

EATON BRAY PARISH COUNCIL

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

Minutes of the Meeting of Eaton Bray Parish Council Held on 9th January 2012 at The Coffee Tavern

PRESENT	Cllr. B. Piggott (<i>Chairman</i>) Cllr. J. Conner Cllr. B. Coulter	Cllr. G. Johns Cllr. M. Simkins Cllr. R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	General Public x7, Cllr. Marion Mustoe	

1. APOLOGIES FOR ABSENCE

Cllr. Heyland, Cllr. Hawkes Cllr. Brand sent their apologies for absence.

2. SPECIFIC DECLARATION OF INTEREST

There were no declarations of interest.

3. PUBLIC OPEN FORUM

The council was asked if there were any updates regarding potential development within the parish on the land from Bower Lane to Mill End Close. Currently there is no date confirmed when the Development Plan by Central Bedfordshire Council will be discussed. The Parish Council can only speculate that this section of land will be put forward as a potential site. Once the Parish Council has more information from Central Bedfordshire Council regarding the Development Plan, residents will be informed.

4. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

Cllr Marion Mustoe was in attendance.

- (1) Cllr. Mustoe informed the council that the Let's Talk Meeting held on the 6th December in Eaton Bray Village Hall had a good turnout; however other areas that held meetings were not as well attended. CBC is looking into the areas covered and how to get the best response.
- (2) Cllr. Mustoe informed the Parish Council of the next Town & Parish Conference being held on 25th January next, to which Cllr. Piggott expressed an interest in attending. All agreed.
- (3) Cllr. Mustoe enquired whether the Parish Council had received any response regarding the relocating of the 30mph sign in Bower Lane. The Clerk informed that she had not had a response to date and would be writing again to CBC.

Cllr Piggott

Clerk

5. SIGNING OF THE MINUTES OF:

(1) EATON BRAY PARISH COUNCIL, 5th December 2011

It was agreed unanimously to accept the minutes of the Parish Council Meeting held on the 5th December 2011; the Chairman signed the minutes.

(2) GENERAL PURPOSES MEETING, December 2011

There was no meeting of the General Purposes Working Group.

(3) FINANCE WORKING GROUP, 14th December 2011

It was agreed unanimously, by attendees at the Finance Working Group, to accept the minutes of the Finance Working Group Meeting held on the 14th December 2011; the Chairman signed the minutes.

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

- Eaton Bray Parish Council: There were no matters arising.
- General Purposes Working Group: There were no matters arising.
- Finance Working Group: To be discussed under Item 11.

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7. MEETING OF EATON BRAY PARISH COUNCIL and EB LIONS, 12th December 2012

- (1) It was agreed unanimously, by attendees at the meeting of Eaton Bray Parish Council and EB Lions, to accept the minutes of the meeting held on the 12th December 2011; the Chairman signed the minutes.
- (2) Further to a visit to The Rye Recreation Ground with member of the Parish Council and representative of EB Lions, the proposed location of the proposed facility is to the right of the main football pitch on the Totternhoe Road side; the green is already used for grass football matches and will continue to be so (plan attached). It was proposed that the Parish Council agree in principle to the position of this pitch, however with the proviso that the Parish Council put a notice into Focus informing residents of these proposals and their response to this facility. All agreed. Clerk to organise for the notice to be placed into the February Focus. Agreed.
- (3) Clarification was also received regarding the existing children's play area, which will remain in its current position.

[Attachment](#)

Clerk/Focus

8. PLANNING COMMITTEE REPORT

Planning Applications: December 2011

Application	Address/Development	Decision	Comments
CB/11/04532	Rear of 16 The Rye, Eaton Bray/ revised application; plots 1&4 to incorporate conservatory/ additional dormers.	No Objections	n/a
CB/11/04496	Land to rear of White Horse PH, Park Lane, Eaton Bray/development of 4 houses and changes to existing pub car park	Recommended Refusal	(1) Over-development of site (2) Overdevelopment in a conservation area (3) Poor access (4) Loss of car parking spaces *see below
<p>*The loss of car parking space will reduce potential customers from visiting the White Horse, the only remaining public House in this parish. In addition those that do visit, with reduced customer parking, will lead to indiscriminate parking in and around this area.</p> <p>* On looking through the application the Parish Council note reference to previous planning applications for the development of this site; however the Parish Council have never received notification of any other applications being submitted. Can Central Bedfordshire Council please give more clarification on this?</p>			

All planning application recommendations by the Parish Council are to be reported to the relevant authority. All agreed.

Clerk

9. BUSINESS MATTERS

- (1) Cricket Club: Solicitors have been contacted to confirm final details of Lease, awaiting clarification of a few points.
- (2) Standing Orders: The draft Standing Orders were put to the Parish Council. A few amendments were made to the Standing Orders which were agreed. Final copy of the Standing Orders to be signed off at the Parish Council Meeting in February. All agreed.
- (3) Parish Byelaws: The Parish Council are awaiting provisional approval for the proposed Byelaws.
- (4) Parish Plan: The new Parish Council Notice Board is being fitted. It was proposed to display Parish Councillor contact details and a full copy of the previous months' minutes. All agreed.
- (5) Open Spaces: Feedback to follow.
- (6) Parish Trees:
 - (i) School Lane Recreation Ground: The council were informed of concerns raised regarding trees in School Lane, due to the issue of costs it was proposed that the council look at obtaining quotes to trim back of trees to boundary line. All agreed. Clerk to tender.

PC/February

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- (ii) *Mill End Close*: Due to damage caused to a resident's fence from a fallen tree, it was proposed the council obtain a quote for work to this fence to make good. All agreed. In addition trees to the rear of [2a] have become overgrown; therefore it was proposed that the Clerk obtain quotes for these trees to be trimmed back to boundary line. All agreed. Clerk
- (iii) *Landscape Buffer/Ransome Strip*: A letter has been received from the land owner adjacent to this strip who is not happy with work planned to be carried out on this section of land. It was proposed the council forward documentation to the land owner showing details of the strip. All agreed. Clerk
- (7) Agenda Items:
- (i) *Cheeky Monkeys*: The council were presented with a record of expected costs for the running of this local group. It was proposed that the council offer a single payment, towards the rent/insurance costs of £200. All agreed. The council also wanted to wish this local group all the best for the future. Donation
- (ii) *Five Bells*: A letter was sent by recorded delivery to the registered owners of this property in December 2011 and to date no response has been received. It was proposed the Clerk write another letter asking for a response. All agreed. Clerk
- (8) Discretionary Items: *Stakeholder Pension* –due to government changes to pensions for public sector workers, Clerks on a low income must be offered a pension within their role. The two options available are the Stakeholder Pension and a new scheme being introduced, the Nest Scheme; it was recommended to wait until full details of all schemes are available before a decision is made. All agreed.
- 10. GENERAL REPORTS**
- (1) Chairman's Correspondence
- (i) On behalf of the Parish Council, Cllr Piggott wished to thank Cllr Simkins for organising the Christmas brass band. From feedback received, an event enjoyed by all.
- (ii) Letter of Resignation from Cllr Hawkes; read to all councillors. Cllr Hawkes has agreed to help the Parish Council as a volunteer and to be involved in the completion of the School Lane Play area. The councillors all wished to express their thanks to Cllr Hawkes for all the work she put in for the Parish Council. All agreed. Clerk to action. Clerk
- (iii) Email received regarding an invitation to the Buckingham Palace Garden Party on 22 May 2012; it was proposed that a member of the Parish Council who has not had the opportunity of attending such an event represent Eaton Bray, Cllr Simkins was put forward for attending. All agreed. Cllr Simkins
- (iv) Letter received from CBC on their Prioritised Works Programme 2012-201; recommended to be looked at by General Purposes Working Group. All agreed. GP Working Group
- (2) Parish Clerk
- (i) Letter from Cllr Heyland; read to all councillors. Due to the circumstances, it was proposed that the Councillors agree to Cllr Heyland's absence be extended for an additional six months. All agreed.
- (ii) Quotation for work to damage caused to The Rye Clubhouse £65. Agreed.
- (iii) Quotation for work for removal of fallen tree at St Mary's Church £120. Agreed.
- (iv) Quotation for work to The Rye Group for wooden posts to stop cars £98. Agreed.
- (v) Quotations for work to Bus Stop at The Meads; for further discussion at February Parish Council Meeting. All agreed. PC/February
- (vi) Emergency contact for February Focus 2012; proposed Cllr Coulter. All agreed. Clerk/Focus
- (vii) Parish Council Meeting dates for 2012 - the following dates were proposed and agreed.
- Monday 6th February 2012
 - Monday 5th March 2012
 - Monday 2nd April 2012

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- Monday 14th May 2012 - Annual Parish Meeting
- Tuesday 15th May 2012 - Annual Meeting of Eaton Bray Parish Council
- No meeting in June – should any urgent matters arise, then a special meeting of Eaton Bray Parish Council will be called
- Monday 2nd July 2012
- No Meeting in August
- Monday 3rd September 2012
- Monday 1st October 2012
- Monday 5th November 2012
- Monday 3rd December 2012

- (3) Recreation Grounds: Within the agreed costs for the play equipment for School Lane Recreation Ground, the safety surface/matting is on order to allow for installation. All agreed.
- (4) Coffee Tavern/Cottage: The current tenants will be leaving the property and the Coffee Tavern Trustees (CTT) is in the process of advertising the property for rent.
- (5) Cemetery: The Parish Council asked the Clerk to chase CBC, Planning, on the options available for additional land required for burials at the Cemetery. All agreed.

The Clerk presented a memorial application which does not conform to the current cemetery regulations. The Parish Council considered the application for the memorial design; however they do believe that the memorial for this section of the cemetery must comply with the Cemetery Regulations. It was felt that by allowing one memorial in this new section to be approved (that does not comply with the regulations) would set a precedent and allow other families wishing for a memorial for their loved one to claim their right to go outside those regulations set. Therefore, the council asked the Clerk to advise that the memorial be made in line with the size stated in the regulations. In addition, the council asked the Clerk to write to Memorials of Distinction to remind them of the Cemetery Regulations with regards to memorials; to ensure that families are made aware of the sizing within this section of the cemetery prior to them forwarding a memorial application to the council for approval. All agreed.

- (6) Finance: To be discussed under Item 11.

11. BUDGET 2012/PRECEPT

- (i) Due to costs set out within the 2012-2013 Parish Council budget, it was proposed that the Precept application for 2012 be £60,000. All agreed.
- (ii) It was proposed that the Parish Council open an additional account to hold reserves earmarked for expenditure. All agreed. Clerk to action.

12. TO RESOLVE TO PAY DECEMBER 2011 ACCOUNTS

- (1) It was unanimously agreed to pay the December 2011 accounts.

MONTHLY PAYMENTS: SEPTEMBER 2011	
Ground Maintenance	1,443.50
Work to damage to The Rye Clubhouse	£65.00
Additional keys for Tennis Club use	£24.00
Donation to Magpas	£100.00
Re-imbusement of costs; carol sheets & brass band	£105.00
Payment of Public Works Loan; village hall	£3,578.27
Cemetery costs	£230.00
Salaries (Clerk & Handyman)	£1074.06
HM Revenue & Customs (PAYE/NIC)	£180.85
TOTAL Monthly Outgoings	£6,800.68

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- (2) *Invoice 437* - Due to the issues surrounding the work contracted to be carried out at Bower Lane Cemetery it was proposed that the council settle the account and make the payment in full. All agreed. Clerk to action.

Clerk

13. NEXT AGENDA

- (1) *Meeting Items*: Items for the next Parish Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Tuesday 24th January 2012. Items submitted after this date will not be included in the February 2012 agenda and will be deferred to the Parish Council Meeting scheduled in March 2012.
- (2) *Next Parish Council Meeting*: Monday 6th February 2012; 7:30pm at The Coffee Tavern

All Councillors

The meeting closed at 9:55pm.