

EATON BRAY PARISH COUNCIL

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

Minutes of Meeting of Eaton Bray Parish Council

Held on 4 February 2013 at The Coffee Tavern

PRESENT	Cllr. G. Johns (<i>Chairman</i>) Cllr. M. Tomkins (<i>vice-Chairman</i>) Cllr. J. Conner Cllr. B. Coulter	Cllr. L. Doughty Cllr. B. Piggott Cllr. R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	General Public x34 Cllr. Marion Mustoe	

1. APOLOGIES FOR ABSENCE

Cllr. Simkins sent his apologies for absence.

2. SPECIFIC DECLARATION OF INTEREST

There were no declarations of interest from members of the Parish Council.

3. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council

- (1) **Parking issues:** Northall Close
- (2) **Disabled spaces:** resident to contact CBC Highways
- (3) **Moor End Lane:** planning objection
- (4) **The Rye Ground:** Lack of openness and transparency by Parish Council, response to correspondence, draft S106 Agreement, traffic and parking concerns, position of main football pitch, position of play equipment, timings of usage of facility

4. REPRESENTATIVES

- (1) **Police:** There was no representative from the police in attendance.
The clerk read the crime report forwarded from Leighton Buzzard Police stating that there were 5 reported crimes from 2nd January-1st February 2013; 1x theft from motor vehicle, 3x burglary in dwelling, 1x criminal damage. In addition there were 2 reported incidents of anti-social behaviour.

The Parish Council was informed that PCSO Kathryn Horgan would no longer be the PCSO for Eaton Bray. It was proposed that the Clerk write to Bedfordshire police to find out the replacement/timescales. All agreed.

Clerk

- (2) **Central Beds Council (CBC):** Cllr. Mustoe addressed the council.
 - (2.1) CBC Budget 2013-2014: CBC share of council tax frozen for third year.
 - (2.2) Cllr. Mustoe visited Cantilupe Close to see the problems with regards to parking; will be looking into this further.
 - (2.3) A proposal was made by Totternhoe Parish Council to have a 'get together' with Olly Martins to look at the issues surrounding this area. All agreed.
 - (2.4) Community Games funding available for 2013; grants of up to £250 are available for communities in Bedfordshire to hold community games between March-September 2013; for details call Team Beds & Luton (tB&L) 01582 813767 or visit www.teambedsandluton.co.uk/news-events/team-beds-luton-newsletters/issue-8/news-from-team-beds-luton/the-tb-l-2008-urban-games
 - (2.5) Gypsy & Traveller Local Plan; local residents are being asked to give their views of CBC's Gypsy & Traveller plan, to have your say visit www.centralbedfordshire.gov.uk/Images/Gypsy%20and%20Traveller%20Local%20Plan%2

Cllr. Mustoe

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[oComments%20Form_tcm6-34399.pdf#search="gypsy and traveller local plan"](#)

5. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL MEETING, 07/01/13

An amendment was made to: Page 1476, Item 1; 'John's' to be replaced with 'Johns'.

A challenge was made by a resident to the Parish Council stating that on Page 1476, Item 3 (2) of the minutes were inaccurate and should be amended accordingly; the Parish Council wished to point out that the Public Session is officially not part of the parish council meeting, points may be noted for future agenda items and council discussion. Therefore it was proposed that the council do not agree to the suggested amendment to the minutes. All agreed.

It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 7th January 2013; the Chairman signed the minutes.

It was proposed that the council attach the resident's communication to the minutes as a general record. All agreed.

6. APPROVAL OF MEETING NOTES FROM WORKING GROUPS

There were no Working Groups held during January 2013.

7. MATTERS ARISING FROM EATON BRAY PARISH COUNCIL MINUTES (for information)

(7.1) Medley Close Trees/land; 05/11/12 - CBC have responded to the council's enquiry. The clerk confirmed she would put this on the March agenda.

(7.2) Handrail – School Lane car park; 05/11/12 – the Clerk confirmed that she would be meeting with a representative from CBC to obtain advice on how to proceed.

8. EB LIONS/FOOTBALL CLUB; Lease/Planning & S106

(8.1) The Working Group will be meeting up to look through recent communications and documentation.

(8.2) It was proposed that the Clerk write to Friends of The Green (FOG) suggesting that to avoid repetitive requests from members, consider communicating as a group. In addition any correspondence/communication with the Parish Council includes the sender's name.

Clerk

9. PLANNING COMMITTEE REPORT

Planning Applications, January 2013

Application	Address / Development	Decision	Comments
CB/12/04274	33 Church Lane, LU6 2DJ / Alterations to roof, front & rear window enlargement	No objection	n/a
CB/12/04505	4A Moor End Lane, LU6 2HW / Extension to ground floor & first floor, car port & utility	Recommended Refusal*	(1) Overdeveloped for site (2) Out of keeping/character (3) Traffic problems – increased traffic (4) Lack of parking
CB/12/04507	21 Northall Road, LU6 2DQ / Partial demolition of garden store & erection of single storey rear extension	No comment on this application	n/a
CB/12/04481	10 School Lane, LU6 2DT / Single storey extension, sun room & dining room, removal of existing porch/store, replace with new porch & WC	No objection	n/a
CB/13/00089	11 Medley close, LU6 2DX /	No objection**	(1) Modest extension to size of

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CB/13/00282	Erection of side dormer bedroom & front porch	No objection	property (2) Not overlooked (3) Appropriate development (4) Other properties developed in area Cllr. Windmill declared an interest in this item.
	London Gliding Club, LU6 2JP / Relocation of T-hanger		

*It was proposed the Parish Council call the application in. All agreed.
**Due to a previous refusal by CBC, it was proposed the Parish Council call the application in. All agreed.

10. BUSINESS MATTERS

- (1) Sports & Social Club: Following the results of the inspection, carried out by a fully qualified surveyor, it was proposed that the Parish Council demolish the building. All agreed. Clerk to put together a Tender/specification to be sent out to contractors to forward quotations for the work. All agreed. Clerk
- (2) Rural Housing: The Parish Council have not yet heard from the Housing Association. In relation to a recent communication received in relation to land in the parish, it was proposed that the Clerk write to this individual thanking them for their communication and ask them to clarify what business relationship they have with the owner/s of the land. All agreed. Clerk
- (3) Councillor Vacancy: The Notice of Vacancy was displayed within the parish/ website/ facebook, with the February Focus now being delivered. The council was waiting to hear back from any interested parties/CBC regarding this position. Clerk
- (4) Cricket Club Lease: The council have agreed to the Lease however asked the Clerk to clarify why the Lease is split into two for signature, (i) Parish Council (ii) Cricket Club. All agreed. Clerk
- (5) Parish Byelaws: It was proposed that Cllr. Johns again contact Andrew Selous MP regarding the delay in this application. All agreed.
- (6) Skatepark: Documentation has been received, for review in March/Agenda. All agreed.
- (7) Village sign: Due to the new Village Sign now positioned on Market Square, it was proposed that with the remaining funds the council have the old Festival of Britain sign refurbished and then re-located to Moor End (triangle), thus giving Eaton Bray a large village sign at two entrances to the village. All agreed. Clerk

11. REPORTS

- (1) Chairman's Correspondence
 - (1.1) Letter from St. Mary's Church regarding a problem branch on the Cedar tree. It was proposed the council obtain a quote for this work. All agreed. Clerk
- (2) Parish Clerk
 - (2.1) The Clerk handed out the read file for circulation.
 - (2.2) Parish Council Meeting procedures: Public Open Forum/Session – The Parish Council have always aimed for good practice in making time at each full council meeting for a public session, i.e. an opportunity for members of the public to raise issues or comment on items. The public session is not part of the parish council meeting. Matters raised in the public sessions may be put on a future agenda for council discussion if proposed.
It was therefore proposed that if a point is raised for which the council can give an answer on fact, then they may do so; however it must be made clear that it is not a discussion/debating session. Points can be recommended by the council for an agenda item and individuals are advised to write in to the council with points to be looked into. All agreed.
 - (2.3) The Clerk informed that the old broken dog hygiene bin on Market Square has been taken away and the new/replacement dog hygiene bin fitted on the corner of The Comp.

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- (2.4) The Clerk asked the Parish Council if they were satisfied that the existing internal audit arrangements were satisfactory, met all the statutory requirements and with the effectiveness of the report. All agreed.
- (2.5) The Clerk informed the Parish Council of the 2012-13 internal audit arrangements and proposed the booking of Ray Foster to carry out the internal audit on Friday 10th May 2013. All agreed. Clerk
- (2.6) The Clerk informed the Parish Council that BDO were the auditors who would be carrying out the external Audit for 2012-2013. The Clerk asked if the Parish Council were satisfied with the arrangements. All agreed.
- (2.7) The trees at School Lane car park have now been trimmed back and have now opened up the car park. It was proposed that the Clerk obtained quotes for the marking up of spaces in the car park. All agreed. Clerk
- (2.8) The Village Carnival is being held on 6th July 2013 and the Parish Council were asked if they wished to have a stall. It was proposed that there be a council stall. All agreed. All Councillors
- (2.9) Brayside Productions who carried out filming of a pop-video at the skatepark brought their forms in to be signed by the council. Cllr. Johns signed the forms on behalf of the Parish Council confirming that filming had been carried out at the facility.
- (2.10) The clerk asked if she could attend a Code of Conduct training workshop on 25th March 2013. All agreed. Clerk
- (2.11) 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 £75. Clerk
- (2.12) The Clerk informed the council that a couple of properties in The Orchards are allowing overgrown bushes/ivy to encroach onto the public footpath. It was proposed the clerk write to the residents asking them to cut this back. All agreed. Clerk
- (3) Coffee Tavern/Cottage
The CTT will be going back to the heating engineer to have another look at the heating in the Coffee Tavern.
- (4) Cemetery
The additional work on tidying up the cemetery has been started.
- (5) Finance
No items for discussion.
- (6) Highways: Still awaiting results/data from the traffic sensors.
- (7) EBAT: The rubber matting for the play area has arrived. The new swing seats have been ordered. It was proposed that when the Parish Council books the next RoSPA inspection it is carried out as an assisted visit with Cllr. Conner and Cllr. Coulter in attendance. All agreed.

12. ACCOUNTS: TO RESOLVE TO PAY JANUARY 2013

Presented to the Parish Council; all agreed.

MONTHLY PAYMENTS: JANUARY 2013	
Ground Maintenance	£1,740.00
Structural Engineer Survey fees; Sports & Social Club	£751.20
Insurance cover: fidelity guarantee £60k	£33.18
Salaries (Clerk & Handyman)	£869.83
HM Revenue & Customs (PAYE/NIC)	£100.04
TOTAL Monthly Outgoings	£3,494.25

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13. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN Thursday 21st February 2013**. All Councillors please note that items submitted after this date will **not** be included in the March agenda and will have to be deferred to the Parish Council Meeting scheduled in April 2013.

The meeting closed at 9:45pm.

Next meeting/s to be held:

- (1) Parish Council Meeting: Monday 4th March 2013, 7:30pm at The Coffee Tavern
- (2) Parish Council Meeting: Monday 1st April 2013: 7:30pm at The Coffee Tavern

All Councillors