



AGENDA FOR THE ANNUAL MEETING OF EDLESBOROUGH PARISH COUNCIL

TO: THE MEMBERS OF EDLESBOROUGH PARISH COUNCIL

Cllr R Booth, Cllr D Ferguson, Cllr Hurst, Cllr J Wilkinson, Cllr J Goodman, Cllr P Owen, Cllr L Wells, Cllr K Cubbage, Cllr R Harpley.

You are hereby summoned to attend the Annual Meeting of Edlesborough Parish Council to take place on Thursday 15th May 2025 in Edlesborough Pavilion, The Green, Edlesborough, LU6 2JF.

This meeting will commence at 7.30pm.

Members of the public and press are welcome to attend the meeting.

Signed: *Penny Pataky*, Clerk

Date: 8th May 2025

The Chair may, at their discretion, and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of Council business.

Agenda Item

7.30pm - Open Meeting

1. Attendance

2. Apologies for Absence

3. Councillor attendance since last Annual Meeting

4. To elect a Chairperson.

5. To elect a Vice-Chairperson.

6. To approve the minutes of the Annual Meeting of Edlesborough Parish Council held on Thursday 16th May 2024.

7. Open Forum

This is an opportunity for Members of the public to ask questions and make suggestions.

Please note Council may not decide on a matter raised unless it is detailed in the agenda below. Outstanding questions may be referred to a future agenda for attention. The period for public participation shall not exceed 15 minutes.

8. Appointment of Representatives as identified below.

Information in blue indicates current status.

8.1 Councillors responsible for planning

Mr Wilkinson, Mrs Owen, Mr Harpley

8.2 Representatives for the allotments

Edlesborough, Cow Lane

Mrs Phrena Wilkinson

Edlesborough, The Green

Mr Peter Thomas

Dagnall

Mr Kevin Ling

Northall

Mr Richard Dorrance

8.3 Councillors responsible for footpaths

Edlesborough

Mrs Hurst

Dagnall

Mrs Owen

Northall

Mr Cubbage

8.4 To appoint officers for the following positions

Employees working party

Ms Booth, Mr Wilkinson

Bank Mandate

Ms Booth, Mr Harpley, Mrs Owen, Mr Wilkinson,

Miss Pataky

Responsible Financial Officer

Miss Pataky

Councillor to support the Responsible Financial Officer Miss Ferguson

8.5 Play Equipment Weekly Inspections

Edlesborough	Miss Pataky
Dagnall	Dagnall Village Hall Committee
Northall	Northall Village Hall Committee

8.6 Additional Key Holder

Vacant

8.7 EPC Small Grants Scheme

Small Grants Scheme Working Party Ms Booth, Mr Harpley, Mrs Owen

9. To confirm continuation of voluntary payment for the following annual subscriptions

AVALC, BBOWT, BMKALC, Community Impact Bucks, CPRE, SLCC, The Chiltern Society.

10. To inspect deeds and assets register in the custody of the Parish Council

11. Review financial limits for the following

Quotations & Tendering – see limits in Financial Regulations agreed on 20th March 2025

Parish Clerk £500 for non-emergencies without prior approval
from Council

Parish Clerk £1,000 for emergencies without prior approval from
Council

12. Review the following

12.1 EPC Risk Assessment

12.2 Code of Conduct

12.3 Standing Orders

12.4 Annual Review of Edlesborough Memorial Hall car park licence

12.5 Financial Regulations – these were updated and reviewed at the March 2025 Council Meeting

13. To appoint representatives to outside bodies

Charities

Burghope Miss Pataky

Townsland & Nurses Mr Williams

Luton Airport Issues Mr Wilkinson

East Bucks Community Board Ms Booth, Mrs Owen, Mr Wilkinson,

St Mary's Carnival Miss Pataky

Edlesborough Community Sports Club ECSC Trustee Miss Ferguson

14. Any other business

15. Close Meeting

Members of the Public

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.