

MINUTES OF THE EATON BRAY PARISH COUNCIL MEETING
HELD on 4th February 2008

PRESENT: Cllrs. M. Beal (in the chair)
D. Marriage
R. Brand
J. Conner
D. Pearson
P. Gallagher
M. Heyland
R. Windmill

IN ATTENDANCE: Clerk: M. Round
Clerk: H. Head

ALSO PRESENT: 6 Residents
PC Viv Dady
Martin Quinn
Ian Jones

1. APOLOGIES County Cllr B. Piggot

2. SPECIFIC DECLARATIONS OF INTEREST

Cllr Brand declared his connection with a potential new Councillor.
Cllr Marriage declared his involvement with the Sports and Social Club.

3. PUBLIC OPEN FORUM

Cllr Beal asked potential candidates for Parish Council to introduce them to the Council.

Peter Hooton introduced himself, confirming he has lived in the parish for seven years, very happy in the area and would like to represent it. Alan Aldridge introduced himself as a candidate willing to help and be on the council, he informed the council that he may not be the most ambitious person but had a career in organisation.

Cllr Beal informed the two candidates that a decision would be made between the council and invited the candidates to attend the next Parish Council Meeting in March 2008 for the result. Alan Aldridge informed the council that he would not be able to be in attendance on that date. Cllr Beal informed that the council would contact him with a decision. All agreed.

Mr and Mrs Dear of Mill End Close (Bilberry Chase) raised the issue of the gap running alongside their drive and the putting up of a fence. Cllr Marriage said the Parish Council would need to look into this in more detail and recommended it be put forward to the General Purposes Working. Cllr Marriage then asked for further comments. Mr Dear enquired as to their legal rights in putting up the fence on his own land and that to allow for gated access would mean that the gap for the gate would be very narrow. Cllr Marriage reported that the question asked would take time to answer and again recommended Mr and Mrs Dear's attendance at the next General Purposes Working Group on 21st February 2008 where more discussions could take place. Cllr Marriage asked if Mr and Mrs Dear were happy with this, to which they agreed. Cllr Marriage thanked them for coming.

The issues regarding the ransome strip was again raised. The Clerk confirmed that the owner of this strip had been located and that a copy of an estimate to deal with the strip had been forwarded to them. To which the council were awaiting a response.

A question was raised with regards to the middle path conservation area and that in the last 8 months, since being raised as an issue, the signage/fences had not

All Cllrs

Cllr Marriage
GP

been sorted. Cllr Pearson informed the meeting that timber for the fencing was on order and that the supplier was out of stock and was waiting for new deliveries.

Cllr Pearson

4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

Cllr Beal welcomed and introduced the new Parish Clerk, Heidi Head, to the Council wishing her well in the new job, confirming her contact times during the week as stated on the new address list. Cllr Beal also wanted to say goodbye to the previous Clerk, Mandy Round, who came to the Parish Council at very short notice and although only being with the Council for Six months had left a lasting impression. Cllr Beal informed the meeting that Mandy would be a mentor to Heidi for a couple of weeks, guiding her through the intricacies of Parish Council tasks. Confirming that from now all correspondence should be addressed to Heidi.

Cllr Beal also reminded the council that Clerk Round would be on holiday from 11th February 2008 for one week and that he would also be away from the 18th February 2008 to the 4th March 2008.

The following items have been received:

- An Email from potential candidates for the post of Parish Councillor - Alan Woolridge of 10 Mill End Close.
- An Email from potential candidate for the post of Parish Councillor - Peter Hooton of Norfolk House Farm, Harling Road.
- A letter from Machins (solicitors) regarding the recovery of debt that is outstanding from Eaton Bray Parish Council. Letter confirms that further to correspondence/telephone conversations regarding KJM Todd Associates Ltd no more action in relation to the dispute with the Parish Council will be taken.
- A letter from residents, Mr and Mrs T. Christie was read out regarding the problems resulting from the allotments, The Meads, adjoining the side of their property - problems with members of the public cutting through their garden to enter the allotments. Cllr Beal asked if this should be discussed at this meeting or at the next General Purposes Working Party. It was agreed that more investigations would be needed; Cllr Heyland recommended the council needs to look into the boundary line. Cllr Pearson also agreed that a hedge would be more preferable than a wall and to look into hedging suitable for the area. It was therefore recommended that the council make an inspection of the site and to come back to the next meeting with recommendations. The council would then contact Mr and Mrs Christie with their decision
- A letter from Eaton Bray Lower School was read out thanking the Parish Council for the donation of £2000, including the council's offer of a £3000 interest free loan. The decision regarding the loan would need to be brought to the school's Finance Committee who meets on the 25th February 2008; a decision once made would be reported back to the council.
- The report on the consultation of Orders and Regulations from Communities and Local Government was passed on to the General Purposes Working Group.
- A letter from Bedfordshire County Council regarding public bridleways at Dyers Road – the County Council has declined the request for a barrier to be put up. Clerk to write letters to Roger Wilkinson, Brian Webb and Paul Farmer with the decision made.
- An invite to the Parish Council for a representative from the council to attend a Town & Parish Council Reception on 19th February 2008. No Councillors able to attend.
- A letter from The Planning Inspectorate regarding site at Dyers Road – the appeal decision is that the proposal would be harmful to the character and appearance of the open country side and therefore the appeal has been declined.

GP

Cllr Marriage

GP

Clerk

A request was put forward by Cllr Marriage for some works to be carried out at The Rye recreation ground; general clear up by roadside, around swing. All agreed. Clerk to action.

Clerk

It was brought to the attention of the Parish Council that the guidance issued for potential applicants to Parish Councils is that, "*applicants must be a British Citizen, attained the age of at least 21 years and meet at least one of the following qualifications on day of nomination*".

5. SIGNING OF MINUTES

An amendment was made to page 1192, item 3 line 6 to read "the hedges being trimmed as they were stopping access" and not "the hedges being trimmed and were stopping access".

It was then agreed to accept the minutes of the Parish Council Meeting held on the 7th January 2007.

The Chairperson signed the minutes.

6. EATON BRAY CRICKET CLUB

With reference to Mr M Quinn, Chairman of Eaton Bray Cricket Club of 22nd December 2007, approaching the Parish Council for a new long-term lease/extension to the present lease held for the land at the Rye Allotment for use as a Cricket Ground, Mr Quinn asked the Parish Council if they would extend the current lease and are happy to enter negotiations for such. Cllr Beal asked if the Parish Council were happy to extend the lease. Cllr Marriage recommended that the council and Cricket Club to take a look at the current lease which is for 20+2 years, bringing it more up to date and in line with current changes. Mr Quinn felt that the original lease was adequate and that he did not feel there would be a lot to update. Cllr Marriage recommenced that the Cricket Club representative come to the March General Purposes Working Group (date yet to be confirmed) to go through the lease. Mr Quinn and Mr Jones, Secretary for Eaton Bray Cricket Club confirmed that they would attend the next General Purposes meeting, inviting also with them their Solicitor to go through the Lease. Cllr Windmill asked if Mr Quinn was happy with the lease or wanted a more fixed lease. Mr Quinn responded that they were happy but would like another 20+2 year lease issued. The Parish Council agreed in principal to the renewal of the lease, subject to the General Purposes Working Group review.

GP

7. DISTRICT AND COUNTY REPRESENTATIVES

There were no representatives from the District and County Councils in attendance. Apologies received.

8. POLICE REPRESENTATIVES

PC Viv Dady presented crime statistics for the month of January:

- 3 burglaries at dwellings. Two on the same night in Yew Tree Close – front doors being 'popped' open, residents need to be made aware of double locking their doors to prevent them being 'popped' open. One entry to another dwelling, entry unknown.
- Mr Wood reported chickens being stolen, has promised to make chicken pen more secure.
- Criminal damage – road sign thrown through the chip shop window on 4th January 2007. There was an offender caught at the scene, this is currently under investigation.
- In Wallace Drive a flower pot was thrown on a vehicle.
- A chicken theft in Moor End, all chickens were in a secure pen.

PC Dady recommended the Parish Council look into what the crime priorities are for the parish, ie. Traffic, youth nuisance. Viv advised that the Parish Council

should recommend to the police three areas of priority, suggestions of which should come from the residents of the village.

Viv advised that the village should have a 'Key Individual Network (KIN)'. A scheme where all villages/parishes have a representative (resident) who is aware of what goes on in the village and is happy to speak to the police, going through a questionnaire/giving opinions, with the police speaking with these representatives every three months for an update.

Viv then asked if it would be possible to have contact details of all the people who have meetings/venue users within the village. Cllr Marriage confirmed he had a list and would be more than happy to forward this to her on Email (copy to Clerk).

Cllr Marriage

Cllr Marriage asked Viv if she had the information sheet, to be placed on the parishes notice boards, showing contact numbers/pictures of the police for this area so residents know who to contact/speak to. Viv said that the details were put together but due to the PCSO leaving she was advised not to give this out until the details were updated. Cllr Marriage and Cllr Beal both recommended this was needed sooner. Viv said she would look into it.

Viv informed the council that they would be operating speed checks in the village in February 2008.

Cllr Marriage asked what plans were in place for a new PCSO for the village as this is a very important position. Viv could not comment on this. Cllr Brand asked why the parish should pay a cost for a PCSO when he believed that Edlesborough Parish Council did not pay for their PCSO.

9. GP REPORT AND SIGNING OF MINUTES

An amendment was made to page 2 line 6 to read "who looks after this patch to develop and maintain this area" and not "who looks after this patch to put together a project to fix the fencing and to develop (?)/ maintain this area".

The minutes were agreed and signed by chairman.

Cllr Marriage mentioned the Youth football teams visit and the suggestion that they join the General Purposes Working Party on 21st February 2008 to go through the Holmans Field Project.

Cllr Marriage also recommended for works to be carried out following the report from Wikstead and asked for John Hopwood to be issued with a works notice to complete these works. All Parish Council were in agreement. Clerk to organise worksheet for John Hopwood to do the work.

Clerk

Cllr Brand discussed Mill End Close, the area needing new fencing and general cleaning up of the area. The priority being the safety aspect of the fencing next to the field and the water. This needs to be completed and made safe and secure as children do play on the field which is in close proximity to the water. Cllr Brand said he was happy to take on this project and report back to the Parish Council with his findings.

RB

Cllr Brand also gave the Clerk an example of signage for the area, requesting that these signs need to be put in clear view of all residents/general public – Cllr Brand saying that initially he would want three signs but would confirm back to Clerk exact numbers.

RB
Clerk

10. GROUND MAINTENANCE CONTRACT

Two quotes for Ground Maintenance have been received, (i) Reyven (Sportsfields) Ltd (ii) D.J. Granger Landscapes Ltd. Both contractors were sent the same schedule.

(i) £9567.80 + VAT (total annual price) – subject to adjustment at each February 1st.

(ii) £8,700 (per annum) – need to check quote ex/includes VAT. With a 3% increase in 2011.

Clerk

Cllr Marriage proposed to accept the quote from D.J. Grange, Cllr Windmill seconded. All Parish Council were in favour. Clerk to action.

Clerk

11. YEARLY TIMETABLE

It was discussed as to the reason behind the yearly timetable. The Clerk said that it was mainly a Clerk aid to help the Clerk be aware of what main items will arise in the yearly Parish Council timetable, ie. Precept, accounts, payments, rents. The Parish Council all agreed to adopt this and to use it as a planner (as a standard sheet), being issued to Parish Councillors half yearly as a reminder. Also should the Parish Council believe other items should be documented on the timetable to let the Clerk know who would update accordingly?

All Cllrs
Clerk

12. FLY TIPPING

Areas of concern, (i) Northall Road (ii) Sports and Social Club;

- (i) Gas cylinders on council strip in Northall road (blue and red). Cllr Marriage asked what was happening regarding this. The Clerk confirmed she had actioned this (using an on-line number) and confirmed this should be cleared up within the next week.
- (ii) At the Sports and Social Club site still many items dumped after a clear out at the club. It was proposed that a letter be sent to the Sports and Social Club, requesting them to clear the site giving a 28 day deadline to do so (from receipt of letter). Failure to do so will cause the council to arrange clearance of the site and the cost of such to be forwarded on to them for payment. Cllr Marriage proposed this action, with Cllr Brand seconding. All Parish Councillors were in favour. Clerk to write letter.

Clerk

13. CONFIDENT COMMUNITIES

Cllr Marriage reported that he has looked into the possibility of acquiring a PCSO for the village through a share scheme with other local villages (at a cost of £8,000). This means that Eaton Bray Parish would have the guaranteed presence of a PCSO 10½ hours a week. Looking into this scheme, Cllr Marriage found that the PCSO share scheme has to work with three other villages/parishes and located an application by Kensworth and Whipsnade who required one other parish to share with. Cllr Marriage confirmed that he has put in the paperwork applying for the share scheme with the other villages/parishes and is currently awaiting a response. Once received he would report back to the Parish Council its decision.

Cllr Marriage

14. ADOPTION OF STANDING ORDERS, WORKING GROUPS –V- COMMITTEE

The Parish Council agreed to all look through the issued Standing Order and to report back to the next parish meeting with the adoption of it. The Clerk stated that this was an important task as the standing order should have been adopted by year end, March 2007. Cllrs Windmill, Brand, Marriage and Heyland agreed to look for their original copy to bring forward for the next Parish Council Meeting. The Parish Council looked into the organisation/names of the additional committees/working groups set up alongside the Parish Council. As proposed and agreed in the previous minutes of 7th January 2008 all committees are to be known as Working Groups, with minutes taken at the meetings and then posted onto Parish Council Website.

Clls Windmill, Brand,
Marriage, Heyland

All Working Groups

15. CLERK

- Copies of the Register of Electors were handed out to each of the Parish Councillors.
- The Clerk handed over the read file to be circulated to all Councillors.
- Allotments - it was agreed by the Parish Council for the Clerk to deal with the actions raised from the allotment report. The council confirmed that with termination of the tenancy, money paid will be returned to the

Clerk

cancelled tenant.

- VAS – it was agreed by the Parish Council for the Clerk to contact the Council regarding the VAS sign in Bower Lane not working. Also to ask that the VAS sign at Chapel Lane/Rye be mended as it has been broken. Clerk to action.

Clerk

16. PLANNING PROCESSES

Cllr Heyland requested some clarification from the Planning Department at South Bedfordshire District Council as to the criteria/planning processes when the public apply for the placing of a temporary dwelling, ie. van/mobile home etc. Cllr Heyland felt that the Parish Council needs clarification so that a precedent can then be set for future applications of such, to be used as a reference point. It was agreed that the Clerk write to the Planning Department to find out what their policies are and how their decisions are met when it comes to temporary dwellings.

Clerk

Cllr Heyland and Cllr Windmill both expressed their concerns as to the shortness of time given for planning applications being sent to the Parish Council. It was felt that a letter should be written to South Bedfordshire District Council to ask why planning applications are being sent to the Parish Council with such short deadlines put on them. Clerk to write letter.

Clerk

17. PLANNING COMMITTEE REPORT

The following planning applications were considered:

- TP/08/0024 35
- Erection of front extension to garage.
- No objection

Plans were submitted with proposed development in The Comp. The Parish Council asked the Clerk to acknowledge receipt of these initial plans .

Clerk

18. TO RESOLVE TO PAY JANUARY ACCOUNTS

Upon checking and agreeing all maintenance had been completed, it was unanimously agreed to pay the January account.

19. NEXT AGENDA

- Court appearance
- Adoption of Standing Orders

Items for the March agenda no later than **Friday 22nd February 2008** please.

The meeting closed at 10:00pm.

Next meeting to be held at 7:30pm at The Coffee Tavern on **Monday 3rd March 2008**.