

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

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

IN ATTENDANCE: T Littley (Clerk)
ALSO PRESENT: Peter Rollings, Fran Barnes and Norman Lee

APOLOGIES: Cllr Marriage, Cllr Janes (late)

SPECIFIC DECLARATIONS OF INTEREST:

| Page Number | Member declaring Interest | Present or Absent during discussion |
|--------------------|----------------------------------|--|
| 929 | Cllr Beal | Present |
| 929/30 | Cllr Bagni | Present |
| 931 | Cllr Heyland | Present |

ACTION

Nature of Interest

Cllr Beal – Youth Club Treasurer
Cllr Bagni – Member of Village Hall Committee.
Cllr Heyland – School Governor

CHAIRMANS COMMENTS:

Voluntary and Community Action – South Beds, membership renewal, cost £10. Cllr Bagni proposed that the membership be renewed, seconded by Cllr Beal, unanimous.

Letter received from a resident of Knights Court concerned with the lack of functioning street lighting along the walk way. Peter Rollings to note lamp numbers and Clerk to report to SBDC.

Clerk

Copy of letter received by Focus magazine detailing complaints of anti social males urinating in Lords Mead. The resident has reported these continuing activities to the Police. Clerk to reply to the Editor of Focus with a request that readers could suggest ways of curbing this, and that the Police number is printed to enable residents to report incidents immediately.

Clerk

Items placed in the circulation file;

- SBDC – Notice of Meeting, Standards Committee, 18/11.
- SBDC – Planning Committee Minutes, 29/10.
- SBDC – Notice of Meeting, Planning Committee, 19/11.
- SBDC - Licensing Committee Minutes, 21/10.
- SBDC – Rural Management Committee Minutes, 22/10.
- SBDC – Notice of Meeting, Executive Committee, 11/11.
- SBDC – Information Reports – Nov. 03.
- Clerks & Councils Direct – Magazine.

- SBDC – Draft Supplementary Planning Guidance.
- SBDC – Executive Committee Minutes, 11/11.
- SBDC – Licensing Sub Committee Minutes, 6/11.
- Beds C.C. – Salting routes in Beds for Winter 2003/2004.
- Beds Bugle – Newsletter.
- Voluntary and Community Action – South Beds – Annual Report & Accounts 02/03.
- SBDC – Council meeting, 2/12.

MINUTES OF THE LAST MEETING:

3/11/03 – P.C. Meeting. These were signed as a true record of that meeting.

26/11/03 – G.P. Committee Meeting. These were signed as a true record of that meeting.

CLERK’S REPORT:

The Clerk attended a workshop dealing with internal audit and risk management controls. The talk given by the trainer provided very useful information which will allow the Clerk to develop and work on new and improved systems.

The Clerk reminded Councillors that the January P.C. meeting will be on Monday 12 January.

MATTERS ARISING:

‘Alcohol Free Zone’ Signs: Cllr Janes reported that signs still have not been received for Dunstable yet.

Churchyard Wall: Clerk has written to P. Burdett the contractor requesting that the remaining work be completed. To date no response, Clerk to chase.

Clerk

War Memorial Maintenance: Response received detailing that work completed on the memorial would be redone within 2 years should the work be defective. G.P. Committee to attend a site visit to ascertain exact work needed to be completed.

G.P. Comm.

Gravestone: Clerk awaiting quote for the repair of the headstone.

Clerk

Churchyard Gate: Clerk awaiting quote for the installation of the side gate.

Clerk

REPORT FROM THE G.P. COMMITTEE:

Disabled door ramp: One quotation has been received, Cllr Bagni proposed that the tender be accepted provided that anti-slip material is used, seconded by Cllr Pearson, 6 in favour, 1 against.

Fly tipping: Clerk has received notices from G.P. informing residents how to report incidents of fly tipping. Clerk to check with SBDC before posting notices.

Clerk

Allotments: Clerk to contact John Hopwood to arrange a date for skip filling, with the assistance of volunteers. Clerk to ask John to also check plot 21(with gate) every 3 months. Clerk to write authorising the gate annually.

Clerk

Coffee Tavern windows: Cllr Heyland will enquire with Planning at SBDC about suitable screening for the lower windows.

Cllr Heyland

Rye Car Park: The project will be in 2 phases, Cllr Hayes will finalise the spec. This then to be circulated to all Councillors in order that a resolution can be made in January to go out to tender. Cllr Hayes to provide a suitable list of contractors. Clerk to ascertain from the

utilities company whether it would be possible for surface water from the car park to be fed into the existing drain.

Clerk

Ground Maintenance Contract: This contract was set for 3 years with a fixed price for that duration. Agreed: Not to revise specification. A winter maintenance programme was received from David Granger which detailed extra items that the G.P. Committee needed to review and advise the P.C. whether all or some of the work needed attention. Clerk to issue G.P. Committee letter again.

G.P. Comm
Clerk

Future meetings: G.P. agreed that committee meetings be held on the second Wednesday of the month, this would prove difficult, as the Youth Club uses all of the Coffee Tavern, Defer to next meeting.

DISTRICT AND COUNTY AND OTHER REPRESENTATIVES:

Cllr Janes reported that the Judge from the High Court has informed SBDC and the travellers on the caravan site near Mead Farm that the travellers have been in contempt of court, and will be fined and told to vacate the land.

It is anticipated that signing off of the new venue in Dunstable will be in April 2004. The project will cost around £13 million. Cllr Janes will bring drawings to the next meeting for Councillors perusal.

Cllr Janes

EATON BRAY YOUTH CLUB:

Fran Barnes was invited to approach the table, whereby she updated the Councillors with the activities and the positive ongoing development of the Youth Club. More excursions are being organised which the youths enjoy.

The Club are keen to obtain more financial assistance and are willing to involve the youths in tasks around the village which will earn them that extra funding.

Cllr Beal proposed that the P.C. donates a one off sum in January 2004 of £400 which would be repaid by the youths doing tasks around the village.

Amendment: The £400 be donated and any further monies raised by the Club would be matched by the P.C. of up to £250.

Seconded by Cllr Windmill, unanimous.

SPECIFICATIONS FOR TENDER – WAYS TO IMPROVE SYSTEM:

Discussions on the most suitable way of implementing a tendering system were carried out with 2 formats being debated.

1. Exact specifications, drawn up by the Councillors for tendering.
2. Details and quality of work desired with contractors specifying for the P.C. approval.

Agreed: Cllrs Hayes and Windmill to discuss and formulate a procedure which would also include a procedure for checking and signing off works. This then to be brought back to the next P.C. meeting.

Cllrs Hayes
& Windmill

THE VILLAGE HALL - REPORT FROM JOINT WORKING PARTY:

Letter received from Andrew Selous MP asking for observations from the P.C. in connection with the anxieties of the Playgroup and the future funding of the village hall. Clerk to reply.

Clerk

Minutes from the Joint Working Party – 19/11 had already been circulated to all Councillors for their perusal.

Further to the P.C. meeting of 3/11 whereby an outburst from Colin Siddons accusing Cllr Hayes of being a liar,

Cllr Hayes proposed that the P.C. condemns the outburst by Colin Siddons towards Cllr Hayes, whereby he was called a liar, which was refuted. Seconded by Cllr Janes, 7 in favour, 1 abstained.

A personal letter of apology from Colin Siddons was received by Cllr Hayes, with a copy to the P.C. Clerk to ascertain whether the apology is to be made public.

Clerk

Cllr Janes proposed that this Council will not allow outbursts from members of the public. The public will speak upon invitation by the Chair, with a time limit of 3 minutes, seconded by Cllr Beal, unanimous.

Norman Lee had previously queried what documents Cllr Hayes had not received. Cllr Hayes clarified that he had never seen specifications or quotations for the car park and that he had requested information on the air conditioning scheme which were received one month late.

Cllr Beal proposed that a letter of apology should be sent from the V.H. Trustees to the Parish Council regarding their comments that the P.C. is discourteous and unprofessional. A letter of apology is due to the P.C., seconded by Cllr Windmill, 6 in favour, 1 against.

With regards to the loan, Cllr Bagni proposed that he and Cllrs Tribbick and Beal complete the application form for the loan approval, but not yet to be sent, seconded by Cllr Heyland, unanimous.

Cllrs
Bagni, Beal
& Tribbick

TRAFFIC CALMING:

Details have been received from County Council concerning road humps along School Lane. The cost involved could amount to £25k+ for installation. Agreed: Not a viable option.

The Clerk has obtained information on heavy duty barriers for the entrance of School Lane car park. G.P. Committee to attend a site visit to ascertain logistics of installation. Clerk to ask John Hopwood whether he would agree to the responsibility of opening and closing the barrier as part of his job role.

G.P. Comm.
Clerk

T.S.S. – Clerk has instructed that a survey be carried out on the defective Bower Lane sensor. No response to date, Clerk to chase.

Clerk

Cllr Hayes has received a suggestion that chevrons be laid at the entrances of the gateways to combat speeding. Clerk to obtain information.

Clerk

BUDGET 2004/2005 – DISCUSS PROJECTS FOR 04/05 TO ENABLE A PRECEPT AMOUNT TO BE SET FOR JANUARY P.C. MEETING:

Annual Return: The Annual return has been completed by the external auditor. The only comments received were that the year ending figure for March 03 was incorrectly stated, as the correct figure should have allowed for uncleared cheques.

Councillors were provided with actual accounts to date and projected accounts to year end. Also projected budget for 2004/2005.

It was agreed that the budget of £13k for the Rye car park be increased to £20k. Cllrs

Bagni, Tribbick and Beal will in conjunction with the loan application earmark surplus monies to existing projects and to allow monies for the loan repayment to be included.

Cllrs Bagni,
Beal,
Tribbick

REPORTS:

Eaton Bray Lower School: No items to report

Sports & Social Club: Peter Rollings reported that further electric work needs to be completed to the floodlights. A request of financial assistance for the Club from the P.C. will be anticipated. The P.C. asked that the Sports & Social Club Committee discuss how much monies would be requested in order that it could be worked into the budget.

Sports &
Social
Committee.

P.A.I.N. London Luton Airport: Cllr Beal reported that the SERAS report; The South East: A Plan for Sustainable Airports has been received and this has been included in the circulation file.

NEXT AGENDA:

No items reported.

PLANNING:

No objections were raised on the following applications;

SB-TP-03-1684 Erection of stable block, New Cloud Farm, The Rye.

SB-TP-03-1703 Erection of rear conservatory, 4 Medley Close.

SB-TP-03-1685 Construction of and use of land as outdoor manege, New Cloud Farm, The Rye.

Objections were raised on the following application that it would establish a precedent by splitting the land and bending the greenbelt boundaries.

SB-TP-03-1739 Relaxation of condition 1 of planning permission (03/0368 tying occupation of dwelling to Rye nurseries, amendment to area of nurseries), Hollybrook Rye Nurseries.

Cllr Bagni proposed that the accounts for November be paid, seconded by Cllr Windmill, unanimous.

ACCOUNTS:

| PAYEE | | AMOUNT | V.A.T. |
|----------------|------------------------|-----------------|----------------|
| Mr Hodge | Windows (C.Tav) | 8.00 | |
| Mrs Hignell | Caretaker (C.Tav) | 83.33 | |
| John Hopwood | Maintenance materials | 101.01 | |
| Inland Revenue | PAYE | 28.49 | |
| David Granger | Ground Maintenance | 746.13 | 111.13 |
| T Littley | Clerk | 466.10 | |
| Shaw & Sons | Burial Receipt Book | 16.78 | 2.50 |
| Lubbock Fine | Auditors | 293.75 | 43.75 |
| David Pearson | Taps for C/Tav | 42.77 | |
| | Glass panes C/Tav | 50.00 | |
| | Keys for locking posts | 49.28 | |
| | | (142.05) | |
| | TOTAL | £1910.91 | £157.38 |

INCOME

| | | | |
|-----------------|---------------|--------|---|
| Mr Bailey | Cottage Rent | 188.00 | * Info not re'cd final minutes will be correct. |
| Lettings | Coffee Tavern | 501.00 | |
| EBS&SC | Loan | * | |
| Lloyds TSB | Interest | * | |
| Bank of Ireland | Interest | * | |
| | TOTAL | £ | |

BALANCES Close of Business November 2003

Lloyds TSB £*
 Bank of Ireland £*

Dated this day of 2003