



MINUTES
FOR THE ORDINARY MEETING OF
EDLESBOROUGH PARISH COUNCIL
THURSDAY 18TH JUNE 2026

Date: Thursday, 18th June 2026

Time: 7.30pm

Venue: Edlesborough Memorial Hall, High Street, Edlesborough, LU6 2HX

Open Forum

Nothing was raised.

The meeting opened at 7.32pm

1. Attendance and Apologies for Absence

Edlesborough Parish Councillors Present

Cllr D Ferguson, Cllr J Goodman, Cllr C Hurst, Cllr J Wilkinson, Cllr K Cubbage, Cllr R Harpley, Cllr T Owen, and Cllr L Wells .

Others in attendance

Buckinghamshire Council Councillor Chris Poll

Penny Pataky, the Clerk

Parishioners in attendance

One

Council approved apologies for absence from

Cllr R Booth – Work commitments.

Council received apologies from

Buckinghamshire Council Councillors Peter Brazier.

2. Declarations of Interest

None were declared.

3. Minutes

3.1 Council approved the minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday, 21st May 2026 with no amendments.

3.2 Council approved the minutes of the Annual Meeting of Edlesborough Parish Council held on Thursday, 21st May 2026 with no amendments.

3.3 Council approved the minutes of the Annual Meeting of Edlesborough, including Dagnall and Northall held on Thursday, 28th May 2026 with no amendments.

4. Matters Arising from the Minutes

Council agreed a further response to the communication from a parishioner about planning application PL/26/01394/FA - 7 Church Croft, Edlesborough.

Representatives

5. The Buckinghamshire Council Ward Councillor Chris Poll reported that the new Community Board Coordinator has been working for the Community Boards since they were established.

Cllr Poll asked if there had been an update on The Pastures Hedge payment from Devolved Services.

Actions:

Clerk to follow up with BC Devolved Services about the future payments for the cutting and maintenance of The Pastures hedge, and to copy in BC Cllr Peter Brazier.

Clerk to copy in BC Cllrs Brazier and Poll into the communication chasing up work on the pavement outside Marbled Meats in Northall.

Cllr Wells and Cllr Owen confirmed that they were waiting for Wild Magic to submit a planning application before undertaking a site meeting or further communications with the organisation.

6. Council noted the following information from the East Bucks Community Board.

The new Community Board Leader Lizzie Wright has been appointed. Lizzie has been in the team since the boards were first created in 2020, previously she was covering Amersham and Villages, then most recently the Wycombe area. The Clerk will meet her on 22/07/26.

Planning

7. Council ratified its response to the planning application:

7.1 PL/26/03660/FA - 22 Leighton Road, Edlesborough, Buckinghamshire, LU6 2ES

Replace existing front boundary fence with a new timber fence measuring 2.0 metres in height.

- **No objections**

Cllr Wilkinson advised Council that two further applications had been submitted to Buckinghamshire Council that would require a Council response before the July Council meeting.

- PL/26/04890/OA – Greenacre, Studham Lane, Dagnall, HP4 1RH
Outline application for the demolition of existing garage and erection of 1 no. dwelling with associated landscaping and car parking (matters to be considered at this stage: access).
Cllr Wilkinson explained the history of applications relating to the site, and Councils responses to the previous applications. He proposed circulating a response by email for all for agreement by email and then ratification at the July Council meeting.
- PL/26/04597/FA – Church Farm, Leighton Road, Edlesborough, LU6 2ES
Change of use of part of existing barn to a vehicle workshop (retrospective).
Cllr Wilkinson asked Councillors for their view on this application, to enable him to draft a proposed response for agreement by email and then ratification at the July Council meeting.
Three Councillors felt the application should be objected to as they felt it could lead to the site becoming Brownfield making it susceptible to applications for houses in the future.
Five Councillors had no objections stating that the change of use would replace the loss of the service garage on Pebblemoor, Edlesborough. They also felt Council should support local businesses.
Cllr Harpley suggested that Council ask the planners to include a caveat that restricts any further development of the site.

Actions: Cllr Wilkinson will draft responses for Councillors to comment on via email. Once agreed via email the responses will be submitted and then ratified at the July meeting.

8. Council received the Local Authorities decisions on planning applications.

Application No.	Address	Description	Parish Council Response	Decision
25/01407/APP 12 th May 2025	Land South of Cow Lane Edlesborough	Erection of 24 new dwellings	OPPOSE	REFUSED
PL/26/01631/FA 27 th April 2026	Northall Inn Leighton Road Northall	Change of use and extensions to an existing outbuilding to create a residential annexe	OPPOSE Alterations considered to be too extensive to qualify as a barn conversion	Withdrawn
PL/26/01632/HB 27 th April 2026	Northall Inn Leighton Road Northall	Listed building application relating to a change of use of an outbuilding to create a residential annexe	Neutral response. Decision left to planning officers.	Withdrawn
PL/26/03145/FA 11 th May 2026	The Bungalow Studham Lane Dagnall	Internal & external alterations and erection of a double car port	No objections	Permitted

9. Council approved submitting of an official report to Buckinghamshire Council's Planning Enforcement Team regarding the current use of the former NMJ Motorhouse site on Leighton Road, Edlesborough. Council believes this is a change of use that requires permission.

Action: Clerk to submit a report about intermittent storage of Amazon lorry cabs for HGV's being stored at the site.

10. Buckinghamshire Council Local Plan.

Currently the Council has received no updates.

Villages

11. Council received the following updates and information relating to:

11.1 Edlesborough

The Council has received a report about a young child physically attacking a lady visiting Edlesborough Green. The matter has been reported to Thames Valley Police.

Two new warning signs have been installed at the Brownlow Avenue end of Slicketts Lane. One advising drivers of pedestrians in the road and one informing them that the road narrows.

Patch and plane works will be carried out on Slicketts Lane on 22nd – 23rd June.

11.2 Dagnall

Council has been advised that a filming crew will be in Dagnall in mid-June.

Cllr Owen reported that a hedge was overhanging the pavement on Main Road South.

11.3 Northall

Nothing to report.

12. Council approved the authorisation of payments for June 2026.
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Projects

13. Council received updates on the following projects:

13.1 Edlesborough Pavilion

The weather has played havoc with progress on the balcony for the last 3 weeks. The very hot weather was incompatible with anything other than preparatory work and the on and off heavy rain since has meant no waterproof resin could be laid.

The layer of material down so far is incomplete so has not done anything to reduce water ingress in the current conditions; this is not helping with perceptions of progress to date. Following discussions with the contractor it was confirmed that the team will be back on site on Friday and also plan to work Saturday and possibly Sunday too.

The forecast for next week is also much better, the contractor anticipates that if this is accurate they will be close to finished by the end of the week.

13.2 Upgrade the heating system in Edlesborough Memorial Hall

13.2.1 Council considered quotes for the upgrading of the heating system.

Council agreed that upgrading to normal panel radiators was a good decision.

Action: Clerk to confirm that each quote includes everything, as each company has quoted slightly differently.

13.2.2 Council agreed to delay considering quotes for the installation of high-level Destratification Fans to support the new heating system until the heating system contractor has been selected.

Action: Clerk to confirm the noise level of the fans and whether they can be reversed to function as cooling fans in the summer.

13.3 Council considered quotes to replace the boilers in Edlesborough Memorial Hall.

Each company had quoted for different boilers, one suggesting one larger boiler to replace the two existing boilers.

Council agreed that it was important to establish the reason for the gas safety notice applied to one of the boilers and to ask the engineer that serviced them in February whether the issues should have been identified at the time.

Action: Clerk to raise questions with contractors.

It was agreed that decisions on 13.2.1, 13.2.2 and 13.2.3 will be deferred to the July Council meeting when more information is available.

13.4 Council approved the quote from Theo Gray for the Website upgrade works.

Action: Clerk to raise purchase order.

Policies for Adoption or Review

14. Council agreed to adopt the following policies.

14.1 Bereavement Policy – adopted.

14.2 Sickness & Absence Policy – Council agreed to defer the adoption of this policy until after the new employment contract has been agreed to ensure it aligns with the contract.

14.3 Whistleblowing Policy – adopted.

15. Council reviewed the following policies.

15.1 Social Media Policy

15.2 Data Protection Policy

15.3 Freedom of Information Policy (Including Charges Schedule for publication on Website)

15.4 Complaints Procedure

15.5 Casual Use of Edlesborough Green Policy

15.6 Policy Statement concerning competitive games held on Edlesborough Green

15.7 Expenses Policy

Voluntary Groups

16. Council received the following updates and reports from:

16.1 Friends of the Church on the Hill Edlesborough (FOTCOTHE)

EdleFest was a successful event.

Once the FOTCOTHE group have approved the event accounts the Clerk will submit them to The CCT, who will then invoice for the event/use of the Church. As previously confirmed by The CCT this is 50% of the gross income.

Cllr Ferguson confirmed that the FOTCOTHE group do not agree with The CCT MOU. If the Council does not agree to The CCT MOU this will have implications for the way the group operates in the future and its use of the Church. Council agreed that it was not prepared to agree to The CCT MOU.

The FOTCOTHE and the Council will address The CCT MOU once EdleFest 2026 is finalised.

The FOTCOTHE have agreed that they will not be organising EdleFest next year.

Karen Moore from The CCT has informed the Clerk that she has *“been contacted this week by a local gentleman who is interested in taking over EdleFest.”*

The volunteers have reported that there are two candelabras by the Front (South) Door, which had failed before EdleFest started. These had been reported to The CCT at the start of May. The Clerk has reported the issue again.

16.2 EDaN Beautification Team

Some of the volunteers are repainting the village planters, starting with the one at the top of Cow Lane.

16.3 Volunteer Litter Pickers

16.3.1 Council considered the response from the Council insurance company about the insurance status for the Volunteer Litter Pickers.

The volunteers are concerned about any third party implications.

Action: Clerk to contact insurance company again and confirm that provided the litter pickers follow the Council guidance and risk assessment they are insured to litter pick roads that have a 30mph speed limit.

Clerk's Report

17. Council received the following information in the Clerk's report, including updates on all Council amenities and Buckinghamshire Council devolved services.

17.1 Cllr Wilkinson proposed that the Council register with Parish Online Mapping Software.

Action: Councillors to familiarise themselves with Parish Online Mapping Software.

Clerk to ask other Clerks if they are registered with it, whether they find it useful and how much they pay.

A decision will be made once Councillors understand its use and the costs.

17.2 Council ratified its decision to purchase a mobile phone.

17.3 Council agreed to appoint Mr David Smith as the Council Handyman.

17.4 Council considered options for resolving the issue of allotment tenants not displaying the plot number on their plot.

The wardens at Dagnall and The Green site have asked if the Council would consider supplying plot markers/numbers. Despite regular reminders many tenants do not display these, and it makes it challenging to identify plots. The allotment agreement states, *"Each Tenant shall provide and display a stake showing the Allotment number."*

Council agreed that the Clerk will inform tenants that they must display the correct number on their allotment plot. Tenants not complying with the rules will have a plot number erected by the Council and will be invoiced for the cost.

Action: Clerk to inform tenants.

17.5 Council agreed to refuse a request for casual users to have permission to use UV pop up tents and/or pop up gazebos on Edlesborough Green. Council agreed that this was against the byelaws and could result in unauthorised camping and other issues on the green.

17.6 Council agreed to facilitate eight extra bins in Pebblemoor car park for the St Mary's Carnival and that St Mary's Carnival Committee will pay the additional fee.

The cost of this will be £ 503.62. Buckinghamshire Council will invoice the Council; the Clerk will then invoice the Carnival Committee.

Amenities Report

Edlesborough Memorial Hall

The Clerk has raised a purchase order to replace the building sign above the hall door at a cost of £120 + VAT.

The Clerk informed the Council that the Carnival Committee had requested permission to store a marquee and some staging in EMH in the week leading up to the Carnival. The Clerk has informed them that the storeroom is not secure, and items stored there will be at the Committees own risk. The items will be stored from 28th June up until the Carnival.

Edlesborough Pavilion & ECSC CIO

The new sign has been erected on the building.

The Clerk has granted permission for two shelves to be installed on the back wall of the Pavilion Kitchen for storage.

Council agreed to The Trading Company request to put benches in front of the Pavilion over the weekend for customers to use, whilst the balcony is closed, provided their sale of alcohol licence and insurance permits this. Only drinks in plastic glasses will be permitted on The Green.

Buckinghamshire Council Devolved Services

Nothing to report.

Bus Stops

Poor weather has prevented the repairs from being carried out to the High Street bus stop.

Allotments

All inspections are now complete. The majority of tenants contacted by the Clerk about the condition of their plot have now commenced work.

All plots are let. The Clerk currently holds a waiting list.

Cllr Owen and Cllr Wells asked if tenants could be reminded that dogs must be kept on short leads on the allotments. Both Councillors have experienced issues with dogs off leads.

Action: Clerk to remind all tenants and include a statement in the next Focus report.

Cemetery

Nothing to report.

Churchyard

Nothing to report.

The Green

The Clerk has asked the contractor to lubricate and check all the barrier locks in readiness for the Carnival.

Edlesborough Green Play Area

Two parents have asked if the gate can be reinstated. The Clerk awaits quotes from the contractor for a quote.

The Clerk has contacted Playground Supplies for quotes to improve the stopper on the Ariel runway and to replace a rope that has broken on the climbing jungle.

St Mary's Village Carnival

Preparations are going well.

Council Stall – Biodiversity Focus – Cllr Owen and Cllr Wells are organising this.

The Clerk will circulate a rota shortly. The Clerk will investigate whether the gazebo can be fixed. If it is beyond repair Council agreed to a new one being purchased.

Council had received a request from ERS Video to fly a drone over the Carnival.

The Clerk has spoken to the Civil Aviation Authority (CAA) who confirm that there is no cause for concern especially as the company has asked permission, provided a copy of its Public Liability Insurance, and is registered with the CAA. Unless Council has concern they see no reason why Council should refuse permission.

Council agreed that the Carnival Committee should inform residents that a drone will be in use on Carnival Day.

EB Lions FC

EB Lions FC have removed the adult goals. Socket covers were not put in place and the Council received complaints. The club have borrowed the Council's emergency socket covers and will replace or return them once the covers they ordered have been received.

Goal mouth repairs have not commenced yet.

Edlesborough Cricket Club

Nothing to report.

Edlesborough Tennis Club

Nothing to report.

Litter, Recycling & Dog Waste Bins

See 17.6

Pebblemoor Car Park

The Clerk is awaiting a response from the contractor about the flooding issue at the car park.

The Pastures Hedge

This is scheduled to be cut on 2nd July, just before the Carnival.

Noticeboards

Nothing to report.

Streetlights

The electrician has not addressed the failed lights in Pebblemoor Car Park. The Clerk has reported this to UK Power Networks.

The failed streetlight on the Leighton Buzzard Road, Northall is still failed. The Clerk has reported it to UK Power Networks again.

Website

In accordance with the upcoming change regarding the publication of elected members' home addresses, including Register of Interests arising from provisions within the Localism Act 2011, which will come into effect on 29 June 2026.

The Clerk has removed members' home addresses from the Council's website and Registers of Interests. The following statement has been added to the Code of Conduct page of the website; *"Parish Register of Interest – Notice - Home addresses listed within Parish Registers of Interests are withheld in accordance with Section 32A of the Localism Act 2011 (as amended)."*

This change is intended to enhance members' personal privacy and safety.

If a Councillor wishes their home address to continue to be published, they may opt in by notifying the Clerk.

Items for the next Council meeting

18. Council noted the following items for inclusion on the agenda for the meeting of Edlesborough Parish Council to be held on 16th July 2026 at Edlesborough Memorial Hall.

- Additional payments to PWLB.
- Nominations for Parish Recognition Scheme.
- The future of the FOTCOTHE and The CCT MOU.
Including the future of EdleFest.
- Townsland & Nurses – Council representative.
- Cemetery Fees – Cllr Owen.
- Purchase replacement Silent Soldiers for Remembrance.
- Registration for Parish Online Mapping Software.

The Meeting closed at 21.27

Items for Future Consideration (subject to availability of further information)

- Edlesborough Memorial Hall Improvements
- Outdoor Fitness Equipment on Edlesborough Green
- Housing Needs Survey
- Speedwatch

• Signed for and on behalf of Edlesborough Parish Council	
Name	
Signature	
Position	Chair to Council
Minute Record	3. Minutes