

**MINUTES OF THE EATON BRAY PARISH COUNCIL MEETING HELD ON MONDAY, 1st
September 2003 at 7.30 p.m.**

PRESENT: Cllr M Heyland (In the chair)
D Marriage
R Bagni
R Windmill
K Janes
M Beal
D Pearson
L Tribbick

IN ATTENDANCE: T Litley (Clerk)

ALSO PRESENT: P.C. Pollard, Peter Rollings – Tree Warden, Norman Lee, 4 members of the public

APOLOGIES: Cllr Hayes

INTRODUCTION AND DECLARATION OF ACCEPTANCE OF OFFICE OF NEW COUNCILLOR:

ACTION

The Chairlady invited the new councillor, Lorna Tribbick to join the table. Declaration of acceptance of office was signed, and the Clerk issued Cllr Tribbick with all necessary documents. ‘Notification by Member of a Local Authority of Financial and Other Interests’ document needs to be completed and returned to the Clerk as soon as.

Cllr Tribbick

SPECIFIC DECLARATIONS OF INTEREST:

Page Number	Member declaring Interest	Present or Absent during discussion
908	Cllr Heyland	Present
908/909	Cllr Marriage	Present
908	Cllr Bagni	Present
908	Cllr Windmill	Present
908	Cllr Janes	Present
908	Cllr Beal	Present
908	Cllr Pearson	Present
908	Cllr Tribbick	Present

Nature of Interest

Cllr Heyland – Trustee of Coffee Tavern

Cllr Marriage – Trustee of Coffee Tavern and Secretary of Sports & Social Club.

Cllr Bagni – Member of Village Hall Committee, Trustee of C/Tavern. Member of Tennis Club.

Cllr Windmill – Trustee of Coffee Tavern

Cllr Janes – Trustee of C/Tavern

Cllr Beal – Youth Club Treasurer, Trustee of C/Tavern.

Cllr Pearson – Trustee of C/Tavern, carried out work on C/Tavern

Cllr Tribbick – Trustee of C/Tavern

CHAIRMAN'S COMMENTS & CORRESPONDANCE:

Letter received from Goldway Surfacing informing the P.C. that following a visit to complete works at School Lane Rec. vandalism had occurred with the posts and rail. The contractor repaired the damage but any further damage would have to be paid by the P.C.

Beds Police – A total of 3 people were dealt with for exceeding the speed limit between, 1/4 - 30/6, timings were – 08.45, 11.40, 07.45.

Beds R.C.C. – Cllrs allowances. Information from NALC concerning new allowances. Placed in the circulation file.

Cllr Heyland,
Windmill,
Janes

SBDC – Planning liaison and training session – 16/9. Cllrs Heyland, Windmill and Janes to attend.

Review of Southern Sites Partnership –Beds C.C./National Trust. A Parish & Town Council Survey. G.P. Committee to complete.

G.P. Comm.

A letter received from a resident of The Rye raising the issue of speeding motorists. Cllr Heyland reported of phone calls received from residents concerned also with speeding along School Lane. The Chairlady commented also on the vandalism, which is occurring at the Coffee Tavern, 8 – 10 windows have been smashed with 3 reports being made to the Police. The G.P. Committee would discuss preventative measures. P.C. Pollard to forward to the Clerk details on this as well.

G.P. Comm.
P.C. Pollard

Cllr Windmill proposed with regards to School Lane that the Clerk write a letter, to be distributed to all residents of S.L. that the P.C. are considering various options to control speeding, subject to funding, and would appreciate the views of the residents. Residents are invited to write to the Clerk with a return date of end of October. Seconded by Cllr Marriage, unanimous decision.

Clerk

P.C. CHRIS POLLARD:

The Chairlady invited P.C. Chris Pollard to approach the table,

P.C. Pollard informed the Cllrs of his ongoing concerns with School Lane Rec. With regards to the alcohol ban, he is unable to prosecute any offender if there are no signs within the grounds. Cllr Janes to chase SBDC.

Cllr Janes

The kissing gate to the bridleway needs to be completed. Chris told the P.C. that a barrier at the car park entrance would be the most effective towards combating speeding.

The Chairlady asked about the Police Forums that used to occur every couple of years. These forum formats are no longer in operation, but P.C. Pollard and his sergeant intend to arrange surgery sessions allowing the public to attend and discuss their issues. These dates will be well advertised in the 'Focus' and on the notice boards.

P.C.Pollard

Chris had speeding figures from last year that showed more people were caught speeding along Bower Lane than The Rye. It was felt that with the new traveller site, increased traffic through The Rye was a new concern.

Items placed in the Circulation file:

- Beds & Luton Casualty Reduction Partnership – 'Dispelling the Myths', leaflets.
- SBDC – Information reports – July 2003.
- SBDC – Notice of meeting – Licensing sub committee, 16/7.
- SBDC – Council meeting – 15/7.
- SBDC – Minutes of Executive Committee, 30/6.
- Bedfordshire Bugle – Newspaper.
- Clerks & Councils Direct – Newspaper.
- Office of the Deputy Prime Minister – Consultation paper on Indemnities for Relevant Authority Members and Officers.
- B: DAT – Beds Drug Action Team – Newsletter.
- Beds R.C.C. – Parish Plans leaflet.
- Beds County Council – Beds Outdoors Access Improvement Plan.

- SBDC – Inform Action – Newspaper.
- SBDC – Notice of Meeting – Planning Committee, 23/7.
- SBDC - Notice of Meeting – Executive Committee, 22/7.
- Minutes of Rural Management Committee – 25/6.
- B.P.F.A. – Newsletter.
- Renewable Energy – an information pack for Parish & Town Councils.
- Beds County Council & East of England Regional Assembly – Update on Milton Keynes/South Midlands Sub Regional Strategy Consultation.
- Bedfordshire – Newspaper.
- Action – Voluntary and Community Action – South Beds.
- Beds C.C. – Best Value Performance Plan 03-04 – Improving Beds Services.
- SBDC – Minutes of Executive Committee Meeting – 22/7.
- SBDC – Minutes of Council meeting – 15/7.
- C.C.B. – Commons Newsletter and Special Projects Fund.
- DEFRA – Letter re: the published Rural Services Standard 2003.
- Beds & Luton Fire & Rescue Service – Annual Performance Plan 03/04.
- SBDC – Minutes of Licensing Sub Committee – 16/7.
- SBDC – Information Reports 2003.
- SBDC – Notice of meeting – Executive Committee, 19/8.
- SBDC – Notice of meeting – Licensing Sub Committee, 22/8.
- SBDC – Notice of meeting – Rural Management Committee, 20/8.
- The Standards Board for England – Standards Committee determinations guidebook.
- Beds Police – Watch Wide News Aug/Sept.
- SBDC – Notice of Meeting – Standards Committee, 28/8.
- SBDC – Notice of Meeting – Planning Committee, 3/9.
- Local Council Review – Newspaper.

MINUTES OF THE LAST MEETING:

7/7/03 – Parish Council Meeting - These were signed as a true record of that meeting.

29/7/03 – G.P. Committee Meeting – These were signed as a true record of that meeting.

CLERK’S REPORT:

The Clerk had no procedures to report.

MATTERS ARISING:

Eaton Bray Cricket Club: Cllr Marriage proposed that a notice board could be erected on the site of The Pound, seconded by Cllr Bagni,

Amendment: Subject to the design being shown to the P.C. and an exact location being agreed.

7 in favour, 1 against. Clerk to inform the Cricket Club.

Clerk

‘Cashbook Clerk’ Package: The Internal Auditor confirmed that the accounts system was not necessary to purchase.

Beds R.C.C.: No further beneficial information arose from the training course.

Roundels: No information received, Clerk to continue chasing.

Clerk

High Street Light: There is a system failure at the moment and Highways are awaiting EDF Energy to attend to the electricity supply to the column.

Fly tipping: SBDC has asked for suggestions for a suitable location along Northhall Road to install a c.c.t.v camera. G.P. Committee to discuss.

G.P. Comm.

The Chilterns AONB Rural Transport Project: Cllr Beal attended the session, which was well attended by Cllrs of various parishes. Many ideas were put forward for the prevention of speeding. A report will be issued in the Autumn.

The Coffee Tavern car park: Nettles and weeds are still growing through from the cottage. Clerk to instruct the handyman to clear.

Clerk

DISTRICT & COUNTY & OTHER REPRESENTATIVES – To include P3 Group:

Cllr Beal informed the P.C. that ‘Awards for All’ have acknowledged receipt of the grant application for the map board.

Cllr Janes reported that notices have been served on the landowner of the site where travellers have occupied. It is anticipated that a planning application will be submitted to SBDC. Cllr Janes advised that the P.C. write to the planning department with their objections. Agreed: Letters also to be sent to Billington and Stanbridge Parish Councils. Cllr Heyland to draft and forward to Clerk.

Cllr Heyland
Clerk

Clerk to send a ‘get well’ card to County Cllr Piggott.

Clerk

REVIEW OF COTTAGE RENT, COFFEE TAVERN CHARGES AND ALLOTMENT RENT. DISCUSSION ON SALE OF ALLOTMENT LAND:

Cllr Bagni proposed that the cottage rent be increased in line with the rate of inflation and rounded up to £47.00 per week and that The Coffee Tavern charges remained the same, seconded by Cllr Marriage, unanimous decision.

Cllr Bagni proposed that the burial charges remain the same, seconded by Cllr Windmill, unanimous decision.

Allotment rents to remain the same.

The Clerk informed the P.C. that it is an obligation to provide allotment gardens. Allotment land cannot be sold without the consent of the Secretary of State. But if consent were to be given, adequate provision must be given for allotment holders displaced by the action of the local authority. Agreed: Sale of land is not necessary, no action taken.

REPORT FROM THE G.P. COMMITTEE MEETING – 29/7/03:

Cllr Marriage informed the P.C. that John Bailey, the cottage tenant, would be happy to store the door ramp in his garage. Cllr Pearson to forward drawings and material list to the Clerk to obtain quotations.

Cllr Pearson
Clerk

The Clerk issued the G.P. Committee with a disabled equipment catalogue. G.P. Committee to list equipment and prices, ready for approval at the next P.C. meeting. G.P. to locate car-parking signs or design a sign for obtaining a quote.

G.P. Comm.

REPORT OF MILL END CLOSE – TREES AND HEDGEROW – RESULT OF SITE VISIT OF ALL COUNCILLORS:

Following some confusion, the G.P. Committee, rather than all Councillors attended a site meeting at Mill End Close. It was felt that the subject be deferred until the October P.C. meeting allowing for all Cllrs to inspect the area. Cllrs to liaise with Peter Rollings in arranging site visits.

All Cllrs

THE VILLAGE HALL – A REPORT FROM THE VILLAGE HALL WORKING PARTY:

Cllr Bagni reported that no joint working party meeting took place over the summer. Norman Lee spoke on behalf of the V.H. Trustees and informed the P.C. that the car park project was nearing completion.

The hall building specification tender would be available end of September with quotes being obtained by early October. Quotes to include heating wiring and building, and to be reviewed by the members.

A fundraising committee has now been formed, with an action plan to raise around 10k by the end of 2004 and for ongoing fundraising.

New chairs and tables have been received, funded by Lloyds TSB.

The village hall lease has now been drawn up ready for approval and signature by the members. Norman Lee to confirm to the Clerk the length of the lease.

Norman Lee

The application for the loan is on hold as once submitted, the monies would have been drawn down and spent within 6 months. It was felt that it would be more efficient and safer if the application were prepared and ready to send at the beginning of the new financial year.

The P3 programme for the planting scheme to commence as soon as. Cllr Marriage to obtain information concerning this.

Cllr Marriage

Norman Lee to provide a definitive bar chart programme and an updated business plan by October P.C. meeting.

Norman Lee

THE COFFEE TAVERN – INFORMATION RECEIVED REGARDING TRUSTEES AND REPLY FROM THE CHARITY COMMISSION:

A reply has been received from the Charity Commission which would confirm that the buildings could be sold as long as it was intended to acquire replacement land or property to be held on the same trusts as stated in the governing document.

A copy of the letter with 'Disposing of Charity Land' booklet, to be included in the circulation file in October.

A Trustees Update form has been placed in the circulation file for all Cllrs to complete.

All Cllrs

GRIFFIN FUND – DECISION ON HOW REMAINING MONIES TO BE SPENT:

Decision on how to spend remaining funds to be held over until the Agenda item – Traffic Calming is discussed at the October meeting.

Clerk to ascertain the total of monies received, including grants assigned for traffic calming measures. Clerk to also write to the EBRS Campaign Group to ask whether remaining grant monies could be transferred to the P.C. Clerk to ask County Cllr Piggott for information on Parish allocation of monies.

Clerk

REPORTS:

School Lane Rec.: Cllr Bagni proposed that a litterbin be installed in the car park of School Lane Rec., seconded by Cllr Janes, unanimous decision. Clerk to order same bin as High Street, and to instruct the handyman to install.

Clerk

Agreed: Clerk to inform the tennis club that an alcohol ban is in force at the rec. but will not affect members consuming alcohol within the clubhouse and leased land.

Clerk

It was reported that following the resurfacing of the pathway, cracks have already started to appear, along with the growth of some weeds. Cllr Bagni proposed that the invoice for this work not be paid, seconded by Cllr Windmill. Clerk to withhold payment and to write to the contractors to arrange a site visit with, Cllrs Marriage, Hayes or Pearson. Cllr Marriage to arrange the installation of the second kissing gate, Cllrs Beal and Bagni, along with Peter Rollings and the handyman will assist in this work.

Clerk
Cllrs
Marriage,
Hayes,
Pearson

Youth Club: Cllr Beal reported that the year-end accounts would be presented to the management at their next meeting, whereby the new Club Leader will attend. The accounts will be presented to the P.C. at the October meeting. A farewell do has been arranged for the exiting Club Leader, Dave Heather.

Sports & Social Club: Cllr Marriage reported that there might be an issue with the late night licensing, details have not been confirmed. Cllr Marriage to report back at the next meeting. The Clerk was issued with a cheque for £100 from the club for loan repayments. The club will be increasing their repayments to £100 per month to clear their arrears.

Cllr
Marriage

Cllr Marriage to contact P3 group with regards to the works scheduled for the car park.

Cllr
Marriage

P.A.I.N. London Luton Airport: Cllr Beal has forwarded a letter to the Focus magazine explaining the potential expansion programme, and inviting residents to write to London Luton Airport with their views.

Eaton Bray Lower School: Nothing to report.

Burial Documents: The Chairman of Kensworth Parish Council returned to Cllr Marriage a burial map dating from 1884. This document, unknowingly, had been in their care. Clerk to archive and send a letter of thanks to the Chairman.

Clerk

NEXT AGENDA:

Items to be included on the next agenda;

1. Youth Club
2. Traffic Calming
3. Churchyard wall and after works check policy
4. Internal checks on accounts

PLANNING:

Planning applications made in July, comments made by the Planning Committee

Objections – Inappropriate dormers

SB-TP-03-1085 Loft conversion with front and rear facing dormers, and erection of single storey side extension, 36 High Street.

Objections to the two following applications – Query overdevelopment.

SB-TP-03-1180 Conversion of agricultural barn to two no. dwellings, Barn 3, Poplar Farm, High Street.

SB-LB-03-1181 Conversion of agricultural barn to two no. dwellings, Barn 3, Poplar Farm, High Street.

No objections on the following application:

SB-TP-03-1207 Erection of single storey rear extension, 34 The Rye.

Planning applications made in August.

No objections were made on the following applications:

SB-TP-03-1324 Erection of single storey rear extension with pitched roof, 6 Church Lane.

SB-TP-03-1288 Erection of polytunnel, Millside Nursery, Harling Road.

SB-TP-03-1294 Erection of single storey side and rear extensions, loft conversion with front and rear facing dormer windows and construction of vehicular crossover, 45 Church Lane.

District Council

Notice of Grant of Planning Permission;

SB-TP-03-1072 Erection of garden shed, Poplar Farm, High Street.

SB-TP-03-0468 Retention of security gates, Stable Yard, Dyers Road.

SB-TP-03-0368 Removal of condition 4 of planning permission SB-TP-93-0407, Hollybrook, The Rye.

SB-TP-03-0463 Change of use of land from kennels to garden, Trevere Cottage, Springfield Road, Wellhead.

Notice of Refusal of Planning Permission;

SB-TP-03-1038 Erection of single storey front and first floor side extension, and detached shed/store to front, 27 High Street.

Appeal Dismissed

SB-TP-03-0228 Site at the Paddocks Residential Care Home, Springfield Road, Wellhead.

ACCOUNTS:

Cllr Janes proposed that the accounts invoiced in August be paid, except path works by Goldway Surfacing, seconded by Cllr Beal, unanimous decision.

Cllr Bagni proposed that as Mrs Hignell has had to make several telephone calls regarding The Coffee Tavern, a one-off payment of £5 be paid next month, seconded by Cllr Beal, unanimous decision.

Year end Return:

Cllr Bagni proposed that the year-end accounts be signed off, seconded by Cllr Beal, unanimous decision.

The Clerk queried with Cllrs whether to include details of the loan outstanding from the Sports & Social Club. This information is not requested for and the auditors stress that no information should be sent if not asked for, as this could incur further charges due to additional time in reviewing unsolicited information. Cllr Tribbick informed the Clerk that as the full accounts would be available and would be shown at the Annual Parish Meeting, the information concerning the outstanding loan does not affect the annual return and should not be included. All agreed.

ACCOUNTS: AUG. PAYMENT

PAYEE		AMOUNT	V.A.T.
Mr Hodge	Window Cleaning (Coffee Tavern)	8.00	
Mrs Hignell	Caretaker (C/T)	83.33	
	Materials	10.83	
John Hopwood	Handyperson	68.98	
Inland Revenue	Income Tax	22.02	
T Littley	Clerk	436.33	
D. Granger	Ground Maintenance	746.13	111.13
Victim Support	S197	30.00	
Cllr Beal	Keys cut (C/T)	8.30	
British Gas	Gas (C/T)	33.87	1.61
Powergen	Electric (C/T)	21.03	1.00
	TOTAL	£1468.82	£113.74

INCOME

EBS&SC	Loan repayment	0
Lloyds TSB	Interest	11.67
Bank of Ireland	Interest	134.19
Youth Club	Hall Hire (C/Tavern)	165.00
	TOTAL	£310.86

BALANCES Close of Business August 2003

Lloyds TSB	£13,846.44
Bank of Ireland	£53,162.44

PAYEE SEPT. PAYMENT

Mr Hodge	Window Cleaning (C/Tavern)	8.00	
Mrs Hignell	Caretaker (C/Tavern)	83.33	
John Hopwood	Handyperson	63.52	
Inland Revenue	PAYE	20.48	
T Littley	Clerk	468.86	
D. Granger	Ground Maintenance	810.75	120.75
D. Granger	Topsoil etc. School Lane Rec.	179.78	26.78
Goldway Surfacing	Post & Rail	1410.00	210.00
	Kissing Gate	1762.50	262.50
SBDC	Dog bin emptying	470.00	70.00
Ray Foster	Internal Auditor	80.00	
Beds Fire Protection	Service Fire Exiting. (C/Tavern)	84.60	12.60
Three Valleys Water	Coffee Tavern	44.29	
	TOTAL	£5486.11	£702.63

INCOME

Mr Bailey	Rent	368.00
Coffee Tavern	Lettings	54.00
EBS&SC	Loan	100.00
Lloyds TSB	Interest	*
Bank of Ireland	Interest	*
S.R. Dillamore	Burial - Galloway	10.00
	TOTAL	£

BALANCES**Close of Business****September 2003**

* Info not yet rec'd.

Lloyds TSB	£*
Bank of Ireland	£*

Dated this day of 2003