



# MINUTES FOR THE ORDINARY MEETING OF EDLESBOROUGH PARISH COUNCIL

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Held on Thursday 19<sup>th</sup> June 2025 in Edlesborough Pavilion, The Green, Edlesborough, LU6 2JF.

Cllr Booth formally opened the meeting at 7.33pm

## Open Forum

Nothing was raised.

## Open Meeting

### 1. Attendance

*Edlesborough Parish Councillors Present*

Cllr R Booth, Cllr D Ferguson, Cllr Hurst, Cllr J Wilkinson, Cllr J Goodman, Cllr P Owen, Cllr Wells, Cllr K Cabbage, Cllr R Harpley, Penny Pataky, the Clerk.

*Others in attendance*

Buckinghamshire Cllr Chris Poll and one parishioner.

### Absence

Apologies were received from Buckinghamshire Council (BC) Cllr Peter Brazier.

### 2. Declaration of Interests

None were declared.

### 3. Minutes

Council approved the minutes of the

- Ordinary Meeting of Edlesborough Parish Council held on Thursday 15<sup>th</sup> May 2025.
- Annual Meeting of Edlesborough Parish Council held on 15<sup>th</sup> May 2025.
- Edlesborough Annual Parish Meeting held on 22<sup>nd</sup> May 2025.

### 4. Matters Arising from the Minutes

No matters were raised not covered in the agenda.

## Representatives

5. Buckinghamshire Ward Councillor Chris Poll was in attendance. His full report is available to view on the website alongside these minutes.

He additionally reported that Parish Councils will shortly receive an update from Graham Hillary about the Ivinghoe Freight Zone and the upcoming consultation proposing to make changes to the zone's TRO, subject to statutory consultation. The order will be adjusted to allow exemptions for 'local traffic and permit holders'. This change will facilitate permissions for use of the roads inside the zone by businesses based in the zone and by their supply chains. This will likely make use of a virtual 'white list' of operators and vehicles with a permitted reason for being there. It will provide a basis for enforcement, potentially using camera technology, under the Moving Traffic Offences (MTO) powers. The detail of the enforcement capability is to be worked on with MTO colleagues. Enforcement by MTO will be subject to prioritisation and approvals which may include any scheme and technology approval by the Secretary of State.

6. East Bucks Community Board.

The Clerk will attend the East Bucks Community Board (EBCB) Informal Clerks meeting on 30<sup>th</sup> June. BC Cllr Poll explained that the EBCB has £27K for the year. There will only be two meetings a year, the first being in September. The Board's priorities will be Parish Council priorities not BC priorities.

## Planning

7. Council approved the following responses to Planning applications.

Application No.	Address	Description	Parish Council Response
25/01431/APP 19 <sup>th</sup> May 2025	4 Dagnall Road Edlesborough	Construction of a replacement single storey rear extension	No objections
25/01097/APP 22 <sup>nd</sup> May 2025	Beaumont Church End Edlesborough	Single storey rear extension and modified roof configuration of existing side extension	No objections
25/01590/ALB 6 <sup>th</sup> June 2025	Little Gaddesden Lodge, Brownlow Gate Dagnall	Replacement stainless steel flat roof	No Objections
25/01675/AAD 6 <sup>th</sup> June 2025	2 Pebblemoor Edlesborough	New external signage for Tesco Express store	OPPOSE Forecourt signage inappropriate and incomplete
25/01874/VRC 19 <sup>th</sup> June 2025	2 Pebblemoor Edlesborough	Removal of planning condition requirement to provide 2 electric vehicle charging points	OPPOSE Charging points would benefit the local community

8. Council received the following Local Authorities decisions on Planning Applications.

Application No.	Address	Description	Parish Council Response	Decision
25/00875/APP 1 <sup>st</sup> April 2025	7 Huntsmans Close, Dagnall	Single storey rear extension	No objections	Permitted
25/00914/APP 10 <sup>th</sup> April 2025	59 Summerleys Edlesborough	Single storey side and part rear extension	No objections	Permitted

9. Council agreed to ask if the S106 monies generated by 25/01407/APP - Land to the South of Cow Lane Edlesborough can be spent in Edlesborough Parish, including Dagnall and Northall or if it is only permitted to be spent in the village of Edlesborough.

If it is only permitted to be spent in Edlesborough Council will submit the following response;

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

*Edlesborough Pavilion*

*Edlesborough Village Green*

*Recreation Ground at Edlesborough Green*

*Edlesborough Memorial Hall”*

10. Council agreed not to respond to the application for a new premises licence for the Tesco Express, at 2 Pebblemoor, Edlesborough, Dunstable, LU6 2HZ ref PR202506-366718.

Council agreed to respond with no objections to the names “Courtyard” and “Ridgeway” for the application CB/SN/25/0108 - Street Naming and Numbering Location: Mile Barn Farm, Hemel Hempstead Road, Dagnall, Berkhamsted, HP4 1QR Proposal: 9 New dwellings and office building following demolition of buildings.

## Villages

### 11. Council received the following updates/information about the villages

#### 11.1 Edlesborough

The Clerk responded to a complaint about the parking outside Edlesborough Primary Academy at school drop off and pick up times. She provided the resident with information about who to report dangerous or inconsiderate parking to.

The Clerk responded to a resident's request to tidy the growth on the High Street and the alleyway to St Marys Glebe.

Devolved Services confirmed that the alleyway is not on the devolved services map but will add it and adjust Councils funding accordingly. The Clerk has asked the contractor to clear the growth, and then to ensure the alley way is added to the fortnightly grass cutting schedule.

The contractor has also been asked to cut the hedge back opposite the Memorial and Scout halls to ensure the pavement is as wide as possible.

#### 11.2 Dagnall

The dumped vehicle in the layby by Dagnall School has been removed.

#### 11.3 Northall

Nothing to report.

#### 11.4 Council approved the introduction of a Parish Recognition Scheme.

Cllr Hurst proposed the introduction of a card that can be sent to parishioners as a Thank you and recognition of their contribution to the community. Council also agreed to adopt some of the suggestions previously made by Mr Alan Williams. This will feature on the Council meeting Agenda once a quarter.

**Action: Cllr Hurst will draft a policy and design a card specifically for the purpose for Council approval.**

#### 11.5 Vehicle Crime Survey – to date no responses have been received.

## Projects

### 12. To receive updates on the following Projects:

#### 12.1 Edlesborough Pavilion Update.

**12.1.1** Council agreed that Cllr Booth, Cllr Ferguson, Cllr Wilkinson, Mr Paul Brennan and Mr Ken Holloway would be members of the Edlesborough Pavilion Working Party. Council thanked Cllr Cubbage for his eight years of dedicated work on the Pavilion Working Party.

***Action: Working party to meet and formulate a plan to address the ongoing snagging issues with the building snagging.***

**12.2** Parish Tree Survey V2 of the report has now been received and has been circulated to the full Council. The Clerk is seeking quotes for the recommended work.

**12.3** Pastures Hedge – the BC Local Area Technician has responded to the Councils request to contribute towards this project with the following; *“Following a review of this arrangement and in light of current Buckinghamshire Council policies, it has been concluded that as Edlesborough PC is now devolved it could be expected to absorb the share of the costs, previously reimbursed by this council.”*

Council agreed it was disappointed in this response but accepted the decision. Should Buckinghamshire Council stop paying 50% of the annual bill to cut and maintain the hedge Council will ask for an uplift in the Devolved Services Payment to cover the lost income.

## Traffic Calming

### 13. Council received the following updates about:

- 13.1** Moveable Vehicle Activated Speed (MVAS) Devices.  
The latest MVAS data is on the website.  
The MVAS devices will swap villages next month as it is not possible to install two devices on the posts in Dagnall. The purpose of this is to identify whether there are any data recording issues.
- 13.2** Council agreed to purchase a refurbished device to replace the damaged MVAS device. The rest of the insurance money can then be reserved should Council need to replace one of the existing devices.
- 13.3** Speedwatch – no update was received.

## Voluntary Groups

- 14.** Council received reports from the following Voluntary Groups.
- 14.1** Friends of the Church on the Hill.  
Cllr Ferguson reported that EdleFest and the Church Window Tea Party had both been successful events.
- 14.2** EDaN Beautification Team.  
Lorna Cubbage reported that all the planters have been planted with new perennial plants. Mr Monnington is watering the planters regularly. Other parishioners are also helping with watering in this exceptionally hot weather.

## Finance & Accounts

- 15.** Council approved the accounts for the months ended 30<sup>th</sup> April & 31<sup>st</sup> May 2025.
- 16.** Council accepted the Internal Auditors report for the year ended 31<sup>st</sup> March 2025.  
Council will now publish the following documents on the website
- Internal Auditors Report
  - Notice of Public Rights of Unaudited Annual Governance and Accountability (AGAR). The dates for the notice of public rights will be Monday 23<sup>rd</sup> June – Friday 1<sup>st</sup> August.
  - Unaudited Annual Governance and Accountability 2024/25
  - Parish Income and Expenditure Summary 2024/25.
- 17.** Council approved the submission of the AGAR 2024/25 to PKF Littlejohn LLP.
- 18.** Council approved the authorisation of the June 2025 payments.

## Clerk's Report

- 19.** Council received the following reports on all amenities including Buckinghamshire Council Devolved Services.
- 19.1** Council ratified its response to Edlesborough Cricket Club's request to install a storage container on Edlesborough Green and to reinstate the water supply to the cricket supply. ECSC CIO were copied into the response. Photos of the old water supply were included in the response.
- 19.2** Council ratified its decision to allow EB Lions to hold Club Evenings on Edlesborough Green for a trial period over the summer.
- 19.3** Council agreed to allow the Clerk to accept the financial offer and adoption of the Bellway Streetlights on High Street, Edlesborough once the light opposite Tythe Barn is in full working order. The Clerk will then need to obtain an updated energy certificate from UK Power Network and inform SSE of the additional energy usage.
- 19.4** Council agreed that it would grant permission for a 10cm x 8cm image of cats on a new memorial in the Cemetery. Council agreed that should there be any more requests for colourful images on memorials they would each be considered individually.

### *Buckinghamshire Devolved Services*

The Clerk has provided Buckinghamshire Council with an annual breakdown on devolved services spend and activities.

The Clerk has written to Stephen & Son Gunmakers Ltd informing them that their advertising on the grass verges is illegal and that the signage must be removed within 7 days.

### *EMH*

Octopus Energy has now installed smart meters for the gas and electricity supplies in EMH.

The Clerk withheld £25 of a hirers deposit as a result of the hall not being left in a clean and tidy condition at the end of their booking.

The Clerk has informed a parishioner that their request for permission to use an indoor bouncy castle has been granted provided they provide evidence that sufficient insurance has been taken out prior to the booking.

The main bolt on the inside of the front door broke. The Clerk has asked the Council handyman to install a new one.

A parent of a pupil at Edlesborough School is using the front drive during school drop off and pick up times, inconveniencing hall hirers. The Clerk is investigating.

### *Edlesborough Pavilion*

Mr Walter an ECSC Trustee has informed the Clerk that ECSC CIO have renewed their insurance, including buildings insurance.

Wellers Law Group have quoted £1,750 for the lease to be surrendered and a new lease issued. This information has been shared with Mr Walter. ECSC CIO may also need their own solicitor if this is to be pursued.

***Action: Clerk to request a copy of the Insurance Policy, Schedule and confirmation of payment.***

The ECSC Trading company cut the padlocks off the removeable barrier onto the green on EB Lions Presentation Day. The locks have been replaced with combination padlocks. Council agreed not to invoice ECSC CIO for this expense. It is unclear why the key kept in the Pavilion did not work. The locks were in working order the previous day when the Council contractor entered the Green.

### *Cemetery*

One family asked when the final full row of graves will be levelled and seeded, the groundsman has confirmed that this work is imminent.

### *Churchyard*

The tree climbing inspections have been completed and the Clerk is seeking quotes for the required work.

### *Bus stops*

Nothing to report.

### *Litter, recycling and dog waste bins*

Last month the Clerk wrote to BC as the litter bin near The Maltings, Dagnall is not being reassembled correctly after emptying, to date no response has been received.

Following reports of Edlesborough Primary School pupils removing the lid of litter bins on the Green and removing contents the Clerk contacted the school. The head, Mrs Rimmer responded stating *"Thank you for passing this on to me. We have spoken to the individuals involved and have spoken to the children about our expectations of how to behave when out in the community.*

*I will do an assembly next week regarding the bins - both recycling and also the general rubbish for all our children."*

## Dog Waste Bins

The Clerk has signed the Dog Waste SLA 2025 - 2026 agreement with Buckinghamshire Council.

## General Waste Bin at EMH

A second general waste bin is on order for outside EMH, this one will not be locked and will be for the use of the litter pickers. The Council contractor will use the locked general waste bin. The situation will be monitored to see if two bins are sufficient.

## Bin beneath Edlesborough Pavilion Balcony

A purchase order had been placed for the additional recycling bin. The Clerk wrote to ECSC CIO and ECSC Trading Company about the bins. ECSC CIO have informed Cllr Ferguson that they think this is a good idea. The bin has been passed to the Council contractor for installation.

## Car Parks

The Clerk sent letters to NMJ Service Centre and NMJ Motorhouse about the use of the Memorial Hall car park. To date no response has been received.

## Edlesborough Green

Hymns on the Green will take place on 10<sup>th</sup> August 2025.

## Edlesborough Green Play Area

The missing bolt from the slide has been replaced.

The loose bolts on the Cross Scales Swing have been tightened.

## EB Lions

EB Lions FC thanks the Council for allowing them to hold club evenings on the Green throughout the summer.

A successful EB Lions Annual Presentation Day took place on Saturday 14<sup>th</sup> June.

The club have booked the Green for the 2026 Annual Presentation Day on 13<sup>th</sup> June 2026.

## Edlesborough Tennis Club

The Clerk has provided Edlesborough Tennis Club with a copy of the lease dated 1979.

## Edlesborough Cricket Club

See 19.1

## Allotments

**The Green** – all plots are let.

**Cow Lane** - two more tenants have been written to about the condition of their plots.

**Dagnall** – an ex tenant has requested information about the condition of the plot they gave up. The Clerk will be sending a second unworked letter to six plots as there has been no progress since the letter sent after the May inspections.

One tenant has passed away. The relative has given up the two plots and both have been relet.

**Northall** – two tenants have been written to - one about the condition of their plot and one about a structure they have erected without permission. To date no response has been received.

The Clerk has been informed that one tenant has passed away. The Clerk will contact the relatives and ask about their intentions for the allotment plots.

## EPC Surgery

This took place on 5<sup>th</sup> June 2025, no parishioners attended. The next surgery is on 3<sup>rd</sup> July. No surgery will be held in August. Council agreed to the Clerk's proposal to reduce the surgeries to four times a year as there is so little uptake in them.

## AEDs & First Responders

Nothing to report.

## St Mary's Carnival

The Clerk and Cllr Hurst designed and ordered a banner to promote the Council.

The Clerk has circulated a rota for Carnival Day. Cllrs are requested to sign up for a “stint” on the stall and to contribute to the questions asked.

The Clerk has published information about the procession road closure.

## Bridlepath and War Memorial

Nothing to report.

## Streetlights

See 19.3

LT Illuminations has attended to D16 in Huntsmans Close and D3 in Deans Meadow. These had been referred to UK Power Networks previously.

## Website

Cllrs Declarations of interests are now on the website.

## Policies

20. Council took the following Policies circulated prior to the meeting as read and agreed them.

20.1 Social Media Policy

20.2 Data Protection Policy

20.3 Freedom of Information Policy

20.4 Complaints Procedure.

## Correspondence & Consultations

21. Nothing was raised.

22. Items for the agenda for EPC meeting to be held on 17<sup>th</sup> July 2025 in the back room of Dagnall Village Hall

- Biodiversity Project

Items for future meetings when more information is available:

- Pastures Hedge Project
- Housing Needs Survey
- Parish Tree Survey
- Opening of new bank accounts
- Edlesborough Green Play Area Phase 2
- Outdoor Fitness Equipment on Edlesborough Green
- Edlesborough Memorial Hall Improvements

The meeting closed at 9.28pm

Signed for and on behalf of Edlesborough Parish Council	
Name	Cllr Rosie Booth
Signature	<i>R Booth</i>
Position	Chair
Date	17/07/25
Minute Record	3. Minutes