

EATON BRAY PARISH COUNCIL

Minutes of the Eaton Bray Parish Council Held on 1st September 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	County Cllr. B. Piggott	1x public

1. APOLOGIES District Cllr. K. Janes, PC Viv Dady

2. SPECIFIC DELARATION OF INTEREST

Cllr Marriage/Cllr Pearson declared their involvement with the Sports and Social Club.

3. PUBLIC OPEN FORUM

No representation was made by the members of the general public.

4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- Email from Cricket Club with their decision not to pursue with the relocation of the entrance gate. Read to all Councillors.
- Communication with Eaton Bray resident concerned with the condition of the Bower Lane gateway, reporting a broken bench at the entrance to Knights Close and the peeling paintwork on the parish notice board. The Clerk informed the Parish Council that she is in communication with relevant authorities to get the gateway mended. The Parish Council agreed for Cllr Pearson to look at the broken bench and notice board at the entrance to Knights Close and report back to the Parish Council with his findings.
- Telephone call from Eaton Bray resident concerned with youths hanging around School Lane Recreation ground and consuming alcohol. The Parish Council agreed to bring this issue up with the local police.
- South Bedfordshire District Council & CPRE, Entries for Design Awards 2008; the Parish Council felt that it was not able to apply for these awards at this time.
- Invitation to the Commons Day on 20th September 2008; no Parish Councillors are able to attend.
- Invitation to the Chilterns Planning Conference 2008; no Parish Councillors are able to attend.
- Invite to The Chilterns Sustainable Development Fund 2008-09; no Parish Councils are able to attend.
- Bedfordshire Highways Report 2008-2009; agreed to place in read file with a copy sent to the Clerk.
- Invitation to the L&D Mental Health AGM on 24th September 2008; no Parish Councillors are able to attend.
- Invitation to attend Civic Service, by Cllr Ruth Gammons on 12th October 2008; no Councillors are able to attend.
- Invite to HGV Meeting on 9th September 2008; Cllr Marriage and Cllr Gallagher are able to attend. Clerk to confirm attendees.
- Letter from concerned resident regarding a proposed Skateboard Park; Cllr Gallagher agreed to write to residents outlining the current situation on this project.

Clerk
Cllr Pearson

PC Viv Dady

Read file/
Clerk copy

Cllr Marriage/Cllr
Gallagher/Clerk

Cllr Gallagher

5. DISTRICT AND COUNTY REPRESENTATIVES

District Cllr Piggott gave an update on the progress of the new Bedfordshire Council. He recommended the Parish Councillors' attending the HGV Meeting on the 9th September 2008 to mention to the speaker the situation with the introduction of temporary speed limits (20mph). Cllr Marriage mentioned how pleased the Parish

HGV Meeting/Cllr
Marriage/Cllr
Gallagher

EATON BRAY PARISH COUNCIL

Council are with the quick response received from Bedfordshire Highways when in contact with them.

6. POLICE REPRESENTATIVE

There was no representative from the police in attendance.

7. UPDATE ON POLICING WITHIN EATON BRAY

It was reported to the Parish Council a problem with people pitching a tent on School Lane Recreation Ground. A resident contacted the Parish Council who then reported this to the police. The police investigated the incident at that time. The tent appeared again; the police were contacted and went to investigate. It was requested that residents need to be made aware that if they witness anything happening within the village, however minor, it SHOULD be reported to the police direct and NOT through the Parish Council. The police should be contacted direct on the telephone number, as printed in the FOCUS magazine, and obtain a URN number. Clerk to action,

FOCUS/Clerk

The Parish Council are still looking into the area of Specials for the area, but to date have received no communication back from the police. Cllr Brand agreed to chase this up. It was also agreed for Cllr Brand to look into the possibility of organising fridge magnets for all residents in the parish, giving the direct numbers for the local police, as a visible means of reminding parishioners the police reporting process and contact numbers. All agreed.

Cllr Brand

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 14th July 2008, with the following correction:

- Page 1226, line – corresoondence, change to *correspondence*

With the corrections noted the Chairman signed the minutes.

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

- CPRE Meeting: Cllr Moxey confirmed he would be attending The Planning Seminar, 29th September 2008.
- Housing Needs Survey: The Parish Council felt that Councillors needed to put forward their ideas on the Housing Needs within the village and suggested the Clerk put together a form for all Councillors to complete. The forms would be returned to the Clerk prior to the next Parish Council meeting as an item for discussion. All agreed. Clerk to action.
- The Clerk updated the Parish Council on the progress made in assisting the police in placing a questionnaire in the October FOCUS, for Eaton Bray Parish residents to complete and return. This is to help the police in finding out direct from residents their opinions on what they feel the police should be doing. All completed forms are to be posted in a box placed at the Eaton Bray Post Office/Shop.
- The Threatened Closure of Village Post Office: The Clerk updated the Council that all relevant correspondence had been sent to the Post Office Consultation Team. A copy of the Parish Council's response being placed in the read file for information. Expected response from Post Office Limited being the 17th September 2008.
- Supporting of the UK Forces: Cllr Brand confirmed that he is still collecting 'gift boxes' to be sent out to the UK troops. He agreed to send a draft advert to the Clerk who would be able to place this in the FOCUS to gain residents support.
- Damaged Fencing at the Ford: Cllr Gallagher agreed to check who is responsible for the fencing and get back to the Parish Council with his findings.
- Mill End Close: The Clerk updated the Parish Council on the situation with the strip of land at Mill End Close. The clerk confirmed a letter had been sent out to the residents confirming that the strip of land is an "LA Access Point to maintain planting", also "Not to place or allow any obstruction to remain on the access way", informing the residents that as agreed by the Parish Council, they are happy for this strip to be

Cllr Moxey

Clerk/All
Councillors

Clerk/PC Viv Dady

Cllr Brand/Clerk

Cllr Gallagher

EATON BRAY PARISH COUNCIL

closed off from general use with a fixed gate. The gate would be lockable with the resident and the Parish Council as key holders. Should the Parish Council find on any occasion the access is blocked, obstructed or gate cannot be opened the Council would have the gate removed. The Clerk also informed the Parish Council that the residents had booked for a contractor to put in a fixed fence, this action being spotted by a resident who informed the Parish Council and two Councillors went to investigate, requesting the contractor stop the work and clear the access way. The contractors stopped the work and the access way was cleared. It was agreed for the Clerk to write to the residents reiterating the Parish Council's findings/decision. The Parish Council thanked the Clerk for her investigations into this matter.

Clerk

10. GENERAL PURPOSES REPORT AND SIGNING OF MINUTES

It was agreed to accept the minutes of the General Purposes Working Group held on the 31st July 2008. Cllr Gallagher signed the minutes.

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

- Dog Bins: It was agreed for the dog bins to be ordered from Earth Anchors with concrete fixings. The Clerk was asked to contact South Beds District Council to confirm additional bin collections can be added to the current round. Once approval given, the Clerk is to order the additional five bins. Clerk to action.
- Skateboarding: Due to a number of residents contacting the Parish Clerk upon receiving a leaflet distributed in School Lane, by persons unknown, regarding the Skateboard project, it was agreed to a communication being sent out to School Lane residents from the Parish Council; giving an outline on the proposals for Skateboarding in the area. Cllr Gallagher/Clerk to action. All agreed.
- Village Gateways: The Clerk informed the Parish Council that she has now received the police report regarding the accident/damage to the gateway in Bower Lane and is in the process of writing to the relevant parties concerned.
- Conservation Area/River Ouzel: Cllr Gallagher informed the Parish Council that he is putting together a report outlining the options available for the Conservation Area at Mill End Close. It was agreed that once completed, Cllr Gallagher/Clerk was to organise the distribution of this report. It was brought to the Parish Council's attention that the *No Public Access* signs had been damaged. It was agreed for the General Purpose Working Group to look at the damaged signs, look at the best way to proceed, reporting back to the Parish Council at the next meeting. All agreed.
- Hedging at Chiltern View: It was asked for the Clerk to contact Beds County Council to request that the hedge cutting be extended to the frontage of the site in order to improve vision for vehicles. All agreed. Clerk to action.

Clerk

Clerk

Cllr Gallagher/
Clerk

Clerk

Cllr Gallagher/
Clerk

GP Working Group

Clerk

12. COFFEE TAVERN REPORT

It was reported to the Parish Council that the redecoration of the cottage is now complete, the fan has been installed and the front garden turfed. The back to be tidied up in due course. The deposit from the previous tenants should be returned to the Parish Council within 2-3 weeks. The cottage is now ready to be re-let.

It was agreed that an agreement needs to be in place between the Parish Council and The Coffee Tavern Trustees, and it was proposed that an initial draft agreement, with covering letter, be sent to the Parish Council's Solicitors for further advice. All Agreed. Clerk to action. The Clerk asked Cllr Conner to forward all relevant paperwork to her, to enable the letter to be sent to the Parish Council's Solicitor. This was agreed.

Clerk

Cllr Conner

A request for additional monies for the Coffee Tavern for £2,500 was put forward to the Parish Council. All agreed to this donation. However, it was requested that the Trustees put together a yearly budget for the Coffee Tavern/Cottage (similar to that of the Parish Council precept) and forward it to the Parish Council for their finance

Clerk

CT Trustees

EATON BRAY PARISH COUNCIL

records. All agreed. It was also requested that a finance report should be shown to the Parish Council at the next meeting in October, within the Coffee Tavern Report. All agreed.

CT Trustees

13. GRANT TO EATON BRAY LOWER SCHOOL

It was agreed to defer this until the end of the financial year to check on the Parish Council and School's financial situation.

14. INTRODUCTION OF TEMPORARY SPEED LIMITS WITHIN VILLAGE AT SCHOOL START/END TIMES

As per Item 5, District and Council Representatives.

Cllr Marriage/Cllr Gallagher

15. ALLOTMENTS

It was agreed for individual letters to be sent out to all Tenants for 2008-2009 yearly allotment rent. The Parish Council was informed that the allotment holders are keen to have additional water butts (two); the Clerk confirmed she would check previous records to confirm items/work/costs for this to be implemented. An issue of trees being planted at the allotments was raised, Plot 8 and Plot 23, Cllr Hawkes agreed to speak to the tenant of Plot 8 and Cllr Gallagher agreed to speak to tenant of Pot 23; as to their removal. All agreed.

Clerk

Cllr Hawkes
Cllr Gallagher

16. COUNCILLORS AGREE/CHECK PATCH OF PARISH

The Clerk showed the plan of the parish, indicating the areas the Parish Councillors are responsible for. All Parish Councillors looked at the plan and agreed with their patch. Clerk to copy new plan to all Councillors for their information. All agreed.

Clerk

17. AGREE/AUTHORISE WICKSTEED INSPECTION OF PARISH PLAY EQUIPMENT

The Clerk requested the Parish Council's authorisation to organise the yearly inspection of the parishes play equipment. All agreed.

Clerk

18. CLERK

- The Clerk informed the Parish Council of an application for a memorial in the new section of the cemetery (Ashes) where the memorial stone was upright and not flat as the new section regulations state. It was agreed that the Clerk should contact the applicants, reminding them of the regulations, that a flat stone should be used on an Ashes burial plot. All agreed. Clerk to action.
- It was requested that set additional hours be given to the Village Handyman for general upkeep of the Bower Lane Cemetery. It was proposed an additional 4 (four) hours per month. All agreed. Clerk to action.
- The Clerk handed out the yearly timetable to all Councillors and asked for any items the Councillors felt should be included on the timetable to contact the Clerk so it can be updated. Also the Councillors were reminded to check the timetable on a monthly basis for any work that should be done prior to the following Parish Council meeting. All agreed.
- The Clerk requested that the Coffee Tavern be open from 7:00pm on Monday 6th October next, to allow for allotment tenants to pay rents prior to the Parish Council Meeting. All agreed. Clerk/Cllr Hawkes to be in attendance. Cllr Marriage agreed to open the Coffee Tavern for 7:00pm.

Clerk

Clerk

All Councillors

Clerk/
Cllr Hawkes/
Cllr Marriage

19. PLANNING COMMITTEE REPORT

The following planning application was considered by the Planning Committee:

Application Nos.	Development Site	Decision	If Refusal: Grounds for
TP/08/0787	Robintrill, Honeywick Lane, Eaton Bray	No Objection. <u>Additional Comment/s:</u> The Parish Council would like to check whether the property is listed, if so, a listed building consent would also need to be applied for.	

EATON BRAY PARISH COUNCIL

The Clerk reported the Planning Committee's decision on Planning Application TP/08/0787 to the full Parish Council and the relevant authority.

It was requested that the Clerk put together a yearly planning update for the Parish Council Website, showing applications put in and the decisions made for that year. All agreed.

Clerk

20. TO RESOLVE TO PAY AUGUST 2008 ACCOUNTS

It was unanimously agreed to pay the August 2008 accounts.

21. NEXT AGENDA

Items for the Parish Council Meeting Agenda to be submitted to the Clerk no later than, Thursday 25th September 2008.

All Councillors

The meeting closed at 10:10pm.

Next meeting to be held: Monday 6th October 2008, 7:30pm at The Coffee Tavern.