

# EATON BRAY PARISH COUNCIL

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

## Minutes of Meeting of Eaton Bray Parish Council

**Held on 6<sup>th</sup> June 2016 at The Coffee Tavern**

<b>PRESENT</b> (PC = Parish Council)	Cllr. M. Tomkins (Chairman) Cllr. N. Cartwright Cllr. J. Conner Cllr. S. Owens	Cllr. Simkins Cllr. P. Spicer Cllr. G. Wigley
<b>IN ATTENDANCE</b>	Heidi Head (Parish Clerk)	
<b>ALSO PRESENT</b>	General Public x4	

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Windmill and Cllr Janes.

### 2. SPECIFIC DECLARATION OF INTEREST

- Cllr. Spicer declared an interest in item 8(2).
- Cllr. Wigley declared an interest in item 8(3).

### 3. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council:

- (3.1) Concerns were raised regarding steelwork going in at property in Honeywick Lane; *this is an agricultural barn/siting position approved by CBC.*
- (3.2) Concerns were raised regarding property/land in The Rye, location near the Cricket Club/past nurseries. Work appears to be being carried out to split this into two properties; *the Council requested this matter be raised with Planning Enforcement, requesting they view the location/property. All agreed.*
- (3.3) Interested parties regarding volunteering for Speedwatch asked when they would hear more from the Council on this; *confirmed details are to follow in due course, including training timetable.*

### 4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 09/05/16

An amendment was made to page 1658, item 7(table), '01/02/17' replaced with '01/02/16'.

It was agreed unanimously to accept the minutes of the Annual Meeting of Eaton Bray Parish Council held on 9<sup>th</sup> May 2016, the Chairman signed the minutes.

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

(6.1) Greenways Improvements: (03/03/14); matter ongoing.

(6.2) Meeting with Cllr. Brian Spurr: (09/05/16): awaiting confirmation of meeting date from Cllr. Janes.

### 6. REPRESENTATIVES

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

*There was no representative from CBC in attendance.*

# EATON BRAY PARISH COUNCIL

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

EATON BRAY PARISH COUNCIL LOG <i>(item removed when matter resolved)</i>		
EBPC reports to Central Bedfordshire Council		
Date raised	Matter Raised/description	Response/Outcome
03/03/2014	Greenways & Knights Close / parking problems and damage to grass areas.	CBC has agreed on improvements to Greenways. Waiting for details. Cllr. Janes to follow this up. 07/09/15: Greenways - ongoing. 07/09/15: Knights Close – posts/bollards have been erected on the grass verges to stop damage to grass, parking matters still ongoing. 02/11/15: concerns that CBC does not have any plans to improve or change the parking. Cllr. Janes to investigate further. 07/12/15: Cllr. Janes asked to follow up. 04/01/16: See minutes page, 1636, item 3 (• 1) 01/02/16: See minutes page, 1641, item 3 (3.1)
01/06/2015	30mph Speed Sign: Harling Road/ Bower Lane. CBC previously agreed to the sign being moved past the junction with Dunstable Road. Still waiting.	Cllr. Janes to follow this up. 07/09/15: CBC have erected new mileage signs, however they have been erected in the wrong place. Cllr. Janes to follow this up. 07/12/15: Cllr. Janes asked to follow up. 04/01/16: Cllr. Tomkins has spoken with area team responsible for signage; they have confirmed the signs will be relocated to new position. Awaiting final completion before removal of action point.
04/04/2016	Central Bedfordshire Council: Highways Contacts	Cllr. Janes to forward to the Clerk up to date contact details for new CBC Highways department. 09/05/16: Cllr. Janes to chase.

- **Bedfordshire Police:** [www.bedfordshire.police.uk](http://www.bedfordshire.police.uk)

There was no representative from Bedfordshire Police in attendance.

## 7. PLANNING REPORT: June 2016

(8.1)(8.1.1)**CB/16/00717/OUT - land off Totternhoe/The Rye, LU6 2BQ:** Despite being informed otherwise at the Council meeting in May, there has not been a final decision on the application. The application has not been called in but passed to the Planning Officer for a final decision. It was proposed the Clerk write to planning, copying in relevant parties, to clarify whether the request by the Council for Cllr. Janes to have the option of calling this application in was done. In not, due to Cllr. Janes being unavailable, who would be the representative/contact for Eaton Bray Parish Council during his absence. All agreed.

(8.1.2)**Call For sites:** The Council wished to remind residents to sign up to CBCs email, to keep up to date on what is happening for this area. Agreed.

(8.2) Planning Applications received:

JUNE 2016		
Application	Planning Location/ Development	Comment
(1) CB/16/01916	Poultry House, Dyers Lane, LU6 2JU	No Comment. <i>Subject to normal planning conditions</i>
(2) CB/16/01660	Honeywick Cottage, Honeywick Lane, LU6 2BJ	No Comment. <i>Subject to normal planning conditions</i>

## 8. BUSINESS MATTERS

(1) **Neighbourhood Plan (NP):** The Neighbourhood Plan Steering Group (NPSG) is awaiting paperwork from the recent searches. The group are currently preparing information/display boards for the Carnival stall, with representatives from the group attending throughout the day. The group are still looking into the costs for taking on a

Clerk

# EATON BRAY PARISH COUNCIL

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

consultant planner; once all details received they will be presented to the Council for discussion. It was proposed that the Council purchase a Neighbourhood Plan banner to be used at public events at a cost of around £200. All agreed. The next NP Steering Group meeting is on Monday 13<sup>th</sup> June 2016.

- (2) Cricket Club Lease: The Clerk has managed to locate the original land deed; it requires copying (currently wax/A3 document) on A4 size to be able to be forwarded to the Solicitor. Cllr. Cartwright offered to copy the deed and forward to Clerk. All agreed. Cllr.Cartwright/  
Clerk
- (3) Tennis Club: Details of the Council's Solicitor have been forwarded to the Tennis Club representatives to action/contact.
- (4) Skatepark: Cllr. Simkins has spoken with the University, waiting for final drawings for approval. To chase.
- (5) Yellow lines: Cllr. Simkins met with CBC Highways, who he has been corresponding with regarding this matter. Currently CBC Highways to not believe this to be a priority matter. It was proposed that the Council draft a letter (to be approved by Councillors-once agreed Clerk to send out letter) to residents within the area of the Church Lane/High Street junction raising Council concerns of parking so close to a junction and sharp bend in the road, causing a potential accident blind spot; asking residents who park on the road to take care and consideration when choosing the location in which to park their vehicle. All agreed. Clerk
- (6) Flagpole: The proposed location, to erect a flag pole, of the Three Corners was put forward to the Council. All agreed. It was recommended the Council check the legalities of erecting a flag pole, i.e. planning/costs etc., and to put a notice via Facebook/website informing residents of the Council's proposals. All agreed. Cllr. Simkins/Clerk to action. Clerk
- (7) Parish trees: The Council are looking into the planting of additional trees within green areas of the parish; Cllr. Simkins has been in contact with CBC regarding this proposal. Matter ongoing.
- (8) Hanging Baskets: The Council are looking into the option of installing baskets for display on lamp posts in the parish. The Council agreed to this proposal, subject to Cllr. Simkins speaking with CBC regarding legalities. It was proposed that the Council should look into the initial purchase of three sets of baskets at a price of around £300. All agreed. Cllr. Simkins
- (9) Events/Village Carnival
- (7.1) St. Mary's Village Carnival, 2<sup>nd</sup> July 2016: A reminder that more helpers are needed to cover the afternoon slot and clear-up slot. All Councillors
- (7.2) Events: Community Market – It was proposed that the initial dates for the Council to consider for this event is the 16<sup>th</sup> July, 20<sup>th</sup> August and 19<sup>th</sup> September; location at Market Square. All agreed. Cllr. Spicer to put together the notice regarding the event, displayed on village notice boards/facebook. It was recommended to speak to the Village Hall committee and pub regarding parking facilities, Cllr. Spicer to action. Cllr.Spicer
- All agreed. In addition, the Risk Assessment forms require completion and clarification from the Council's insurance of cover, however market holders must hold valid insurance cover and supply a copy of the insurance certificate to the Council for office files. All agreed. Cllr.Spicer
- (10) First Response: It was recommended the Council try and find out who is the registered 'First Response' person for this area. Clerk to look into further. All agreed. Clerk
- (11) Quotations: No quotations were presented to the Council.

## 9. REPORTS

### (1) Chairman's Correspondence:

- (1.1) Email from MWAgri regarding the assessment of trees location in School Lane/Medley Close. The trees are suffering from bleeding canker, and being monitored regularly. It takes 10 years to completely kill the tree but is generally a nuisance/unattractive rather than dangerous; however it was recommended to cut out any potentially

# EATON BRAY PARISH COUNCIL

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

dangerous branches and then to continually monitor these trees and make a final decision at a later date. All agreed.

- (1.2) Email regarding the Queen's Birthday Celebrations; read to Councillors.
- (1.3) Email from resident regarding traffic speeding issues in The Rye; the Council have already identified a problem with speeding and are currently looking into options available for traffic calming measures within the parish, however due to cost would not consider speed bumps. Clerk to respond. Agreed.
- (1.4) Letter of resignation received from Cllr. Tomkins who has sadly had to make the decision to leave the Council due to work commitments. The Councillors wished Cllr. Tomkins all the best and thanked him for the work he had put in implementing improvements within the parish.
- (2) Clerk's Report:
- (2.1) Circulation/read file handed out to Councillors.
- (2.2) The Clerk informed the Council that the office telephone/fax/answer phone was broken and required replacement. All agreed. Clerk to action.
- (3) Coffee Tavern (CT)/Cottage: The boilers in the Coffee Tavern are being replaced in summer.
- (4) Cemetery: The flower bed in the Cemetery has been replanted with summer bedding.
- (5) Finance: No matters to report.
- (6) Working Groups: CCTV camera order has been placed, awaiting delivery. Cllr. Simkins to look into signage for the parish. Agreed.

## 10. ACCOUNTS: TO RESOLVE TO PAY JUNE 2016; Presented to council - all agreed.

MONTHLY PAYMENTS: JUNE 2016	
Ground Maintenance	£1,738.80
Data Search: The Wildlife Trust (NP)	£132.00
Salaries: Clerk & Village Handy person	£1,168.11
HM Revenue & Customs (PAYE/NIC)	£160.70
<b>TOTAL Monthly Outgoings</b>	<b>£3,199.61</b>

## 11. NEXT AGENDA

- Items for the next Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Thursday 23<sup>rd</sup> June 2016. Please note items submitted after this date will not be included in the July agenda and will be deferred to the Council Meeting scheduled in September.

The meeting closed at 9:20pm

### Next meeting/s to be held:

- Monday 4<sup>th</sup> July 2016, from 7:30pm at The Coffee Tavern (1<sup>st</sup> floor)
- Monday 5<sup>th</sup> September 2016, from 7:30pm at The Coffee Tavern (1<sup>st</sup> floor)

Clerk

All Councillors