



# EDLESBOROUGH PARISH COUNCIL

## Minutes for the Meeting of Edlesborough Parish Council held on 20<sup>th</sup> April 2023 in Edlesborough Memorial Hall

### Open Forum

A parishioner asked if EPC was organising anything for the King's Coronation. Cllr Williams responded that due to a lack of interest from the Parishioners, Council currently had no plans to organise an event or hang bunting.

A parishioner asked if there were any parking restrictions on the layby in Cow Lane, Edlesborough.

Cllr Williams explained that there are no parking restrictions at this location.

**Cllr Williams formally opened the meeting at 19.42.**

### Present.

Cllr Williams, Cllr Booth Cllr Cabbage, Cllr Nevard, Cllr Wells, Cllr Wilkinson, Cllr Harpley, Cllr Owen, Cllr Hurst, Buckinghamshire Councillors Chris Poll, Penny Pataky (the Clerk) and two parishioners.

### Apologies

BC Cllr Peter Brazier and BC Cllr Derek Town.

### Declarations of Interest

None were declared.

### Minutes

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

Council agreed the minutes of the Extra Ordinary Meeting of Edlesborough Parish Council held on 6<sup>th</sup> April 2023 with no amendments.

### Matters Arising

#### Town and Parish Council briefing: The transition to Buckinghamshire Highways.

The Clerk and Cllr Wilkinson had attended the online meeting, the Clerk reported that there is lots of enthusiasm for the new contracts within BC.

Following the meeting the Clerk circulated the Town and Parish Councils - briefing note from Cabinet Member Cllr Steven Broadbent and the slides from the meeting to the full Council.

#### Buckinghamshire Council Report

Prior to the meeting BC Cllr Derek Town had provided a written report. This report can be viewed on the EPC website alongside the minutes to this meeting.

BC Cllr Town also circulated two further documents:

- Ivinghoe Freight Zone Explanation April 2023 – this has been sent to The Focus Magazine for publication and has been placed on the EPC website.
- Managing the Freight Zone March 2023 FAQ's – this document is to aid the Clerk and councillors in answering resident's questions about the zone.

BC Cllr Chris Poll attended the meeting he informed the Council that following the transition from TfB to Buckinghamshire Highways Paul Foot is still the Local Area Technician. He also confirmed that Zoe Ford remains in her role.

He asked the Council to encourage parishioners to engage in the Local Plan for Buckinghamshire and Local Transport Plan 5 Survey. More information can be viewed at

<https://yourvoicebucks.citizenspace.com/planning/vision-and-objectives>

**Action: Clerk to share this via EPC's Facebook page and the June edition of Focus.**

BC Cllr Poll confirmed that S106 monies will be replaced by CIL and that Parish Councils with a Neighbourhood Plan will receive 25% of the CIL monies for new developments. However, it is not yet known how the CIL monies will be calculated.

## 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
23/00885/VRC 23 <sup>rd</sup> March 2023	Collyers Main Road North Dagnall	Variation to a previous consent to demolish some existing outbuildings and erect a new detached dwelling	No objections
23/00982/APP 27 <sup>th</sup> March 2023	Little Barn Hall Farm Main Road South Dagnall	Single story side extension	No objections.
23/01028/APP 4 <sup>th</sup> April 2023	1 Jacksons Close Edlesborough	Single storey rear & side extensions and first floor front extension above part of existing integral garage.	No objections
23/01077/APP 5 <sup>th</sup> April 2023	Chiltern View Farm Leighton Road Edlesborough	Replacement roof to an existing outbuilding and replacement of another outbuilding in its entirety.	OPPOSE Conflicts with Policy EP1 of Neighbourhood Plan
23/01160/ATN 14 <sup>th</sup> April 2023	Well Farm Ringshall Road Dagnall	Extension of existing telecom mast increasing its height from 14m to 23m and adding additional equipment to the mast	No objections

Cllr Owen expressed concern about the application for the extension to the mast at Well Farm, Ringshall Road, Dagnall. Cllr Wilkinson explained that this was an application for an extension to the existing mast. Whilst this is not ideal it is preferable to an additional mast in a nearby location.

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

Application No.	Address	Description	Parish Council Response	LPA Decision
22/03986/APP 7 <sup>th</sup> Dec 2022	Chiltern View Farm Leighton Road Edlesborough	Conversion of three redundant farm buildings into a single dwelling.	OPPOSE Intensification of built development outside the settlement boundary	REFUSED
23/00248/COU AR 27 <sup>th</sup> Jan 2023	Deans Poultry Farm South End Lane Northall	Prior approval application to establish if the conversion of two agricultural buildings into four dwellings constitutes permitted development	No objections	Permitted

23/00446/APP 13 <sup>th</sup> Feb 2023	1 Hall Farm Barns Slapton lane Northall	Single storey front extension	No objections	Permitted
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	Permitted

### Edlesborough Neighbourhood Plan

Cllr Wilkinson is now in contact with Mark Aughterlony in the BC Planning department regarding BC's inconsistent interpretation of the Policy EP1 in the Edlesborough Parish Neighbourhood Plan.

## Villages

### Ivinghoe Freight Zone

The Ivinghoe Freight Zone is now in force, signage within the zone is now in place. BC is working with the neighbouring authorities over the installation of the advanced warning signage.

#### Meeting re Marsworth Airfield - HGV Routings

Cllr Wilkinson, Cllr Wells, and the Clerk attended a meeting with the owners and management of the Marsworth Airfield at which they presented the results of their work to establish the most suitable routes for HGV traffic in and out of the airfield.

BC Councillors Poll, Brazier and Town were also in attendance.

Suggested routes were proposed and discussed, challenging issues were found with all the routes.

#### Chiltern Transport and the Ivinghoe Freight Zone

Graham Hilary the BC Transport Strategy Officer (Freight) has circulated a statement to the BC Councillors and Edlesborough, Pitstone, Ivinghoe, Cheddington, Horton, Parish Councils addressing Chiltern Transport's routes in and out of the zone.

Currently the routes Chiltern Transport vehicles are taking in and out of the zone are believed to be in breach of the zone.

Cllr Wilkinson has responded to Graham Hilary asking if Buckinghamshire Council has the authority to grant exemptions to traffic orders.

More information about the zone can be viewed on the EPC website under News and Campaigns.

#### Local Plan for Buckinghamshire – Infrastructure Baseline

EPC's response has been submitted to BC.

## Edlesborough

### Wildflower Strip

A parishioner has suggested that the Council consider having a 1-1.5m strip along the High Street side of Edlesborough Green set aside as a wildflower area.

The area would need to be temporarily fenced off until the wildflowers become established.

Council agreed in principle that this was a good idea more information need to be established about the proposal.

**Action: Cllrs Wells and Owen will contact the parishioner to discuss the proposal further.**

## TVP

Thames Valley Police held a Have Your Say session on the Green on 16<sup>th</sup> April, approximately eight parishioners attended.

## Parking Issues

The Clerk has been contacted by a resident of Chiltern Avenue asking for advice/help re the inconsiderate/dangerous parking at the junction of Chiltern Avenue and High Street. The Clerk advised the resident about how to report dangerous parking to BC and TVP.

The Clerk has informed TVP of this issue.

The Clerk has asked the BC LAT for advice on how to find out more about putting white lines at junctions, he has responded with the following;

“These markings are only advisory and should only be used in specific circumstances, i.e., “*on part of the carriageway which should be kept clear of parked vehicles either outside an entrance to off-street premises, or where the kerb is dropped to provide a convenient crossing place for pedestrians.*” Exceptionally as in Edlesborough they have been used in the vicinity of junctions but over-use in inappropriate circumstances could reduce their effectiveness. If parking in the vicinity of a junction is an ongoing concern, I would advise you to contact the Parking Team via [Report a parking problem | Buckinghamshire Council](#)”

**Action: The Clerk will pursue this with the Parking Team as advised.**

## Traffic Cones on High Street

In response to parishioners' questions about the yellow traffic cones on Edlesborough High Street the BH LAT has confirmed that there is no permit for the cones.

TVP do not know why they are there and have informed the Clerk that they can be removed.

## Playground Sign

The Playground sign on High Street near the allotments has been reported to BH twice for repair.

## Buckinghamshire Highways and Right of Way Issues

The entrance to the alleyway from the field at the bottom of Summerleys became blocked at the start of March. The BC Rights of Way team carried out some work to clear the fallen tree and marked the matter as closed. The tree is still blocking the right of way significantly and the Clerk has reported it again to the BC rights of way team.

The broken stile at the bottom of Cow Lane has also been reported to the Rights of Way team twice.

Garden Waste Fly tipping on Cow Lane has been reported to BH.

The broken bollard on Cow Lane has been reported to BH.

Cllr Wilkinson questioned if there was an opportunity to have the maintenance of Rights of Way devolved to EPC. Council agreed to ask BC Cllr Peter Brazier as he has a key role in 'devolved services' with BC.

**Action: Clerk to raise the question with BC Cllr Brazier.**

## **Dagnall**

### TVP

Thames Valley Police held a Have Your Say session on the Dagnall Rec on 16<sup>th</sup> April, approximately ten parishioners attended.

### Parking Issues

The Clerk and Cllr Owen have been contacted by residents of Deans Meadow to ask for advice/help re the inconsiderate/dangerous parking at the junction of Deans Meadow and Studham Lane. The Clerk and Cllr Owen have advised the residents about how to report dangerous parking to BC and TVP.

The clerk informed TVP of this issue at the Have your say event.

See advice from BC LAT above.

## Northall

The Clerk has asked the Council contractor to carry out siding out on parts of the pavement through Northall.

**Action: Clerk to confirm date of works with contractor.**

## EPC Surgery

The Clerk, Cllr Wilkinson and Cllr Nevard attended the EPC Surgery in Edlesborough Pavilion on Wednesday 5<sup>th</sup> April from midday to 2pm. No parishioners attended the surgery.

## Projects

### Edlesborough Pavilion Update on Property

The purchase orders for all the quotes approved at the Extra Ordinary Meeting have been raised.

### 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

No further updates.

### EPC Small Grant Scheme

– Led by Cllr Harpley

No new applications. All recipients of grants have been invited to give a short presentation at the Annual Parish Meeting.

### EDaN & Traffic Management Team Updates

#### Traffic Calming & MVAS

- Led by Cllr Williams

Truvelo has completed the installation of the supporting posts throughout the Parish.

The Clerk is currently awaiting a response from Truvelo to support the retrieval of the data from the devices that have been deployed in Edlesborough. Once this data has been retrieved the devices will be relocated to new locations across the Parish.

#### Speedwatch

Prior to the meeting Cllr Williams had circulated a proposal to the Council asking them to support the re-launch of Speedwatch in the Parish. He informed the Council that TVP now have a dedicated officer for Speedwatch activities.

Cllr Williams is developing a flyer to publicise the relaunch and to call for volunteers to get involved in the project.

Council agreed that Speedwatch should initially be led by the Council, with one team initially, possibly evolving to three teams (one for each village). TVP will support all teams.

**Action: Cllr Williams to circulate the Speedwatch relaunch flyer to all for approval. Once approved the flyer can be distributed and shared via the EPC website, Facebook page and the Focus Magazine.**

#### FOTCOTH

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

#### EDaN Beautification Team

Nothing to report.

## Parish Amenities

Reports on all Amenities including Buckinghamshire Council Devolved Services.

## AEDs

Nothing to report.

## Devolved Services

The Clerk has asked the Council contractor for a quote to tidy the hedge on Waterside. This has damaged the residents wall. The hedge was “cut back” earlier in the year by TfB when part of it collapsed into the road.

## EMH

### Replacement Taps in the Toilet Facilities

Council approved Able Bathrooms quote to supply and install four sets of new taps in the EMH toilets.

**Action: Clerk to raise purchase order and agree a suitable date for the works to be completed.**

## Green

Use of Green – deferred to May meeting.

The dislodged hoop at the Pavilion car park will be reinstated by the Council contractor.

## Sports Clubs

### EB Lions

Training has now returned to the Green. Matches will continue at weekends until 20<sup>th</sup> May. There will also be some evening matches as the teams “catch up” on matches postponed due to poor weather.

### ECC

ECC have shared their home fixtures list with the Clerk. They have yet to confirm whether a second team will be using the wicket.

### ETC

The “muddy” area either side of the path is still temporarily fenced off and grass seed will be sown soon. The area will remain fenced off until the repairs have been completed.

## Play Area

### Swing Repairs

The recommended maintenance to the swings still has not been completed. Wicksteed have informed the Clerk that they need to review their original quote as they now believe the repairs may be more expensive than the original quote.

### Annual Inspections

Further to Cllr Cubbage’s proposal for the Clerk to explore using a different company for the Annual Play Area Inspections the Clerk has contacted other Clerks for recommendations.

Some of the Clerks kindly shared copies of their inspection reports with the Clerk. This demonstrated that the format used by the other companies are almost identical to the reports produced by the Play Inspection Company.

**Action: Clerk to request a quote from Wicksteed as two other Councils use them, for comparison with the RoSPA quote and the current providers quotes.**

### Parishioners Request

The Clerk has received a request from two young parishioners asking if the basketball “court” can be extended.

**Action: Clerk to inform the parishioners that due to the complexities of applying to the Planning Inspectorate for permission to carry out works on this end of the Green it is not possible to extend the basketball area of the Green.**

## Edlesborough Pavilion

Council agreed that weather permitting the Classic Car Meet at Edlesborough Pavilion on 23<sup>rd</sup> April may park some cars on the edge of the Green for the duration of the event.

**Action: Clerk to inform the organiser.**

## Allotments

### Dagnall Allotments

Prior to the meeting the Clerk had circulated a document detailing an allotment tenant's request and quotes for trees at the edge of his allotment plot to be felled or pruned. Cllr Nevard and Owen both visited the site prior to the meeting.

Council agreed that it would not prune or fell any of the trees as they were deemed to be healthy and not a cause of danger to anyone.

**Actions: Clerk to inform tenant and warden that no works will be carried out on the trees. Clerk to thank the tree surgeon for his quote and inform him of the Council's decision. Clerk to offer to put the tenant on the waiting list to move plots should one come available in the future.**

### Cow Lane Allotments

Nothing to report.

### The Green Allotments

Nothing to report.

### Northall Allotments

Nothing to report.

### Cemetery

There is an interment of ashes booked for June.

## 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

Nothing to report.

## Streetlights

Nothing to report.

## Website, Facebook and GDPR

### Facebook

Posts and discussions have focused on:

- Lost cats.
- Potholes.

### Website

Council agreed to reject the request from a dentist to add a promotional link to dentists on the website. Council agreed the website is for parish Council and local information only.

**Action: Clerk to inform the dentist of the Council's decision.**

### Accessibility & GDPR

Nothing to report.

## Finance

### March 2023 Accounts

Council approved the accounts for the month and year ending 31st March 2023.

Cllr Nevard explained that there was a surplus in the end of year accounts and that this was due to projects such as the New Play Area not being completed.

**Action: Clerk to submit end of year accounts to internal auditor.**

Cllr Cabbage stated that whilst the software had some good points including generating the VAT reclaims, providing the information for the Annual Return and the fixed assets register. He still feels disappointment in the Rialtas Accounts System.

It was suggested that a glossary of terms are produced to help councillors understand the accounts.

### April 2023 Payments

Council agreed the April 2023 payment run.

### Bank Mandate

Barclays have completed the changes they required for the account.

The Clerk will now progress removing Mrs Thomas from the mandate.

## Correspondence

Items circulated to Full Council prior to the meeting:

- Local Plan for Buckinghamshire and Local Transport Plan 5 Survey.
- Minutes for Wing & Ivinghoe Community Board, Tuesday, 14th March, 2023, 6.30 pm.
- National Alert Information.
- Town and Parish Councils Buckinghamshire Highways - briefing note from Cabinet Member Cllr Steven Broadbent

## Items for the May EPC Meeting

Items for future:

- Use of Edlesborough Green
- Parish Paths Maps
- Rialtas Training
- 20mph South End Lane, Northall

## Cllr Alan Williams

Cllr Williams informed the Council of his apologies for the May 2023 meeting. He confirmed that he will be stepping down from the role of Chairperson to the Council. He stated that it had been a pleasure and a privilege to be the Chairperson to the Council.

All the Councillors thanked Cllr Williams for all he had done as Chairperson to the Council.

**The meeting closed at 21.50.**

### **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*

*BH - Buckinghamshire Highways formerly known as TfB – Transport for Bucks*

*LAT – Local Area Technician*

*BBLP - Balfour Beatty Living Places*