



Minutes of the Annual Meeting of Edlesborough Parish Council

The Meeting commenced at 7.30pm on Thursday 19th May 2022 in Edlesborough Memorial Hall.

The Vice-Chairman, Mr Cubbage welcomed all the Councillors, Buckinghamshire Councillor Chris Poll, the Clerk and one parishioner to the meeting.

Present

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

Apologies

Cllr Williams, Cllr Thomas, Cllr Owen.

Councillor Attendance for 2021/22

Eleven Council meetings were held from April 21 to March 22. The Clerk confirmed the following Councillor attendance figures:

- Cllr Williams attended 11 meetings in person.
- Cllr Cubbage attended eight meetings in person and one remotely.
- Cllr Wilkinson attended ten meetings in person and one remotely.
- Cllr Nevard attended nine meetings in person and one remotely.
- Cllr Thomas attended seven meetings in person.
- Cllr Owen attended six meetings in person and two remotely.
- Cllr Harpley attended eight meetings in person and one remotely.
- Cllr Booth attended eight meetings in person and one remotely.
- Cllr Wells attended five meetings in person and three remotely.
- Penny Pataky, the Clerk attended 10 meetings in person.

Nominations for Chairperson

Cllr Cubbage outlined the history of the Chairpersonship from 2010. He advised the Council that Cllr Alan Williams was prepared to be Chairperson for one more year if no other Councillor wished to take on the role.

Cllr Nevard proposed Cllr Williams as Chairperson for 2022-23. Cllr Harpley seconded the proposal. All agreed the appointment.

Cllr Cubbage commended Cllr Williams long service, hard work and dedication to the Council.

To elect a Vice-Chairperson of the Council

Cllr Cubbage reminded the Council that in the interests of good practice and succession planning the Council always tried to appoint a Councillor to this role with the idea that they would shadow the Chairperson with a view to taking on the role the following year. He then invited Councillors to volunteer for the role.

Cllr Booth volunteered for the role with the caveat that she has recently started a new job and that if after a year she finds she is unable to commit the time to the role of Chairperson this would be understood.

Cllr Nevard proposed Cllr Booth as Vice-Chairperson for 2022-23. Cllr Wells seconded the proposal. All agreed the appointment.

Due to Cllr Williams absence Council agreed that it was in the best interests of the meeting that Cllr Cubbage act as Chairperson for the rest of the meeting.

Minutes of the Annual General Meeting held on 20th May 2021

Due to Covid-19 this meeting was joined with the Ordinary Meeting of Edlesborough Parish Council held on 20th May 2021. The minutes of this entire meeting had been agreed at the Ordinary Meeting of Edlesborough Parish Council held on 24th June 2021.

On review the following corrections were agreed and made at the Annual Meeting of Edlesborough Parish Council held on 19th May 2022;

- *Page 1 – Cllr Cubbage was removed from the list of Councillors attending via Zoom.*
- *Page 4 – the EMH hire fee for regular commercial users was corrected to £11.50. It was noted that this fee has been correct on the Council website all year and that hirers had been informed of this rate in writing following the May 21 meeting.*

Open Forum

Nothing was raised.

Council agreed the following roles and responsibilities:

Councillors responsible for Planning issues:

Mr Wilkinson, Mr Harpley and Mrs Owen

Councillors and representatives responsible for Allotments:

Edlesborough (Cow Lane)	Mrs. P. Wilkinson
Edlesborough (The Green)	Mr P Thomas
Dagnall:	Mrs V Pratt
Northall:	Mr R Dorrance

Councillors and representatives responsible for Footpaths

Edlesborough	Mrs Thomas
Dagnall	Mrs Owen
Northall	Mr Cubbage

To appoint Officers for the following positions:

Employees Working Party:

Mr Williams, Mr. Wilkinson, Ms Booth and Mr Nevard.

Bank Mandate:

Mr Williams, Mr. Wilkinson, Mrs Thomas and Miss Pataky (Clerk).

Responsible Financial Officer:

Miss Pataky

Play Equipment weekly inspection:

Edlesborough:	Manager: Miss Penny Pataky
Dagnall:	Dagnall Village Hall Management Committee
Northall:	Northall Village Hall Management Committee

Additional Key holder:

Mr Alan Williams

New Pavilion:

Pavilion Working Party: Mr Williams, Mr Wilkinson, Mr Nevard, Mr Cubbage

Pavilion Project Board:

Council agreed that the Pavilion Project Board was no longer required.

Cllr Cubbage, Ken Holloway and Doug Oughton were thanked for their untiring endeavours over such a long time and which have been instrumental in the successful outcome of building of the new Pavilion.

Ken Holloway will continue to act as the client's representative for the building until the end of the remedy period. Doug Oughton has kindly offered to remain available for ad hoc advice should the Council require it.

To confirm financial limits for the following:

Quotations & Tendering work £5,000.00

Parish Clerk £250.00 for non-emergencies.

Parish Clerk £750 for emergencies without prior approval of the Council.

To confirm continuation of payment of annual Subscriptions

The voluntary subscriptions to CPRE, The Chiltern Society, BALC, NALC, SLCC, LCR, Community Impact Bucks, Brightpay and the ICO were agreed.

To inspect any deeds and the Assets Register in the custody of the Council

The Parish Council now retain the deeds in a fireproof and waterproof safe in the archives. All deeds having been inspected by the Chairman and Clerk prior to the meeting.

Annual Review of Memorial Hall Car Park Licence

The Annual Review of the Car Park licence was discussed. Council agreed that NMJ Service Centre would continue to have the use of 10 parking spaces in the Memorial Hall Car Park and for their vehicles to be removed as and when requested by the Parish Council.

To appoint representatives to outside bodies

It was unanimously resolved to appoint the representatives (who had agreed to be the representatives) for the positions set out below:

Charities:	Burghope	Miss Pataky
	Townsland and Nurses	Mr Williams
Luton Airport Issues	Contact	Mr J Wilkinson
Wing and Ivinghoe Community Board	Contact	Mr. J. Wilkinson, Mr. A. Williams, Mrs Owen, Ms Booth, Miss Pataky
St. Mary's Carnival	Contact	Miss Pataky as Clerk

There being no other business the meeting closed at 7.57pm

Penny Pataky (Clerk to Edlesborough Parish Council)