



MINUTES FOR THE ANNUAL MEETING OF EDLESBOROUGH PARISH COUNCIL

Date: Thursday 21 May 2026

Venue: Edlesborough Memorial Hall, High Street, Edlesborough

Cllr Booth formally opened the meeting at 19.33

Agenda

1. Attendance

Edlesborough Parish Councillors Present

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

Cllr Owen arrived at 19.46.

Others in attendance

Penny Pataky

Parishioners in attendance

None

2. Apologies for Absence

Council approved Apologies from

Cllr Harpley – holiday

Cllr Wells – transport issues

Other apologies received

Buckinghamshire Council Councillors Peter Brazier and Chris Poll.

TVP – they will attend on 28th May 2026.

3. Councillor Attendance Record

The Clerk confirmed the councillor's attendance record since the last Annual Meeting.

- Cllr Booth – 12 meetings
- Cllr Ferguson – 13 meetings
- Cllr Goodman – 13 meetings
- Cllr Hurst – 10 meetings
- Cllr Wilkinson – 12 meetings
- Cllr Owen – 11 meetings
- Cllr Wells – 9 meetings
- Cllr Cubbage - 12 meetings
- Cllr Harpley -11 meetings
- Penny Pataky, the Clerk – 13 meetings.

4. Election of Chair

Cllr Ferguson proposed Cllr Booth as Chair, Cllr Hurst seconded the proposal. All agreed.

5. Election of Vice-Chair

Cllr Booth proposed Cllr Owen as Vice-Chair, Cllr Hurst seconded the proposal. All agreed.

6. Minutes of the Previous Annual Meeting

Council approved the minutes of the Annual Meeting of Edlesborough Parish Council held on Thursday 15 May 2025 with no amendments.

7. Public Open Forum (maximum 15 minutes)

No parishioners were present.

8. Appointment of Representatives

Council confirmed or appointed representatives for the following roles:

8.1 Planning Responsibilities

- Cllr Wilkinson
- Cllr Owen
- Cllr Harpley

8.2 Allotment Representatives

- 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: Cllr Hurst
- Dagnall: Cllr Owen
- Northall: Cllr Cabbage

8.4 Officer and Working Party Appointments

- Employees Working Party: Cllr Booth, Cllr Wilkinson, Cllr Ferguson
- Bank Mandate Signatories: Cllr Booth, Cllr Harpley, Cllr Owen, Cllr Wilkinson, Clerk
- Responsible Financial Officer: Clerk
- Councillor Supporting the RFO: Cllr Ferguson
- Pavilion Working Party: Cllr Booth, Cllr Wilkinson, Cllr Ferguson, Clerk, Mr M Plaats, Mr P Brennan

8.5 Play Equipment Weekly Inspections

- Edlesborough: Clerk

8.6 Additional Key Holder

- Cllr Goodman

8.7 EPC Small Grants Scheme

- Small Grants Scheme Working Party: Cllr Booth, Cllr Harpley, Cllr Owen

9. Annual Subscriptions

Council confirmed the continuation of voluntary annual subscriptions, including: BBOWT, BMKALC, NALC, Community Impact Bucks, CPRE, SLCC, The Chiltern Society.

10. Deeds and Asset Register

The Clerk confirmed that she had inspected the deeds and the assets register held in the custody of the Parish Council prior to the meeting.

11. Review of Financial Limits

Council reviewed and agreed the financial limits in accordance with the Financial Regulations (agreed 19 March 2026), including:

- Parish Clerk: up to £500 for non-emergency expenditure without prior Council approval
- Parish Clerk: up to £1,000 for emergency expenditure without prior Council approval

12. Annual Reviews

Council reviewed and agreed the following documents and arrangements:

- Code of Conduct
- Standing Orders

13. Representatives to Outside Bodies

Council appointed representatives to the following:

- Burghope: Clerk
- Townsland & Nurses – **Action Cllr Owen and Cllr Hurst will meet with Mrs Braiden to discuss what is required. A decision about a Council representative will be made at a later date.**
- Luton Airport Consultative Issues: Cllr Wilkinson
- East Bucks Community Board: Cllr Booth, Cllr Owen, Cllr Wilkinson
- St Mary's Carnival: Clerk
- Edlesborough Community Sports Club (ECSC CIO) – Trustee: Cllr Ferguson.

Cllr Ferguson informed the Council that her term as a Trustee is due to end on 01/01/2027.

Council agreed that it was important that the Council is represented in the organisation. Any Cllr interested should liaise with/shadow Cllr Ferguson for a few months to find out more about the role. Cllr Ferguson agreed that she would remain in the role for further year if no other Cllr volunteered.

Action: Any Cllr interested should liaise with Cllr Ferguson.

- Ashridge Estate Committee: Cllr Hurst

14. Any Other Business

No other business was raised.

15. The meeting closed at 20.01

Minutes Approved Annual Meeting of Edlesborough Parish Council

<i>Name -</i>	
<i>Signed -</i>	<i>Date – 18/06/2026</i>
<i>Position –</i>	
<i>Signed -</i>	<i>Date – 20/05/2027</i>
<i>Position -</i>	
<i>Minute record – Minutes of Annual Meeting of Edlesborough Parish Council</i>	