

# 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 7 October 2013 at The Coffee Tavern

<b>PRESENT</b>	Cllr. G. Johns ( <i>Chairman</i> ) Cllr. J. Conner Cllr. B. Piggott	Cllr. L. Tribbick Cllr. G. Wigley Cllr. R. Windmill
<b>IN ATTENDANCE</b>	Heidi Head ( <i>Parish Clerk</i> )	
<b>ALSO PRESENT</b>	General Public x1; Cllr. Marion Mustoe	

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Coulter, Cllr. Doherty and Cllr. Simkins.

### 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) Harling Road: concerns raised with the cars/caravans in field at Harling Road, Eaton Bray; the Parish Council are aware of the situation as are Central Bedfordshire Council, who has issued an enforcement notice on the land owners to remove the caravans/cars from the area. CBC is monitoring this situation closely.

(2) Holmans Field site for all-weather pitch: no decisions have been made; residents are reminded of the Public Meeting on Monday 21<sup>st</sup> October 2013 at Eaton Bray Village Hall.

### 4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL MEETING, 03/06/2013

An amendment was made to Page 1510, Item 8 (1) 'CB/13/02204' to be replaced with 'CB/13/02234'. It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 2 September 2013; the Chairman signed the minutes.

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

(1) Affordable Housing – 02/09/13 – *response deadline, end October 2013.*

*Response from Grand Union regarding housing surveys distributed in 2012. Confirmed they used a door to door distribution company, who are issued with a map of the parish. They have a record of the area covered by the distributors, who are tracked by GPS and appears to have covered all of the streets and there was a reasonable response rate of 20%, which suggests a successful distribution overall for this size of village.*

(2) Bedfordshire Police – 02/09/13 – *Clerk to arrange meeting with PCSO Scott Burgess.*

(3) Ground Maintenance Contract – 02/09/13 – *met with Landscape Contractor to look at areas within parish and amendments to current contract. Awaiting final details, once received the Clerk will put together the draft Contact.*

(4) Cemetery – 02/09/13 – *work to damaged stones has been completed, fence stained.*

### 6. REPRESENTATIVES

(1) Central Beds Council (CBC): [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)

Cllr. Mustoe addressed the council.

(1.1) Harling Road: CBC has placed an enforcement order on the illegal trading of vehicles on that site that which runs from 10th October 2012. All vehicles/caravans have to vacate the site by 10th November.

(1.2) Springbank: Cllr. Mustoe is chasing CBC, Planning for an update on this matter.

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- (1.3) Twitter & Facebook: Don't forget to following @letstalkcentral on Twitter and keep up to date with what CBC are doing on Facebook.
- (2) Bedfordshire Police: There were no representatives of Bedfordshire Police in attendance. Clerk to request Crime Report for September. Agreed.

Clerk

## 7. EB LIONS/FOOTBALL CLUB

The Parish Council confirmed the date of the Public Meeting as Monday 21<sup>st</sup> October 2013 and that relevant notices have gone out/been displayed.

## 8. PLANNING COMMITTEE REPORT

### Planning Applications, September 2013

Application	Planning Location/application	Proposed Development
CB/13/02819/VOC	Motorcycle track, south of Billington Road, Stanbridge / Variation of conditions 3,4&5 of planning permissions SB/95/00176	Recommended Refusal (see below*)
CB/13/02642	66 Totternhoe Road, LU6 2BD / Residential development of 1 three bed dwelling, 2 four bed dwellings & 1 five bed dwelling	No objections <i>Comment: CBC to take into account concerns with drainage/flooding</i>
CB/TCA/13/000276	3 Richmond Court, LU6 2DY / notification of works to trees	No objections

\*proposed letter read to all Councillors. All agreed to response. Clerk to action.

Clerk

## 9. BUSINESS MATTERS

- (1) Affordable Housing: See PC Minutes, Page 1513, Item 5(1)
- (2) CBC Housing Strategy: Councillors informed; noted.
- (3) Pavilion/Social Club: An Asbestos Survey has been carried out to the building, awaiting copy of report.
- (4) Community Asset: Local Pub: Agreed in principle to this matter, Parish Council to speak to Landlord of the pub. Cllr. Windmill to action. Agreed.
- (5) Ground Maintenance Contract: See PC Minutes, Page 1512, Item 5(3).
- (6) War Memorial: Quotations received, presented to Parish Council. Proposed to accept quotation for work (£350-£400) from recommended contractor. All agreed.
- (7) Byelaws: The proposed Byelaws have been formally signed off by the Secretary of State. The Byelaws will come into effect from 25<sup>th</sup> October 2013. Clerk to send copy of sealed Byelaws to all Councillors. Agreed.
- (8) Luton Airport; flight paths: Concerns have been made with regards to increase in air traffic over village. Cllr. Johns to forward relevant documentation to Cllr. Windmill for information. Agreed.
- (9) Trees-Mill End Close: Awaiting report/findings.
- (10) Cricket Club: Still awaiting confirmation of signed Lease from the Cricket Club, despite numbers emails on this matter. Clerk to write to Cricket Club expressing the Parish Council's disappointment on the delay in this matter. Agreed.
- (11) Police/CCTV: See PC Minutes, Page 1513, Item 5(2).
- (12) School Lane Rec Ground/keep clear parking space: The Ground Maintenance Contractor is having problems accessing the green for maintenance due to users continually blocking the access point from the car park. It was proposed a notice is attached to the bollards with

Cllr.Windmill

Clerk

Clerk

Cllr.Johns

Clerk

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- restrictions, “No parking in front of bollards Monday to Friday”. All agreed. Clerk to action. Clerk
- (13) Parish Council Correspondence: The Clerk requested clarification of the receipt/distribution of correspondence.
- (13.1) Communication received in this office is forwarded to Councillors for information; some items are noted/referred to in the minute/agenda item at that time.
- (13.2) Items not directly addressed to the Parish Council but are copies of a communication to another party are placed in the read file for Councillors information/read.
- (13.3) Chairman’s correspondence are items addressed to Chairman/Parish Council to be raised to Councillors attention or (as point 13.1) can instead be raised at the minute/agenda item rather than listed in Chairman’s Correspondence.
- (13.4) Read file is for items of general communication/Parish Council information for councillors to read/be aware of. Councillors can request an agenda item for information contained in the read file.
- All agreed with current process.
- 10. REPORTS**
- (1) Chairman’s Correspondence: No items listed.
- (2) Parish Clerk
- (2.1) The Clerk handed out the read file for circulation.
- (2.2) Annual Monitoring Forms; the Clerk chased Councillors for their forms. Councillors
- (2.3) The Clerk requires one more signature for the Bank Mandate.
- (2.4) Eaton Bray Academy are experiencing problems with parents (allegedly) taking children/collecting from school letting their dogs to run free in the area or tying the posts at the school entrance. This is leading to dog fouling of the area and resulting in children walking dirty shoes onto the school premises. The Parish Council proposed to put a comment in Focus asking dog walkers to please take more care and clean up after their dogs. Reminding them that failure to do so is an offence. Agreed. Clerk/Focus
- (2.5) Quotation received for damaged chain link fence. Quotation for £350+VAT proposed/agreed. Clerk to action. Clerk
- (2.6) New Homewatch co-ordinator for Woodside, all residents from that area to send communications to [Suzanne.holder@btinternet.com](mailto:Suzanne.holder@btinternet.com).
- (2.7) The Rye Ground: tree had fallen down and may have caused a hazard to recreation ground users. Tree was removed £50 +vat. Noted/agreed.
- (2.8) Two problem trees, dead tree at riverside and vandalised tree (bark removed) in Mill End. Quotation for removal £100 +vat. Agreed. Clerk
- (2.9) Removal of stump, churchyard. Noted/agreed.
- (2.10) Recommended that a litter bin been situated in Holmans Field. Proposed to relocate bin from Market Square (Five Bell) and be repainted, and move to Holmans Field and the replace that bin with the new bin in store. Cllr. Conner to agree position of this new bin prior to fitting. All agreed. Clerk/Cllr.Conner
- (3) Coffee Tavern/Cottage: In process of organising works for the frontage of the Coffee Tavern.
- (4) Cemetery: The work to the front hedge of the cemetery is due to commence.
- (5) Finance: The Parish Council looked at the draft recommendations for 2014/2015 Budget. It was proposed the clerk update where relevant and forward to all Councillors for further discussion. Agreed. Clerk
- (6) Working Groups:
- (6.1) General Purposes
- (6.1.1.) Local Flood Risk – it was recommended the council contact CBC to find out the following; where does the responsibility lie, whom should residents report incidents

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of flooding, when will the surface water drainage system be updated. Clerk to put together draft letter for approval and once agreed, send out. All agreed.

Clerk

(6.1.2.) Outdoor Access improvement plan/signage – one footpath identified, FP 12/21 Eaton Bray to Totternhoe Knolls. Clerk to inform CBC. Agreed.

Clerk

## 11. ACCOUNTS: TO RESOLVE TO PAY SEPTEMBER 2013; Presented to council - all agreed.

MONTHLY PAYMENTS: SEPTEMBER 2013	
Ground Maintenance	1,847.10
Donations: Victim Support/The Royal British Legion	150.00
Membership fees: SLCC/CPRE/BRCC	£209.00
Utilities; British Gas	116.28
Village Hall costs: hire/deposit	£211.50
Salaries (Clerk & Handyman)	£1109.46
HM Revenue & Customs (PAYE/NIC)	135.45
<b>TOTAL Monthly Outgoings</b>	<b>£3,778.79</b>

## 12. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Thursday 24<sup>th</sup> October 2013. All Councillors please note that items submitted after this date will not be included in the November agenda and will have to be deferred to the Parish Council Meeting scheduled in December 2013.

All Councillors

The meeting closed at 9:05pm.

Next meeting to be held:

Parish Council Meeting: Monday 4<sup>th</sup> November 2013: 7:30pm at The Coffee Tavern