MINUTES
FOR THE ORDINARY MEETING OF
EDLESBOROUGH PARISH COUNCIL

Date: Thursday, 15th October 2026

Time: 7.30pm

Venue: Northall Village Hall, South End Lane, Northall

Open Forum

A parishioner attended to discuss provision for Clinically Vulnerable Families, the Peoples Emergency Briefing and her concerns about rising heating costs, warm hubs and clean air spaces. She shared information about C02 monitors, air filters and the importance of clean air for the clinically vulnerable.
She suggested consideration is given to these factors in community hubs.
The Council advised that last year warm hubs ran in Eaton Bray and in Edlesborough Pavilion.
Action: Parishioner will share more information with the Council. The Council will pass this on to relevant local organisations.
The parishioner left at the end of the Open Forum.

Cllr Booth formally opened the meeting at 7.46pm

1. **Attendance and Apologies for Absence**
   Edlesborough Parish Councillors
   Cllr Booth, Cllr Ferguson, Cllr Goodman, Cllr Hurst, Cllr Wilkinson, Cllr Cubbage, and Cllr Owen.
   Cllr Wells arrived at 8.07pm
   Others in attendance
   Buckinghamshire Council (BC) Councillor Chris Poll.
   Penny Pataky, the Clerk
   Parishioners in attendance
   - One

   Council approved apologies for absence from
   Cllr Harpley - Holiday
2. **Declarations of Interest**
   Cllr Owen, Cllr Wells and Cllr Wilkinson declared an interest in the Allotments.
3. **Minutes**
   Council approved the minutes of the Ordinary Meeting of Edlesborough Parish Council held on Thursday, 17th September 2026, with no amendments
4. **Matters Arising from the Minutes**
   Nothing was raised.

Representatives

5. Buckinghamshire Ward Councillor Chris Poll reported;
   - That Local Resilience is item no 2 at the Town and Parish Clerks' Forum next week. This follows on from the recent gas explosion in Newton Longville.

The Clerk will be attending this meeting.

6. Council noted information from the East Bucks Community Board.
   The Clerk met with the Board Coordinator, Lizzie Hook and other clerks on 5th October. Lizzie provided an update about projects in the Board.
   The Responsible Dog Owner posters are now available to order. More information about the campaign can be viewed at Thank you for being a responsible dog owner | Buckinghamshire Council
   Cheddington have started a new youth project.
   Lizzie will share a toolkit for promoting road safety outside schools.
   The minutes of the latest meeting are available to view at Agenda for East Bucks Community Board on Tuesday, 15th September 2026, 6.30 pm - Modern Council

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Planning

7. Council approved or ratified the Council's responses to planning applications:
   7.1 PL/26//07207/FA - 8 Church End Edlesborough Buckinghamshire LU6 2EP
   Householder application for the construction of a single-storey rear extension.
   - **No objections**

   7.2 PL/26/06956/HB - Northall Inn , Leighton Road, Northall, Buckinghamshire, LU6 2HD
   Listed building consent for conversion of existing barn to create a self-contained annexe, incorporating external alterations comprising a single-storey extension and associated fenestration alterations.
   - **No objections (subject to conditioning)**

   7.3 PL/26/06955/FA - Northall Inn , Leighton Road, Northall, Buckinghamshire, LU6 2HD
   Householder application for conversion of existing barn to create a self-contained annexe, incorporating external alterations comprising a single-storey extension and associated fenestration alterations.
   - **No objections (subject to conditioning)**

   7.4 PL/26/07664/FA - Chasselas , South End Lane, Northall, Buckinghamshire, LU6 2EX
   Householder application for amendments and additions to approved scheme PL/26/05490/FA, including a garage conversion, single-storey side extension, new porch and widening of front entrance, changes to fenestration
   - **No objections**

Council discussed the following new application received after the agenda was published, requiring a response before the next Council meeting.

- PL/26/08283/OA - land To the North of Ford Lane Edlesborough LU6 2JB
  Outline application with all matters reserved for the demolition and clearance of existing buildings to allow for a residential development of up to 105 dwellings, with associated car parking, access, internal roads and footpaths, public open space, landscaping, drainage and other associated infrastructure.
  Cllr Wilkinson advised the Council that the application relates to the Swallowfields site in Edlesborough. Council objected to the previous application, 17/01467/AOP, in 2017 for 64

houses, primarily on the grounds that it was contrary to the then recent Neighbourhood Plan. This application was refused on 13 May 2019. Unfortunately, the protection that offered in 2017 has now waned. The latest plan is for up to 105 houses on the site, which is even more than the 90 houses proposed in the Regulation 19 draft Buckinghamshire Plan.

Council discussed reasons to object to the application.

Once Council has submitted its response to BC a copy will be available to view on the Council website.

***Action:* Cllr Wilkinson will draft a response based on the discussion and circulate to all by email. All Cllrs to respond to draft response. Once agreed by email this will be submitted by the submission deadline and then ratified at the next Council meeting.**

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

Application No.	Address	Description	Parish Council Response	Decision
24/02149/APP 23rd July 2024	Garage Block Site Chiltern Avenue Edlesborough	Demolition of existing garage block and erection of a 4 bedroomed detached dwelling.	OPPOSE Triple tandem parking provision considered unsuitable	Permitted
PL/26/06540/TP 1st Sept 2026	5 Pine Road Edlesborough	Pruning of a protected copper beech tree	No objections	Permitted

9. There were no updates on the Buckinghamshire Council Local Plan.

10. Council agreed the following response for the S106 £42,953 Sport and Leisure Contribution if planning application PL/26/00191/FA - Land to The Rear of The Swan Leighton Road Northall is approved.

Improvements, modernisation and/or refurbishment to one or more of the following Edlesborough Parish sport and leisure facilities:

- *New furniture for Northall Village Hall*
- *New and/or replacement children's play equipment in Northall Village*
- *Development of a Community Orchard in Northall Village*
- *Edlesborough Pavilion*
- *Edlesborough Village Green*
- *Recreation Ground at Edlesborough Green*
- *Edlesborough Memorial Hall*

Action: Clerk to submit response.

Villages

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

11.1 Edlesborough

A safety mirror has been attached to the streetlight opposite St Mary's Glebe. It is unknown as to whether this was carried out by Buckinghamshire Highways or a resident.

11.2 Dagnall

Families are riding motorised vehicles on Dagnall Rec.

Action: Clerk to share sign making companies information and recent Council statement about motorised vehicles on Edlesborough Green with Cllr Owen.

Cllr Owen noted that the white lines have still not been refreshed on Dunstable Road.

Action: Clerk will report on Fix my streets.

11.3 Northall

Residents are still working on an application to register The Swan Public House as an Asset of Community Value.

Finance & Accounts

12. Council approved the accounts for the month ending 30 September 2026.

13. Council approved the authorisation of payments for October 2026.

14. Conclusion of Audit for 2025/26.

PKF Littlejohn LLP did not complete their work on time, the work is now complete, and the relevant documents have been added to the Council website.

The following except for matters were identified.

"The AGAR was not accurately completed before submission for review. The smaller authority has confirmed that:

Section 2. Box 4 is incorrect due to a transcription error and should read £32,382.

Section 2, BOX 9 is incorrect due to a transcription error and should read £1,875,363.

Section 2, Box I0 is incorrect due to a transcription error and should read £156,140."

The relevant notices have been posted on the Council website and noticeboards.

15. Council reviewed the damages deposit limit for hire of Edlesborough Memorial Hall. It agreed that the damages deposit would be changed to

- Residents of Edlesborough Parish £50
- Residents of Eaton Bray £100
- All other hirers £200

16. Council approved the agreement with The CCT for the payment of the floodlight energy at the Church on the Hill.

This included

- the CCT's request to include the following 'CCT be advised of any changes to the installation prior to works being undertaken to ensure the protection of the historic fabric of the church' under 3.3
- amending Clause 4.1 to reflect the Council's agreement to pay 50% of the standing charge.

16.1 Council approved the proposal to pay 50% of the standing charge in addition to the energy used by the Church floodlights.

The previous agreement was for energy costs only.

The Clerk, Cllr Hurst and Cllr Wilkinson will meet Karen Moore from The CCT on 23rd October, to return the church keys, read the meter and confirm that all the FOTCOTHE belongings have been removed from the church.

Council is awaiting a response from The CCT confirming that Council may retain a set of keys for the purpose of maintaining/repairing and setting the timer for the Church floodlights

17. Council approved moving Council accounts to Rialtas Web.

18. Council approved the transfer of funds from the Council Current Account to the Council Savings Account.
Once the Redwood account has been opened the money will be spread across the Savings accounts.

Projects

19. Council received the following projects updates:

19.1 Edlesborough Pavilion

19.1.1 Council ratified Council's acceptance of the balcony surface works and payment of the invoice.
The repairs to the balcony surface have now been completed. A one year 3% retention has been agreed with the contractor.
The contractor was unable to create a significant fall on the surface; this combined with the surface no longer being porous means is it susceptible to standing water after heavy rain. ECSC CIO have been provided with two squeegees to aid with pushing the standing water towards the guttering.
Council will consider options for replacing the soffits in 2027, once it is evident that the surface works are successful.

19.1.2 Council resolved to waive the non-statutory quotation requirements contained within the Council's Financial Regulations when approving the quotation from Malcolm Plaats for the installation of drainage holes between the pavilion balcony surface and guttering.
The Council noted the difficulties experienced in obtaining quotations for the specialist repair works to the Pavilion balcony. The approved contractor had designed the proposed drainage solution and previously installed a trial section, which had proven successful. Council also noted the contractor's previous satisfactory work for the Council and considered the quotation to represent good value for money.
Action: Clerk to raise purchase order.

19.2 Upgrade the heating system in Edlesborough Memorial Hall
Council has paid the 50% deposit. Installation is anticipated towards the end of November.

19.3 Improvements to pavement on Pebblemoor near Tesco.
John Pateman Commissioning Manager – Highways, Buckinghamshire Highways has provided the following answers to the Council's questions.

- "***What does the feasibility study and project planning include?***
The engineers will decide what is required usually following an initial site visit or assessment, but typically pedestrian desire lines (observing where pedestrians want to cross), looking at where services appear to be located, a desktop survey of utility company plans, perhaps radar survey, topographical survey. The list can be quite long.
- ***At what point in the process will any issues with utilities would be identified?***
Usually very early in the project, but unfortunately it's not possible to eliminate all project risks and in rare circumstances there have been surprises at the construction phase.

- ***As a temporary measure can the muddy stretch identified on Pebblemoor be filled with gravel/pea shingle to make the area more user friendly.***

  No. Loose stones/chippings can be a hazard to all road users. There must be at least a 1 to 1.5metre buffer between the carriageway and any such footpath, but it will also have a high maintenance burden and therefore it not a type of material we would approve for our highway extents.

  Action: The Clerk and Cllr Booth will now arrange a Teams call with Mr Pateman to discuss the matter further.

Policies for Adoption or Review

20. Policies to adopt or review

20.1 Council adopted the Artificial Intelligence (AI) Acceptable Use Policy.

20.2 Council reviewed the Email and Communication Policy.

20.3 Council reviewed the Parish Recognition Scheme Policy.

20.4 Council adopted the revised Martyn's Law Policy.

Action: Clerk to update the website accordingly.

Voluntary Groups

21. To receive updates and reports from:

21.1 Churchyard Volunteers Group

21.1.1 Council ratified its decision to replace a broken bench on the Churchyard.

21.2 EDaN Beautification Team & Litter Pickers

Nothing to report.

Council briefly discussed the Friends of the Church on the Hill ear marked reserves. A formal decision about this fund will be made at the November Council meeting.

Clerk's Report

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

22.1 To appoint a Council representative for the Townsland & Nurses Charities.

- Deferred to November meeting.

22.2 Council approved Edlesborough Cricket Club's request to hire the cricket facilities on Edlesborough Green for the 2027 season on the same terms as 2026.

Action: Clerk to inform the club, send an agreement and invoice.

22.3 Council approved a one off bonus payment to Village Cleaning in recognition of her long term service and high standard of work.

22.4 Council reviewed the Terms and Conditions for the hire of Edlesborough Memorial Hall.

22.4.1 Council agreed to introduce a term refusing bookings for 18th and 21st Birthday/graduation/leavers type parties/bookings.

22.5 Council reviewed the current allotment lettings procedure and agreed to keep it the same. Council agreed that it would not introduce tenancy deposits.

22.6 Council approved disposal of the 90 redundant plastic chairs in Edlesborough Memorial Hall and the Church on the Hill.

80 are being donated to Dagnall Village Hall, 10 to Halton Parish Council. The Council contractor will relocate the chairs from the Church to Dagnall Village Hall. Council agreed that should any be too damaged to use it would help Dagnall Village Hall dispose of them.

22.7 Council considered the request from ECSC CIO to install High level wall mounted heat pump systems in the club and meeting room in Edlesborough Pavilion.

Cllr Wells proposed that Council support the project on the following basis:

1. *The Council will fund 50% of the cost of installing air conditioning in the Meeting Room and Club Room at Edlesborough Pavilion.*
2. *ECSC CIO will contribute £3,000 from its existing Earmarked Reserve (EMR). The Council requires ECSC CIO to always maintain a minimum balance of £1,500 within this EMR to ensure sufficient funds are available to meet the annual Buildings Insurance Premium.*
3. ECSC CIO's *remaining* share of the *project costs will be funded through Edlesborough Parish* Council's *annual donation to ECSC CIO.*
4. *Having reviewed all quotations received, the Council considers D-Mec to offer the most advantageous solution and therefore identifies D-Mec as its preferred contractor for the works.*
5. *Should the lease not run for the full term for any reason, it will fall to the Council to take over the running of the Pavilion. In that circumstance the air conditioning equipment, or its subsequent replacement(s), will remain in the Pavilion to enable the continued functioning of the facility.*

Cllr Owen seconded the proposal. All agreed.

Action: Clerk to inform ECSC CIO of the Council's proposal.

Amenities

Edlesborough Memorial Hall

The replacement building sign for above the hall front door has not yet been installed.

The annual fire extinguisher inspection has been completed; one extinguisher was replaced.

The Clerk and Cllr Ferguson made space in three cupboards for the equipment FOTCOTHE used at the Church to be stored.

The new drawers and dishwasher have been installed. Once the electrician has completed the connection work the dishwasher will be available for hirers to use.

Edlesborough Pavilion & ECSC CIO

See 22.7

ECSC CIO have confirmed they are happy to sign the Memorandum of Understanding between the Council and ECSC CIO. The Clerk will arrange for the document to be signed asap.

ECSC CIO is once again planning a New Years Eve ticketed event. Council agreed that it would respond with the same response/guidance it gave for last year's event.

Buckinghamshire Council Devolved Services

Nothing to report.

Bus Stops

Nothing to report.

Allotments

Allotment rents are being paid. Some tenants have decided not to renew their tenancies. Once all the plots are let the Clerk will commence the process of contacting people on the waiting list.

A tenant in Dagnall has asked for Council assistance in helping to dispose of the rubbish left on their plot by the previous tenant. The Clerk is seeking a quote for removal of this waste.

The temporary ban on bonfires was lifted on 11th October.

Cemetery

Nothing to report.

Churchyard

The wildflower bank has been cut and cleared.

The Green

The replacement benches have been ordered.

There are several gaps in the hedge between the green and the green allotment site. Tenants are reporting that dogs from the Green are using these to enter the allotments. The Council contractor is preparing a quote for a 40ft stretch that needs replacement fencing.

Edlesborough Green Play Area

One seat has been temporarily removed from the cross bar swing due to a missing bolt. The Clerk has requested replacement bolts from the suppliers.

St Mary's Village Carnival

The Committee is clarifying what licences are required for the beer and music tents at the Carnival and who is responsible for applying for them.

EB Lions FC

Some repairs been carried out to the goal mouths on the smaller pitches.

Football has resumed.

Edlesborough Cricket Club

See 22.2

Edlesborough Tennis Club

Nothing to report.

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Litter, Recycling & Dog Waste Bins

Nothing to report.

Pebblemoor Car Park

Nothing to report.

The Pastures Hedge

Nothing to report.

Noticeboards

Nothing to report.

Streetlights

The failed lights in Pebblemoor Car Park are still not working, the electrician needs to replace a cable, once this is complete the Clerk will call out the Streetlight company if the lights are still failing.

The failed streetlight on the Leighton Buzzard Road, Northall is repaired. UK Power Networks carried out the necessary works, the Council streetlight contractor then reinstated the light.

The failed light in the alleyway to The Pastures was beyond economical repair. This has now been replaced.

Website

Nothing to report

Items for Future Agendas

23. Items for inclusion on the agenda for the meeting of Edlesborough Parish Council to be held on 19th November 2026 at Edlesborough Memorial Hall.
- Nominate a Councillor for the role of ECSC CIO Trustee/Representative.
- Councillor I Pad's.
- To appoint a Council representative for the Townsland & Nurses Charities.
- Friends of the Church on the Hill ear marked reserves.

The Meeting closed at 21.35

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

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

Suggestions for speakers at the Annual Parish Meeting include

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- Presentation about the Community Orchard Project
- Wednesday Club.
- History Club.
- Ashridge Estate.

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

DRAFT