

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 7th November 2016 at The Coffee Tavern

PRESENT (PC = Parish Council)	Cllr. N. Cartwright (Chairman) Cllr. J. Conner Cllr. S.Owens	Cllr. Simkins Cllr. Spicer Cllr. G. Wigley
IN ATTENDANCE	Heidi Head (Parish Clerk)	
ALSO PRESENT	General Public x9	

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Windmill.

2. PARISH COUNCILLOR VACANCY

A resident addressed the Council, they are considering taking up the position of Parish Councillor however would like to sit through a meeting and make a decision, getting back to the Council in due course.

3. SPECIFIC DECLARATION OF INTEREST

- Item 8(8.2.1) – Cllr. Spicer.
- Item 9(2) - Cllr. Wigley.

4. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council

- (4.1) Increased traffic through village: since the introduction of the new speed calming build-outs in Totternhoe, the number of traffic using Eaton Bray has increased greatly and causing many problems on the village roads which are not designed for this amount of vehicles. *Cllr. Janes confirmed that Totternhoe are also experiencing problems with the build up of traffic on this road and CBC is looking into those issues raised. The Parish Council agree that the number of traffic using the village roads has become a problem and will be writing to CBC regarding these traffic concerns, a major increase since the introduction of the traffic calming measures in Totternhoe. The Council also asked Cllr. Janes to look into and raise this issue on behalf of the parish. The Council also advise residents to individually write in to CBC on this matter.*
- (4.2) Wind Turbines: representatives of Stop Checkley Wood Turbine Action Group addressed the council regarding the increasing number of turbines being installed in and around Bedfordshire, wishing to make the Council aware of this matter. *The Parish Council asked that the group forward their paperwork to the Clerk to allow Councillors to be able to review the paperwork and bring the matter forward for discussion at the Council meeting in December.*

5. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 03/10/2016

Amendments were made to page 1676, item 7(2) “re” amended to “re.” and page 1677, item 8(4) “o” amended to “o”. It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 3rd October 2016, the Chairman signed the minutes.

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

- (6.1) Greenways Improvements: (03/03/14); matter ongoing.
- (6.2) Increased traffic: (07/11/16); Council to write to CBC regarding concerns, Cllr. Janes to look

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into/raise issue with CBC.

7. REPRESENTATIVES

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

Cllr. Janes was in attendance.

(7.1.1) CBC are looking into the flooding issues in Church Lane, awaiting findings.

(7.1.2) The Council raised concerns with Cllr. Janes regarding the stopping of green waste collections over the Christmas period. Concerns noted by Cllr. Janes.

(7.1.3) The Council expressed their disappointment with Cllr. Janes regarding CBC stopping to collect refuse from bins at School Lane recreation ground. For the past 13 years the bins are emptied by the Village Handyperson and left at the entrance to School Lane car park for collection by CBC waste services (collected on refuse collection days). This was a verbal agreement with CBC, however they are no longer going to be carrying out this collection and have informed the Parish Council that they must be responsible for the cost/removal of this rubbish. The Clerk has written to CBC regarding the Parish Council's disappointment in this matter but to date has not received a response. The Clerk to write again to CBC chasing for a response and to enquire as to the cost to the Parish Council for CBC to remove the rubbish bags. All agreed.

Clerk

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.
07/11/2016	Increased Traffic through Eaton Bray	Cllr. Janes to look into and raise the Parish Council's issues regarding the increase of traffic through Eaton Bray since the implementation of the traffic calming measures in Totternhoe.

(2) Bedfordshire Police: www.bedfordshire.police.uk

(7.2.1) No police in attendance. It was recommended that this item be removed from the agenda. All agreed.

(7.2.2) Cllr. Ownes attending the Police Engagement Evening and reported back to the Council the matters raised; reduced support from police in the area, requirement of residents to report and incidents/issues arising in the parish to ensure these matters are

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flagged up at police control – the more a matter is reported the greater chance of police activity.

(8) PLANNING REPORT: October 2016

(8.1) No updates/issues arising.

(8.2) Planning Applications received:

OCTOBER 2016		
Application	Planning Location/ Development	Comment
(1) CB/16/04353	Doolittle Meadow Farm, Harling Road, LU6 1QY	Comment: Is this development appropriate in green belt. <i>Subject to normal planning conditions</i>
(2) CB/16/04994	Little Isto, Tring Road, LU6 2JU	No Comment. <i>Subject to normal planning conditions</i>
(3) CB/16/04620	2A Mill End Close, LU6 2FH	No Comment. <i>Subject to normal planning conditions</i>
(4) CB/16/05088	Willow Brook, 43 Moor End, LU6 2HN	No Comment. <i>Subject to normal planning conditions</i>
(5) CB/16/05028	29 School Lane, LU6 2DT	Comment: The Council believes this to be an appropriate development for the village, in keeping with the surrounding areas. <i>Subject to normal planning conditions</i>

(9) BUSINESS MATTERS

(1) Neighbourhood Plan (NP): Cllr. Wigley gave an overview of the NP Working Group's progress. The Consultant has now officially been appointed and there will be updates placed in Focus/website keeping residents informed on the progress of the plan. Agreed.

(2) Lease:

(9.2.1) Tennis Club Lease: Cllr. Wigley confirmed that the draft Tennis Club Lease is nearing completion.

(9.2.2) Cricket Club: Due to Cllr. Windmill, a signatory on the Lease, being unable to sign the document it was recommended the Clerk inform the Solicitor of this issue and request an amended signature page be forwarded to the Council, with Cllr. Cartwright and Cllr. Wigley being the approved signatories. All agreed.

Clerk

(3) Events/Village Enhancements

(9.3.1) Tree planting: The Parish Council is waiting for CBC to carry the agreed tree planting in the parish.

(9.3.2.) Christmas 2016:

(i) Contractor for supplying the Christmas trees has been approved, invoices to the cost of £300 for both trees to be forwarded to Clerk for payment. All agreed.

(ii) Christmas Wreaths: Cllr. Spicer confirmed that all sponsors have been contacted, all wreaths purchased, payments to be forwarded to Clerk. All agreed.

(iii) Christmas tree lights: Cllr. Spicer will contact Bob Coulter regarding the fitting of the tree lights, it was proposed the council look into and purchase replacement lights for the parish Christmas trees. All agreed.

Cllr.Spicer

(iv) Carols: brass band booked, Cllr. Simkins to forward details (date/time) to the Clerk to advertise accordingly. All agreed.

Cllr.Simkins

(v) Electricity supply to Market Square: Cllr. Spicer to contact CBC to locate suitable electrical source, and to organise supply/fitting with agreed spend of c£600. All agreed.

Cllr.Spicer

(4) Ground Maintenance Contract 2017-2020: The draft contract was discussed, it was proposed to include an additional clause within the contract, Cllr. Wigley and Cllr. Cartwright to agree wording and forward to Clerk for amendment. Contract to be presented to Council at the December meeting for approval/sign off. All agreed.

Cllr.Wigley/
Cllr.Cartwright/
Clerk

(5) Tree Surgeon Contact: It was proposed the Council look into putting a capital spend for

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- specific tree works in the parish; a proposed yearly budget of £1,500 was put forward. To be discussed at the Finance Working Group. Cllr. Spicer to assess number of trees on Parish Council land in parish. All agreed. FWG
- (6) HGV 7.5T Weight Restrictions: Representatives of the Parish Council visited the various locations in the parish to view the signage installed. It was noted that the signage along the A505 is very poor, small and easily missed by vehicles travelling to the Eaton Bray turn-off. The signs generally are only being seen when the lorries have committed to the turning and entering Station Road. The signs are in a poor location, with poor visibility and it is believed that notification regarding this restriction should be made clear on the main road signs. There is already in place a notification on weight restrictions for Stanbridge alongside the place name and this should have also been included on the signage against Eaton Bray. The Parish Council believe that a review of these signs must be carried out as they are not in the correct location or clear to road users. It was proposed that until a review is carried out on the signage the final money will be withheld. All Agreed. Clerk to action accordingly. Clerk
- (7) Speedwatch: Matter ongoing.
- (8) Quotations: Quotations presented to the Council regarding the siting of a bund at Mill End Close open space areas. It was proposed to agree the initial costs, with figures to be put forward to the Finance budget meeting for inclusion in the 2017-2018 budget. All agreed. FWG
- (10) REPORTS**
- (1) Chairman's Correspondence:
The following were read to Councillors:
- (1.1) Email regarding the siting of a flag pole at Market Square and improving the lighting source for the Christmas tree in this location:
(i) *Flag pole*: It was felt that with the village sign at this location it would not be suitable to have an additional pole with a flag; there is already a flag pole in close proximity at the War Memorial.
(ii) *Improved Christmas tree lighting*: see minutes page 1681, item 9 (3)(9.3.2)(v).
- (1.2) Email regarding parish trees in School Lane recreation ground: clerk to write back informing resident the Council's current policy, however the Council are in the process of reviewing the Parish Council's approach to problem trees. All agreed. Clerk
- (1.3) Letter from St. Mary's Village Carnival 2016 with a donation to the Parish Council; read to Councillors. Clerk to write and that the committee for the donation. Agreed. Clerk
- (1.4) Invite to the Town & Parish Council Conference 22nd November 2016; read to Councillors, any Councillor wishing to attend to contact the Parish Clerk. Agreed. All Councillors
- (1.5) Consultation from CBC – payphone removal; read to Councillors. It was proposed the Council recommend keeping both phone boxes as they are an important village asset, central in the village, located near elderly residents. All agreed.
- (1.6) Email regarding flooding in Church Lane; read to Councillors. See minutes page 1680, item 7 (1)(7.1.1).
- (2) Clerk's Report:
- (2.1) Circulation/read file handed out to Councillors.
- (2.2) Overgrown trees/bushes: Following a village inspection, addresses were put forward regarding properties whose trees/bushes encroach onto public footpaths. It was proposed the Council write to these residents requesting they cut the problem hedging back. All agreed. Clerk to action. Clerk
- (2.3) School Lane car park markings: It was proposed that the site be assessed for most suitable markings, ensuring the contractor vehicle access point to the park is clearly marked. Cllr. Wigley to look into with an update at December meeting. All agreed. Cllr.Wigley
- (2.4) Recreation Ground – work to play equipment: It was proposed that the Clerk contact the village contractor for a quote on the maintenance required. Cllr. Conner to be the point of contact. All agreed. Clerk/
Cllr.Conner

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- (2.5) Housing Need Survey letters: It was brought to the Clerk's attention that a number of properties in the village received surveys on housing within the parish. The Council wished to reiterate this is not a Parish Council survey, nor a CBC survey; but is believed to be a private survey being carried out by a developer.
- (2.6) Fencing at Bower Lane: It was proposed the village contactor stain the fence along the pathway at the village gateways in Bower Lane. All agreed. Clerk
- (3) Coffee Tavern (CT)/Cottage: The damaged windows have been replaced. With regards to the car park it was proposed to remove the hedging/trees adjacent to 1 Church Lane (within the CT car park boundary) to open up the space and create additional potential parking. All agreed. Clerk to write to the residents informing them of the work to be carried out. Clerk
- (4) Cemetery: Memorial tests have been carried out, a number of stones require additional support. It was proposed the Clerk contact the handyman contractor for carrying out this work, point of contact Cllr. Conner. All agreed. Clerk/
Cllr.Conner
- (5) Finance: Finance Working Group: Date to be agreed. All Councillors
- (6) Working Groups: No matters to report.

(11) ACCOUNTS: TO RESOLVE TO PAY OCTOBER 2016; Presented to council - all agreed.

MONTHLY PAYMENTS: OCTOBER 2016	
Contractor: Ground Maintenance	£1,287.60
Contractor: Village Handyperson	£170.00
Donation: The Royal British Legion – wreaths x2	£100.00
Village enhancements: bedding plants	£40.56
Village enhancements: Christmas 2016	£24.75
Neighbourhood plan: consultancy fees	£1,200.00
Salaries: Council staff	£1,018.37
HM Revenue & Customs (PAYE/NIC)	£118.50
TOTAL Monthly Outgoings	£3,959.78

(10) NEXT AGENDA

- Items for the next Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Friday 25th November October 2016. Please note items submitted after this date will not be included in the December agenda and will be deferred to the Council Meeting scheduled in January 2017.

All Councillors

The meeting closed at 9:55pm

Next meeting/s to be held:

- Monday 5th December 2016, from 7:30pm at The Coffee Tavern (1st floor)
- Monday 9th January 2017, from 7:30pm at The Coffee Tavern (1st floor)