

# EATON BRAY PARISH COUNCIL

Telephone/Fax: 01525 221464 Email: clerk@ebpc.co.uk Website: www.ebpc.co.uk

## Minutes of the Eaton Bray Parish Council Meeting

Held on 6<sup>th</sup> September 2010 at The Coffee Tavern

<b>PRESENT</b>	Cllr M. Hawkes ( <i>Chairman</i> ) Cllr J. Conner Cllr A. Garofall Cllr M. Heyland	Cllr G. Johns Cllr D. Pearson Cllr R. Windmill
<b>IN ATTENDANCE</b>	Heidi Head ( <i>Parish Clerk</i> )	
<b>ALSO PRESENT</b>	Cllr Ken Janes PC Viv Dady General Public x3	

### 1. APOLOGIES FOR ABSENCE

Ward Councillor Marion Mustoe sent her apologies for absence.

### 2. SPECIFIC DELARATION OF INTEREST

There were no declarations of interest.

### 3. PUBLIC OPEN FORUM

Items to be discussed under agenda items as listed.

### 4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- (1) Letter from David Marriage resigning his position from Eaton Bray Parish Council; read to all Councillors and placed in read file.
- (2) Letter from resident regarding overgrown trees in School Land Recreation Ground adjacent to their property; to be discussed under Agenda item 11 (5).
- (3) Email from resident regarding overhanging trees in School Land Recreation Ground adjacent to their property; to be discussed under Agenda item 11 (5).
- (4) Email from resident regarding Japanese Knotweed; to be discussed under Agenda item 11(7).
- (5) Email regarding the possibility of installing a handrail to side of School Lane car park down slope; to be discussed under Agenda item 12(1).
- (6) Email regarding parking problems in School Lane due to school gate closure policy; the clerk was asked to look into what was agreed with regards to school vehicles when the planning application for the new school building was approved. Agreed. In addition it was recommended that a Parish Councillor visit the school to discuss the issues raised by residents of School Lane with parking from parents. All agreed.
- (7) Email of thanks was received from a resident regarding the hedge in Bower Lane/Harling Road being trimmed back.
- (8) Forum Comment received regarding mobile speed cameras being sited along Tring Road; this was raised by PC Dady who said that due to a speed camera already being sited along this road that it would not be classified as a priority road for a mobile speed camera check point.
- (9) Email regarding overgrown trees outside 20 Wallace Drive; to be discussed under Agenda item 11 (5).
- (10) Email from EB Lions regarding the renewal of The Rye contract; it was proposed that the football club set up a standing order with the council for the use of the changing rooms. All agreed. Clerk to action. In addition the council looked at the request for a possible extension to the current yearly agreement set up with the council and the club.

Cllr Garofall

Clerk

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- It was agreed that the currently yearly agreement should remain.
- |      |  |                  |
|------|--|------------------|
| (11) | Email regarding loose fencing at the children's play area in school lane; it was proposed that Cllr Pearson look at the fencing and report back to the clerk. All agreed.  | Cllr Pearson     |
| (12) | Email regarding a problem with a weeping willow tree in churchyard; to be discussed under Agenda item 11 (9).  |                  |
| (13) | Email regarding churchyard leaves; to be discussed under Agenda item 11 (9).   |                  |
| (14) | Email regarding blocked drains located at entrance to School Lane car park; it was proposed that Cllr Pearson look at the drains and report back to clerk. All agreed.   | Cllr Pearson     |
| (15) | Questionnaire received from NALC; recommended be forwarded to General Purposes Working Group. All agreed.  | GP Working Group |
| (16) | New guidelines for designating land as Area of Natural Beauty/National Park; recommended be forwarded to General Purposes Working Group. All agreed.   | GP Working Group |
| (17) | Email received from the Office of National Statistics on ways to promote the Census; it was suggested that the information be displayed in the local FOCUS magazine, Eaton Bray Website and notice boards. All agreed.   | Clerk            |
| (18) | Letter received from e.on requesting a meter reading for Changing Rooms; Clerk to forward the Changing Rooms key to Cllr Pearson who will read the meter. Agreed.  | Clerk            |
| (19) | Letter from the Land Registry regarding registering property; forwarded to Cllr Conner to be discussed with the Coffee Tavern Trustees. All agreed.  | Cllr Conner/CTT  |
| (20) | Letter from Central Bedfordshire Council regarding the consultation period of Central Beds draft empty housing strategy; recommended be forwarded to General Purposes Working Group. All agreed.   | GP Working Group |
| (21) | Letter from Central Beds Council regarding battery recycling; it was recommended that the council approach the village shop to see if they would be interested in using this scheme. All agreed. Cllr Heyland to action.   | Cllr Heyland     |
| (22) | Nomination request for the County Committee Elections; no nominations offered.   |                  |
| (23) | Training for Developing Chairmanship Skills; interest was shown however due to location/distance no-one able to attend.  |                  |
| (24) | Training for Intermediate Chairmanship Skills; interest was shown however due to location/distance no-one able to attend.  |                  |
| (25) | Letter from the 22 <sup>nd</sup> World Scout Jamboree; read to Councillors.  |                  |
| (26) | Letter from Magpas; read to Councillors.   |                  |
| (27) | Letter from Central Beds Council regarding a New Salt Bin Initiative; placed in read file.   |                  |
| (28) | Email from Central Beds Planning regarding planning app site visits; read to Councillors. It was recommended the council write to Central Beds expressing their concerns at these changes, why these changes were implemented and to ask if the council felt there was a strong need for parish representation could a council representative attend. This was proposed, seconded, carried unanimously. All agreed. Clerk to action. | Clerk            |
| (29) | Letter from St Mary's Village Carnival 2010; placed in read file.  |                  |
| (30) | Letter from Central Beds Canine Trust; placed in read file.  |                  |

## 5. POLICE REPRESENTATIVES

PC Viv Dady was in attendance.

There were 20 recorded crimes within Eaton Bray Parish for July/August.

Nuisance Behaviour: The Rye Recreation Ground. The police are aware of issues at the recreation ground and will ensure regular policing of this area and will of course continue to monitor the situation. They asked if the Parish Council would look at installing a chain/bollard to stop vehicles for entering the ground, Cllr Pearson will look at the area of concern and get back to the clerk with recommendations. All agreed.

Theft/Burglaries: There has been a rise in burglaries to sheds/garages. The police wished to remind all residents to ensure that they keep their shed/garages locked and secure at all times.

Cllr Pearson

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Speed Checks: The police carried out seven separate speed checks within the parish during June/July. From those checks 36 people have been dealt with for exceeding the speed limit.

## 6. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

Ward Cllr Ken Janes attended the meeting.

He informed the meeting that there is to be a new application for development at the Five Bells site. It was raised with the council that the hedge at the Five Bells has been overgrown, encroaching onto the path and there is graffiti on the garage. The council proposed to write to the owners requesting they deal with these issues. All agreed.

Clerk

## 7. SIGNING OF MINUTES OF THE PARISH MEETING, 5<sup>th</sup> July 2010

An amendment was made to Page 1352, Item 4, sub-section (1) 'his' to be replaced with 'this'. It was then agreed unanimously to accept the minutes of the Parish Council Meeting held on the 5<sup>th</sup> July 2010; the Chairman signed the minutes.

## 8. SIGNING OF MINUTES OF GENERAL PURPOSES WORKING GROUP

There were no General Purposes Working Groups held in July/August.

## 9. MATTERS ARISING FROM PARISH COUNCIL/GENERAL PURPOSES MINUTES (for information)

### (1) Eaton Bray Parish Council

- Chiltern View Visit: Clerk confirmed she is looking into this.
- Village Sign: Cllrs Hawkes/Pearson confirmed they are looking into available options.
- Social Club: Cllr Pearson will be assessing the damage at the changing rooms.
- Fitting - Litter/Dog Bins: Clerk is looking into quotes for this work.
- RoSPA Inspection: Clerk confirmed she will chase this up.

### (2) General Purposes Working Group

- There were no matters arising.

## 10. PLANNING COMMITTEE REPORT

Planning Applications, July/August 2010

Application	Address/Development	Decision	Comments
CB/10/02755	F.A. Hawkins Transport/88 Totternhoe Rd	No Objections	n/a

(1) External Aerials/Wallace Drive Development: The Clerk has received copy documentation from Central Beds Council regarding the permitted development for the Wallace Drive/Nurseries. It was suggested Cllr Heyland look at these documents in more detail. All agreed.

Cllr Heyland

(2) All planning application recommendations by the Parish Council are to be reported to the relevant authority. All agreed. Clerk to action.

Clerk

## 11. BUSINESS MATTERS

(1) **Cricket Club Lease**: The clerk confirmed that the relevant answers required by the council's solicitors have been forwarded to them and is awaiting a copy of the draft Lease. Once received this will be forwarded to all councillors to look through. All agreed.

(2) **Five Bells/entrance porch**: Due to the issue surrounding the ownership of the strip of land outside the Five Bells it was recommended the clerk obtain further details on the status of this land. All agreed.

Clerk

(3) **Byelaws Review**: Due to a number of issues occurring in the parish, the council agree that there needs to be a review of the current Byelaws. However the Clerk obtained legal advice which confirmed that the Coalition Government has stated its intention to simplify the byelaw making process, so it would be advisable for the parish council to stay with the current Byelaws until the new, simpler procedures have been agreed. The Parish

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Council agreed to follow the guidelines but would look at this matter on a monthly basis.  
All agreed.

(4) **Cemetery Costs:** it was recommended that this be looked into further at the General Purposes Working Group. All agreed.

GP Working Group

(5) **Parish Trees:** There are a number of trees within the parish that require pruning/cutting back.

- Wallace Drive: Cllrs Pearson/Garofall agreed to look at this area and get back to the clerk with their recommendations. It was put to the council that should it be determined these trees do require pruning that the Clerk obtains quotes for the work. All agreed.

Cllrs  
Pearson/Garofall

- Mill End Close: The clerk obtained quotes for the work to trees situated in Mill End Close. To cut back and remove from site fallen and leaning trees will be £486 (+vat). All agreed.

Clerk

- School Lane: Cllrs Pearson/Hawkes/Garofall agreed to look at this area and get back to the clerk with their recommendations. It was put to the council that should it be determined these trees do require pruning that the Clerk obtains quotes for the work. All agreed.

Cllrs  
Pearson/Hawkes/  
Garofall

(6) **EB Lions:** Discussed under Item 4, sub-section (1).

(7) **River Ouzel/Japanese Knotweed:** The Clerk has received a response from the river authority who informs the council that it is the landowner who has a duty to control alien species. It was therefore recommended that the council write to the boundary owners of the properties adjoining this section of river informing them of the river authority's response. All agreed.

Clerk

(8) **Hedges:** Due to an increasing number of hedges not being trimmed back by property owners and encroaching onto public footpaths, it was recommended the clerk write to the owners requesting them to cut back their hedges. Should this request not be complied with then the council will organise for this work to be done and will charge the owners respectively. All agreed.

Clerk

(9) **Churchyard tree/leaves:** The Clerk was asked to organise for Central Beds Council tree officer to do a safety check of the willow tree in the churchyard. All agreed. It was raised with the council regarding the clearance of fallen leaves from the churchyard trees. Cllr Hawkes suggested speaking to the church office to find out what they have been doing in previous years. All agreed.

Clerk

Cllr Hawkes

(10) **School Lane Drains:** Discussed under Item 4, sub-section (14).

(11) **Dog Bin/Greenways:** It was felt that as there are now 11 Dog Hygiene Bins situated around the parish there is no immediate need for an additional bin. However, the council did agree to monitor this situation.

(12) **Police/Youth Bus:** The police are to be sending round a youth bus in the area (30<sup>th</sup> September next) to enable them to speak to the youth of the parish and find out their needs. The council was asked if they would like to contribute towards these costs, which will be shared with Totternhoe Parish Council, of £26.44. All agreed.

## 12. REPORTS

(1) **Recreation Ground Improvements:** Due to enquiries with regards to the entrance into the car park/recreation ground it was suggested that the council look into the option of improving the entrance; e.g. the installation of a pedestrian access separate to car access. It was agreed to look into this further.

(2) **Coffee Tavern:** The car park tiles are becoming brittle/breaking up. The Coffee Tavern Trustees are looking into the options available.

(3) **Cemetery:** The new notice board has been fitted in the cemetery. Rubble in the cemetery has been removed, the Café Masala kindly allowing the council to use a space from their car park to place a skip for the day. Concern was raised that a bag containing various

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parish councils keys were found in the Bower Lane Cemetery. The owner of these keys was located; it was suggested that the council write to the key owners to express concerns at how this bag was there. All agreed.

Clerk

- (4) **Allotments:** Cllr Garofall/Cllr Hawkes confirmed that were to be carrying out the yearly allotment inspection and report findings back to the clerk. The Clerk will then send out the yearly renewal letters. All agreed.

Cllrs

Garofall/Hawkes

## 13. PARISH CLERK REPORT

- (1) Website amendments: It was recommended that the council look into two additions to the website: (i) to include an emergency number should the clerk be unavailable (ii) to include details of point of contact/name/procedures for environmental issues, e.g. noise nuisance. All agreed. Clerk to action.
- (2) There has been a report of some steel within the ground at the recreation ground. It was recommended that Cllr Hawkes look at this and get back to the Clerk with her findings. All agreed.
- (3) The Clerk reported that a notice has been stuck to the front of the Knights Close notice board and requires removal. It was suggested the clerk ask the handyman to look at this. All agreed.
- (4) The Clerk informed the Parish Council that a mating pair of Mink has been located on the Beds/Bucks border of the brook/river. It was agreed that the two parish councils share the cost of having these Mink removed due to the damage they can cause to local wildlife/pets etc.
- (5) The Parish Council were asked if there was a councillor available to become a Village Hall Trustee, due to Cllr Marriage's departure. However, due to the small numbers of councillors available it was felt that no-one would be able to take on this role currently.

Clerk

Cllr Hawkes

Clerk

## 14. TO RESOLVE TO PAY JULY 2010 ACCOUNTS

It was unanimously agreed to pay July 2010 accounts.

The Clerk informed the council that the external auditors (BDO LLP) confirmed that the audit for the year ended 31 March 2010 was completed on 03 August 2010 and that there were no matters arising. The notice of conclusion of audit will be displayed accordingly.

## 15. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST** be submitted to the Clerk **NO LATER THAN** Tuesday 21<sup>st</sup> September 2010. Items submitted after this date will **not** be included in the October agenda and will have to be carried forward to the Parish Council Meeting scheduled in November.

All Councillors

The meeting closed at 10:00pm.

Next meeting/s to be held:

- (1) Parish Council Meeting: Monday 4<sup>th</sup> October 2010, 7:30pm at The Coffee Tavern
- (2) Parish Council Meeting: Monday 1<sup>st</sup> November 2010, 7:30pm at The Coffee Tavern