

EATON BRAY PARISH COUNCIL

Minutes of the Eaton Bray Parish Council

Held on 14th July 2008

PRESENT	Cllr D. Marriage (Chair) Cllr R. Brand Cllr J. Conner Cllr P. Gallagher	Cllr M. Hawkes Cllr M. Heyland Cllr D. Pearson Cllr R. Windmill
IN ATTENDANCE	Heidi Head (Clerk)	
ALSO PRESENT	District Cllr K. Janes	4X Residents/General Public

1. **APOLOGIES** County Cllr B. Piggott, Cllr T. Moxey

2. SPECIFIC DELARATION OF INTEREST

Cllr Marriage declared his involvement with the Sports and Social Club.

Cllr Brand declared an interest in Item 21 on the Agenda, confirming he would leave the meeting at that point.

3. PUBLIC OPEN FORUM

The Chairman asked those in attendance if they had any items they wished to raise.

- Residents raised concerns regarding an amended planning application for Dyers Road, Eaton Bray; the amendment changes the wording on the planning application to B1 use (storage). The residents are still concerned with this development. Again reiterating, as on previous occasions, Dyers Road is not a road but a bridleway. Concerns were raised about the safety for the road entrance and the number of vehicles that would be using this bridleway. The Parish Council listened to all comments and was put to the vote of the Parish Councils course of action. Decision unanimous for the Parish Council to again object to this planning application and for the Clerk write to South Beds with the Parish Councils decision.
- The Parish Council was informed that on the NATS Website (www.consultation.nats.co.uk) there is to be an update relating to the proposed flight paths, available from 22nd July 2008.

Clerk

4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- Letter from Bedfordshire Police re RTA on 22nd April last – requesting a fee of £78.40 to obtain the report. Clerk to pay fee. All agreed.
- Letter from Cllr Ruth Gammons, Chairman, South Beds District Council; to meet the Parish Council. Clerk to invite to October/November Parish Council Meeting. All agreed.
- Letter from Austin Penny & Thorne, Solicitors re Coffee Tavern/Cottage; confirming that the Parish Council is the freeholder of the properties but the Trustees have the power of management and control. Read out to all Councillors.
- Contract received from Austin Penny & Thorne, Solicitors re agreed charges for future investigations/work; All agreed to sign the contract, however asked the Clerk to write a letter informing the Solicitors that they are not sole agents and if the Parish Council felt the need to consult another Solicitor they may do so.
- Email from Alan Woolridge re conservation area – Mill End Close; Clerk confirmed that she had responded to Mr Woolridge confirming that the Parish Council are now in talks with the Bedfordshire Countryside Management Service and the Drainage Board as to the best way to go forward with this area.
- Email from David Granger re cemetery work quote. Concerns that the quote seemed very low for the amount of work to be done. Agreed to check the size of the work, contact David Granger to check the quote. If the quote is as listed, all agreed to get the work done.
- Letter from Deborah Vidler, Groundwork; volunteering at the Festival of Food &

Clerk

Clerk

Clerk

Cllr Gallagher

Cllr Pearson
Cllr Conner
Clerk

Cllr Heyland/

EATON BRAY PARISH COUNCIL

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| Drink at Dunstable Downs. Cllr Heyland to look into/forward to read file. | read file |
| • Letter from Chris Banks, St Mary's Village Carnival; thanking Parish Council for support. Read out to all Councillors. The Chair wishes to thank Cllr Gallagher for all his hard work in organising the stand for the Carnival and to the Clerk/Councillors who attended the stand. | |
| • Letter from Barbara Marriage, Secretary to Eaton Bray Village Hall; thanking Parish Council for release of agreed funds. Read to all Councillors. | |
| • Letter from Beds County Council; Confident Communities Fund – Withdrawal of PCSO option and new application. Agreed to look at options available at the General Purposes Working Group. | GP Working Group |
| • Letter from Mike Baldwin, Beds County Council; user survey – Dunstable Downs; Cllr Heyland agreed to respond. | Cllr Heyland |
| • Email from Paula Judd, Beds County Council; tackling Climate change in Beds and questionnaire. Agreed to look at in more details at the General Purposes Working Group. | GP Working Group |
| • Email from Ann Collett-White, Campaign to Protect Rural England; CPRE and Design Award Scheme. All agreed to forward to Cllr Moxey to look into, however if unable to do so then to forward to the General Purposes Working Group. | Cllr Moxey
GP Working Group |
| • Email from Ann Collett-White, Campaign to Protect Rural England; Invitation to attending The Planning System Seminar, 29 th September 2008, Flitwick. All agreed to forward to Cllr Moxey to look into, however if unable to do so then to forward to the General Purposes Working Group. | Cllr Moxey
GP Working Group |
| • Email from Claire Forrest, Chilterns Conservation Board; public consultation on draft Chilterns Management Plan 2008-2013 consultation. All agreed to forward to Cllr Moxey to look into, however if unable to do so then to forward to the General Purposes Working Group. | Cllr Moxey
GP Working Group |
| • Town and Parish Council Survey; creating Central Bedfordshire; to be forwarded to the General Purposes Working Group. | GP Working Group |
| • Letter from Chilterns Conservation Board re Chilterns Management Plan 2008-2013 Consultation draft documents. All agreed to forward to Cllr Moxey to look into, however if unable to do so then to forward to the General Purposes Working Group. | Cllr Moxey
GP Working Group |

5. PHILLIP JERRED: HOUSING NEEDS SURVEY

Mr Jerred spoke to the Parish Council regarding the opportunity to look at affordable housing for local people in rural areas. This survey would help to identify rural housing need within rural parishes and the Parish Council would be helped in the process of obtaining exception site housing for the parish. Mr Jerred confirmed that a public meeting would take place to show the parish ideas for housing, stipulating that the housing would only go to those with a strong local connection; live in village, employed in village, born in village – moved away – would like to get back but unable to afford the housing. If the parish is confirmed as an area qualifying for housing then there would be an S106 agreement put in place for an exception site. The survey would be carried out by sending letters to all parishioners (Parish Council to organise distribution) and once completed/returned would be assessed to see if there is a need within the parish for housing.

See Handout

Questions were put to Mr Jerred: (i) What type of housing? Could bungalows be built due to the high elderly population in the parish? *Yes bungalows could be built but they would not be retirement bungalows.* (ii) Who would manage the housing? *They would be registered with a Social landlord, i.e. housing association.* (iii) Who would govern the housing/decide who would live in the housing? *The people getting these homes would need to meet the criteria listed, however if no people are suitable then would look to surrounding areas to fill the homes – properties would not be allowed to be empty for longer than 12 weeks.* (iv) From this meeting what would be the next process? *The Parish Council would need to meet to discuss the requirement of a housing need survey for the area. If the decision is yes, then the Parish Council would need to contact him (Mr Jerred) to organise Housing Needs Survey for the Parish.* (v)

EATON BRAY PARISH COUNCIL

Who selects the site for the homes? *The Parish Council could recommend a site or a land search/land agent could look at possible areas for housing.* (vi) Do the Parish Council have a say in the size of housing development? *Basically there is a minimum of 6-7 houses and a maximum of 10-12.*

The Parish Council thanked Mr Jerred for attending the meeting and agreed to put forward his ideas at the Parish Council Meeting in October. Clerk

6. DISTRICT AND COUNTY REPRESENTATIVES

District Cllr Janes informed the Parish Council that he is currently involved in the recent planning application for Dyers Road. He also confirmed that the processes for the new Council's changeover are still ongoing with an election due for next year. The Parish Council also wanted to thank Cllr Janes for all his work for the parish and to say it was nice to see him back after his period of ill health.

7. POLICE REPRESENTATIVE

PC Viv Dady confirmed the joint police surgery with Thames Valley Police on Saturday 26th July next at Edlesborough Memorial Hall. Supplying the Parish Council with notices to display. Clerk to action. PC Dady also informed the Parish Council of the monthly newsletter which can be obtained by the website and downloaded. Clerk to print out and display on notice boards, forwarding a copy to the Parish Councillors. Clerk
Clerk

PC Dady informed the Parish Council that the police are trying to find out from residents in the parish their opinions on what they feel the police should be doing, showing a form they are using to obtain this information. It was agreed for the Clerk to contact Focus to see if they could put one form in every Focus magazine when distributed within the Parish, also to organise for a response box to be placed at the Village Post Office where the response forms, once completed, can be placed. Clerk to action. Clerk

The Clerk asked if PC Dady could email a copy of the crime stats for the ½ year for the Parish. PC Dady confirmed she would email these over. PC Dady

The Parish Council thanked PC Dady and the police for all their hard work at the Carnival.

8. SIGNING OF MINUTES OF THE PARISH COUNCIL, 2ND JUNE 2008

It was agreed unanimously to accept the minutes of the Parish Council Meeting held on the 2nd June 2008. The Chairman signed the minutes.

9. MATTERS ARISING FROM THE PARISH COUNCIL MINUTES (*for information*)

- Dog Bins: The Parish Council asked the Clerk if she has obtained quotes for new Dog Hygiene Bins. The Clerk confirmed she had received quotes from suppliers and it was agreed to look at the quotes/designs at a General Purposes Working Group and confirm back to the Parish Council their suggestions. GP Working Group
- Skateboarding: It was confirmed that the relevant paperwork has been sent off and are now awaiting details.
- Conservation Area: It was confirmed that this is currently being looked into and the options available for this area. To be look into in more detail at a General Purposes Working Group. GP Working Group

10. GENERAL PURPOSES REPORT AND SIGNING OF MINUTES

There was no General Purposes Working Group held prior to the Parish Council Meeting on the 14th July 2008. GP Working Group

11. MATTERS ARISING FROM THE GENERAL PURPOSES MINUTES (*for information*)

There were no matters arising (see Item 10).

EATON BRAY PARISH COUNCIL

12. THE THREATENED CLOSURE OF VILLAGE POST OFFICE

After confirmation that the village Post Office is recommended for closure it was agreed that the Parish Council would support the Post Office in its fight to stay open. It was recommended that the Shop/Post Office put together an action group to deal with the petition and that the Parish Council would support them on this. It was suggested that residents should write individually to the Post Office, substantiating their reasons for the non-closure of the Post Office and that it was important for people to attend the public consultations: 12:30-2:30 pm on Wednesday 23 July 2008 at Vandyke School Theatre, Vandyke Road, Leighton Buzzard, Bedfordshire LU7 3DY and 5:30-7:30pm on Thursday 7 August 2008, South Bedfordshire District Council Offices, High Street North, Dunstable, Bedfordshire, LU6 1LF. The Parish Council was also informed that the petition was being put to Andrew Selous MP who will then present it at House of Commons.

Action Group/Clerk

13. BT PROPOSAL TO REMOVE KNIGHTS CLOSE PUBLIC PAYPHONE

The Clerk informed the Parish Council of the proposal to close the public payphone situated at Knights Close. The Parish Council all agreed to put forward their argument for the public phone to stay; an essential facility for the elderly in that area, many of the dwellings in close vicinity to this phone box; poor mobile phone coverage in the area. Clerk to action.

Clerk

14. ALLOTMENTS

It was brought to the Parish Councils attention the need for addition water butts in the allotments, thus giving easy access to water for all tenants. It was suggested that Cllr Hawkes speak to the tenants to put together an action plan/costing for these improvements and to present them at the next Parish Council meeting in September for their decision. All agreed.

Cllr Hawkes

Clerk

Concerns were raised with regards to dogs being allowed on allotments and fouling allotment plots. In the allotment agreement it stipulates that dogs must be tied up on the owners plot at all times, this is not happening. It was recommended that the Clerk write a letter to all allotment tenants reminding them of the current rules on dogs, with a reminder of no fouling at any time as a condition of the allotment regulations. The Clerk is to stipulate that unless this situation improves then the allotment rule may have to be changed. All agreed.

Clerk

It was also suggested that the handyman trim the weeds from plots, as seeds are being blown onto other allotment plots and self-seeding on tended plots. It was agreed for Cllr Hawkes to look at the overgrown plots and give the details to the Clerk who will then write to the tenants to ask if they are happy for those areas to be trimmed down. All agreed.

Cllr Hawkes
Clerk

Concerns were raised regarding a popular fruit tree on plot 8 where suckers from the tree are appearing in other plots. It was suggested the Clerk write to the plot holder with the concerns from this tree advising him to ensure the tree is kept trimmed to a reasonable height and all suckers removed. Cllr Hawkes and Cllr Marriage agreed to go to the allotment and look at the tree prior to a letter going out and get back to the Clerk with their findings/decision. All agreed.

Cllr Hawkes
Cllr Marriage
Clerk

15. SUPPORTING OF THE UK FORCES

Cllr Brand brought to the attention of the Parish Council the need for the parish to show its support for our troops in active service in Afghanistan. It was suggested that an appeal go out to all parishioners to help support these service men/women by putting together a 'special gift' which could be sent to the troops. This would be in the form of a shoe box (or box of this size), unsealed, which could contain items of use/treat to these troops, i.e. toilet rolls, biscuits, wind-up radios etc. It was recommended the Clerk to put an advert in the Focus relating to the parishes support for our troops. Cllr Brand agreed to put together a draft advert, with relevant details,

Clerk
Cllr Brand

EATON BRAY PARISH COUNCIL

and forward to the Clerk. All agreed.

16. VIEWS/COMMENTS FROM ST MARY'S VILLAGE CARNIVAL

Feedback/comments raised at the Carnival were:

- The Parish Council to consider putting together a bus timetable for Eaton Bray/Edlesborough and put as a regular feature in focus.
- To look at increasing the number of busses from the parish to Leighton Buzzard, especially at peak periods, i.e. school times for children attending Leighton Buzzard Schools from Eaton Bray.
- Hedging becoming overgrown at Chiltern View. To be forward to a General Purposes Working Group.
- A section of the fencing at the ford is missing and needs to be replaced. The Parish Council needs to find out who is responsible for this fencing, i.e. Parish Council/River Ouzel Board etc. Recommended Cllr Brand to look into this and inform Clerk of findings. All agreed.

GP Working Group

Cllr Brand
Clerk

17. PARISH COUNCIL AND THE COFFEE TAVERN TRUST

The Parish Council was informed that the tenant in the Cottage has now left and that the Trustees are now getting quotes/estimates for work in the cottage. The locks have now been changed. The Clerk handed to the Trustees as copy of the relevant deeds/documents obtained from recent investigations. It was recommended that the Trustees to put together a draft document on the relationship between the Parish Council and the Trustees and bring to a Parish Council meeting to discuss further.

CT Trustees

18. CLERK

- The Clerk went through the previous Financial Regulations (2007) to look at the Clerk's authority. Changes were made to the regulations to ensure the Clerk's agreed expenditure of £200 being amended to £500 for any repair/replacement of any work which in the opinion of the Clerk must be done at once, reporting the action taken to the Council as soon as possible. All agreed. Clerk to amend regulations.
- It was reported to the Clerk of the damaged kerbing at Bower Lane (triangle). Clerk informed Parish Council that this has been reported but agreed to chase this up.
- The Clerk informed the Parish Council that she had received a communication from a family whose relative is buried in Bower Lane Cemetery. The family wished to refurbish the grave, i.e. removing old curb stones/new memorial stone; and wanted approval to do so. The Parish Council agreed this could be done with the following provisos: To ensure all old memorial stones/edging are removed from the cemetery, to ensure ground is levelled/made good ready for turfing, to ensure area cleared/tidy/completed within two months of starting refurbishment. Clerk to write letter. All agreed.
- The Clerk informed the Parish Council that she had heard back from Highways regarding the road markings for The Nurseries. The Traffic Management Team has no objection to the give way markings and therefore Highways have issued an order for this work. This should hopefully be done in the next few weeks.
- The Clerk agreed to chase Mr Dumbleton regarding the work required for the Metal Fencing at School Lane Recreation Ground.
- The Clerk confirmed that the Parish Council had received a VAT refund from the Inland Revenue of £3576.66.
- The Clerk requested the Councillors to inform her of their availability during August due to no Parish Council Meeting, to enable cheques/invoices to be dealt with. All agreed.
- The Clerk asked for details regarding the Councillors patch of the parish. Cllr Marriage agreed to put together a sheet, with all details on, to be agreed at the Parish Council Meeting in September.

Clerk

Clerk

Clerk

Clerk

All Councillors

Cllr Marriage
Clerk

EATON BRAY PARISH COUNCIL

19. PLANNING COMMITTEE REPORT

The following planning applications were considered:

Application Nos.	Development Site	Decision	If Refusal: Grounds for
TP/08/0437 (revised)	45 Church Lane, Eaton Bray	Erection of 1.2m front boundary wall	No Objection
TP/08/0525 (revised)	The Stables, Dyers Road, Eaton Bray	Recommended Refusal	As per previous comments: Clerk to write letter to SBDC on decision
TP/08/0597	Brooklands, Bottom Drive, Eaton Bray	Erection of single story rear extension & conservatory	No Objection
TP/08/0704 (revised)	8A Mill End Close, Eaton Bray	Erection of first floor extension	No Objection

Clerk

Clerk

The Clerk to report Parish Council's decision to the relevant authority. All agreed.

20. TO RESOLVE TO PAY JUNE 2008 ACCOUNTS

It was unanimously agreed to pay the June 2008 accounts.

21. MILL END CLOSE

In accordance with the Public Bodies (Admissions to Meetings) Act 1960, public and press were asked to leave the meeting for this item. Cllr Brand was also not present during discussions.

The Clerk informed the Parish Council that she had received correspondence which showed the strip next to 20 Mill End Close is a *Local Authority Access Point to maintain planting and not to place or allow any obstruction to remain on the access way*. The Parish Councillors agreed for the Clerk to draft a letter informing the residents of the findings and to show the Parish Council the final document for their agreement, prior to posting. All agreed.

Clerk

All Councillors

22. NEXT AGENDA

Items for the Parish Council Meeting Agenda to be submitted to the Clerk no later than, Thursday 21st August 2008.

All Councillors

The meeting closed at 11:00pm.

Next meeting to be held: Monday 1st September 2008, 7:30pm at The Coffee Tavern.