

**MINUTES OF THE EATON BRAY PARISH COUNCIL MEETING HELD ON MONDAY, 3<sup>rd</sup>**  
**March 2003 at 7.30 p.m.**

**PRESENT:** Cllr D Marriage (in the chair)  
R Bagni  
R Windmill  
M Heyland  
K Janes  
D Hayes  
S Siddons  
M Beal  
D Pearson

**IN ATTENDANCE:** T Litley (Clerk)

**ALSO PRESENT:** 3 members of the public, Norman Lee and Colin Siddons – Village Hall Committee.

**APOLOGIES:** None

**CHAIRMAN'S COMMENTS:**

SBDC – Street naming and numbering for the barns at Poplar Farm. Agreed: ‘Richmond Court’. Clerk to inform South Beds and Claydon Woods.

A thank you letter from Eaton Bray Lawn Tennis Club for the grant of £2,000.

Defra – Licensing Bill – The Governments' intention not to impose unnecessary regulatory burdens on village halls, community facilities and church halls.

Letter from St Mary's Village Carnival requesting the P.C. to obtain permission for the carnival procession from the local council and to obtain police assistance. All agreed. Clerk to write to SBDC.

Confirmation of letter sent to BT regarding the telegraph poles along Wallace Drive. Reply will be sent in due course with their findings. (In circulation file).

Beds Police – Ringmaster Communicating System. Will inform Clerk by way of E-mail messages about crime, scam warnings and other broadcasts. Clerk to join scheme.

Spring Courses for P3 group – Volunteers needed for Park Farm Road works, 5<sup>th</sup> March 9.00 a.m.

Items placed in the circulation file:

- SBDC – Executive Committee – The Council's Budget 2003/2004.
- SBDC – Notice of meeting - Executive Committee, Tuesday 11<sup>th</sup> Feb.
- SBDC – Notice of meeting – Planning & Licensing Comm. Wed. 12<sup>th</sup> Feb.
- The Chilterns – Chalk & Trees, magazine.
- P3 – Update.
- Beds County Council – Housing and Transport Proposals.
- Beds County Council – Re: Beds & Luton Structure Plan 2016.
- Bedfordshire – Newspaper.
- The Chilterns Conservation Board – Buildings Design Guide Supp. Tech. Note.
- SBDC – Council Meeting- 27<sup>th</sup> Feb. Agenda

**ACTION**

Clerk

Clerk

Clerk

- SBDC – Notice of Meeting – Environment & Economy Overview and Scrutiny Committee, 26<sup>th</sup> Feb.
- SBDC – Notice of Meeting – Executive Committee, 25<sup>th</sup> Feb.
- SBDC – Best Value Review of Planning Services.
- SBDC – Notice of Meeting – Planning & Licensing Committee, 5<sup>th</sup> March.
- Beds R.C.C. – Call for nominations – Beds Village of the Year 2003.
- Beds R.C.C. – Network News.
- Beds Police – Watch Wide News Feb. 2003.

#### **MINUTES OF THE LAST MEETING:**

These were signed as a true record of that meeting.

#### **CLERKS REPORT:**

The Clerk reported that the Standards Committee, SBDC have now decided that Town and Parish Councils should now include ‘Specific Declarations of Interests’ as an agenda item. This will now be added onto the agenda from now on.

#### **MATTERS ARISING:**

Bus shelter cleaning: Clerk reported that several other Parish Councils employ full time maintenance operatives. Therefore it was agreed for the Handyman to undertake the cleaning of the bus shelters.

Litterbin – Wallace Drive/High Street Cllr Hayes reported that the contractors at Poplar Farm have donated a sum of £250 for the purchase of a suitable litterbin. Clerk to write a thank you letter. Cllr Hayes to select a suitable bin to be discussed at the next G.P. Committee meeting.

Clerk  
Cllr Hayes

New Bench – Knights Close: Clerk has chased Fenland Leisure regarding the security screws, payment still withheld until the job is complete. Clerk to continue chasing.

Clerk

Eaton Bray Lawn Tennis Club: The Club have confirmed that the works start on 3<sup>rd</sup> March, and the Club have also confirmed that care will be taken not to cause too much damage to the grounds.

Handy Person: John Hopwood the new Handyman attended the meeting to introduce himself to the Councillors. Cllr Marriage and John have now purchased the tool kit, contracts have been signed and John will now commence working this week, under the sole instruction of the Clerk. Cllr Heyland reminded the P.C. that tiles in the ladies loo need fixing. Clerk to ask Handyman to attend to.

Trees – Mill End Close: Pre-payment has been received and banked. The contractor has now completed the works. Clerk to inspect the new tree.

Clerk

#### **TELECOMMUNICATIONS MAST:**

Orange telecommunications are still trying to go ahead with a mast at the bottom of Chalky Lane.

Synergy – Hutchinson G3, are proposing to erect a mast at the bottom of The Comp. They have asked for the P.C.’s views. Clerk to obtain more site location and side elevation details.

Clerk

**RE-ELECTION OF SCHOOL GOVERNOR:**

Cllr Heyland’s term as School Governor finishes end of March. Cllr Marriage proposed that Cllr Heyland was re-elected, seconded by Cllr Windmill, unanimous decision. Cllr Siddons also expressed an interest in becoming a school governor to which Cllr Janes reported that he might not stand again as governor.

Vice Chairman

Cllr Bagni informed the P.C. that due to personal work reasons, he would not be standing again for Vice-Chairman at the next elections.

**BEDS R.C.C. – AFFILIATION FEE:**

The P.C. agreed that Bedfordshire Association of Town & Parish Councils was a valuable source of information, Cllr Marriage proposed that the affiliation fee of £355.00 be paid, seconded by Cllr Janes, unanimous decision.

**DISTRICT & COUNTY AND OTHER REPRESENTATIVES:**

Cllr Janes reported that the budget had been set at 4.3%. South Beds had originally set the next 4 years budgets at 4.9%. There will be no apparent improvement of services, but the costs will maintain the current level. Previous years had seen District Councillors salaries frozen, but this year they will have a small increase.

**RISK ASSESSMENT AND ASSETS:**

The P.C. insurance policy comes up for renewal beginning of June 2003, the G.P. Committee to review and also to review the assets held by the P.C. The insurance document and list of assets were placed in the circulation file for Councillors perusal. The G.P. Committee will discuss this at the April meeting.

G.P. Comm.

**GROUND MAINTENANCE – WINTER WORK:**

The Clerk had received from D. Granger a list of recommendations for extra maintenance jobs around the village.

Hedge – Cemetery: Cllr Bagni proposed that the tree warden meets with D. Granger to discuss trimming back the hedge sympathetically to ensure the flora and fauna are not disturbed. With a cost of around £100 being spent, seconded by Cllr Heyland, unanimous decision.

Moor End triangle: The tree warden – Peter Rollings has agreed to undertake the work of tidying up this area.

The Rye Recreation Ground: Cllr Marriage proposed that the recommendations for the removal of low and dangerous branches to be carried out with a cost of £380.00 + VAT. Seconded by Cllr Janes, all agreed.

Mill End Close – footpath: The Clerk had visited the site and felt that the Handyman could clear away the rubbish, mainly litter, rather than employ the services of D. Granger.

Clerk

Cllr Pearson reported that it appears a resident of Mill End Close was incorporating Parish Council land as part of his own. Cllr Pearson to inform the Clerk of address, which a letter will be sent to.

Cllr Pearson  
Clerk

## REPORTS:

School Lane/Holman's Field: Cllr Bagni declared a non-prejudicial interest. Cllr Bagni proposed that the Clerk confirms that G & J Groundworks quote for the post and rail of £750 be correct, making their total quote around £5,500 and for the Clerk to issue the order for G & J to commence works on the path and post and rails, seconded by Cllr Beal, unanimous decision. Works to commence once the tennis club have completed the lights.

Clerk

It was agreed that Cllr Hayes continues with the costing and final designs for the kissing gates and to present to the G.P. Committee at their next meeting. The P.C. has authorised the sum of upto £1500 to be spent on the purchase.

Cllr Hayes  
G.P. Comm.

Eaton Bray Youth Club: Cllr Beal reported that it would appear an attempted burglary into the computer cupboards was made. Cllr Janes proposed that a lock was fixed to the upstairs meeting room door, seconded by Cllr Marriage, unanimous decision.

Cllr Beal showed the P.C. a plaque presented to the Youth Club from the Countryside Agency showing that they support the Club. Cllr Marriage proposed that the plaque be engraved with the extra wording of 'Eaton Bray Youth Club', with a nominal amount being spent on this, around £40, seconded by Cllr Janes, unanimous decision.

Cllr Beal

Cllr Janes informed Cllr Beal that Roger Vincett, of Bedford Youth would help with enquiries into finding a new Youth Leader.

Sports & Social Club: Cllr Marriage declared a non-prejudicial interest. Cllr Marriage reported that the club is still not open, due to the recent fire. Cllr Beal has looked over the accounts and made a few observations, but stated that he did not believe the loan outstanding to the P.C. was at risk. Cllr Marriage as Secretary to the Club will raise the issue of the ground maintenance costs and that the repayments of the loan must be ongoing whilst the club is temporarily closed.

Cllr  
Marriage

P.A.I.N. London Luton Airport: Cllr Beal reported that the Chairman for P.A.I.N. will be retiring, and the Vice-Chairman will temporarily take the chair until another Chairman is elected.

Eaton Bray Lower School: Cllr Heyland reported that a date has been set for the grand opening of the new playground equipment, 26<sup>th</sup> March, 9.15 a.m. The School are also currently looking for a teaching assistant and a midday supervisor.

The Clerk reported that despite the P.C. agreeing to a donation of £1,000 towards a piece of equipment, the invoice received was for £1645.00. Clerk suggested that the P.C. authorise a cheque for £1,000, which will be paid to Fenland Leisure, and for F.L. to re-invoice the school for the remainder. All agreed. Clerk to write to the school informing them of this.

Clerk

St Mary's Grounds: The Clerk reported that the insurers have confirmed with the loss adjusters the contractor to be used. Clerk still awaiting authorisation from the adjusters. Clerk to chase.

Clerk

## THE COFFEE TAVERN/VILLAGE HALL:

Cllrs Marriage, Bagni, Siddons declared non-prejudicial interests. Cllr Siddons opted not to vote.

Cllr Marriage read extracts from two letters received from Norman Lee and Colin Siddons

– Village Hall Committee, concerned with the questionable behaviour of Cllr Hayes, who had made contact with the Trustees of the hall and made his personal feelings known, but in the capacity of Councillor. Cllr Marriage assured the Village Hall Trustees that the P.C. acts as a whole and had not actioned Cllr Hayes to act on behalf of the P.C. Cllr Hayes felt that there had been a breakdown of communication and that Mr Lee had offered to call him back after the Village Hall Trustee meeting.

#### Progress update

Architect: KJM Todd Associates have now forwarded their quotation for preparing full planning drawings, £5043.13. Cllr Windmill proposed that the P.C. pay the professional fees of upto £5,000 for further design developments of the refurbished option for review and costings and for regular consultations, seconded by Cllr Beal, 4 in favour 3 against, 2 abstained. The Village Hall Committee to instruct the architect.

Solicitors: Further to the meeting of the Village Hall Trustees and their solicitors and the safeguard of P.C. funds, two options have been agreed. Cllr Marriage proposed that the two statement of options along with the copy of the lease be forwarded to our Solicitors for their advice, seconded by Cllr Janes, 7 for, 1 against, 1 abstained

The Clerk reported that a letter from Austins Penny & Thorne confirming receipt of paperwork and archive material and that a report with a draft letter to the Charity Commission will be forthcoming in due course.

Valuations: 3 valuations for the Coffee Tavern and the cottage have now been received.

Norman Lee explained that the Playgroup make up upto 30% of income to the hall. Cllr Heyland questioned that the Playgroup had been asked to relocate to the school. Mr Lee had answered that the Playgroup had requested to remain in the hall. Further to this Mr Lee has been asked to provide evidence from the Playgroup of their commitment to remaining in the hall. Cllr Heyland will be enquiring at the school as to the conditions/funding of the playgroup relocating.

Basic drawings showing a phased approach to refurbishment were shown and explained to the P.C. by Norman Lee.

#### **NEXT AGENDA:**

No items noted.

#### **PLANNING:**

Cllr Windmill declared a non-prejudicial interest.

It has been noted that the residents of 56 Totternhoe Road are trying to erect a large shed. The Planning department have been made aware of this and will be writing to the resident.

#### Decisions by the Parish Council

An objection was made of the following application, that there should not be any business activities within a residential area.

SB-TP-03-0078 Temporary change of use of dwelling from residential to offices, 21 Moor End.

Cllr Heyland

No objections were made on the following applications;

- SB-TP-03-0097 Single storey rear conservatory extension, Ryecote Farm, The Rye.
- SB-LB-03-0011 Erection of conservatory to rear of Ryecote Farm, The Rye.
- SB-TP-03-0095 Erection of single storey side extension, Moor End Farm House.
- SB-LB-03-0010 Erection of single storey side extension, Moor End Farm House.
- SB-TP-03-0152 Erection of single storey rear extension and loft conversion (amended scheme), The Lea, Springfield Road.
- SB-TP-03-0160 Erection of front porch, 1 Church Lane.

#### Decisions by the District Council

Tree Preservation Order – Land at Doolittle Mill, Doolittle Lane, No. 4/2003. SBDC will write again once the order is confirmed.

#### **The following applications have been granted permission;**

- SB-TP-02-1109 Erection of single storey rear extensions and loft conversion with side/rear facing dormers, 36b Totternhoe Road.
- SB-TP-02-1248 Erection of two storey rear extension and extensions to roof to convert Bungalow to a two-storey dwelling, Lynwell, Springfield Road.
- SB-TP-02-0961 Erection of two storey side extension, 50 Wallace Drive.
- SB-TP-02-1188 Erection of single storey side/rear extension, 27 Moor End.
- SB-TP-0201103 Erection of first floor rear extension, 1 Icknield Farm Cottages.

#### **The following application was granted consent:**

- SB-TP-02-0046 Internal and external alterations, Old Sandons House, High Street.

#### **The following application was refused to grant permission;**

- SB-TP-02-1156 Erection of single storey rear extension, The Plough, Tring Road.

**ACCOUNTS:**

<b>PAYEE</b>		<b>AMOUNT</b>	<b>V.A.T.</b>
Mr Hodge	Window Cleaning	8.00	
Mrs Hignell	Caretaker	83.33	
Mr Kingham	Bus shelters (postage & packing of bin keys)	150.17 (.67p)	
D Granger	Ground Maintenance	746.13	111.13
T Littley	Clerk	459.01	
South Beds V.O.	Subscription	10.00	
Beds R.C.C.	Affiliation Fee	355.00	
EBLTC	Grant	2,000.00	
SBDC	Parish Election Costs	39.51	
Fenland Leisure	School Equipment	1,000.00	
Three Valleys Water	Coffee Tavern Meads Allotments	39.18 15.27	
D Marriage	Purchase of Handyman toolkit	148.72	26.03
Softscape	Mill End tree removal	195.98	
	<b>TOTAL</b>	<b>£5250.30</b>	

**INCOME**

Mr Bailey	Rent	184.00	* Info not rec'd, final minutes correct.
Coffee Tavern	Lettings	97.00	
Lloyds TSB	Interest	*	
Bank of Ireland	Interest	*	
EBS&SC	Loan	*	
Claydon Wood	Donation (for litterbin)	250.00	
S.A. Bates	Burial	10.00	
		<b>£</b>	
	<b>TOTAL</b>		

**BALANCES      Close of Business      February 2003**

Lloyd TSB	£*
Bank of Ireland	£*

Dated this                      day of                      2003