

# 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 7<sup>th</sup> March 2011 at The Coffee Tavern

<b>PRESENT</b>	Cllr M. Hawkes ( <i>Chairman</i> ) Cllr J. Conner Cllr A. Garofall Cllr M. Heyland	Cllr D. Pearson Cllr B. Piggott Cllr M. Simkins
<b>IN ATTENDANCE</b>	Heidi Head ( <i>Parish Clerk</i> )	
<b>ALSO PRESENT</b>	Cllr Marion Mustoe Cllr Ken Janes General Public x5	

### 1. APOLOGIES FOR ABSENCE

Cllr Johns sent his apologies for absence. Cllr Windmill was not in attendance at the meeting.

### 2. SPECIFIC DELARATION OF INTEREST

- (1) Cllr Hawkes expressed an interest in Item 10, sub-section (5).
- (2) The Parish Council expressed an interest in Item 9, application CB/11/00507.

### 3. PUBLIC OPEN FORUM

The Parish Council was informed that the planning application for the training pitches in Bower Lane has been withdrawn. The club need to meet specific criteria in their design for these training pitches in order to meet funding requirements.

### 4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- (1) Letter from JMC Building Surveyors – Quotation for Changing Rooms; it was recommended the clerk look for additional quotations for this work to present to the Parish Council for approval. All Agreed. Clerk to action.
- (2) Email from Wheelscape confirms that they will be forwarding a hard copy of their guarantee for Eaton Bray Skatepark in the name of Wheelscape Ltd. Once this guarantee is received, the Parish Council confirmed the release of the final money. Email placed in read file.
- (3) Email from Rural Affordable Housing; recommended to be looked at by the General Purposes Working Group. All agreed. GP Working Group
- (4) Letter from RoSPA – questionnaire; recommended to be looked at by the General Purposes Working Group. All agreed. GP Working Group
- (5) Letter from Bedford College – training available; placed in read file.
- (6) BRCC Play area management training, 16<sup>th</sup> April 2011; placed in read file.

### 5. POLICE REPRESENTATIVES

There was no representative from the police in attendance.

### 6. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

Ward Cllrs Marion Mustoe and Ken Janes attended the meeting.

Mobile Library: Concerns were raised with the withdrawal of the mobile library. Cllr Mustoe informed the council that the Library Link service is to remain, which is a facility available to those unable to get to main libraries. It was recommended the Clerk put details of the service within Focus. All agreed. Clerk

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## 7. SIGNING OF MINUTES OF THE PARISH MEETING, 7<sup>th</sup> February 2011

An amendment was made to Page 1381, Line 6; 'not' to be replaced with 'no'. It was then agreed unanimously to accept the minutes of the Parish Council Meeting held on the 7<sup>th</sup> February 2011; the Chairman signed the minutes.

## 8. SIGNING OF MINUTES OF GENERAL PURPOSES WORKING GROUP, 10<sup>th</sup> February 2011

It was agreed unanimously, by attendees at the General Purposes Working Group, to accept the minutes of the General Purposes Working Group Meeting held on the 10<sup>th</sup> February 2011; 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

- There were no matters arising.

## 10. PLANNING COMMITTEE REPORT

Planning Applications, February 2011

Application	Address/Development	Decision	Comments
CB/11/00458	20 The Orchards, Eaton Bray/ demolition of conservatory, replacement single storey rear extension & Glazed Links. New conservatory/single storey	No Objections	• n/a
CB/11/00507	Land off Bower Lane Eaton Bray/ Two all-weather training pitches, car parking & access barrier	Application Withdrawn	• n/a
CB/11/00565	Longacres, Tring Road, LU6 2JU/ demolition of garage & attached outbuildings, erection of extensions & modified/extended providing 1 <sup>st</sup> floor accommodation	Recommended Refusal	<ul style="list-style-type: none"> <li>• Overdevelopment for site</li> <li>• Too large footprint</li> <li>• Height of property</li> </ul>
CB/11/00449	New Cloud Farm, The Rye, Eaton Bray, LU6 2BQ/ erection of new covered cattle yard and fodder store	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) **Cricket Club Lease:** The Parish Council are looking into the matters raised. Full discussion at the April Parish Council Meeting.

(2) **Byelaws:** This matter is ongoing.

(3) **Ground Maintenance Contract:** The General Purposes Working Group presented to the full council the four quotations received for the Ground Maintenance Contract from March 2011 to February 2014. After looking at all four quotations and the locality of the contractors, it was proposed that the Parish Council accept the tender from MW Agriculture Ltd. It was felt that this contractor offered the best value for money to the parish council and who is more local to the parish. This proposal was seconded, all in favour. Clerk to action accordingly. All agreed.

Clerk

(4) **Changing Rooms:** The Clerk presented to the Parish Council a quotation from a Surveyor for a full building/structural/safety report on the Changing Rooms. It was recommended that the clerk obtain additional quotations from other surveyors before a final decision is made. All agreed.

Clerk

(5) **Model Flying Club:** A representative from the Model Flying Club approached the council

PC Meeting/April

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to ask for permission to use a section of land in Holmans Field for their planes. The club wished to cut a small landing strip for the planes. The council asked what type of planes these were, and were informed that were small electric planes. The council enquired as to insurance and was informed that the users are members of the BMFA (British Model Flying Association) which includes insurance to use these machines. The following was proposed:

- (i) Parish Council give permission to use the small section of Holmans Field as a landing strip, cutting the section of grass accordingly.
- (ii) A trial period with a review after six months.
- (iii) £10 usage fee for the six months.
- (iv) Only one plane to be airborne at any one time.

This proposal went to vote: In favour 6, Against 0, Abstain 1 = Majority vote in favour. Agreed.

Review/6 Months

(6) **Greenways; parking issues:** The Parish Council were informed of a number of issues affecting Greenways; there is mud on both sides of the road, on both sides of the path and residents constantly are having to try and avoid bringing into the house, or going out and clearing up themselves. The council read the response by Central Beds Council regarding this matter, who have been looking into the problems, but have informed the council that currently this is not classed as a priority and have a need to use their resources to repair the more dangerous parts of the highway network. The Parish Council agreed that currently they are not in a position to do anything about this situation, however did agree to monitor the situation.

(7) **Land/Registry Report:** This matter is ongoing.

(8) **Dog Fouling Notices:** The Clerk informed the Parish Council of a number of residents who have spoken/contacted her with regards to the problems of dog fouling in the area. It was suggested that the council look into purchasing additional notices for the parish and the Clerk obtain costs for such. All agreed. It was also suggested that the clerk contact the police to see if they are able to assist in this matter. All agreed.

Clerk  
Clerk

(9) **GP Working Group Schedule:** Due to a number of Councillors being unable to attend a meeting during the day, it was proposed to move the GP Meetings to an evening. All agreed. Dates to be confirmed.

GP Working Group

(10) **Rights of Way/Seasonal Contracts:** Concerns were raised with regards to the working on this proposal and therefore it was suggested that all Councillors read the documentation for further discussion at the Parish Council Meeting in April. All agreed. The clerk was asked to chase up Central Beds Council for a representative regarding this matter to attend a Parish Council Meeting. All agreed.

Clerk

## 11. REPORTS

### (1) **Recreation Ground Improvements:**

(i) The final choice of play equipment for School Lane play area has been made. It was proposed that the Clerk order the equipment. All agreed.

Clerk

(ii) **Community Payback:** It was proposed that the council utilise the Community Payback Scheme for works needing to be done within the recreation ground. The only stipulation is that the people of this scheme will require use of toilets and it was suggested approaching the Tennis Club Committee for use of their toilets. It was confirmed that all the people on this scheme are supervised at all time and Cllr Hawkes has said that she would also like to be in attendance when they are carrying out this work. The proposal was seconded, all in favour. Cllr Hawkes to action. All agreed.

Cllr Hawkes

(2) **Coffee Tavern:** The Coffee Tavern fire alarms have all been checked and have been signed –off. An additional fire extinguisher has been purchased for the top of the stairs. The CTT are in the process of fitting an additional emergency light in the entrance hall. The new

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kitchen for the cottage has been ordered.

- (3) **Cemetery:** The Clerk asked the Parish Council if they would authorise for an additional burial within a plot at the cemetery. The clerk confirmed that all paperwork had been received. All agreed. The council were informed of an enquiry regarding the option reserving plots within the cemetery. The Parish Council reiterated that this facility was withdrawn due to the lack of available space within the cemetery. Therefore it was agreed that the current regulation remains, with the reserving of plots not permitted.
- (4) **Allotments:** The council looked at the option of increasing the rent for allotment plots within the parish. The Clerk presented the currently costs for the allotments:

Income 2010:	£144.00	Rent
Outgoings 2010:	£328.00	Water Supply/Grass cutting
<b>Shortfall:</b>	<b>-£184.00</b>	
This shortfall does not include any additional spends needed during the year.		
i.e. additional costs:	£403.52 £82.25	Allotment troughs (2009) Allotment sign (2010)
Proposed Increased: <i>(variances may occur)</i>	Whole Plot ¾ Plot ½ Plot	Current: £5 - Increase: £10 Current: £4 – Increase: £7 Current: £3 – Increase: £5

Clerk

Clerk

- (5) **Finance:** There were no items to report.

12. **2011-2012 Review: (1) Risk Assessment (2) Financial Regulations:** Proposed documents were presented to the full council in readiness for the Parish Council Meeting in April. All agreed.

PC Meeting/April

## 13. PARISH CLERK REPORT

- (1) The Clerk asked the council to agree to the May council dates:
- (i) Annual Parish Meeting; Monday 9<sup>th</sup> May 2011
  - (ii) Annual Meeting of Eaton Bray Parish Council, Wednesday 11<sup>th</sup> May 2011
- (2) The Clerk informed the councillors that the Local Elections are due to take place on 5<sup>th</sup> May 2011 and handed out nomination papers to those that wished to restand.
- (3) The Clerk informed the council that the Internal Auditor, Ray Foster, who has been booked by the council for the last few years, has been booked to view the council's accounts on Thursday 5<sup>th</sup> May 2011. All agreed.
- (4) The Clerk has booked the Parish Council stall for St. Mary's Village Carnival on Saturday 2<sup>nd</sup> July 2011, and asked all councillors to think about ideas for the stall.
- (5) The Clerk informed the council of changes to on-line planning details/listing; no documentation will be forwarded to the parish council, all planning details will have to be obtained from the council website. Concerns were raised to the timescales in obtaining this information and disappointment at another service being taken away from Central Beds Council. The Clerk was asked to write to Central Beds expressing the Parish Council's concerns. All agreed.
- (6) The clerk asked which councillors would like to carry out a Parish Check with Bedfordshire highways; Cllr Simkins offered to take on this role. All agreed.
- (7) Changing rooms – equipment?
- (8) The clerk informed the council of damage made to recreation ground by contractors hire by the tennis club. It was suggested to visit the site to see what damage has occurred and report back to the full council. All agreed.
- (9) A resident has approached the council who would like to look at old archive information

All Councillors

Clerk

Cllr Simkins

Councillors

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that the Parish Council may hold for information and possible inclusion on the website. It was suggested the Clerk look at documents held in the office for viewing. All agreed.

- (10) The Clerk updated the council on the strip of land adjacent to Yew Tree close. After chasing up Central Beds Council the following response was received: "Site inspection undertaken between Area Tech and Central Bedfordshire Council Tree officer:- Upon further investigations and checking location plans, it would appear that the location in question is private and the responsibility of the original developers. The Central Bedfordshire Council officer advised any vegetation causing a hazard to the property may be cut back by resident as required to remove hazard."
- (11) The Clerk asked the council for authority to obtain quotations to have the two new bins located (i) Adjacent to skate park (ii) Entrance to Knights close – In addition to have a bin moved from the far corner of the School Lane Car Park to a more suitable location. All agreed.

Clerk

Clerk

## 14. TO RESOLVE TO PAY FEBRUARY 2011 ACCOUNTS

It was unanimously agreed to pay the February 2011 accounts.

## 15. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN** Tuesday 22<sup>nd</sup> March 2011. Items submitted after this date will **not** be included in the April 2011 agenda and will have to be carried forward to the Parish Council Meeting scheduled in May 2011.

All Councillors

The meeting closed at 9:35pm.

### Next meeting/s to be held:

- (1) Parish Council Meeting: Monday 4<sup>th</sup> April 2011, 7:30pm at The Coffee Tavern
- (2) Annual Parish Meeting: Monday 9<sup>th</sup> May 2011, 7:30pm at The Coffee Tavern
- (3) Annual Meeting of Eaton Bray Parish Council: Wednesday 11<sup>th</sup> May 2011, 7:30pm at The Coffee Tavern