

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 3 June 2013 at The Coffee Tavern

PRESENT	Cllr. G. Johns (<i>Chairman</i>) Cllr. J. Conner Cllr. B. Coulter Cllr. L. Doughty	Cllr. B. Piggott Cllr. L. Tribbick Cllr. G. Wigley Cllr. R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	General Public x15; Cllr. Marion Mustoe	

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Simkins and PCSO Laura Wilson.

It was proposed that the council take into account the personal reasons for Cllr. Simkins absence and that the council do not include the absence in the number of non-attendances during recent meetings. All agreed.

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 (PC)

- (1) **Trees/Northall Close:** CBC has still not cut back these trees; Clerk to contact CBC to chase them up on this matter.
- (2) **Maintenance/repair costs to skatepark:** Costs for 2012-2013 – small spend.
- (3) **Public Meeting:** residents would like a public meeting set up to discuss proposals on all-weather training pitch in parish.
- (4) **Fly Tipping/Dyers Road:** becoming a problem; residents reminded to contact CBC direct via website/customer services.
- (5) **Football Training Facilities:** requirement of toilet facilities; EB Lions invited to comment – not necessary for junior football.
- (6) **Trees/The Rye Ground:** concerns regarding protection of trees on the Rye.

4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL MEETING, 13/05/13

Annual Parish Meeting:

An amendment was made to Page 1494, Item 3; 'There are allotment plots at The Meads and off School Lane (Holmans Field)' to be replaced with 'There are allotment plots at The Meads, off School Lane (Holmans Field) and Bower Lane plot designated as allotments'.

An amendment was made to Page 1494, Item 4 (bullet point 11) – the item to be listed as a separate item 'Item 7' and not included within the bullet points.

Annual Meeting of Eaton Bray Parish Council:

An amendment was made to Page 1497, Item 8 (1.3); 'a change for young people' to be replaced with 'a chance for young people' and 'learning moving making' to be replaced with 'learning movie making'.

An amendment was made to Page 1497, Item 11 (1); 'the Cricket Club return their signed counterpart lease' to be replaced with 'the Cricket Club should return their signed counterpart lease'.

It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 13 May 2013; the Chairman signed the minutes.

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

- (5.1) Handrail/School Lane – 08/04/13 – *handrail has now been fitted.*
- (5.2) Training pitch visit/lighting – 13/05/13 – *awaiting details of sites to visit where the 125 lux lighting is being used.*

6. REPRESENTATIVES

(1) Central Beds Council (CBC): www.centralbedfordshire.gov.uk

Cllr. Mustoe addressed the council.

(1.1) **Moor End Lane Planning Application:** The application has been approved.

(1.2) **Planning Visit Requests by PC:**

(1.2.1) *Springbank:* The Planning Enforcement Officer has made many attempts to contact the owner/occupier of the property and has not been successful. They will be visiting the property again this week and if they have no success a letter will be written to the owner/occupier requiring official access to the property.

(1.2.2) *Harling Road:* The Planning Enforcement Officer has written to the new owner of the land informing them that the siting of caravans is unauthorised in planning terms and requested they advise CBC of their intentions in this respect.

(1.3) **Gypsy & Traveller Local Plan:** The plan and supporting documents are available on CBC website. Comments can be submitted and instructions on how to give feedback are available on the website.

(1.4) **Holidays during school term time:** CBC wished to reiterate that parents do not have a legal right to take their children out of school to go on holiday. Schools do have the discretion to authorise absence for a family holiday providing there are special circumstances and the request is made in advance by the parent with whom the child normally lives. Visit CBC's website for more information on the law and FAQs.

(1.5) **Spot it! Stop it!** If you think it might be a scam – report it. Residents who have received a call, 'phishing' email, letter or visit and think it might be a scam are being urged to report it to Trading Standards via Citizens Advice on 08454 040506. If you have recently fallen victim to a scam call Action Fraud on 0300 123 2040. Residents can sign up for Scam Alerts, please visit the CBC website and go onto the Scam Alert pages for more details.

(1.6) **Illegal Raves:** Bedfordshire Police want residents to help them prevent illegal raves by calling the non-emergency number 101 or texting 07786 200011.

(2) Bedfordshire Police: The Police were not in attendance at the meeting however forwarded the police report for 01/05/13-31/05/13.

(2.1) There have been 7 reported crimes for May: 1x violence against a person, 1x sexual offence, 1x domestic burglary, 1x vehicle crime, 1x theft, 2x criminal damage. In addition there have been 18 reported incidents of anti-social behavior (ASB): 1x transport, 6x anti-social, 11x public safety/welfare.

(2.2) It was noted that 4 out of the 6 ASB's during May are in relation to issues at the car park area in School Lane. On 4 different dates during May residents have reported a number of vehicles parked at the location playing loud music. Officers have attended the area on each occasion but have found the car park empty. The local policing team is paying close attention to this area during the summer months.

7. EB LIONS/FOOTBALL CLUB

(7.1) The Working Group met to discuss proposals by EB Lions to look at an alternative site for an all-weather training pitch in Holmans Field. It was proposed that the PC agree in principal to review this proposal, to hold a working group and invite EB Lions representatives to attend; to look at the time-tabling of this proposal and to include within this review the overall provision of sporting facilities with the parish. All agreed.

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- (7.2) It was proposed that due to the review of the sites for an all-weather training pitch in the parish, that The Rye Ground development be put on hold whilst the PC look into the options further. All Agreed.
- (7.3) It was agreed that the clerk was asked to enquire with CBC the time frame/limit on the following: Clerk
- (7.3.1) Planning Application
 - (7.3.2) Scheme of Use
 - (7.3.3) S106 Agreement
- (7.4) It was proposed that the PC agree in principle to carry out a consultation on proposals for both schemes. All agreed.
- (7.5) The PC and EB Lions are putting together a board to be displayed at the PC stall on Saturday 6th July 2013 at the St. May's Village Carnival. Cllr. Coulter/
EB Lions
- (7.6) The PC has received a reply back regarding the proposal for adult football on The Rye. It was agreed the clerk respond thanking for their enquiry, stating that the building currently on the site is in a dangerous condition and is scheduled for demolition. Therefore, at this time, the PC is not able to meet their requirements. Clerk

8. PLANNING COMMITTEE REPORT

(1) Planning Applications, March 2013

Application	Address / Development	Decision	Comments
CB/13/01781	16 Moor End, Eaton Bray, LU6 2HN	No Objection	n/a

- (2) Application CB/13/00620/LDCE-Motorcycle Track; the application was refused by CBC and the applicant has now exercised their right of appeal against that decision. The appeal will be dealt with by the written representation procedure. Deadline for comments on this appeal is 10 July 2013. It was proposed that the PC write and reiterate the comments previously made. All agreed. Clerk

9. BUSINESS MATTERS

(1) Pavilion/Sports & Social Club:

- (1.1) The Clerk read out her findings from the recent visit to the site by CBC. Due to a number of bat droppings being located on one of the internal windowsills, it is suspected that bats were/are roosting in the area. To ascertain if there is a current roost it will be necessary for the PC to organise for a consultant to apply for an inspection/check of the building. It was proposed that at the clerk's discretion to accept the lowest tender/quote and organise for the licence/inspection to be carried out. Clerk to report back finding as PC meeting in July. All agreed. Clerk
PC Meeting/July
- (1.2) The Clerk has received tenders back in for the demolition of the Pavillion. It was proposed the General Purposes Working Group (GPWG) look at these in more detail (taking note that if bats are located in the building these may need to be reviewed) and come back to the council with their initial recommendations. All agreed. GPWG
- (2) Parish Council Assets List: The Clerk confirmed that for audit purposes assets listed on the council's asset register should be recorded at its purchase cost, however if this is not known then the body (council) should establish a current value for the asset. Additional sections of land not currently on the list to be added and the cost of the War Memorial currently listed as a value is a community asset and therefore recorded as such. All agreed.
- (3) Cricket Club Lease: The Clerk confirmed the section of the Lease to be signed by the Cricket Club Trustees has been forwarded to them for completion. The Cricket Club have been informed that once signed they should return their copy to the Solicitors and that it is the responsibility of the Cricket Club to apply to register the Lease at the Land Registry in accordance with the statutory requirements. The Solicitors will inform the PC at such time the documents are ready for final completion.

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- (4) Parish Byelaws: The notice of the council's intention to apply for confirmation of the Byelaws was advertised in the local paper (Leighton Buzzard Observer) and has completed the one month's notice of publication. It was proposed that the Clerk now forward the two signed/sealed copies of the Byelaws to the Department for Communities and Local Government for final consent. All agreed. Clerk
- (5) Mill End Close/Landscape Buffer: The clerk visited the council's archives and located a number of letters/documents relating to the Landscape Buffer. The Clerk was unable to locate a copy of the transfer relating to the land transfer from the property developers to Eaton Bray Parish council, however has written to the solicitors acting for the council at that time and the property developers to enquire if they hold a copy of this documentation. From the information obtained plans do show the curtilage of the land to be up to the boundary line of the field, but it does not confirm who is responsible for the maintenance of the boundary hedge. It was proposed that the clerk now contact the council's solicitors to act on the PC's behalf to look into this matter and obtain legal confirmation with regards to the maintenance of this land. All agreed. Clerk
- (6) War memorial:
(6.1) It was noted that a section of the War Memorial/concrete plinth is starting to crumble. It was proposed this be looked into and best action to take. All agreed. Cllr. Conner/
Clerk
(6.2) The planting around the War Memorial has in recent years been looked after by a local gardener, who has carried out twice yearly planting of the memorial garden. It was proposed that the PC agree to them continuing this planting of the memorial garden. All agreed. Clerk
- (7) Land in Medley Close: CBC have informed the clerk that should the PC wish to Lease the land from CBC in Medley Close to take over its maintenance that the PC should not expect any contribution from CBC to the PC's costs to be included with the Lease. It was proposed that the Clerk look into the additional cost to the council if the maintenance of this land were taken over by the PC's Ground Maintenance Contact. Clerk to look into. All agreed. Clerk
- (8) Speed Reduction Stickers: The clerk put forward the suggestion that residents in School Lane be offered the option of having 20MPH stickers that can be adhered to their council bins. It was proposed the clerk put a note of this in Focus and if residents within School Lane are interested, the Clerk make a note and order accordingly. All agreed. Clerk
- (9) Cemetery:
(9.1) Cemetery Hedge: The council agreed to the quotation for £520 (+vat) for the removal of the cemetery hedge (side boundary). Clerk to action. All agreed. Clerk
(9.2) Cemetery Fence: The council agreed to the quotation for £756 (+vat) for a replacement fence (side boundary). Clerk to action. All agreed. Clerk
- (10) Stall: St Mary's Village Carnival, Saturday 6th July 2013: The clerk updated the councillors on the stall rota for the day.

10. REPORTS

- (1) Chairman's Correspondence
(1.1) Email received from Jon Boswell, Affordable Housing/potential sites: it was proposed clerk forward to all councillors the plan showing suggested sites for discussion at the PC meeting in July. Clerk to inform Jon Boswell of council's actions. All agreed. Clerk
Clerk
- (2) Parish Clerk
(2.1) The Clerk handed out the read file for circulation.
(2.2) The Clerk reported problems with regards to the chain link, installed across the entrance to The Rye Ground. It is continually being broken and replaced locks being fitting are broken within a short time period. It was proposed that in the short term the PC look at replacing the chain with an angle-iron bar, lockable at both ends (3 keys required for locks). It was agreed Cllr. Coulter look into this and Cllr. Coulter/
Clerk

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action accordingly.

- (2.3) Problem hedging along the High Street from a property, running from the Coffee Tavern to the bus stop, needs to be cut back. Clerk to write and request the hedge be trimmed back and if the public footpath does not have clear access the PC will organise for the work to be done and invoice the resident. All agreed. Clerk
- (2.4) It has been noted that much of the woodwork within the parish requires treating with wood preserve. Areas highlighted are: The Rye/seating, School Lane wooden trunk seats, cemetery seat, church gate, play equipment in School Lane. In addition the village gateways require repainting. It was proposed the clerk obtain quotations for the work. Agreed. Cllr. Coulter agreed to look into recommended materials to be used for general woodwork and play equipment. Agreed. Cllr. Coulter/
Clerk
- (2.5) Quotations for work – bin situated at the bus stop in Moor End. The council agreed to the quotation for £169.79 (+vat). Clerk to action. Agreed. Problems with regards to the grass cutting along the public footpath to the rear of Church Lane. Clerk has written to CBC regards these problems and is awaiting a reply. Clerk to chase. Clerk
Agreed.
- (3) Coffee Tavern/Cottage: Cllr. Conner read out the yearly report to all councillors. The Clerk enquired with Central Beds council as to the listed status of the Coffee Tavern building. Planning confirmed back that it was not a listed building. Report Attached
- (4) Cemetery
The clerk was asked to chase the contractor with regards to the planting of the front cemetery hedge. All agreed. Clerk
- (5) Finance
No items to report.
- (6) Working Groups
No items to report.

11. ACCOUNTS: TO RESOLVE TO PAY MAY 2013; Presented to the Parish Council - all agreed.

MONTHLY PAYMENTS: MAY 2013	
Ground Maintenance	£1,175.10
RoSPA: Playground safety inspection 2013	£297.60
Supply & Installation of handrail: School Lane car park	£524.40
Re-stocking of summer bedding plants; village planters	£91.94
Local council membership fee; GAPP 2013	£60.00
Salaries (Clerk & Handyman)	£1,078.29
HM Revenue & Customs (PAYE/NIC)	£81.04
TOTAL Monthly Outgoings	£3,308.37

12. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN Thursday 20th June 2013**. All Councillors please note that items submitted after this date will **not** be included in the July agenda and will have to be deferred to the Parish Council Meeting scheduled in September 2013.

All Councillors

The meeting closed at 9:35pm.

Next meeting to be held:

Parish Council Meeting: Monday 1st July 2013: 7:30pm at The Coffee Tavern