



MINUTES FOR THE ANNUAL MEETING OF EDLESBOROUGH PARISH COUNCIL

The meeting commenced at 7.30pm on Thursday 15th May 2025 in Edlesborough Pavilion.

Cllr Booth opened the meeting at 7.30pm and welcomed all in attendance, including Julie Goodman the new Councillor for the Ward of Edlesborough. She then resigned from the position of Council Chair.

1. Elect a Chair.

Cllr Owen proposed Cllr Booth as Chair; Cllr Wilkinson seconded the proposal. All agreed.

2. Elect a Vice-Chair.

Cllr Booth proposed Cllr Owen as Vice-Chair. All agreed.

3. Attendance

The following were in attendance:

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

Buckinghamshire Cllr Chris Poll.

Eight parishioners (all parishioners except one left after the Open Forum).

Cllr Booth congratulated the elected Councillors for the Ward of Edlesborough and welcomed Cllr Julie Goodman to the Council.

4. Apologies for Absence

Council approved the following absences

- Cllr Hurst – holiday
- Cllr Wells – unwell

Apologies were also received from Buckinghamshire Council Cllr Peter Brazier and Thames Valley Police

5. Councillor attendance since last Annual Meeting

The Clerk read out the following Councillor attendances

- Cllr Booth – 10 meetings
- Cllr Ferguson – 8 meetings
- Cllr Hurst – 9 meetings
- Cllr Wilkinson – 10 meetings
- Cllr Williams – 10 meetings. Cllr Williams resigned April 2025.
- Cllr Owen – 7 meetings
- Cllr Wells – 6 meetings
- Cllr Cubbage – 8 meetings
- Cllr Harpley – 6 meetings.

6. Minutes of Previous Annual Meeting of Edlesborough Parish Council

Council approved the minutes of the Annual Meeting of Edlesborough Parish Council held on Thursday 16th May 2024 with no amendments.

7. Open Forum

Parishioners in attendance asked about the recently submitted planning application

- 25/01407/APP, Land South of Cow Lane, Edlesborough, erection of 24 new dwellings.

Cllr Wilkinson explained that Council will be considering this application in the Ordinary meeting following this meeting. He will be recommending that Council refuse the application. If Council approve the recommendation the objection will be available to view on the Buckinghamshire Council website in the next few days.

He explained that in the absence of the Buckinghamshire Plan and Buckinghamshire Councils inability to demonstrate a 5 year housing supply, the Edlesborough Neighbourhood Plan is weakened. "Tilted balance" can be applied to planning applications, whereby if the planning officer judges that the application is a sustainable development it may be approved.

Currently Edlesborough Parish has some protection against applications due to the Chiltern Beechwoods Special Area of Conservation [Development in the Chiltern Beechwoods Special Area of Conservation | Buckinghamshire Council](#) This currently prevents any development within a 12.6 kilometre zone of influence (the zone within which mitigation will be required for net new residential development or equivalent) that extends from Ashridge Commons and Woods SSSI.

Parishioners were encouraged to submit their comments directly to Buckinghamshire Council via its website. Parishioners were reminded that Edlesborough Parish Council can no longer view comments on a planning application. Any parishioner wanting Edlesborough Parish Council to be aware of their comments should copy them to the Clerk via clerk@edlesborough-pc.gov.uk

8. Council agreed the following appointments of Representatives as identified below.

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	Ms Hurst
Dagnall	Mrs Owen
Northall	Mr Cabbage

8.4 Officers for the following positions

Employees working party	Ms Booth, Mr Wilkinson, Miss Ferguson
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 Inspection

Edlesborough	Miss Pataky
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It was agreed that as Edlesborough Parish Council no longer insures the play equipment at Dagnall and Northall it is no longer necessary to record who is responsible for the weekly play area inspections.

8.6 Additional Key Holder Mrs Goodman

8.7 EPC Small Grants Scheme

Small Grants Scheme Working Party	Ms Booth, Mr Harpley, Mrs Owen
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9. Council confirmed continuation of voluntary payment for the following annual subscriptions

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

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

- The Clerk confirmed that she had inspected the deeds prior to the meeting.
- The asset register having been circulated to the Council prior to the meeting was agreed.

11. Council Reviewed and agreed 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. Council reviewed and approved the following documents

- 12.1 EPC Risk Assessment
- 12.2 Code of Conduct
- 12.3 Standing Orders – this document was revised to reflect the new limits for quotes and tendering.
- 12.4 Due to the impending change in ownership of NMJ Service Centre, Council agreed not to renew the Memorial Hall car park licence.

Action: Clerk to write to NMJ and inform them of the Council’s decision.

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

13. Appointed the following representatives to outside bodies

Charities

Burghope Miss Pataky

Townsland & Nurses Mr Williams – **Action: Clerk and Mr Williams to confirm this with the Chair of Townsland and Nurses.**

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

Nothing was raised.

15. The meeting closed at 20.07.

Minutes Approved Annual Meeting of Edlesborough Parish Council

Name - Cllr Rosie Booth	
Signed - <i>RBooth</i>	Date - 19/06/2025
Position – Chair to Council	
Signed - <i>RBooth</i>	Date – 21/05/2026