



MINUTES FOR THE ORDINARY MEETING OF ELESBOROUGH PARISH COUNCIL

Held on Thursday 18th September 2025 in Edlesborough Pavilion, The Green, Edlesborough.

Open Forum

- Thames Valley Police, PCSO Tina Hobson attended and shared the following crime figures for the Parish.

July 2025

<i>Edlesborough</i>	<i>Dagnall</i>	<i>Northall</i>
2 x public order 1 x assault with injury 1 x anti-social behaviour – personal 1 x anti-social behaviour – community 3 x road related incidents 1 x dangerous dog 1 x theft 1 x burglary business 2 x action fraud	3 x road traffic collision 1 x suspicious vehicle 1 x theft 1 x robbery 1 x criminal damage	1 x action fraud 1 x road related incident

August 2025

<i>Edlesborough</i>	<i>Dagnall</i>	<i>Northall</i>
1 x public order 2 x suspicious vehicles 3 x criminal damage 2 x action fraud 1 x road related incidents 3 x road traffic collision	Nothing to report	3 x action fraud 1 x road traffic collision 1 x suspicious person

September 2025

<i>Edlesborough</i>	<i>Dagnall</i>	<i>Northall</i>
1 x road traffic collision 1 x road related incident	1 x road traffic collision 1 x road related incident	Nothing to report

A Northall resident attended the meeting to request that the Council help her appeal to Buckinghamshire Council for two concealed entrance signs on Slapton Lane.

Action: Clerk to follow this request up with the BC Local Area Technician and copy in the BC ward Councillors.

A Northall resident asked if there had been any repairs to the broken bridge and uneven surface on right of way EDL/3/1. The Clerk reported that the issue with the broken bridge and uneven surface had been reported to the BC Rights of Way Team and local farmer.

Cllr Booth formally opened the meeting at 7.48pm

1. Attendance and Apologies for Absence

Edlesborough Parish Councillors Present

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

Penny Pataky, the Clerk.

Others in attendance

Two parishioners.

TVP PCSO Tina Hobson attended the Open Forum.

Absence

Council approved the following apologies for absence;

Cllr L Wells – unwell

Apologies were received from Buckinghamshire Council (BC) Cllr Chris Poll and 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 17th July 2025 with no amendments.

4. Matters Arising from the Minutes

Buckinghamshire Council Draft Local Plan Consultation – open until 29th October 2025.

Representatives

5. Buckinghamshire Ward Councillors Chris Poll and Peter Brazier were unable to attend. A written report was sent in their absence; this can be viewed on the website alongside these minutes. Cllr Poll informed the Council via email that, Peter and he are both extremely busy now that the council is back in session after the summer break. There have still been Planning Hearings for Chris and Peter has been busy with events and future plans for Sport and Leisure facilities during this time though. Much more so than last term, the reduction in numbers has increased our workload considerably.
6. Council noted the following information about the East Bucks Community Board.
Cllr Booth and the Clerk met with Michelle Parker the board coordinator in August and discussed the use of the Pavilion and how it is serving the community.
Village traffic issues, speeding and inconsiderate parking, in particular outside schools, were discussed.
The Board will identify its priorities at the meeting on 18/08/25.

Planning

The next Town and Parish Council Planning Forum will be held on 25th September 2025 via Teams. The Clerk will attend as an update will be provided on the upcoming “downtime” for the “One Uniform”/planning portal.

7. Council ratified its responses to the Planning applications.

Application No.	Address	Description	Parish Council Response
25/02148/APP 25 th July 2025	35 Dunstable Road Dagnall	Two storey side and part rear extension, together with a single storey rear extension and a front porch	No objections

25/02347/ALB 5 th August 2025	Homeward Bound 14 Leighton Road Northall	Retrospective listed building application to regularise various internal alterations apparently carried out by a previous owner	No objections
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8. Council received the following Local Authorities decisions on Planning Applications.

Application No.	Address	Description	Parish Council Response	Decision
24/02052/VRC 11 th July 2024	Ashridge Farm Bungalow Ringshall Road Dagnall	Variation of planning condition.	OPPOSE Exceeds permitted volume increase allowed in Green Belt	Permitted
24/02374/AOP 20 th August 2024	20 Leighton Road Edlesborough	Subdivision of dwelling to create two dwellings.	OPPOSE Does not comply with Neighbourhood Plan policies	Disposed of
25/01675/AAD 6 th June 2025	2 Pebblemoor Edlesborough	New external signage for Tesco Express store	OPPOSE Forecourt signage inappropriate and incomplete	Permitted
25/02148/APP 25 th July 2025	35 Dunstable Road Dagnall	Two storey side and part rear extension, together with a single storey rear extension and a front porch	No objections	Permitted
25/02347/ALB 5 th August 2025	Homeward Bound 14 Leighton Road Northall	Retrospective listed building application to regularise various internal alterations apparently carried out by a previous owner	No objections	Permitted

Buckinghamshire Council Local Plan Update

Council received notification about the Buckinghamshire Council Draft Local Plan that will identify where and how future development should take place up to 2045.

BC are now undertaking public consultation on their draft Local Plan and invite residents to have their say on the draft proposals.

The draft Local Plan for Buckinghamshire has been prepared in two parts:

Part A: The Local Plan vision and objectives, the spatial strategies for housing and employment, including ways to meet travelling communities' accommodation needs.

Part B: Development Management Policies.

The draft Local Plan documents, accompanying Sustainability Appraisal, the completed evidence studies, and details on how to respond to the consultation can be viewed at

<https://www.buckinghamshire.gov.uk/draft-local-plan>

A virtual exhibition room has been produced which is available to view at

<https://buckinghamshire.oc2.uk/exhibition/1>

The consultation period runs from Wednesday 17 September to 23:59pm on Wednesday 29 October 2025.

The Council are also undertaking a Call for Gypsy and Traveller Sites and are seeking sites to help meet their Gypsy and Traveller needs. Sites can be promoted by any landowner or developer wishing to promote their site to help meet this need.

Sites can be submitted to www.buckinghamshire.oc2.uk/document/90

Open until 23.59pm on Wednesday 29th October 2025.

The information about the two consultations has been shared on the Councils Facebook Page and the Local Facebook page.

Action: Councillors will review the draft local plan and circulate their thoughts via email to full Council. Council will then agree its response at the October Council meeting.

Villages

9. Council received the following updates/information about the villages.

The results of the Buckinghamshire Best Kept Village Competition have been shared with the full Council. The judges' comments will be published in the October edition of Focus and on the Council website under News and Campaigns.

9.1 Edlesborough

- A fallen tree branch in Waterside was reported to the BC Local Area Technician as Fix my Streets would not accept the report.
- Remembrance Day Service – the application for road closure signage has been submitted. The Council contractor will erect the road closure advance warning signage and silent soldiers 2/3 weeks prior to the service.
The Clerk has asked a local farmer for support with the road closure equipment on the day of the service and awaits a response.
- Hymns on the Green took place in August.
- Council received a complaint about parking issues on Chiltern Avenue – advice on where to report parking issues was given. This was also drawn to the attention of TVPPCSO Tina Hobson.
- Following Buckinghamshire Council's disappointing response about the damaged road surface at bend on Pebblemoor – *"The Highway Officer has carried out an inspection and has identified that there is no immediate safety issues requiring attention, the decision is that no action will be taken at this stage.*
The issue will be added to a package of works to be carried out at a later date."
BC Cllr Brazier offered to follow up the issue with the BC LAT.
- It was noted that there is an increasing amount of litter outside Edlesborough Stores and that a staff member regularly parks on the white lines outside the shop.

Action: Clerk to speak to shop owners about the litter and parking issue.

9.2 Dagnall

Nothing to report.

9.3 Northall

- Council received complaints about the Union Flags attached to the telegraph poles on the B440 between Edlesborough and Northall. The Clerk advised the complainant that

- these may be to support British Farming and/or British Lamb Week.
- Council has no authority over the low voltage UK Power poles and that they could contact UK Power Networks if they want the flags removed.

The Clerk raised the matter with BC Devolved Services following two complaints to BC being devolved to EPC. Zoe Ford, Buckinghamshire Council Devolved Services advised the Clerk to send the reports back to BC with the code SC966. She informed the Clerk that from a highways perspective BC's message remains that they will inspect these sites for safety concerns, but currently, unless there is an immediate safety issue or dangerous obstruction for users of the highway they are not intervening or removing these flags.

- A parishioner has raised a complaint about the increase in dog waste on South End Lane. The Clerk put a post on Facebook reminding parishioners to clean up after their dog and how to report offenders.

Action: Cllr Owen to share dog fouling signs with Cllr Harpley.

- A parishioner reported overgrown hedges making the right of way EDL/9/3, from South End Lane to Chapel Lane impassable. The Clerk spoke to the Council contractor who confirmed the hedges were the issue. This matter is now being addressed by Buckinghamshire Council and a Northall parishioner.

Action: Council to ask BC Cllrs Poll and Brazier to support the Northall parishioner in this matter.

Projects

10. Council received updates on the following Projects:

10.1 Edlesborough Pavilion Update.

10.1.1 Council approved the Edlesborough Pavilion Working Party's recommendation to carry out further investigation works on the balcony. The investigation aims to establish the depth of the screed below the tiles and how the balustrade is attached to the balcony.

The Pavilion working party have held two meetings. Mr Ken Holloway has resigned from the group but has agreed to be available for background input and information should the need arise.

At the September 2024 Council meeting Council had agreed to the previous Pavilion Working Party's proposal to ask the builder to install air bricks in the store room to help with air circulation. To date this quote and work had not been completed. The current Edlesborough Pavilion Working Party recommended the Council approve Malcolm Plaats quote to complete this work. All agreed.

The Clerk is investigating hiring or purchasing a dehumidifier for the storeroom.

10.2 Parish Tree Survey

- The works on Edlesborough Green and at Dagnall Allotments have been completed.
- The works at the Churchyard were completed on 18th September. Council agreed that payment could be raised upon receipt of the invoice. Tim White will report to Colin Chambers and share the photos of the work he completed.
- The Clerk is seeking quotes for pruning works for trees on Edlesborough Green that overhang The Green allotments.
- The Clerk will discuss with Colin Chambers the process for re inspection of some trees.

10.3 Rewilding and Biodiversity Project.

10.3.1 Council approved, in principle the purchase of bulbs to support the biodiversity of the Parish.

It was agreed that Cllr Owen and Mrs Cabbage would work together to identify where bulbs have already been planted. Cllr Owen will formulate a plan for bulb locations and identify who the volunteers will be and when they will be available for planting prior to bulbs being purchased. Cllr Owen will additionally consult with the grass cutting contractor re bulb locations. Cllr Owen explained that she is looking to plant pollinators such as crocuses.

10.3.2 Council agreed not to adopt the proposed EPC Hedgerow policy at this time.

Action: Cllr Owen and Cllr Wells will review the current hedgerow cutting timeline and identify if any changes can be made. They will investigate ways of educating parishioners about biodiversity and when is the best time to cut hedges etc. through articles in Focus and on the Council website.

Traffic Calming

11. Council received the following updates about:

11.1 Moveable Vehicle Activated Speed (MVAS) Devices.

- The July MVAS Data has been downloaded, analysed, and uploaded to the Council website.
- The data has also been shared with Thames Valley Police with a request for them to consider installing a speed camera in Dagnall.
- The August data will be downloaded, analysed, and uploaded to the website shortly.
- Buckinghamshire Council has waived the fees for the application to install an MVAS post and the Section 171 Licence on Pebblemoor and granted permission for the installation of the post. The Clerk is progressing raising the purchase order with Truvelo for the installation of the post.

11.2 Speedwatch.

Mr Williams has informed the Council that of the initial six parishioners who indicated they would join Speedwatch, one has taken the TVP test (required for insurance purposes). Two have delayed their involvement, one has become frustrated failing the TVP test, and two others have not responded to communications.

The two more recent volunteers have not responded to follow-up emails from Mr Williams.

Mr Williams proposes a new campaign in Spring with Facebook and mailing leaflets.

He also suggests that the Council stand at the 2026 Carnival could focus on recruiting Speedwatch volunteers.

Cllr Booth and the Clerk raised the TVP Test issues with Michelle Parker the Community Board Coordinator. Council also raised this with TVP PCSO Hobson during the Open Forum of this meeting.

11.3 Ivinghoe Freight Zone Consultation

Council ratified its response to the Buckinghamshire Council Consultation; Ivinghoe Freight Zone local access and permit holders restrictions. A copy of the response can be found on the Council website under News and Campaigns.

Voluntary Groups

12. Council received the following updates from the Voluntary Groups.

12.1 Friends of the Church on the Hill.

- The Church will be open for the Heritage Open Day on 21st September.

- Sophie Chaplin displayed the photos of her Doorstep Photo Project in the Church on 13th and 14th September. To date she has raised £600 towards her goal of installing a defibrillator on Bower Lane in Eaton Bray.
- Visitors to the Church are now welcome to knit a square for charity when visiting the church.
- Due to Lloyds Bank making changes and introducing charges to the FOTCOTHE bank account the group will now plan for any money raised via the “Square” card reader to be paid directly into the Councils bank account. In the past the money went to the Lloyds Bank account and was then transferred to the Council account.

12.2 EDaN Beautification Team.

- Planter sponsorship has been received from Edlesborough Flowers.
- The Clerk has asked the Council contractor to “dress” the War Memorial in readiness for Remembrance Day at the end of October.
- Mrs Cabbage confirmed that the team will look into planting bulbs in the planters in readiness for spring.

Finance & Accounts

13. Council approved the accounts for the months ended 31st July and 31st August 2025.

14. Council ratified the authorisation of August 2025 payments.

15. Council approved the authorisation of September 2025 payments.

16. Cllr Booth proposed that Council approve the renewal of the annual insurance premium with Edlesborough Building cover included – all agreed.

Cllr Cabbage proposed that the increase in premium is deducted from the annual donation to ECSC CIO each year – all agreed.

Council agreed that the Clerk could raise payment for the insurance invoice upon receipt.

Action: Clerk to accept quote from Zurich. Clerk to inform ECSC CIO that the Council will be insuring the building from 1st October 2025 and that the cost of this will be deducted from the annual donation to ECSC CIO.

17. Council ratified its decision to approve the Employee Working Party’s recommendation that the Clerk progresses from point 24 to point 25 on the National Joint Council for Local Government Services (NJC) PayScale, backdated to April 1st, 2025.

Clerk’s Report

18. Council received the following reports on all amenities including Buckinghamshire Council Devolved Services.

18.1 Council ratified its decision not to object to the ECSC CIO proposals for the timings of the Race Night on 20th September 2025.

18.2 Council ratified its decision to allow ECSC CIO to install two noticeboards at Edlesborough Pavilion.

Buckinghamshire Council Devolved Services

See notes in Villages about Union Flags.

Edlesborough Pavilion

More decorating downstairs is scheduled for October.

ECSC CIO have updated the external lighting operation to a timer system. The timer is set to ensure the area outside the building is sufficiently lit at the correct times. The timings are being monitored. There is an override switch should additional lighting be needed.

Edlesborough Memorial Hall

There is now a new regular Yoga booking on a Friday morning.

The old floor polishing machine will be disposed of as it no longer works. The Clerk is exploring options of having the floor professionally cleaned and polished once a year as it has not been possible to source a suitable replacement machine.

Cemetery

Since the July Council meeting there have been two ashes interments and one burial.

Churchyard

See notes in Projects.

The wildflower bank will be cut and cleared in late October/early November.

Bus stops

Nothing to report.

Litter, Recycling and Dog Waste Bins

The bin by Munns Farm shop in Dagnall has been replaced.

General Waste Bin at EMH

The additional bin at EMH appears to be meeting the needs of the litter pickers. The additional expense has been billed to "Other Expenditure" for Open Spaces as this expense was not budgeted for. A new line in the accounts will be introduced for the 2026/27 Budget.

Car Parks

See notes under St Mary's Carnival.

Edlesborough Green

One tree plaque has fallen off and is damaged. The Clerk will assess all the others and then raise an order for the required replacements.

St Mary's Carnival

A Carnival "round-up" meeting has been held to identify issues and positives with this year's successful event. The team were pleased with the addition of the beer tent and music and will be looking to include this again in 2026.

There is concern that the change of use of the garage may cause access issues to future carnivals. The committee have asked about the feasibility of widening and/or improving visibility at the Pebblemoor car park entrance.

Action: Clerk to meet with Council contractor to explore options and obtain a quote to widen and improve visibility at the car park entrance. Clerk to ask if the Carnival committee will contribute towards the work.

Edlesborough Green Play Area

Repairs have been carried out to part of the wooden equipment that had become loose in the ground. Numerous items of children's clothing/lost property, mostly Edlesborough Primary Uniform were returned to the school.

EB Lions FC

The Clerk received complaints about missing goalpost socket covers on The Green in August. The Clerk worked with the Football club to rectify this issue. The Council has now purchased a set of covers for emergency use (when the clubs covers go missing). The goalposts have now been reinstated.

The annual agreement and invoice have been issued to the club, and the 2025/26 season has commenced.

Edlesborough Tennis Club

The annual finals day took place on 13th September.

Edlesborough Cricket Club

Nothing to report.

Website

The Clerk has created a Policies and Procedures page on the Council website [Policies and Procedures - Parish Council - Edlesborough Parish Council](#).

Allotments

Rent notification emails/letters have been sent to all tenants.

Cow Lane

Nothing to report.

Dagnall

The Clerk continues to press UK Power for confirmation that the Forest School area is safe to use following notification in April 2025 that it was not until UK Power had dealt with the trees interfering with the overhead cables.

On 17/09/25 the Clerk was advised that the emergency team has confirmed that tree cutting is still required.

The Tree cutting department are waiting for a power shutdown permission to carry out the works. Once they have this the works will be carried out.

UK Power has promised to keep the Clerk updated. The Clerk has impressed upon UK Power the amount of learning time the children have already missed.

The Clerk has updated Dagnall School and the allotment warden accordingly.

Green

One tap has been repaired by a tenant.

The Clerk has asked a tree surgeon to quote for pruning of trees that are overhanging the allotments from Edlesborough Green and the High Street.

Northall

One tenant is in communication with the Clerk about a greenhouse they are constructing using old internal doors. The tenant has been reminded of the terms of the agreement in relation to erecting greenhouses, sheds, and fences at the allotments.

Streetlights

Bellway still have not repaired the failed light on High Street, Edlesborough. They are awaiting permission for a Road Space Licence to connect the light. Once this is completed the Clerk can finalise the transfer of the Bellway lights to EPC.

The SSE energy supply contract expires on 31/10/2025. SSE have informed the Clerk that the switch to half hourly metering is now complete, and they can now offer 12, 24 or 36 month contracts. The Clerk has asked for quotes and is seeking other quotes for consideration. The new supply contract will need to be agreed offline and ratified at the October Council meeting.

Policies

19. Having been circulated prior to the meeting the following Policies taken as read, and were reviewed and adopted;

- 19.1 Safeguarding Policy

19.2 Martyn's Law

19.3 Communication and Email Policy

19.4 IT Policy

19.5 Privacy Policy

19.6 Website Accessibility Statement – updated 18th August 2025

Correspondence & Consultations

20. All correspondences received have been addressed.

9.30pm

21. Items for the agenda for EPC meeting to be held on 16th October 2025 in Northall Village Hall.

- Council Recognition Scheme.
- Response to the Draft Buckinghamshire Council Local Plan.
- Ratify Streetlight energy contract.

The meeting closed at 9.21pm

Items for future meetings when more information is available:

- Opening of new bank accounts
- Edlesborough Memorial Hall Improvements
- Outdoor Fitness Equipment on Edlesborough Green
- Housing Needs Survey

Signed for and on behalf of Edlesborough Parish Council	
Name	Cllr Rosie Booth
Signature	
Position	Chair
Date	
Minute Record	3. Minutes