storey rear extension	No objections
22/04266/ATN 21 st Dec 2022	Land at Cow Lane Edlesborough	Telecommunications mast and associated equipment	OPPOSE Monopole mast preferred

Cllr Wilkinson informed the Council that 40 objections to application 22/04266/ATN have been submitted to BC. EPC has also been advised that the landowner has informed neighbouring residents that he does not support this application on his land.

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

Application No.	Address	Description	Parish Council Response	LPA Decision
22/03711/APP 7 th Nov 2022	16 Brownlow Avenue Edlesborough	Two storey side and rear extensions. Partial conversion of double garage to residential use.	No objections	Permitted
22/03872/APP 25 th Nov 2022	Collyers Main Road North Dagnall	Replacement entrance gates and driveway	No objections	Permitted

Villages

Play Opportunities this Summer

Prior to the meeting the Clerk had circulated information about the Oxford Play Association and Milton Keynes Play Association Summer Play Opportunities Scheme to the full Council.

Council agreed to purchase a half day Play Ranger Session to be held on Edlesborough Green in late August. This will be timed, if possible, to coincide with the opening of the new play area equipment.

Action: Clerk to liaise with ECSC to ask if the Pavilion club room and or serving hatch can be open for the event. Clerk to place order for the half day Play Ranger session.

Buckinghamshire Council Settlement Review Audit questionnaire

Buckinghamshire Council has requested EPC's help with their Settlement Review Audit.

Prior to the meeting Cllr Wilkinson had identified some errors/points in the information provided by Buckinghamshire Council notably population numbers and the number of households in each village, bus timetables and other missing information.

Council agreed that it is important to ensure that it responds with the correct information to ensure that Edlesborough is not labelled as a large village as has happened in the past. Mislabelling the village can lead to implications such as how many new builds are allocated to the village in the new Bucks Plan.

Action: Cllrs to take responsibility for updating their wards information. Cllr Wilkinson to confirm correct numbers of households etc. Information to be submitted to Cllr Wilkinson by 31st January to be collated and agreed at the February Council meeting in readiness for submission to BC by 28th February 2023.

Edlesborough

High Street Telecom Mast

No further update. The Clerk has chased Greg Smith twice for information as to how to take this matter further.

Action: BC Cllr Peter Brazier will chase Greg Smith MP for an answer.

Please Slow Down for Horses

The signs have been installed.

Swallowfields

The Clerk has received enquiries from people wishing to contact the owners to hire/tidy/use the site. The Clerk passes their enquiries onto the contact that she has (with their permission).

Dagnall

Nothing to report.

Northall

Nothing to report.

Increasing EPC Visibility

Cllr Williams and the Clerk will be holding the first EPC Surgery in the Pavilion on Monday 13th February 10.30am – Midday.

Projects

Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

Cllr Booth informed the Council that she had asked three play equipment companies to quote for the supply and installation of the new play equipment on Edlesborough Green. All three companies declined to quote.

Cllr Booth confirmed the details of the quote supplied by the Play Inspection Company, including the payment terms for the play equipment and that a post installation inspection would be included in the price.

Cllr Booth proposed that Council raises a purchase order for the supply and installation of the new play equipment on Edlesborough Green with Playground Supplies Ltd a total cost of £99,056 plus VAT. Cllr Nevard seconded the proposal. All agreed.

Cllr Cabbage proposed that Council should also organise an independent post installation inspection of the new equipment. All agreed.

Cllr Williams is currently awaiting a response from the Ivinghoe and Wing Community Board as to whether funds can be accessed to support this purchase. Council is aware that placing the purchase order may

exclude them from securing any funds. However, all agreed that delaying the placing of the purchase order risked a further significant increase in the price.

Action: Clerk to raise the purchase order. Clerk and Cllr Booth to work with Playground Supplies Ltd to agree an installation date taking into account the St Mary's Carnival 2023. Clerk to seek quotes for a post installation inspection.

EMH Redecoration

– led by the Clerk

Message from Edlesborough WI

“Just a quick note to say thank you for the reinstatement of our banner. All of the ladies in attendance at our meeting on Tuesday were very happy to see it back where it belonged.

Kind regards.

Maggie”

EMH Status

– Led by Cllr Wilkinson

Council agreed that an EMH Working Party Meeting would be held before the February meeting.

Action: Clerk to circulate a doodle poll of dates for this meeting.

Re-Wilding

– Led by Cllrs Owen and Wells

Nothing to report.

EPC Small Grant Scheme

– Led by Cllr Harpley

To date the stage 2 application paperwork has not been received from the Shakespeare Company.

EDaN & Traffic Management Team Updates

Traffic Calming & MVAS

- Led by Cllr Williams

BC have now allowed EPC to apply for the relevant road space licenses at a one off reduced rate and have agreed to Truvelo carrying out the work provided they have all the necessary accreditations. Truvelo are submitting the necessary applications to BC.

Action: Clerk to ask Truvelo for an update on their progress with the application and an estimated installation date.

South End Lane 20mph

- Led by Cllr Harpley

Prior to the meeting Cllr Harpley had confirmed that the Wing and Ivinghoe Community Board have agreed to support the South End Lane 20mph application. Cllr Harpley circulated the proposed application to Buckinghamshire Council Highways and proposed that Council agreed to the submission of this application. Cllr Booth seconded the proposal. All agreed to the submission of the application.

Action: Clerk to submit application to Buckinghamshire Council, copying in BC Councillors Poll, Brazier and Town.

FOTCOTH

EdleFest is confirmed for 9th and 10th June 2023.

EDaN Beautification Team

Cllr Williams is investigating whether the EMH Christmas lights setting can be altered. The Clerk has now received three requests for them not to flash next year, due to health concerns.

Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services.

AED's

Welmedical have replaced the lost AED with a new device, free of charge, and it is now in place at EMH.

The invoice for the replacement battery for the lost AED has been voided.

The missing device has now been located and returned to the Clerk. The Clerk has contacted Welmedical to ask if they wish the device to be returned to them in light of a replacement device being supplied free of charge.

Donation to Community First Responders

Cllr Williams has now been provided with the contact information for the local coordinator and will provide an update at the February meeting.

Devolved Services

The BC Highways Devolution Team have informed all Town and Parish Councils that they cannot advise Councils of any uplift in Devolved Services payments until after the final recommendations on budgets to Full Council on 22nd February.

EMH

There is a new 2hour regular hire on a Sunday morning. This is for Bible Study group who also meet on a Friday evening.

Council agreed to the supply and installation of a radiator in the boiler room to prevent the Frost Stat from overriding the HIVE system during cold weather spells.

Action: Clerk to raise purchase order.

Green

Council considered two quotes for the required tree works on Edlesborough Green. Council agreed to accept the quote from Roderick Wilson Tree Surgery Ltd.

Action: Clerk to raise a purchase order for the works.

Sports Clubs

EB Lions

Nothing to report.

ECC

Council agreed to the modifications to ECC Agreement to allow ECC to sublet the cricket pitch to one other team on a Sunday during the cricket season.

The committee members for ECC have changed, the Clerk is awaiting confirmation of the new contact information.

Action: Clerk to send the annual agreement and invoice to the new ECC committee.

ETC

ETC have selected Wren Construction to carry out the works for the wheelchair friendly path to the tennis courts from the Pavilion. Wren Construction have been instructed to invoice ETC for the works and to inform the Clerk when they intend to carry out the works.

Play Area

As agreed at the December meeting the Clerk contacted three other companies to quote for the necessary works on the swings. One wanted to charge £150 to generate a quote. Two other companies quoted £1,401.20 and £1,355.70 in comparison to the quote from Wickstead for £657.60.

Therefore, as agreed at the December meeting the Clerk has raised a purchase order with Wicksteed to carry out the work.

Edlesborough Pavilion

Update on Property

Cllr Cabbage gave a presentation to the Council detailing the financial position with the building of Edlesborough Pavilion and the extensive list of outstanding snagging items that have still not been rectified by the builder.

On 12th December 2022 a Formal Notice was served on Expert Building Services Ltd. informing them that;

- All work must be completed within 2 weeks.
- Otherwise, EPC will be left with no alternative than to employ the services of an alternative builder to complete the works.
- Any costs incurred by EPC, will be deducted from the outstanding retention due to Expert Building Services Ltd.

Cllr Cabbage went on to explain that Expert Building Services Ltd has now informed Mr Kenneth Holloway that they have become insolvent.

Cllr Cabbage proposed that the Council employ an Independent Building Surveyor to assess the outstanding works and quotes that have been sourced to complete these works. This can then be used as evidence should the insolvency practitioner attempt to make a claim for the outstanding retention monies.

The full Council agreed with this proposal.

Action: Cllr Cabbage to work with Richard Diggle to employ an Independent Building Surveyor. Cllr Cabbage and Mr K Holloway to seek quotes for the outstanding works.

Two final building certificates for the building from PWC Building Services Ltd have been received.

Insurance Premium

ECSC have been sent an invoice for the Buildings and Contents Insurance for Edlesborough Pavilion.

It was agreed that the Clerk will seek quotes from other insurance companies for the 2023/24 insurance policy.

Air Conditioning for the Gym

A purchase order has been raised for air conditioning to be installed in the Gym. This is scheduled to be installed in the near future.

Allotments

Dagnall Allotments

One plot is available.

Cow Lane Allotments

All plots are let.

The Green Allotments

Council considered two quotes for the required tree works on the Green allotments. Council agreed to accept the quote from Roderick Wilson Tree Surgery Ltd.

One plot has come available and has been offered to a parishioner on the waiting list.

Northall Allotments

The installation of the additional taps at this site is now complete.

One plot is available.

Cemetery

Nothing to report.

Churchyard

Nothing to report.

Bridle Path

Nothing to report.

War Memorial

Nothing to report.

Bus Shelters

Nothing to report.

Litter & Recycling Bins, Dog Bins, Car Parks

The Clerk has chased the ordered replacement dog bin for one on The Green that is broken and has been advised that it is due to be dispatched in the last week of January. This will be installed upon receipt.

Streetlights

One light in Summerleys is failed. The Clerk has reported this to UK Power Networks for attention.

One light in Kingsmead was reported as failed by a resident, but a site visit on 16.01.23 showed the light as working. The Clerk will monitor the light and report it to UK Power Networks for attention should it be found to have failed.

Bellway Lights

On 21st December the Bellway light opposite Tithe Barn was hit by a lorry and left loose and leaning in the ground. A resident informed the Clerk who promptly informed Bellway and identified the company the lorry had visited. Bellway carried out a site visit and reinstated the light within 48hours. However, this light still does not work, Bellway have informed the Clerk that the light has been added to their list for repair. To the best of the Clerks knowledge this light has never been lit despite several reports to Bellway. To date Bellway have not requested information about the lorry driver.

Website, Facebook and GDPR

Facebook

Posts and discussions have focused on:

- Cow Lane Mast
- New Year's Eve Fireworks
- Inconsiderate Parking
- Giblin's Estate Agent

Website

Accessibility & GDPR

Nothing to report.

Finance

December 2022 Accounts

The accounts for December 2022 were approved.

January 2023 Payments

Council agreed to the January 2023 payment run.

2023/24 Budget & Precept

The 2023/24 Budget Working Party recommended that the Council submit a 2023/24 Precept request of £173,720. This will result in a Band D Parish Council rate increase of 10.0%. The Band D annual Parish Council rate will increase from £113.39 to £124.73, which corresponds to an increase from £9.45 to £10.39 per month.

Action: Clerk to submit the 2023/24 Precept request to Buckinghamshire Council.

Correspondence

Items circulated to Full Council prior to the meeting:

- Conference 2022 - Climate Change Practical Local Actions Overview
- Buckinghamshire Council Settlement Review Audit questionnaire
- TVP – January edition of our news

Items for the February 2023 and future EPC Meeting

Items for future:

- Kings Coronation

Action: Clerk to invite parishioners to propose what they would like to see in the Parish for this event and to ask for volunteers to organise any agreed events. Clerk to inform Parishioners that EPC would be prepared to help fund this from the Small Grants Fund.

- Parish Paths Maps
- Rialtas Training

The meeting closed at 21.23.

Key to abbreviations:

EPC – Edlesborough Parish Council

BC – Buckinghamshire Council

Cllr – Councillor

EBPC – Eaton Bray Parish Council

WI – Women's Institute

ECC – Edlesborough Cricket Club

ETC – Edlesborough Tennis Club

FOTCOTH – Friends of the Church on the Hill

EDaN Beautification Team – Edlesborough, Dagnall & Northall Beautification Team

The CCT – The Churches Conservation Trust

The PCC – The Parochial Church

TVP – Thames Valley Police