

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 3rd February 2014 at The Coffee Tavern

PRESENT (PC = Parish Council)	Cllr. G. Johns (<i>Chairman</i>) Cllr. J. Conner Cllr. B. Piggott	Cllr. M. Simkins Cllr. L. Tribbick Cllr. R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	General Public x5; Cllr. Marion Mustoe	

1. APOLOGIES FOR ABSENCE

Cllr. Coulter and Cllr. Windmill sent their apologies for absence.

2. SPECIFIC DECLARATION OF INTEREST

No declarations of interests were declared at this stage of the meeting.

3. PARISH COUNCILLOR VACANCY

A Notice of Vacancy for Parish Councillor, dated 8th January 2014, was displayed within the parish in accordance with statutory guidelines, with the deadline for a request for an election to take place to fill said vacancy being 28th January 2014. There was no request for an election and therefore the council are in the position to co-opt.

Mr. Mark Tomkins addressed the council, expressing an interest in becoming a member of the Parish Council. He was previously a member of the council, residing in Eaton Bray and would once again like to join the council, to help to make a difference to the parish. The Parish Council considered his application and it was proposed that Mark Tomkins be co-opted onto the council. All agreed. Cllr. Mark Tomkins was welcomed/co-opted onto the Parish Council.

4. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council (PC)

- Pavilion/The Rye Ground: double doors into the pavilion have been broken open; *Clerk in process of organising repair.*
- Item in Focus – all-weather pitch: will the council be responding to comments made; *council to look into this further.*
- Pot Holes/road surface: what is happening with the roads in the parish; *pot holes need to be reported direct to CBC to action accordingly.*
- Totternhoe Road area: problem with flooding; *the area does not come under the jurisdiction of the PC, need to contact CBC regarding issues or it will be the land owners' responsibility.*

5. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL MEETING, 06/01/14

Amendments were made to the following: page 1528, Item 9(1)(4) 'organised for an assessment' replaced with 'organised an assessment'; page 1529, Item 10(6)(6.3) 'organise for stickers' replaced with 'organise stickers'. It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 6th January 2014; the Chairman signed the minutes.

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

- (1) Pavilion/Tender – 02/12/13; *Due to additional findings from the Asbestos survey, Cllr. Wigley recommended the PC send out for new tenders/quotations to include new specifications. Cllrs. Wigley & Windmill to confirm final wording to clerk.*
- (2) Junction of Harling Rd/Bower Lane – speed limit - 02/12/13; *Cllr. Mustoe to chase.*

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- (3) CBC contact details - (03/02/14); details currently being updated, Cllr. Mustoe will forward when available.
- (4) Allotment agreement – (03/02/14); agreement being sent out to all tenants for signature.
- (5) Overhanging trees – (03/02/14); Cllr. Simkins to action accordingly.

7. REPRESENTATIVES

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

Cllr. Mustoe addressed the council.

- (1.1) Breach of planning concerns; Wellhead – enforcement officer is due to visit site, Cllr. Mustoe will report back to PC their findings.
- (1.2) Broadband rollout: CBC has been working to develop a joint superfast broadband project with neighbouring authorities.
For more detail visit: <http://www.centralbedfordshire.gov.uk/local-business/business-information-and-advice/broadband/default.aspx> or telephone 0300 3004341.
- (1.3) CBC University Technical College (Houghton Regis): The school has around 100 students in Years 10,12 & 13 all studying Engineering/Product Design at Level 2 & 3. The school is in its second year of operation and are looking to create a Board of Employers from various areas in engineering to support the college. For more information please contact DHill@centralbedsutc.org.
- (1.4) Smoke free: The latest stop smoking campaign ‘smokefree’ has one simple message ‘if you could see the damage smoking does, you’d stop’. For more information/ advice call the Quitline on 0800 0130553.
- (1.5) Volunteering: If you have some spare time and want to help others in your community, there are currently 28 schemes in Central Beds made up and run by local residents who want to give help/support to other local people who need it. To find out more visit <http://www.bedsrcc.org.uk>.
- (1.6) CBC – Twitter/Facebook: Don’t forget to follow @letstalkcentral on Twitter or keep up to date with what CBC is up to on their Facebook page.

Cllr.Mustoe

- (2) Bedfordshire Police: There were no representatives of Bedfordshire Police in attendance.

Crime Type	01/01/13 To 31/01/13	01/01/14 To 31/01/14
	Recorded crime	
Violence against the person	1	0
Domestic Burglary	2	0
Burglary – other	4	0
Vehicle Crime	2	0
Other Theft	2	0
Criminal Damage	2	0
Drugs	1	0
Other Notifiable Offences	0	0
Total	14	0

Crime report from 01/01/14-31/01/14

There were no reported crimes this month.

If you have any information regarding an incident or wish to contact any Leighton Buzzard PCSO, then please call 01582 473411 or email at LPT.LeightonBuzzardLinslade&Rural@bedfordshire.pnn.police.uk

8. PLANNING REPORT; Planning Applications, January 2014

Application	Planning Location/application	Comment
CB/14/00004	The White House, The Comp, LU6 2DH / proposed new detached garage.	No objection
CB/14/00119	The White House, The Comp, LU6 2DH / first floor rear extension to existing detached house.	No objection
CB/14/00041	Wavertree, Tring Road, LU2 2JX / conversion of existing barn/stable into 2xbed residential bungalow.	No objection

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9. BUSINESS MATTERS

- (1) Affordable Housing: A representative from Ground Union Housing confirmed their attendance at the PC meeting in April. PC/April
- (2) Pavilion/Social Club: see Matters Arising, Page 1531, Item 6(1).
- (3) Cricket Club Lease: recommended amendments forwarded to council's solicitors, awaiting response.
- (4) Eaton Bray Academy:
(4.1) Play equipment funding: for review at PC meeting in March. PC/March
(4.2) Salt Bag scheme: a request by the school for the PC to write on their behalf for the school to join the salt bag scheme. All agreed. Clerk
- (5) Knights Close – verges: PC to contact CBC and request they look into this matter and action accordingly. All agreed. Clerk
- (6) Mill End Close:
(6.1) Trees - Clerk is awaiting findings/report from tree surgeon.
(6.2) It was suggested the PC look into the planting of new trees in the village to replace those that have died in recent years. Clerk to look into options available. Agreed. Clerk
(6.3) Damaged wooden fencing/barrier adjacent to visitor parking. Quotations received. PC agreed to spend £368 (+vat). Clerk
(6.4) Landscape buffer – the Clerk updated the council on this matter and the response received from the land owner. It was proposed the Clerk write regarding the hedges/trees that are on the land owner's land and which are encroaching onto the landscape buffer/council land, requesting she gets it cut back to the boundary fence; the boundary of the land being clearly marked by the mesh fencing that is currently in situ. Should the land owner wish to do their own research for additional documentation then they are more than welcome to apply to the land registry; however the council do not need to supply any further documentation than is already supplied. The buffer zone (landscape buffer) is clearly marked on the plans forwarded to the land owner and is within the curtilage of the land acquired by the developers. The council are still waiting for the requested documentation from the land owner. Clerk to action. All agreed. Clerk
- (7) Ground Maintenance:
(7.1) Tenders received were presented to PC. The PC considered the quotations and agreed to shortlist two of the contractors; it was proposed the PC set up a special meeting to look into the proposed contractors and for the Clerk to obtain additional information from the contractors to aid in the council's choice. All agreed. Clerk/Councillors
(7.2) The current Ground Maintenance Contractor sent a request to the council for an open reference regarding their work for the council, i.e. length of work period, reliable, standard of work. All agreed. Clerk
- (8) Allotments:
(8.1) Bee keeping on parish land; the council felt that the allotments would not be suitable due to other users, health & safety; however there may be available land within the parish but the PC would like to know the level of experience in bee keeping this resident has. All agreed. Clerk
(8.2) Holmans fence; the council has received an estimate for the work however it has come in over £1,000; it was therefore proposed that the council obtain two additional quotes for the work. All agreed. Clerk
- (9) The Comp stream: it was brought to the PC's attention that the sluice gate at the top of the comp which feeds the water around the village ditches has been removed. In addition a section of a feeder stream has been blocked. Concerns were raised regards to water flow. It was proposed Cllr. Piggott/Clerk contact CBC/Drainage Board to look into this matter and action accordingly. Agreed. Cllr.Piggott/
Clerk
- (10) GAPP: Email received from GAPP, forwarded to all Councillors.

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(11) Community Asset: Forms filled in/signed, Clerk to send off. Agreed.

Clerk

(12) Churchyard:

(12.1) Churchyard work: Clerk awaiting quotations.

(12.2) War Memorial: Clerk to look into possible funding (NALC)?

10. REPORTS

(1) Chairman's Correspondence:

(1.1) Letter - sponsor/dedicate a memorial bench: It was proposed PC contact resident to discuss further. Cllr. Simkins to action. All agreed.

Cllr.Simkins

(1.2) Email – bee hive: See Page 1533, Item 9(8)(8.1).

(1.3) Email from Eaton Bray Academy – salt bag scheme: See Page 1533, Item (4)(4.2).

(1.4) Email – reference request: See Page 1533, Item 9(7)(7.2).

(1.5) Email from CBC – sheltered housing consultation: Read to all councillors.

(1.6) Email – overgrown bushes: PC has assessed mentioned areas. It was proposed the Clerk write to resident on High Street requesting hedge be cut back from public footpath. The other properties hedges/bushes to be monitored. Agreed.

Clerk

(1.7) Letter from Cricket Club: inviting PC to attend their centenary celebrations on 27th July 2014. Clerk to send copy of letter to all councillors for information. Agreed.

(1.8) Donation request – Magpas: Proposed £100 donation. All agreed.

PC/March

(2) Clerk:

(2.1) Circulation/read file: Handed out to all Councillors

(2.2) Bank Mandate (Bank of Ireland/deposit a/c): to be signed by all Councillors. Agreed.

(2.3) Bus Stop/three corners: Damage to roof tiles. Clerk to obtain quotations. Agreed.

(2.4) Pavilion: double doors open/damaged. Clerk in process of getting work done. Carried out under emergency order. All agreed.

Clerk

(2.5) The Clerk requested the council look at paying a gratuity to Theo Gray for all his work in updating/managing the council's website and to installing/updating the council's new computer. All agreed to a payment of £150.

PC/March

(2.6) Annual Parish Meeting/Annual Meeting of Eaton Bray Parish Council: To be held on Monday 12th May 2014 from 7:00pm. All agreed.

(2.7) Dead tree in School Lane Recreation Ground to be removed and section of tree be removed which has fungus growth: the Clerk presented quotations for the work £350 (+vat). All agreed.

Clerk

(3) Coffee Tavern/Cottage: Currently assessing areas of damp appearing in Cottage.

(4) Cemetery: Clerk has received a response from land agents. An approximate charge for agricultural land is c£7K per acre. From these findings it was proposed the clerk write to the land owner offering £2K for the land (1/4 acre) and awaits a response. All agreed.

Clerk

(5) Finance: No items to report.

(6) Working Groups: No items to report.

11. **ACCOUNTS: TO RESOLVE TO PAY JANUARY 2014**; Presented to council - all agreed.

MONTHLY PAYMENTS: DECEMBER 2013	
Ground Maintenance	£1,475.10
Cemetery front hedging	£350.00
Utilities; gas standard charge	£157.17
Salaries (Clerk & Handyman)	1,482.66
HM Revenue & Customs (PAYE/NIC)	£76.46
TOTAL Monthly Outgoings	£3,541.39

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12. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Thursday 20th February 2014. 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 2014.

The meeting closed at 9:45pm.

Next meeting to be held:

Parish Council Meeting: Monday 3rd March 2014: 7:30pm at The Coffee Tavern

Councillors