



EDLESBOROUGH PARISH COUNCIL

Minutes of the ordinary meeting of Edlesborough Parish Council held on 21st November 2024 in Edlesborough Pavilion.

Open Forum

Ashleigh Stent, Rural Housing Enabler, Community Impact Bucks gave a presentation on the Rural Housing Service Buckinghamshire. For more information see the leaflet on the Council website alongside these minutes.

Cllr Wilkinson gave a brief explanation of the Council's previous research into parish housing needs in 2011. Council agreed that it would benefit from reviewing the Parish's needs. Ashleigh Stent confirmed that she is able to assist the Council in carrying out a Housing Needs Survey free of charge.

Actions: Ashleigh Stent to circulate a draft housing needs survey to Council for their consideration.

Ashley Stent left at the end of the Open Forum.

THAMES VALLEY POLICE

Thames Valley Police were unable to attend the meeting. The following crime figures since 1st September 2024 to date were submitted in their absence.

- Suspicious Person – Young male knocking on doors claiming to be milkman.
- Theft of Vehicle x3
- Criminal Damage x2
- RTC x2
- Theft from Vehicle – attempted theft of Motorcycle
- Burglary Residential x2
- Theft
- ASB Personal

Cllr Booth formally opened the meeting at 19.46

Present.

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

Apologies

Cllr Cubbage, Thames Valley Police, Buckinghamshire Cllr Derek Town, Buckinghamshire Cllr Peter Brazier.

Declaration of Interests

Cllr Williams declared an interest in Project, Edlesborough Pavilion.

Minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday 17th October 2024

Council agreed the minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday 17th October 2024 with no amendments.

Matters Arising from the Minutes (not covered in the agenda)

None were raised.

Buckinghamshire Council Report

Including Community Board for Ivinghoe and Wing Ward.

Cllr Poll informed the Council that he had attended the Growth Infrastructure and Housing Meeting at which Fairhive Homes gave a presentation.

During the meeting it was identified that over the past 18 years there has been a 1% uplift in properties and the number of people on the waiting list has remained stable. It has also been made easier for people to change areas when on the housing list.

Cllr Poll informed the Council that he continues to remind Buckinghamshire Council and Fairhive Homes that a number of residents still do not have access to the internet. He is often asked to assist people wanting to request repairs, etc. he then encounters difficulties as the Fairhive Homes helpline will not engage with him due to GDPR.

Cllr Poll drew the Council's attention to issues that are starting to arise as GP Surgeries begin to withdraw services that they are not contracted to supply, for example Post Op wound care, clinical waste and needle and sharps disposal.

Currently parishioners needing a clinical waste and/or needle and sharps disposal services from Buckinghamshire Council are experiencing long delays due to the Council not being able to meet the demand.

Any parishioner needing clinical waste, needle and sharps collection must book a collection via the Buckinghamshire website www.buckinghamshire.gov.uk/waste-and-recycling/request-a-healthcare-waste-collection-from-home/ or by calling [0300 131 6000](tel:03001316000)

Community Board for Ivinghoe and Wing Ward

Cllr Williams attended the October Community Board Meeting. He reported to the Council that the 16 boards are being restructured into eight Boards from 1st April 2025. The Community Boards have a budget of £1m, £750,000 will be spent on staffing leaving just £250,000 for all projects.

The Draft Minutes of the latest meeting are available to view at [Agenda for Wing & Ivinghoe Community Board on Thursday, 17th October, 2024, 7.00 pm - Modern Council](#)

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
24/02863/APP 18 th October 2024	12 Tring Road Edlesborough	Two storey side extensions on both sides of house, first floor balcony across front elevation, raised roof height and single storey rear extension..	No objections
24/03166/APP 21 st October 2024	Fleur De Lys Ringshall Road Dagnall	Creation of a lower ground floor.	No objections. Subject to adequate off-street parking provision
24/02858/APP 24 ^h October 2024	5 Chapel Lane Northall	Single storey rear extension	No objections
24/03332/AGN 5 th Nov 2024	Land to North of Grendon House (Kripa) Ringshall Road Dagnall	Erection of grain store	OPPOSE AONB siting inappropriate

24/01731/APP 12 th June 2024	Land North of Good Intent Edlesborough	Erection of 9 new dwellings and visibility improvement to Good Intent/High Street junction.	SUPPORT Further submission Nov 2024
--	--	---	---

Decisions notified by Buckinghamshire Council this month

Application No.	Address	Description	Parish Council Response	LPA Decision
24/02466/APP 22 nd August 2024	Fleur De Lys Ringshall Road Dagnall	Two storey front extension and new porch.	No objections	Permitted
24/02990/APP 3 rd October 2024	2 Ashtons Cottages Leighton Road Northall	Two storey side extension, part two storey, part single story rear extension, together with relocation of main entrance.	No objections. Subject to adequate off-street parking provision	Permitted

S106 monies 24/01731/APP Land North of Good Intent Edlesborough

Council ratified its decision to submit the following for the planning application 24/01731/APP

'Improvements, modernisation and/or refurbishment to one or more of the following Edlesborough sport and leisure facilities:

- *Pavilion*
- *Village Green*
- *Recreation Ground at The Green*
- *Edlesborough Memorial Hall'*

Parishioner Question re Application 24/02976/COUAR

A parishioner asked the Council about its decision to submit a No Objections response to the application 24/02976/COUAR, conversion of existing barn into four dwellings at Deans Poultry Farm, South End Lane, Northall.

The parishioner stated that she was disappointed in the lack of advertising about the planning application and in the Council's decision not to object to the application. She raised concerns about the impact the application will have on the biodiversity of the site and the narrowness of the access road.

Cllr Wilkinson briefly explained the history of the site and that Biodiversity Studies would be carried out during later stages of the application process.

Elections

ELECTIONS 2025

May 2025 Buckinghamshire Council and Parish elections

The May 2025 Buckinghamshire Council and parish council elections will be held on 1 May 2025. Further information about key dates and submitting nomination papers is available on our website:

<https://www.buckinghamshire.gov.uk/your-council/elections-and-voting/current-and-previous-elections-in-buckinghamshire/election-timetable-and-notices/>

As in previous years, Buckinghamshire Council will recharge parish councils the actual costs for the parish elections. Costs will depend on which parishes are contested. As the actual costs are recharged we can't provide an exact cost at this stage to be recharged for 2025 due to unknown costs. However, as I know many clerks are keen to know roughly by how much to increase the 2021 costs by, as a guide, we'd suggest a 30% increase on the 2021 costs to provide an indication only.

The last uncontested charge for EPC was £449.01. Therefore, if there is another uncontested election the estimated cost will be £583.71

Parish vacancies

As mentioned in a previous email, please contact elections@buckinghamshire.gov.uk when you have a parish vacancy so that we can provide you with the correct notice of casual vacancy template and advise on the procedure to follow. Please be aware that any vacancies occurring on or after 6 November 2024, which is within 6 months of the current councillors retiring, there is a requirement not to hold a by election. If you have any vacancies occurring during this time, please do still contact Electoral Services, as there is still a requirement to publish a notice of casual vacancy, and the parish council may co-opt to fill the vacancy.

Nomination Papers

Nomination papers must be hand delivered to a Deputy Returning Officer at The Gateway, Gatehouse Road, Aylesbury, HP19 8FF weekdays between 10am-4pm from 10am Tuesday 18 March and no later than 4pm on Wednesday 2 April 2025.

Clerks are also not permitted to advise councillors on how to complete the forms. Any questions must be directed to elections@buckinghamshire.gov.uk

ENABLING REMOTE ATTENDANCE AND PROXY VOTING AT LOCAL AUTHORITY MEETINGS.

Prior to the meeting information was circulated to all about Enabling Remote Attendance and Proxy Voting at Local Authority Meetings. Council agreed that Councillors would respond individually to the consultation.

Villages

EPC SURGERY

The Clerk spoke with three parishioners.

1. Request for a two way traffic sign where Slicketts lane meets Brownlow Avenue. This request has been passed to the BC Local Area Technician.
2. Malcolm Calloway updated the Clerk that he will shortly resume collecting/sorting recyclable waste on The Green.
3. A question about the procedure for laying a wreath at the Remembrance Day service.

Collection of Clinical Waste, sharps & needles

See notes under Buckinghamshire Councillors report.

EDLESBOROUGH

- Virgin Media have commenced work in the village. Cllr Hurst reported that Virgin are considering sponsoring or donating towards the costs of the Christmas Trees.
- The Clerk received a report of an out of control dog distressing horses on Edlesborough High Street on Sunday 17th November. The Clerk advised the reporter to contact Thames Valley Police and Buckinghamshire Council Dog Warden.
- A hedge cutting letter has been sent to one property in Edlesborough. With a further one being sent to another once the Clerk has photos of the problem hedge.
- Pastures Hedge – the Clerk and the contractor are assessing the condition of the Pastures hedge. The annual invoice has been sent to Buckinghamshire Council.

DAGNALL

- The Clerk has asked the BC Local Area Technician for an update on the replacement of the damaged gate and village sign.

NORTHALL

- Earlier in the month Cllr Cubbage had reported that the litter bin outside Northall Village Hall had not been emptied for two weeks. The Clerk made a report to BC Fix my Streets and the bin has now been emptied.

BUCKINGHAMSHIRE HIGHWAYS ISSUES

- The Clerk had asked the BC Local Area Technician (LAT) for an update on road markings that need refreshing in Dagnall, these were first reported in 2022. He has responded stating that the roundel was repainted in February 2024 and that he will re-issue a job for the Dunstable Road markings as he cannot find a completion date for the previous works.
- The Clerk had raised the question with the BC LAT as to why the keep clear markings at the junction of High Street, Summerleys and Moor End were not refreshed when the markings in Summerleys were. All were reported as needing refreshing at the same time. The BC LAT has responded stating “It appears a separate job was issued for this work in High Street back at the start of the year but somehow was cancelled in the interim. I will arrange for this to be re-issued and added to the programme.”

ASHRIDGE ESTATE COMMITTEE

Cllr Wells had been unable to attend the meeting due to illness.

Small Grant Applications

No new applications have been received.

Projects

EDLESBOROUGH PAVILION UPDATE

Prior to the meeting Cllr Cubbage circulated an update to the full Council informing them that there is still some water ingress. It has been agreed that the builder would submit a quote to *“use some damp proof course (dpc) membrane along the edge of the balcony – one side would be tucked and fixed under the aluminium edging and the other side would be draped into the gutter. If this trial proves successful then Council would have to decide if it was good enough for a permanent solution or if the gutter needed to be raised.”*

PHASE 2 – EDLESBOROUGH GREEN PLAY AREA

The installation is complete. The Clerk will be asking Kompan to address some issues with the relocation of the bench.

BIODIVERSITY AUDIT OF EDLESBOROUGH PARISH COUNCIL

Cllr Owen has chased the Biodiversity Audit.

TREE SURVEY

Prior to the meeting quotes and examples of Tree Survey reports from three companies had been circulated to the Council for their consideration. Council agreed to proceed with the quote from Colin Chambers.

Action: Clerk to raise a purchase order with Colin Chambers. Clerk to thank the two other companies for their quotes.

Traffic Calming

MVAS

The October data has been downloaded and published on the website.

Pebblemoor Post – the Clerk is progressing the application.

Additional MVAS Device in Dagnall

A Dagnall resident has approached Cllr Owen offering to donate towards the purchase of another MVAS device for use in Dagnall on the condition that it is sited on the B440 as vehicles enter the village from Hemel Hempstead.

The Clerk obtained a quote from Truvelo for the supply of a MVAS Device. The cost of the device would be £4,274.

The Buckinghamshire Council's website states that "if the Highway Authority believes an MVAS unit has not moved for more than 8 weeks, they can remove the unit from that location and take it to a depot to be collected."

Council agreed that Cllr Owen and the Clerk would respond to the parishioner sharing information about the costs and rules of the device in an effort to discuss a way forwards.

Action: Clerk and Cllr Owen to respond to the parishioner.

SPEEDWATCH – LED BY CLLR WILLIAMS

Nothing to report.

EDaN Updates

Led by Cllr Ferguson

FRIENDS OF THE CHURCH ON THE HILL

Cllr Ferguson reported that the musicians have been agreed and that tickets are now on sale for EdleFest 2025. More information can be viewed at <https://edlefest.site123.me/>

The Christmas Carol Service will be held on the 21st December.

EDAN BEAUTIFICATION TEAM

Christmas Trees & Lights

The Council contractor has been asked to install the trees and hang the lights in readiness for the start of December. The Clerk is arranging for the electrical box at Edlesborough Memorial Hall to be upgraded and for the electrics and hole outside Edlesborough Pavilion to be improved.

Finance

ACCOUNTS FOR THE MONTH ENDED 31ST OCTOBER 2024

The October 2024 accounts having been circulated to the full Council prior to the meeting were agreed.

AUTHORISATION OF PAYMENTS

Council approved the November 2024 payments.

NJC PAY AWARD FOR 2024/25

Following receipt of the NJC Pay Award for 2024/25 Council agreed to approve the backdated pay to the Clerk.

Employment Working Party

Following Cllr Wilkinson's Evaluation of the Clerk's Job the employment working party recommended to the full Council that the job should now be rated as LC2 ('above substantive'). This gives scope for the Council to continue progressing the Clerk up the SCP scale each year at her annual review until she reaches SCP32 (9 further points up the scale). All agreed to the recommendation, with the additional agreement that the Clerk will progress to SCP24 from 1st January 2024.

ENERGY SUPPLY CONTRACTS

Council ratified its decision to enter into a new six month contract with SSE for the Streetlight Energy. It was not possible to secure a longer contract due to the impending changes to streetlight metering.

Council ratified its decision to enter into a 24 month contract with Octopus Energy for both the electricity and gas supply at Edlesborough Memorial Hall.

DONATION TO COMMUNITY FIRST RESPONDERS

Council agreed to donate £1500 to the South Central Ambulance Service Community First Responders.

Parish Amenities

BUCKINGHAMSHIRE COUNCIL DEVOLVED SERVICES.

The contractor has been asked to clean the moss from the pavements near Taskers Row Bungalows, Edlesborough and in Huntsman's Close and Chestnut Close in Dagnall.

AED'S & COMMUNITY FIRST RESPONDERS

See notes in finance.

EDLESBOROUGH MEMORIAL HALL

One light in the lady's toilet has been replaced with a LED movement sensor light. There have been some teething issues with the timer, it is hoped this is now rectified. If this light proves successful the Clerk requests that the other toilet, entrance hall and boiler room lights are upgraded.

As a result of the Clerk attending a webinar on Managing Village Halls, run by Wellers Hedley the Council agreed that it would no longer allow the use of inflatables such as bouncy castles in Edlesborough Memorial Hall, due to the insurance implications.

THE GREEN AND PLAY AREA

Tree Seat

The replacement tree seat has been ordered.

Splits in Wood

Following the Clerk contacting Playground Supplies about some significant splits in the wood on some of the wooden equipment they carried out a site visit. They have responded with the following:

We checked this matter internal together with our colleague of the claims department.

The cracks do not pose a problem and do not affect the play equipment. Weather-related dry cracks in wooden components do not represent dangerous openings for finger entrapment within the meaning of the standard, since the crack tapering towards the back does not hold the finger in place and therefore getting caught is almost impossible.

The larger crack could be plugged, if desired. This means filling the holes with plugs.

However, from our point of view, it would not be necessary.

They have also repaired the split on the zip wire seat.

Annual Play Area Inspections

The annual play area inspections have been completed and circulated to the Council and the village hall committees accordingly. The Clerk will work with the Council contractors attending to the identified low risks and maintenance issues at the Edlesborough Green Play Area.

SPORTS CLUBS

Cricket

Nothing to report.

EB Lions FC

The Clerk is monitoring the weather and condition of the Green.

Edlesborough Tennis Club

Nothing to report.

EDLESBOROUGH PAVILION

Council ratified its response to the request for a New Years Eve event in Edlesborough Pavilion.

"Thank you for your email requesting approval for a New Year's Eve function at Edlesborough Pavilion.

Council have considered this request, and I write to inform you that it is not really a matter of whether the Parish Council approve a concession over the term in the lease requiring Pavilion events to finish by 23:00

hours. The time is set in the lease because it was a condition of the planning consent, and the reason stated was:

To preserve the amenities of the occupants of the adjacent dwellings and to comply with policy GP8 in the Aylesbury Vale District Local Plan and to accord with the NPPF.

The only way to get round that restriction legally, is to apply for a variation of the planning consent for the hours to be extended.

Council must inform you that if just one of the neighbours or parishioners complains to the Buckinghamshire Council Planning Enforcement Team, Council would probably still be accountable for the breach, as the owners of the premises alongside ECSC CIO and ECSC Trading Company as the tenants.

If after this advice ECSC CIO and ECSC Trading Company decide to go ahead it is strongly recommended that you have written agreement from all the neighbours that they are happy to allow the event to go ahead."

ALLOTMENTS

All rents have been collected.

The water has been turned off at all sites.

Five tenants incurred a £10 late payment fee. One tenant has paid their rent but not the late payment fee.

Council agreed that the Clerk would inform the tenant that by not paying the late payment fee they are in breach of their agreement. The tenant will be asked to pay within one month or the agreement will be terminated, and no refund will be issued for the rent paid.

Action: Clerk to write to the tenant.

Dagnall Allotments

Six vacant plots, one more is due to be given up shortly.

Northall Allotments

All plots are let.

Cow Lane Allotments

All plots are let.

Green Allotments

Tenants with polytunnels exceeding the height restrictions have either removed or reduced them in size. A broken tap has been replaced.

Four vacant plots.

CEMETERY

Nothing to report.

CHURCHYARD

The contractor has cut and cleared the wildflower bank. He reports that he needs to reassess the cost of this for next year.

To date there has been no response from UK Power about the power cables in the tree branches.

BRIDLEPATH

Nothing to report.

WAR MEMORIAL

Nothing to report.

BUS SHELTERS

The bus shelter on Moor End has graffiti on it. The handyman was unable to remove this. The Clerk has asked the Council contractor to remove it.

CAR PARKS, LITTER, RECYCLING AND DOG BINS

See note about recycled waste under villages.

STREETLIGHTS

See notes under finance.

WEBSITE

Nothing to report.

CORRESPONDENCE/OTHER MATTERS

Freedom of Information Request – Total Workforce Solution HTE or RM6281 Workforce Alliance Framework for Social Services (Lot 4)

Having obtained advice from BMKALC and researching “RM6281 Workforce Alliance framework, specifically about Lot 4 (Social Services)” the proposed response to FOI request is “Thank you for your email dated 14.11.2024 which Council has considered.

Edlesborough Parish Council does not hold any information falling within the scope of your request. As a Parish Council we have no engagement with these services which are within the remit of the Principal Authority, in this instance Buckinghamshire Council.”

DECEMBER COUNCIL MEETING

Due to the proposed date and some Cllrs being unavailable Cllr Wilkinson proposed that Council do not hold a meeting in December 2024. All agreed.

Action: Clerk to cancel booking of Edlesborough Pavilion and amend the website.

Items for future meetings when more information is available:

- *EMH Status and refurbishment*
- *Outdoor Gym Equipment on Edlesborough Green*

Items for the agenda for EDLESBOROUGH PARISH COUNCIL meeting to be held on 16th January 2024 in Edlesborough Pavilion.

- 2025/26 Budget and Precept Request

The meeting closed at 21.50.

Minutes Approved Edlesborough Parish Council Meeting

Signed _____

Position _____

Date _____