



# EDLESBOROUGH PARISH COUNCIL

Minutes for the Meeting of Edlesborough Parish Council  
held on 16<sup>th</sup> March 2023 in Edlesborough Memorial Hall

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## Open Forum

Nothing was raised.

**Cllr Williams formally opened the meeting at 19.32.**

## Present

Cllr Williams, Cllr Cabbage, Cllr Nevard, Cllr Wells, Cllr Wilkinson, Cllr Harpley, Cllr Owen, Buckinghamshire Councillors Chris Poll and Peter Brazier, Penny Pataky (the Clerk) and one parishioner.

## Apologies

Cllr Booth.

## Declarations of Interest

None were declared.

## Minutes

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council 16<sup>th</sup> February 2023 with no amendments.

## Matters Arising

### Request from Graham Hilary re Marsworth Airfield - HGV Routings

Council have been invited to send three representatives to attend a meeting with the owners and management of the Marsworth Airfield at which they will present the results of their work on establishing the most suitable routes for HGV traffic in and out of the airfield. There will be an open discussion about the implications across the local communities.

**Action: Clerk, Cllr Wells and Cllr Wilkinson to attend.**

## Parish Councillor Vacancy

Cllr Williams confirmed that Mrs Christine Hurst is still interested in the vacancy. He proposed that she be co-opted as a Councillor for the Ward of Edlesborough. The Clerk confirmed that there no other expressions of interest had come to her attention.

Cllr Cabbage seconded the proposal, all agreed.

**Action: Clerk to inform Cllr Hurst and BC. Clerk to issue the necessary paperwork and provide Cllr Hurst with an email address.**

## Adopt the Civility and Respect Protocol and sign the pledge.

Prior to the meeting the Clerk had circulated information about the new NALC Civility and Respect Pledge and Protocol.

Council briefly discussed the documents, Cllrs Harpley and Cabbage stated that they felt the document was being promoted rather like a tick box exercise and that the document was overly wordy. Cllr Williams proposed that EPC adopt the policy as it gives a good framework for councillors and parishioners in matters related to EPC. Cllr Owen seconded the proposal, all agreed.

**Action: Clerk to sign the pledge on behalf of the Council and put the protocol on the EPC website.**

## Town and Parish Council briefing: The transition to Buckinghamshire Highways and key information/contacts

Two EPC representatives are invited to attend an online Town and Parish Council briefing by Cabinet Member for Transport Steven Broadbent and officers about how the council and its partners are working to ensure a successful transition from the current Transport for Buckinghamshire arrangements ending on 31 March 2023 to the new Buckinghamshire Highways beginning on 1 April. This session will cover why and

how things are changing, how they have been working to make the changes and how they are ensuring value for money, efficiency and improved customer service while maintaining the safety of the highways network in the changeover. This session will also provide key contacts and information about how the new service will work for Town and Parish Councils.

**Action: Clerk and Cllr Wilkinson to attend.**

### Buckinghamshire Council Report

BC Cllr Peter Brazier gave a brief outline of the changes that will come about because of the transition to Buckinghamshire Highways. Balfour Beatty Living Places (BBLP) will be the main contractor but BC itself will have more control and the ability to use other contractors if needed. This is looked on as a positive move forward for BC and for residents.

Cllr Poll advised the Council/Clerk to continue to keep him updated of any outstanding issues relating to Transport for Bucks/Buckinghamshire Highways. He hopes that Zoe Ford who has always been very proactive will remain in the organisation.

He reported that the Wing and Ivinghoe Community Board had had a very successful year. Project ideas and requests had exceeded the funding available. Moving into next year the funding will be split into four quarters to help facilitate better management of applications.

The full Buckinghamshire Councillors monthly report can be viewed on the EPC website along with these minutes.

### 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
23/00502/APP 17 <sup>th</sup> Feb 2023	18 South End Lane Northall	Single storey side and rear extensions	No objections Subject to the provision of adequate off-street parking
23/00692/APP 9 <sup>th</sup> March 2023	Ashridge Farm Ringshall Road Dagnall	Demolition of existing dwelling and garage and erection of replacement dwelling, garage, and swimming pool	No objections. Subject to confirmation that VALP Policy S4 not contravened
23/00756/APP 13 <sup>th</sup> March 2023	Pennines Leighton Road Northall	Front/side extension	No objections

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

Application No.	Address	Description	Parish Council Response	LPA Decision
23/00267/AGN 30 <sup>th</sup> Jan 2023	Goose Hill Farm Ringshall Road Dagnall	Erection of grain store	OPPOSE Applicant needs to justify location	Permitted

**Application 23/00248/COUAR** - Deans Poultry Farm, South End Lane.

Prior to the meeting Cllr Harpley had circulated a message requesting that if in the future Council considered any further planning applications relating to this property Council consider the following: *“Local opinion now may not be aligned with those opinions expressed at the time the Neighbourhood Plan was formulated.”*

He informed the Council that of the five comments on the BC website in respect of this application, two live directly opposite the proposed development and a third has land adjacent to the site. All refer to the inadequacy of the access road (single track South End Lane with a pinch point at the junction with the B440). Some express their suspicion that this application is just the beginning of a future approach for further development.

Cllr Cabbage pointed out that two of the comments were effectively agreeing to the application.

Cllr Owen stated that she was aware of other Northall residents who supported development of the site who may not have responded to the application.

Cllr Wilkinson acknowledged that Cllr Harpley had raised a valid point and that EPC would prefer to consider an overall plan for the site opposed to the current piecemeal approach.

Cllr Williams stated that EPC must also continue to consider each application on its own merits.

#### Edlesborough Neighbourhood Plan

Cllr Wilkinson informed the Council and BC Councillors that the BC Planning department are still refusing to engage with him about their inconsistent interpretation of the Policy EP1 in the Edlesborough Parish Neighbourhood Plan.

### Villages

#### Local Plan for Buckinghamshire – Infrastructure Baseline

The Clerk reminded Council of the deadline to respond to this request.

Council agreed that the poor public transport and issues with mains drainage could be included.

#### Kings Coronation

Cllr Williams has shared the idea about a “Picnic on Edlesborough Green” with ECSC CIO. The Trustees are currently considering what they will be doing for the event. Council agreed that a small grant could be made available for this event. Council agreed that once it ECSC CIO have confirmed their plans Council can suggest to Parishioners that they could congregate on Edlesborough Green for a “picnic.” However, this will not be a Council event.

**Action: Cllr Williams to liaise with ECSC CIO. Clerk to publicise the Council’s decision to the Parish via the website and Facebook page, informing parishioners that the decision has been taken due to a lack of interest.**

Council agreed not to proceed with the suggested a time capsule for this event.

**Action: Clerk to inform parishioner.**

### Edlesborough

#### High Street Telecom Mast

Greg Smith MP has provided information on how this matter can be taken forward. The Clerk thanks BC Cllr Brazier for his help in this matter and is writing a letter to submit to the relevant organisation.

**Action: Clerk to send letter. Include information in next Focus report should resident themselves wish to complain about the process.**

### Dagnall

Nothing to report.

### Northall

Nothing to report.

## EPC Surgery

The next surgery will be held in Edlesborough Pavilion on Wednesday 5<sup>th</sup> April from midday to 2pm. Cllr Nevard or Cllr Booth to attend.

## Projects

### Edlesborough Pavilion Update on Property

Cllr Cabbage informed the Council that following meetings with Richard Diggle and Ken Holloway it is now confirmed that Expert Building Services has become insolvent. An official letter will be sent to Expert Building Services terminating their contract with EPC.

Cllr Cabbage provided the Council with a summary of the quotes for completing the outstanding snagging issues with the building. Further investigation will be carried out in relation to the issues with the balcony leaks and the costs to rectify this specific issue. The retention monies from the Expert Building Services contract will be used to meet these costs and the additional costs now being incurred by the Building Design Consultant.

### Edlesborough Green Children's Play Area

– led by Cllr Mrs Booth

Deferred to future meeting nearer to installation date.

### EMH Status

– led by Cllr Wilkinson

The new local hire rate of £9 per hour (with a minimum of three hours hire) for residents of Edlesborough, Dagnall and Northall for ad hoc bookings has been implemented.

A minimum three-hour hire has also been applied to the £14.75 rate. The majority of ad-hoc hirings are three hours or more. The Clerk can override this in exceptional circumstances.

Cllr Williams and the Clerk have investigated legalities of EPC meeting in Edlesborough Pavilion. Cllr Williams summarised that this was in fact possible provided alcohol was not being sold during the meeting.

Cllr Wilkinson made two proposals;

1. The Annual Parish Meeting is held in Edlesborough Pavilion with drinks and nibbles available at the start and end of the meeting, not during the meeting.
2. Th Clerk officially requests the use of the meeting room on the third Thursday of each month for the purposes of Parish Council meetings.

All agreed.

***Action: Cllr Williams to clarify which parts of the building are included in the sale of alcohol licence. Clerk to submit request to ECSC CIO for use of the Pavilion.***

### EPC Small Grant Scheme

– Led by Cllr Harpley

***Action: Clerk to raise payment of EPC Grant for the Shakespeare Group as recommended by the Small Grant working party. Clerk to remind the applicant that should the event not go ahead the money must be returned to the Council.***

Council agreed in principle to support the Stage 1 Youth Membership of Edlesborough Pavilion Gym application. Further consideration will be given to this application if the project progresses.

### EDaN & Traffic Management Team Updates

#### Traffic Calming & MVAS

- Led by Cllr Williams

Truvelo's application for the necessary licenses to install the MVAS posts is now approved by BC. Work is planned to commence on the 11<sup>th</sup> April.

CLlr Williams and the Clerk will be retrieving information from the devices before they are relocated to new locations around the Parish.

CLlr Williams is developing a flyer to rekindle interest in Speedwatch.

**Action: Cllrs to review MVAS device information before the next Council meeting.**

#### FOTCOTH

EdleFest is confirmed for 9<sup>th</sup> and 10<sup>th</sup> June 2023.

#### EDaN Beautification Team

Edlesborough will enter the BC Best Kept Village 2023.

Council commended the work carried out throughout the Parish by all the volunteer litter pickers.

Mrs Cabbage is organising another litter pick. The volunteers will be participating in the Great British Spring Clean 2023 but will not be registering their activities on their website.

**Action: Clerk to include photos and information about the tremendous work the litter pickers carry out in the Parish in the next Focus report, website and Facebook page.**

## Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services.

### AEDs

The Clerk has confirmed that South Central Ambulance Service have all the correct codes for the Parish AEDs.

### Devolved Services

BC approved a 9% uplift of the Devolved Services payment. The annual agreement has been signed and returned to the Devolved Services Team.

### EMH

The issues with the hall heating have now been rectified.

The following recent Feedback from a hirer who held their 60<sup>th</sup> Birthday Party in the hall was shared with the Council - "The hall is such a fabulous venue, so many people commented on how great it was."

Council retained part of one ad hoc hall hirers deposit due to the hall not being left in a satisfactory condition.

#### Replacement Taps in the Toilet Facilities

The Clerk is awaiting a quote for replacement taps.

### Green

The scheduled tree works have been completed.

The St Mary's Carnival Committee thank EPC for granting permission for the annual carnival to take place on the Green.

## Sports Clubs

#### EB Lions

Nothing to report.

#### ECC

ECC have paid their invoice for the 2023 season. The agreement and fixtures list are yet to be received.

#### ETC

The installation of the accessible path between the Pavilion and the tennis courts is complete.

Levelling the land either side of the path was more extensive than expected, this has incurred an additional charge. The "muddy" area either side of the path has been temporarily fenced off and grass seed will be sown soon. The area will remain fenced off until the repairs have been completed.

## Play Area

The recommended maintenance to the swings still has not been completed. The Clerk has chased Wicksteed for a completion date, they have responded saying the estimated date is the end of March 2023.

## Edlesborough Pavilion

Unfortunately the Posh Frock Ball has been cancelled.

The Clerk has requested copies of the plan/details of the events scheduled for the 27<sup>th</sup> and 28<sup>th</sup> April prior to the April Council meeting.

## Allotments

### Dagnall Allotments

Mr David Killick has informed the Clerk that he will be stepping down from his position at the Dagnall Trading Hut at the end of November 2023. The Trading Hut is looking for a volunteer to take on his role. Council praised Mr Killick for the tremendous amount of work he has put into the Trading Hut and the huge success it has become. It is hoped that a new volunteer/s will come forward as soon as possible.

One tenant has requested trees near their plot are pruned or removed stating they are draining all the water. The Clerk has requested an assessment from the tree surgeon.

There was an attempted break in at one of the sheds at the end of February.

### Cow Lane Allotments

All plots are let.

### The Green Allotments

All plots are let.

### Northall Allotments

The Clerk has informed tenants that short lengths of hosepipe would not be attached to the taps.

### 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 resident who campaigned for the recycling bin on the Green has asked if the trial period has been long enough and whether Council will be installing any more blue bins

The Clerk provided the following summary of the costs to date of the trial:

- Purchase Bin £203.22
- Install Bin £35
- Empty mixed waste £42.88 – the Council has been charged eight times for the recycled waste being contaminated.
- Total £281.10

Council agreed that it would not install more blue recycling bins until there was sufficient evidence that the current one was being used properly.

**Action: Clerk to include this information in the next Focus report, website, and Facebook page. Clerk to attach a notice to the blue bin informing users that continued contamination of the waste in the bin will result in the bin being removed. Clerk to request a repair is carried out on the recycling bin locking mechanism at the EMH bin. Then remind those that have access to this bin that it must be kept locked to prevent contamination of the contents.**

## Streetlights

The failed light in Summerleys has been replaced with one of the Bellway lights.

## Website, Facebook and GDPR

### Facebook

Posts and discussions have focused on:

- Ivinghoe Freight Strategy – enforcement.
- Car thefts.
- Cats – lost & ownership of.

### Website

Nothing to report.

### Accessibility & GDPR

Nothing to report.

## Finance

### February 2023 Accounts

The accounts for February 2023 were approved.

### March 2023 Payments

Council agreed the March 2023 payment run. Council also agreed to payments being raised for the final March invoices prior to the end of March to ensure the end of year close of accounts is as smooth as possible.

### Bank Mandate

The request to remove Mrs Thomas from the bank mandate is ongoing. The Clerk has lodged a complaint with the bank about this. The bank wishes to send the Clerk text messages, the Clerk does not have a work mobile phone. It was suggested the Clerk investigate the feasibility and costs of a Parish mobile phone.

**Action: Clerk to ask other Clerks which banks they use and whether they incur any bank charges, difficulties etc. Clerk to research mobile phones and costs.**

### Buckinghamshire Council Waste Service

The Council have received notice of a 9% increase on Commercial Waste Service for 2023/24.

## Correspondence

Items circulated to Full Council prior to the meeting:

- Electoral Review - further consultation.
- Building an Effective Personnel Committee.

## Items for the March EPC Meeting

Items for future:

- Parish Paths Maps
- Rialtas Training

**The meeting closed at 22.07.**

**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*

*ECSC – Edlesborough Community Sports Club CIO*

*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*

*TfB – Transport for Bucks. This is being replaced by BH - Buckinghamshire Highways*

*BBLP - Balfour Beatty Living Places*