

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 4th March 2019 at The Coffee Tavern

PRESENT (PC = Parish Council)	Cllr. N. Cartwright (<i>Chairman</i>) Cllr. M. Brewer Cllr. H. Chubb Cllr. J. Conner	Cllr. T. Graf Cllr. M. Simkins Cllr. G. Wigley
ALSO PRESENT	General Public: x3, Parish Clerk	

1. APOLOGIES FOR ABSENCE

Apologies for absence received from Councillor Spicer and Councillor Ken Janes, Councillor Phipps was not in attendance.

2. SPECIFIC DECLARATION OF INTEREST

No Declarations of Interest were made at this point in the meeting.

3. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council

No matters raised.

4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 04/02/2019

The following amendments were made to the minutes:

(4.1) Page 1786, Item (9)(9.4) action Clerk

(4.2) Page 1786, item (9)(9.5) therefor amended to *therefore*

It was then proposed to unanimously to accept the Minutes for Eaton Bray Parish Council held on 4th February 2019, the Chairman signed the minutes. All agreed.

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

(5.1) Village Sign Posts (08/01/18): Matter ongoing. Action - Cllr Spicer/Cllr Simkins.

(5.2) Brick entrance sign (02/07/18): Currently in talks with CBC on options/location available. Action - Cllr Simkins.

(5.3) Heritage Signage (03/12/18): Current looking into options available. Matter ongoing. Action - Cllr Simkins.

(5.4) Post Holders (03/12/18): To look into placing post holders at agreed advertising locations in parish. Matter ongoing. Action - Cllr Spicer/Cllr Simkins.

(5.5) Large Framed Map of Parish (07/01/19): Large framed map to be displayed in the main meeting room in The Coffee Tavern. Action - Cllrs Conner/Simkins/Wigley.

(5.6) Youth Funding/CBC (04/02/19): Cllr Janes to put together a list of CBC youth funding. Action - Cllr Janes.

(5.7) School Lane Car Park/recycling bins (04/02/19): Bottle banks/recycling bins to be temporarily moved from car park to allow for maintenance works. Action - Cllr Spicer.

6. REPRESENTATIVES

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

A representative from CBC was not in attendance.

(6.2) Police Representative:

A representative from Bedfordshire Police was not in attendance.

7. PLANNING REPORT: February 2019

(7.1) Issues arising/update:

(7.1.1) The Rye Wall: awaiting final decision, planning officer to speak to line manager for a decision. The Council would like to know if this application can/will be called to committee. Cllr Wigley to action. All agreed.

Cllr.Wigley

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(7.1.2) Application 4x properties at The Nurseries, approved by CBC.

(7.2) Planning applications received:

No planning applications were received prior to the Council meeting.

8. BUSINESS MATTERS

(8.1) Neighbourhood Plan (NP): CBC has sent out the Eaton Bray Neighbourhood Plan for consultation, dates for consultation being 14th February 2019 to 29th March 2019.

(8.2) Village Events/Enhancements:

(8.2.1) Litter Pick Day: Saturday 16th March 2019. Boards for the day to be made/displayed accordingly, to ensure road users are aware of litter pickers within the area. CBC are supplying additional Hi-Viz vests, gloves, litter pickers and bags. Need to check the collection time/location for the rubbish bags with CBC. Cllr Brewer/PC Volunteers to action. All agreed.

PC Volunteer/
Cllr.Brewer

(8.2.2) Village Market: The Village Market Team proposed an increase in village markets, spread throughout the year, initially every 3-4 months with the first market being on/around Saturday 11th May 2019. All agreed. Proposed that market stalls include produce/seedlings from the Eaton Bray allotment holders, Clerk to check Council Allotment Tenancy for rules/clarification - item to be discussed further at April Meeting. All agreed. Costs for publicity/marketing approx. £80 for two banners (£40 per banner) to be displayed at Market Square and Three Corners. PC Volunteer, Cllr Graf and Cllr Spicer to action. All agreed.

PC Volunteer/
Cllrs.Graf/Spicer

(8.2.3) Parish Bollards: Bollard now fitted at Three Corners. Cllrs to consider other options to additional bollards in parish. All agreed. Council to look at a plastic wrap to cover untidy signage poles at Three Corners. Cllr Simpkins to look into. All agreed.

Councillors

Cllr.Simpkins

(8.3) Village Matters:

(8.3.1) Advertising in Parish: Due to repeated flouting of parish rules from businesses/individuals displaying unauthorised advertising in the parish, it was proposed to give the Parish Clerk the authority to contact those illegally displaying advertising boards/notices, giving three days' notice to remove signage. Should the signs not be removed, the Clerk can organise for their removal without having to go to Council first. All agreed. It was recommended that the Council look at imposing a removal cost to businesses/individuals. All Agreed. Clerk to obtain a quote and present to Council at the April Meeting. All agreed.

Clerk

(8.3.2) Bower Lane Land: it was proposed the Council look into reinstating a boundary between the Council's land and the land owned by the Church/Diocese. Clerk to look at the cheapest, but more effective option, for a boundary line. All agreed.

Clerk

(8.3.3) Parish Defibrillator: The Council are waiting to hear back from local organisations, i.e. Tennis Club/Cricket Club, regarding possible sponsorship for a second defibrillator. All agreed. The Council was asked if they wanted to be involved in offering training for additional numbers to have Defib training? It was recommended to initially check numbers/those interested in main Defib training, should more residents be interested then to look into this option further. All agreed.

Cllr.Chubb

(8.4) Parish Works:

(8.4.1) Completed 2018-2019: Neighbourhood Plan – completed at forwarded to CBC for consultation, Christmas trees/lighting, Silent Soldier Silhouettes, Poppies, Litter Pick day, bollard, trees in School Lane recreation ground, Broadband/internet access in the Coffee Tavern.

(8.4.2) Proposed 2019-2020: School Lane Car Park resurfacing/line marking, heritage lamp post (Three Corners), hanging baskets, additional defibrillator, village market days, watercourse management, brick signage.

(8.5) Village CCTV: The Council reviewed the potential meeting with CCTV camera specialist, it is important to meet with the managing authority who will be responsible for operating it – either at same time or in advance. All agreed. Dummy cameras (currently in Council store) to be fitted, together with signage, in parish. Cllr Simkins to organise. All agreed. Cllr

Cllr.Spicer/
Councillors
Cllr.Simpkins

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- Wigley to look into/put together a general policy on CCTV for the parish, forwarding to Clerk/Cllrs for reference. All agreed. Cllr.Wigley
- (8.6) Road Safety/Speedwatch: b/f April PC Meeting.
- (8.7) Watercourse Maintenance: The Council have a duty to stop the water leakage from river going into the adjacent ditch – bank requires repair. There are potentially three options of repair/costs, however IDB are carrying out further investigative work since clearing the site prior to putting forward proposals to Council. It was recommended the Council look to IDB to contribute towards these costs and to look at other contractors regarding costs. The Mill End watercourse report is attached to the minutes for information. Cllrs Wigley, Cartwright, Brewer are the assigned Councillors for this project/works. All agreed. Attachment 1
- (8.8) Tenders/Quotations/Works:
- (8.1.1) Trees at St. Mary’s Church: as these trees are within the Conservation Area, it will be required to apply to planning for approval and pay costs incurred. All agreed.
- (8.1.2) School Lane recreation ground/fallen branch: Clerk to contact Contractor to organise for the branches to be removed. All agreed. Clerk
- (8.1.3) The Rye/hedging: Clerk to contact Contractor regarding a proposal to tidy up the hedging, filling in gaps with whips. All agreed. Clerk
- 9. REPORTS**
- (1) Chairman’s Correspondence:
- (1.1) Email/St. Mary’s Church; large dead branches on trees in the churchyard require removal. Clerk to obtain quotation for work. All agreed. Clerk
- (1.2) Letter/Solicitors-representative of owner/building currently Café Masala; read to Councillors regarding Council’s offer to purchase a small section of land to the rear of the car park for additional burial land. Amount offered, £25K refused. Clerk to put a note in Focus – at this moment in time we are unable to purchase additional burial land, therefore once the current cemetery is full the cemetery will be closed to future burials. The Council are in talks with church representatives regarding additional land but currently being discounted by the Diocese. All agreed. Clerk
- (1.3) Email/Bedfordshire Police; Community Watch Training, read to Councillors. No village team, however interested in First Aid Training. All agreed. Clerk to return form. Clerk
- (1.4) Email/resident; enforcement concerns, read to Councillors. Current decision by CBC incorrect, matter not as clear as accounted for. Council to forward concerns to CBC Enforcement Team. All agreed. Clerk
- (2) Clerk’s Report:
- (2.1) Circulation/read file handed out to Councillors.
- (2.2) Asset of Community Value – The White Horse. Draft application form to be forwarded by Clerk to Cllr Cartwright for approval on wording. Clerk to then submit application. All agreed. Cllr.Cartwright/
Clerk
- (2.3) St. Mary’s Village Carnival, Saturday 6th July 2019. Date put to Council, currently no stall required.
- (3) Coffee Tavern (CT)/Cottage:
- (3.1) Locks fitted to the CT bins seems to have stopped the illegal use/tipping.
- (3.2) Defib location sign fitted in CT car park.
- (4) Cemetery: See Minutes page 1791, Item (9)(1)(1.2).
- 10. ACCOUNTS:**
- (10.1) To resolve to pay February 2019 accounts: Presented to Council – all agreed.

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MONTHLY PAYMENTS: FEBRUARY 2019	
Contractor: Ground Maintenance	£1,367.40
Contractor: Village Handyman	£669.35
Village Enhancements: Eaton Bray Bloomers	£50.00
Utilities: Water supply/The Meads Allotments	£67.53
Re-imbusement of travel costs: Policy Community Policing Event, 25/01/18	£11.00
Tree Maintenance: The Rye Ground	£2,880.00
Fixtures, Fittings & Equipment: Heavy Duty Cable Ties	£18.76
Fixtures, Fittings & Equipment: Hi-Viz Vests	£38.50
Fixtures, Fittings & Equipment: The Coffee Tavern/bin locks	£50.28
Fixtures, Fittings & Equipment: Safety Gloves	£17.84
The Coffee Tavern: <i>monthly internet access/usage 3.co.uk</i>	£11.99
Salaries: <i>Council staff</i>	£809.42
Pension: <i>Council staff</i>	£16.12
HM Revenue & Customs (PAYE/NIC)	£26.75
TOTAL Monthly Outgoings	£6,034.94

11. NEXT AGENDA

- (1) Items for the next Council Meeting Agenda MUST BE SUBMITTED to the Clerk by Sunday 24th March 2019. Items submitted after this date will not be included in the April meeting.
- (2) (2.1) Watercourse Maintenance/Mill End close (2.2) Bollards (2.3) CCTV

Councillors

April Agenda

The meeting closed at 9:25pm

Next meeting/s to be held:

- Monday 1st April 2019, from 7:30pm in The Coffee Tavern (1st floor)
- Annual Parish Meeting: Monday 13th May 2019, from 7:00pm in The Coffee Tavern
- Annual Meeting of Eaton Bray Parish Council: Monday 13th May 2019, from 7:30pm in The Coffee Tavern (1st Floor)