

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 1st November 2010 at The Coffee Tavern

PRESENT	Cllr M. Hawkes (<i>Chairman</i>) Cllr J. Conner Cllr A. Garofall Cllr M. Heyland	Cllr G. Johns Cllr D. Pearson Cllr R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	Cllr Marion Mustoe General Public x8	

1. APOLOGIES FOR ABSENCE

Ward Councillor Ken Janes and PC Viv Dady sent their apologies for absence.

2. SPECIFIC DELARATION OF INTEREST

There were no declarations of interest.

3. PUBLIC OPEN FORUM

- (i) The Parish Council were asked for clarification of the ownership of the land adjacent to the Ransome Strip (Mill End Close). The council confirmed that they have on file a copy of the Land Registry title deed confirming the registered owner of the freehold land.
- (ii) The Parish Council was asked about the trees along the ransome strip, the council confirmed that they are in the process of assessing parish trees on all their land and will be obtaining quotes for work if/where needed.

4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- (1) Letter from Mr David Marriage, retired Eaton Bray Parish Councillor; placed in read file.
- (2) Letter from St. Mary's Village Carnival Committee offering a donation to the Parish Council for £75; read to Councillors, placed in read file.
- (3) Letter from Eaton Bray Lower School regarding parking issues; read to all Councillors, placed in read file.
- (4) Letter from Land Registry on registration of land/property; forwarded to Coffee Tavern Trustees to action. CTT
- (5) Letter from Public Works Loan Board regarding the proposed withdrawal of cheques; Clerk to respond, all agreed. Clerk
- (6) Email from Central Beds Council regarding a speed assessment in School Lane; read to Councillors, placed in read file
- (7) Email from Bedfordshire Police Authority with a questionnaire/survey; recommended be looked at by the General Purposes Working Group; all agreed GP Working Group
- (8) Email from Chilterns Group with a questionnaire/survey; recommended be looked at by the General Purposes Working Group, all agreed. GP Working Group
- (9) Email from Peter Bashford, Central Beds Council regarding communications with councils; placed in read file, clerk to confirm meeting dates. Agreed. Clerk

5. POLICE REPRESENTATIVES

There were no police representatives in attendance.

6. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

Ward Cllr Marion Mustoe attended the meeting. The Parish Council was informed that the

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Five Bells planning application had gone through. The council raised concerns regarding grass not being cut at Wellhead. This was reported to Highways, who responded saying it was an area that was not due to be cut till November; even though the length of the grass was becoming a hazard for those using this part of the road. Cllr Mustoe agreed to look into this.

Cllr Mustoe

7. SIGNING OF MINUTES OF THE PARISH MEETING, 6th September 2010

Amendments were made to Page 1364, Item 12, sub-section (5) 'General Purpose' to be replaced with 'Finance' and Page 1365, Item 13, sub-section (3) 'Oak' to be replaced with 'Chestnut'. It was then agreed unanimously to accept the minutes of the Parish Council Meeting held on the 4th October 2010; the Chairman signed the minutes.

8. SIGNING OF MINUTES OF GENERAL PURPOSES WORKING GROUP, 7th October 2010

It was agreed unanimously to accept the minutes of the General Purposes Working Group Meeting held on the 7th October 2010; the Chairman signed the minutes.

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

(1) Eaton Bray Parish Council

- There were no matters arising.

(2) General Purposes Working Group

- **Hedgerows:** The Clerk wanted clarification on the area where the encroaching vegetation along Bower Lane was occurring. It was confirmed that area was from the Cemetery to the Bower Lane/Dunstable Road junction. The Clerk confirmed that she will be contacting Central Beds Council about this matter.

10. PLANNING COMMITTEE REPORT

Planning Applications, October 2010

Application	Address/Development	Decision	Comments
CB/10/03834	82 The Rye, Eaton Bray	No Objections	n/a

- 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) **EB Lions/Football Club:** The football club representatives showed the Parish Council the proposed design/plans of the all-weather pitch sited on the land at Bower Lane. They confirmed that the church is also supportive of this proposal. They informed the council that they are looking at a 12-15 year lease for this land. This was agreed by the council. The Parish Council informed the club representatives that they are waiting to hear back from The Charity Commission regarding the change of use to this land. It was proposed that the Parish Council put in the planning application for the change/development of this site; this was proposed, seconded, decision unanimous; all agreed subject to clarification of details on the land.

(2) **Village Hall Trustees:** The Village Hall representative addressed the Parish Council, expressing the trustees concern that they feel a member of the council should be on the Village Hall Trustees due to the council putting a large sum of money into the development of the building. The council agreed with this, however pointed out that currently due to their only being seven members on the council who already have their allotted responsibilities there is no-one able to stand for the position. Once the councillor numbers increase then there should be someone able to take on this role. It was proposed that until such time, that a member of the Village Hall Trustee attends the Parish Council meetings with an update after their quarterly meetings. All agreed.

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(3) **Cricket Club Lease:** The draft Cricket Club Lease was looked at by the Parish Council and representatives of the Cricket Club. The following amendments were proposed:

- (i) Schedule 1, paragraph 4; this refers to a car park and its maintenance. There is no car park, just a grassed area; this item to be deleted. All agreed.
- (ii) Schedule 1, paragraph 5.17; Tenant to Insure. This should read that Eaton Bray Cricket Club must insure their premises and provide, on an annual basis, a copy of their insurance certificate to Eaton Bray Parish Council for their records. All agreed.

Clerk

The Clerk to inform the council's solicitors accordingly. All agreed.

The Cricket Club representatives also mentioned to the Parish Council that, at some time in the future, they would agree to allow a brick built building to be erected on site. The council agreed in principle to this but noted that any proposal for a building or modification of current site be brought to the Parish Council at that time for final approval.

Concerns were raised with the council regarding timescales relating to the old Lease and the new Lease being agreed. It was proposed that the Parish Council extend the current lease to the end of December 2010/January 2011 or until the new Lease is released. All agreed.

(4) **Cemetery Costs/Memorial Regulations:** It was recommended this matter be discussed at the General Purposes Working Group, to then be brought to the Parish Council's December meeting. All agreed.

GP Working Group
PC Meeting/Dec

(5) **Changing Rooms:** The Clerk confirmed that the football club have been informed not to use the facility currently due to the damaged caused, until such time as it is made safe. It was proposed that the Parish Council look into the options available for this building and to bring this matter to the council's meeting in December. All agreed.

PC Meeting/Dec

(6) **Byelaws:** It was recommended this be discussed at the General Purposes Working Group. All agreed.

GP Working Group

(7) **St. Mary's Church:** The Parish Council was informed that there is to be a new Vicar for the Church, due to start early next year. Members of the PCC have asked the council for repairs to be made to an existing gate and for the main gate, off High Street, to be repainted. The clerk was asked to obtain clarification on the duties of the Parish Council with regarding to the church yard. All agreed. It was recommended that the clerk obtain a quote for the repainting of the High Street entrance gate. All agreed. The Parish Council were also informed of issues surrounding the flag pole currently sited in the church grounds. It was felt that the church is the best position for a flag to be sited, however the council has no objections to it possibly being moved to the war memorial land; as this is believed to be the property of the Parish Council. The Clerk was asked to get this clarified. All agreed. However, should the pole be moved, the council did feel that there should be more flexibility on the flag, i.e. what is flown at certain times of the year. All agreed.

Clerk

Clerk

Clerk

(8) **Grass Cutting:** This issue was raised under Item 6, page 1367.

(9) **Ground Maintenance Contract:** It was recommended that this be discussed at the General Purposes Working Group. All agreed. The clerk was asked to try and locate a map showing the common land within the parish.

GP Working Group
Clerk

12. REPORTS

(1) **Recreation Ground Improvements:** The Parish Council was informed that plans are being sent in with suggested design improvements for the play area. It was suggested to the council that the best position for the pedestrian walkway into the recreation ground car park would be to the right hand side of the car entrance, nearer to the school. All agreed. Further investigations into this are continuing. It was raised with the Parish Council that a large bush/tree to the left hand side of the entrance to the car park is obscuring drivers view and needs to be trimmed right back. All agreed. Clerk to get quotes.

Clerk

(2) **Coffee Tavern:** The stair lift in the Coffee Tavern has been serviced and the cowl fitted on the cottage chimney. The car park surface, which is starting to lift, is ten years old and at

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the time cost £20k. It was agreed that this type of surface was not suitable for the amount of use. Therefore the CTT are looking into the other options available and the current surface is being monitored.

- (3) **Cemetery:** The hedge has been trimmed back and new turf laid in the new section of the cemetery.
- (4) **Allotments:** Allotment renewals are being forwarded to the Clerk, any plots not being renewed for the 2010-11 season will be released to those on the waiting list.
- (5) **Finance:** It was proposed that a new Finance Working Group be set up and Cllr Johns confirmed he would be sending out dates for the meeting. All agreed.

Cllr Johns

13. PARISH CLERK REPORT

- (1) The Clerk informed the council that new free standing No Cold Calling signs are being released by Central Beds Council, at a cost of £56.76 per sign. It was agreed the Parish Council purchase three signs, two for the village and one at Wellhead. Exact positions to be agreed at time of delivery/fitting. All agreed.
- (2) The Clerk informed the councillors of the sad news of Edlesborough Parish Council Chairman, Anne Thompson. All wished to send their sympathies to friends and family.
- (3) The Clerk requested the council look at paying a gratuity to Theo Gray for all his work in updating/managing the council's website. All agreed to a payment of £50.
- (4) The clerk presented the final design for the allotment sign to be fitted on the main wooden gate into the Meads allotments. It was recommended to purchase the solid aluminum plate sign, powder coated in white and lettering to match the design requirement. With fixings so the sign would be fixed to the gate by screw bands. The cost for this would be £70 + VAT. All agreed.
- (5) It was proposed that Cllr Gordon Johns stands as Vice-Chairman on the Parish Council. All agreed.
- (6) It was proposed that the Clerk order the two Christmas trees to be put up at the Coffee Tavern. All agreed.

Clerk

Clerk

Clerk

14. TO RESOLVE TO PAY OCTOBER 2010 ACCOUNTS

It was unanimously agreed to pay the October 2010 accounts.

15. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN** Tuesday 23rd November 2010. Items submitted after this date will **not** be included in the December 2010 agenda and will have to be carried forward to the Parish Council Meeting scheduled in January 2011.

All Councillors

The meeting closed at 9:32pm.

Next meeting/s to be held:

- (1) Parish Council Meeting: Monday 6th December 2010, 7:30pm at The Coffee Tavern
- (2) Parish Council Meeting: Monday 10th January 2010, 7:30pm at The Coffee Tavern