



## MINUTES FOR THE ORDINARY MEETING OF EDLESBOROUGH PARISH COUNCIL

Held on Thursday 20<sup>th</sup> November 2025 in Edlesborough Pavilion, The Green, Edlesborough, LU6 2JF.

### Open Forum

One parishioner attended the Open Forum to ask the Council to press Buckinghamshire Council for the promised installation of “Pedestrians in the road sign” that the Local Area Technician advised would be installed in March 2025.

Buckinghamshire Cllr Chris Poll took the action to follow this up with the Local Area Technician.

The parishioner asked for information about how the Beechwoods Mitigation Strategy. Cllr Wilkinson and BC Cllr Chris Poll explained that the SANG must be ready before new builds that have bought a credit for the SANG can be occupied.

### Cllr Booth formally opened the meeting at 7.38pm

#### Open Meeting

##### 1. Attendance and Apologies for Absence

*Edlesborough Parish Councillors Present*

Cllr R Booth, Cllr D Ferguson, Cllr Hurst, Cllr J Goodman, Cllr J Wilkinson, Cllr T Owen , Cllr L Wells (arrived at 7.47pm), and Cllr Harpley.

*Others in attendance*

Penny Pataky, the Clerk and Buckinghamshire Cllr Chris Poll.

*Council to approve the following apologies for absence.*

Cllr Cubbage – holiday

##### 2. Declaration of Interests

Cllr Wilkinson expressed an interest in planning application PL/25/3944/FA, 2 Cow Lane, Edlesborough

##### 3. Minutes

Council approved the minutes for the Ordinary Meeting of Edlesborough Parish Council held on Thursday 16<sup>th</sup> October 2025 with no amendments.

##### 4. Matters Arising from the Minutes

None were raised.

#### Representatives

##### 5. Buckinghamshire Council (BC) Cllr Chris Poll

BC Cllr Chris Poll advised the Council that BC Cllr Peter Brazier is following up the issue of the Pebblemoor road surface with the BC Local Area Technician.

Prior to the meeting he had shared information with the Council about the Chiltern Beechwoods Special Area of Conservation planning guidance.

He confirmed the BC Cabinet Decision to proceed with the change allowing firms within the Ivinghoe Freight Zone to apply for permits so their vehicles can exit and re-enter the zone without penalty. The new permit system will be rolled out soon via a formal Traffic Regulation Order.

BC will look to installing cameras at the same time to monitor the HGV's using the B440. He believes that once in place Edlesborough Parish Council will be allowed to know which companies have been granted permits.

Cllr Hurst asked whether BC has any knowledge of the management agreements for new builds at the planning application stage. Both Cllr Hurst and BC Cllr Poll agreed that there is increasing concern about the ever increasing charges made by management schemes for new builds.

**6. East Bucks Community Board**

Michelle Parker has provided a list of contact information for the Town and Parish Councils within the Board.

**7. Clare Carlaw, Head of Engagement, Land & Consents (Affinity Water) attended the meeting via Teams and gave a brief presentation about the Grand Union Canal Transfer Scheme.**

The Phase 2 consultation will take place in February 2026. The proposed southern pipeline route will come through Eaton Bray Parish and Dunstable.

Clare wanted to ensure councillors and parishioners are aware of the scheme.

The Clerk has advised Clare that she can raise awareness in the Parish via The Focus Magazine and posters on the Parish noticeboards and local Facebook page.

**8. Ashridge Estate Committee – Council approved Cllr Hurst taking over from Cllr Wells as the Council representative on this Committee. Cllr Hurst has asked the committee if they will give a presentation at the Annual Parish Meeting in 2026.**

## Planning

**9. Council approved and ratified its responses to the following planning applications.**

Application No.	Address	Description	Parish Council Response
PL/25/4900/PAPCR 28 <sup>th</sup> Oct 2025	Unit 11 Sparrow Hall Farm Leighton Road Edlesborough	Permitted development prior approval for a change of use from business to residential	No objections in principle. Subject to appropriate mitigation issues
PL/25/3944/FA 10 <sup>th</sup> Nov 2025	2 Cow Lane Edlesborough	Infill an existing porch. Extend and infill an existing car port	No objections

**10. Council received the following Local Authorities decisions.**

Application No.		Description	Parish Council Response	Decision
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	Permitted
PL/25/2885/FA 19 <sup>th</sup> Sept 2025	9 Huntsmans Close Dagnall	Single storey side extension	No objections	Permitted

PL/25/3022/FA 23 <sup>rd</sup> Sept 2025	12 The Pastures Edlesborough	Side extension linking house to existing garage	No objections	Permitted
PL/25/3081/EU 25 <sup>th</sup> Sept 2025	Homeward Bound 14 Leighton Road Northall	Certificate of Lawfulness for garden features claimed to have been in place for more than 10 years	No objections	Permitted

Cllr Wilkinson has responded to the Buckinghamshire Council T&PC's Planning Surgery Survey November 25.

Theo Gray has updated the planning section of the website; the links now take users directly to the correct part of the Buckinghamshire Council website.

Council agreed to ask Cllr Cubbage to speak to a Northall resident about a current building project at their property and to inform them that the Council believes that the property does not have permitted development rights.

## Villages

### 11. Updates/information about the villages.

The Remembrance Day Service was held at Edlesborough War Memorial. Council thanks Mrs Lorna Cubbage for coordinating the road closure volunteers and the team from Rob Pratt's farm for helping distribute and collect the road closure equipment and Adrian Bush for loaning the barriers. The Clerk purchased road closure signs and borrowed barriers from EB Lions FC due to the barrier request form not being submitted to BC.

The Clerk awaits a response from Thames Valley Police about signage advising drivers that it is an offence to park within 10m of a junction. If signage is available it would be useful at the following locations;

- High Street/Moor End/Summerleys
- Pebblemoor/High Street
- High Street/Chiltern Avenue
- Top of High Street
- Studham Lane/Deans Meadow
- Cow Lane/High Street.

#### 11.1 Edlesborough

Council ratified its decision to install one larger Christmas Tree outside Edlesborough Pavilion and to light up Edlesborough Memorial Hall with Christmas lights. There will not be a tree at the top of Cow Lane this year due to health and safety implications.

The Clerk advised Council of the costs for the tree and new lights. Council approved the expense.

The Clerk will attach a sign to the fence by the amenity land on Cow Lane reminding drivers not to park on the pavement.

NMJ Motorhouse have now relocated to Old Stratford, Milton Keynes, and have incorporated their Service centre at the same location.

Following a parishioners complaint about fireworks causing distress to their dog three weekends in a row. The Clerk has advised the parishioners to contact Buckinghamshire Council for help and advice and to consider taking the matter up with Laura Kyrke-Smith MP.

BC Planning Enforcement has been informed about the potential breach of planning control at Church Farm House, Leighton Road, Edlesborough, Buckinghamshire.

### **11.2 Dagnall**

The Clerk received a complaint about overgrown hedges on the Dunstable Road just past the 30mph speed limit sign and has spoken to the resident who will address the issue.

The Clerk sought advice from the BC LAT following a complaint about trees obstructing the highway on Main Road North between the Red Lion Public House and the white village gates. The BC LAT will contact the parishioner about their concerns.

Dagnall recreation ground has experienced issues with the wooden bollards being removed and vehicles trying to gain access. The DVH Committee had the area temporarily barricaded. They are installing metal hoops and a grass bund at considerable cost.

DVH Committee is considering applying to EPC for help with this cost.

Council discussed the process for evicting illegal encampments.

The Annual Play Area Inspection report has been forwarded to DVH Committee for its attention. Cllr Owen confirmed that the committee do not want an accompanied inspection in 2026.

Cllr Owen asked the Clerk to chase the BC LAT about the repainting of the road markings at Dunstable Road, particularly on the sharp bend by Studham Lane.

### **11.3 Northall**

Cllr Cubbage is actioning the Christmas Tree lights near the Northall sign.

The Annual Play Area Inspection report has been forwarded to NVH Committee for its attention.

### **11.4 Council received the following nominations for the Parish Recognition Scheme.**

- Michael Cassidy – for his dedication to litter picking in the parish.
- Phil Wood – for his helpfulness in the village of Dagnall.
- Rob Pratt & team – for their help with the Remembrance Day road closure barriers.
- Adrian Bush – for the loan of barriers for the Remembrance Day Service.

The Clerk will send a card to each nominee.

## **Projects**

### **12. Council received updates on the following projects.**

#### **12.1 Edlesborough Pavilion Update – A humidity monitor has been purchased and installed in the store room. This will be monitored and the data used to confirm whether a dehumidifier is needed in the room.**

The investigation works into the balcony leaks took place on 18<sup>th</sup> November. Cllr Booth provided a brief update on the preliminary findings. Ian Stephenson will provide a detailed report shortly. The Working Party will meet to discuss the findings and develop a proposal for the next steps. Cllr Booth outlined the issue with the fire exit stairs at the changing room end of Edlesborough Pavilion. A quote has been requested for the required works.

**12.2** Parish Tree Survey - The Clerk has contacted Colin Chambers who confirmed that he is going to conduct the recommended re-inspections at no additional charge.

**12.3** Rewilding and Biodiversity Project.

Nothing to report.

## Traffic Calming

**13.** Council received updates about:

**13.1** Moveable Vehicle Activated Speed (MVAS) Devices.

Buckinghamshire Council have confirmed that the cost of two seven day Speed Surveys at two locations on the B440 would cost £1,443.06 including VAT. Council agreed not to proceed with the two Speed Surveys due to the cost and scope of information that they would provide. Council agreed that it would ask BC if it could share the Speed Surveys results with EPC when it carries out monitoring of the number of HGV's using the route.

Following last month's report that the Northall MVAS device was not working, an investigation found a wire to be loose in the Northall device. This has been reconnected, and the device is now working.

The Clerk has raised the purchase order for the installation of a post on Pebblemoor to support the MVAS device. Truvelo are progressing with the BC Section 171 application and should be able to install the post once this is completed.

The latest data has been downloaded and shared on the Council website and with TVP. The devices have all been rotated 180 degrees.

**13.2** Speedwatch.

Council agreed to temporarily remove the Speedwatch Coordinators contact information from the Council website.

## Voluntary Groups

**14.** There were no reports from the following Voluntary Groups.

**14.1** Friends of the Church on the Hill.

**14.2** EDaN Beautification Team.

## Finance & Accounts

**15.** Council approved the accounts for the month ended 31<sup>st</sup> October 2025.

- The Clerk has thanked St Mary's Carnival Committee for its donation.
- Defib World was paid twice in October. The overpayment has been fully refunded.

**16.** Council approved the authorisation of November 2025 payments.

The 2026/27 Budget Working Party meeting will take place on 4<sup>th</sup> December in Edlesborough Memorial Hall. Councillors are requested to send any proposals for projects/expenses to the Clerk by 24<sup>th</sup> November at the latest.

The Brightpay payroll software has now migrated to being Cloud based.

## Clerk's Report

- 17.** Council received the following reports on all amenities including Buckinghamshire Council Devolved Services.

### Buckinghamshire Council Devolved Services

The Clerk is awaiting a response from BC Devolved Services as to whether the yellow AA signs for The Orchards and McCann Homes can be removed as more than 80% of the homes are occupied. EPC is not allowed to remove the signs without permission.

### Edlesborough Pavilion

- 17.1** Council ratified its response to ECSC Trading Company's request to hold a New Years Eve event in Edlesborough Pavilion.

### Edlesborough Memorial Hall

- 17.2** Council approved the quote for the electrical inspection at Edlesborough Memorial Hall.
- 17.3** Council was not able to approve a quote for the installation of automatic sensor lights in the toilets of Edlesborough Memorial Hall due to the quote not being available.

The Clerk will put up Christmas Decorations inside the hall in the last week of November.  
The Contractor will hang the Christmas lights outside the hall in the last week of November.

The Clerk has asked the Council handyperson if he can repair the broken part of one of the hall windows and assess the others or if we need to get in a specialist window person. The window is currently secure.

The Clerk withheld part of a deposit following a booking due to the hall not being left in line with the "Leave as you wish to find" policy.

### Bridlepath

The contractor has adjusted the green gate as it was challenging to open and close.

### Cemetery

Two ashes interments have taken place.  
The Clerk has asked the contractor to infill and seed the sunken graves and to repair the broken fence panel at the compound.  
The contractor has adjusted the wooden gate as it was challenging to open and close.

### Churchyard

Nothing to report.

### Bus stops

Nothing to report.

### Litter, Recycling and Dog Waste Bins

The Clerk has ordered a dog waste bin to replace the bin near Edlesborough Surgery due to the lid on this bin being faulty.

### Car Parks

- 17.4** Council considered a quote for the repainting of the lines in the Pebblemoor car park and agreed that a decision needed to be made about the size and number of spaces before any quotes could be approved. Quotes will also need to include costs for burning off the existing markings.

The Clerk will ask the company to requote and will seek further quotes once the spec is agreed.  
The Clerk awaits a quote for the entrance to be widened to improve visibility at the car park.

#### The Pastures Hedge

The second cut will be conducted shortly. Once completed the Clerk will invoice Buckinghamshire Council accordingly.

The Clerk has asked Cllr Owen & Wells to confirm what recommendations the biodiversity report made about the Pastures Hedge. The Clerk has asked Colin Chambers to quote for an assessment of and recommendations on how to improve The Pastures Hedge.

#### Edlesborough Green

Nothing to report.

#### Edlesborough Green Play Area

The Annual Play Area Inspection took place on 14<sup>th</sup> November. The gate to the younger play area has been removed as the hinge can no longer be adjusted to alter the closing speed. The Clerk has asked the contractor to quote for a replacement gate. The Clerk will work through the report and put together an action plan for any issues raised.

#### EB Lions FC

Nothing to report.

#### Edlesborough Tennis Club

Nothing to report.

#### Edlesborough Cricket Club

The Club have indicated that they may be requesting a change in their annual agreement. They are considering asking the Council to grant them permission to sublet to at least three other teams. The Clerk has asked them to submit a formal request/proposal to the Council for consideration.

#### Website

See notes under planning.

#### Allotments

##### Dagnall

- Six tenants were sent late payment notices for their allotment rent. Two have since given up their plots.

##### Cow Lane

- All rents paid.

##### Northall

- One tenant has been sent a late payment notice for unpaid rent.

##### Green

- All rents paid.

The allotment water has been switched off and will be reinstated on or around 15<sup>th</sup> March.

Wave Utilities has advised the Clerk that the water usage has been higher than usual. This is believed to be due to the long, hot summer.

Castle Water have informed the Clerk that the water meter at Dagnall has been replaced. The site warden will confirm this.

#### 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.

#### AED's

Council agreed the annual donation to the Community First Responders – this was included in the budget. The batteries have been replaced in the Northall, Edlesborough Memorial Hall and Dagnall devices. The battery in the Baptist Church device is not in need of replacing.

#### Correspondence

- 18** Council noted correspondence received.  
Nothing to report.

#### Items for January Meeting

- 19** Council agreed that due to the unavailability of Cllrs the next ordinary meeting of the Council will be held on 15<sup>th</sup> January 2026 in Edlesborough Memorial Hall.

The next EPC surgery is on 4<sup>th</sup> December from midday – 2pm in Edlesborough Pavilion.

#### The meeting closed at 9.29pm

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