

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 October 2019 at The Coffee Tavern

PRESENT (PC = Parish Council)	Cllr. N. Cartwright (<i>Chairman</i>) Cllr. M. Brewer Cllr. J. Conner	Cllr. M. Simkins Cllr. M. Tomkins Cllr. G. Wigley
ALSO PRESENT	General Public: x9, Cllr Philip Spicer, Parish Clerk,	

Reference/Action

KEY

CBC=Central Beds Council

NP=Neighbourhood Plan

SG=Speedwatch Group

GPWG=General Purpose Working Group

PC=Parish Council

EBPC=Eaton Bray Parish Council

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Max Phipps, Cllr Helen Chubb, Cllr Adam Richardson and Ward Cllr Philip Spicer.

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

(3.1) New York Diner: concerns raised with the amount of rubbish dumped in this location, which includes food waste. The Parish Council to write to CBC expressing environmental concerns and potential health risk. Agreed.

4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 02/09/2019

(4.1) An amendment was made to minutes page 1814, item 8(8.1)(8.1.1): 'process would put forward ideas' Amended to 'process Parish Councillors would put forward ideas.'

(4.2) It was proposed to unanimously accept the minutes for Eaton Bray Parish Council held on 2nd September 2019, all agreed. The Chairman signed the minutes.

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

(5.1) Brick entrance sign (02/07/18): Awaiting design ideas from the contractors and an understanding of the costs. Action – Cllr Simkins.

(5.2) Zebra Crossing-School Lane/High Street Junction (13/05/19). Waiting a call back from CBC. Action – Cllr Simkins.

(5.3) Speed check (01/07/19): Harling road had a check carried out recently, the Clerk contacted CBC, awaiting response – Parish Clerk.

(5.4) Planning Appeal/Brodie Stables (02/09/19): Cllr Richardson attended meeting, awaiting report – Cllr Richardson.

(5.5) Community Assets Grant Scheme (02/09/19): The Parish Council need to understand more about funding amounts allocated and the processes required to apply for funds. Cllr Cartwright to speak to Tracey Stock, CBC, regarding an application – Cllr Cartwright.

6. REPRESENTATIVES

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

Cllr Philip Spicer was not in attendance.

(6.2) Police Representative:

There was no representative from Bedfordshire Police in attendance.

For general Police contact/enquiries: **Non-emergency call 101 / All emergencies 999**

For reporting a crime on-line: <https://www.bedfordshire.police.uk/report/Report-Shared/Report-a-crime>

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7. PLANNING REPORT: August/September 2019

(7.1) Issues arising/update:

(7.1.1) Community Infrastructure Levy/S106: CBC put all the money into S106. Not Community Infrastructure Levy. Even if the Parish Council do not agree with a proposed development, they must – for each development (10+ properties) put in a S106 request as part of our response. Councillors need to look where S106 money is best allocated, keeping a list on file for future reference. All agreed. Councillors to put forward ideas.

Councillors

(7.2) Planning applications received prior to Parish Council Meeting:

(7.2.1) CB/19/02760 – Brodie Stables, The Rye, LU6 2BQ / retention of timber building for ancillary office, workshop, storage and staff facilities: No comment, subject to normal planning conditions.

(7.2.2) CB/19/02528 – Motorcycle Track, Stanbridge Rd, Gt Billington / to extend the time period for raising height of perimeter bunding: No comment, subject to normal planning conditions.

8. BUSINESS MATTERS

(8.1) (8.1.1) Neighbourhood Plan (NP)

The Neighbourhood Plan was successful in the referendum, 24.1% of the parish voted – 91.24% voted in favour, 8.56% voted against. Therefore, it was declared that more than half of those voting have voted in favour of the Neighbourhood Plan. The Parish Council expressed their thanks to Cllr Glen Wigley for all the time/work involved in the planning and organising of the plan. All agreed.

(8.1.2) Local Plan (LP): Matter on-going. Awaiting updates.

(8.2) (8.2.1) Problem Parking: The Parish Council to put together a letter to be displayed at relevant locations – notice boards/cars/focus, - reminding residents of problem/illegal parking in the village. Clerk to action. All agreed.

Clerk

(8.2.2) High Street Resurfacing: Matter ongoing, awaiting details from Cllr Spicer.

Cllr Spicer

(8.2.3) Speedwatch: A Working Party has been put together and are now planning to run training sessions, however, would ideally like more members. Clerk to include a request for more members in Focus. All agreed.

Clerk

(8.3) Asset of Community Value (ACV): Cllr Brewer spoke to Tom Dunnell, Landlord of The White Horse Public House regarding ACV. It was explained that the applicant must show that the venue/building is a community asset, it is not enough being the only pub in the village. The ACV application is currently on hold as we are not able to recommend at this stage.

(8.3.1) Community Book Box: Tom Dunnell confirmed they [The White Horse] would be willing to house the Community Book Box. Clerk to inform the enquirer and ask them to contact Tom direct to organise this facility. All agreed.

Clerk

(8.4) Match Funding: To be brought forward to the November Parish Council Meeting, Councillors to put forward ideas for possible funding. An area where match funding may be of use could be improvements to the Skatepark. All agreed.

PC/November
Councillors

(8.5) Watercourse/Mill End Close: IDB update read to the Parish Council - a copy to be displayed on the notice board at Mill End Close and on Facebook. All agreed.

Clerk

(8.6) School Lane Skate Park: Three local children addressed the Parish Council regarding improvements to the current skate park. A petition, containing 130 signatures, was presented to the Council. The proposal is for a street section to be added to the skate park, with examples of this design presented to the Council. The Parish Council put forward next steps - asking for an outline design to be put together and to work with Cllr Tomkins and Cllr Simkins looking at the design costs/grants. All agreed.

Skatepark Working
Group

(8.7) School Lane

(8.7.1) Christmas Carols & Brass Band: Booked to attend on Friday 20th December – Clerk to put together notice for Focus/Facebook. All agreed.

Clerk

(8.7.2) Christmas Wreaths: Clerk has written to all the 2018 Wreath sponsors, awaiting

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replies.

(8.7.3) Large Poppies: A request was put to the Parish Council to purchase an additional number of large poppies to be displayed around the parish. All agreed. Cllr Simkins to action.

Cllr Simkins

(8.7.4) Christmas Trees: The original supplier for the large trees is not able to get trees for this year, we are looking at other options/supplies however currently we are having difficulties is organising large trees within the current allocated budget. Cllr Simkins to look into the options available and report back to the Parish Council. All agreed.

Cllr Simkins

(8.7.5) Permanent lighting – Three Corners trees: It was proposed to put up permanent lighting within the current trees located on the Three Corners, which could be used/lit up on special occasions. Proposed costs are around £500-£600 for display lights/fixings. All agreed. Cllr Simkins to action.

Cllr Simkins

(8.7.6) Litter Pick Day, 26th October 2019: The Litter Pick Working Group would like to organise for some A2 signs to be displayed at various locations for the day of the litter pick. Cost per sign £10 x5/6 signs, would the Parish Council fund these signs. All agreed. It was noted that the signs must conform to the Parish Council's Advertising Policy. All agreed.

(8.8) Tenders/Quotations presented to Parish Council:

(8.8.1) Willow Tree/Three Corners: the tree surgeon has assessed the tree and reported that it is dangerous due to being multi-stemmed, known to be weak/soft-wood, which could break off at any time. Recommended removal of tree. Quotations received; work approved. All agreed.

Clerk

(8.8.2) The Rye Triangle: the Parish Council suggested the beautification of this location, i.e. planters/flowers. Clerk to contact CBC regarding this proposal and also to forward details of EB Bloomers for Cllr Brewer to discuss design ideas/costs. All agreed.

Clerk

(8.8.3) Parish Planters: Several planters need repair/replacements made, EB Bloomers put forward proposals/costs for improvements. All agreed.

Clerk

9. **REPORTS**

(1) Chairman's Correspondence:

(1.1) Neighbourhood Plan Referendum Result: presented to Councillors.

(1.2) Safety road mirror – High Street/Church Lane: response received from St. Mary's Church. The Parish Council to respond to requested details – location directly opposite junction, the Council will accept full responsibility for maintenance/cleaning. If the Church requires more clarification of the position, to speak with Cllr Tomkins. All agreed.

Clerk/
Cllr Tomkins

(1.3) Bedfordshire Day, 28th November 2019 – read to Councillors. The Bedfordshire Flag is displayed at The Coffee Tavern, Eaton Bray. Clerk to forward the email to Tom Dunnell, The White Horse, as a suggested event for the pub. All agreed.

Clerk

(1.4) Improvements – Dyers Lane bridleway: it was put to the Parish Council that the bridleway would benefit from improvements to its surface, Clerk to contact CBC to find out whom is responsible/owns this section of land. All agreed.

Clerk

(1.5) Advertising in parish – EB Academy Christmas Fayre: presented to the Parish Council. The Parish Council support the proposed advertising; however, the event organiser must ensure that the adverts comply with the Parish Council's advertising policy. All agreed. Clerk to action.

Clerk

(1.6) Christmas Market, 24th November 2019: The Parish Council are happy with the proposed event however wished to raise an issue regarding Risk Assessments for those selling food – Market Stall holders must have relevant insurance when selling food to the public. Clerk to contact the Carnival Committee to find out their process for selling food. Clerk also to contact Cllr Richardson who may be able to give advice on Risk Assessments for the continuation of the markets. Clerk to make the Market Committee aware of the Council's concerns/enquiries. All agreed.

Clerk

Clerk

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- (1.7) Japanese Knotweed/The Comp: Clerk to contact CBC/River Authority regarding the concerns raised by the resident. All agreed.
- (2) **Clerk's Report:**
- (2.1) Circulation/read file handed out to Councillors.
- (2.2) A request by OPCC, under the Data Protection Act, requires Parish Councillors to confirm they are happy for their current details to remain on their files. All agreed.
- (2.3) The Clerk informed to Councillors on her 2020 holiday dates to ensure relevant cover during her absence. Details noted.
- (3) **Coffee Tavern (CT)/Cottage:** For insurance, an enquiry regarding the possibility of Asbestos in the CT – the Parish Council/CTT are not aware of any asbestos however recommended the CTT organise for an assessment of the building. All agreed.
- (4) **Cemetery:** No matters to report.
- (5) **Allotments:** 2020 Allotment renewals due. Payments can be made by cheque/cash, either posted to the Parish Office or payments made direct to the Parish Clerk on Monday 2nd December, 7:00pm in The Coffee Tavern, prior to the Parish Council Meeting.

Clerk

Clerk

CTT/
Cllr Conner

10. ACCOUNTS:

- (10.1) **Forecast of spend 2019-2020:** current spend looked at by Councillors.
- (10.2) **To resolve to pay September 2019 accounts:** Presented to Council – all agreed.

MONTHLY PAYMENTS: SEPTEMBER 2019	
Contractor: Ground maintenance	£2,250.40
Contractor: Village Handyperson	£160.00
External Audit fees, y/e 31 March 2019	£360.00
GDPR/Data Protection Act – EBPC Renewal 2019/2020	£40.00
Neighbourhood Plan: banner/referendum	£60.00
Donation: Magpas Air Ambulance	£100.00
Donation: The Royal British Legion / poppy appeal 2019	£100.00
Village Enhancements: EB Bloomers / parish flowers	£29.00
Parish Office: Stationery/miscellaneous	£57.64
Parish Office: change of address/application	£313.00
Parish Office: phone charges/usage	£30.00
The Coffee Tavern: <i>monthly internet access/usage 3.co.uk</i>	£11.99
Salaries: <i>Council staff</i>	936.58
Pension: <i>Council staff</i>	£30.21
HM Revenue & Customs (PAYE/NIC)	£74.33
TOTAL Monthly Outgoings	£4,558.15

11. NEXT AGENDA

- (1) Items for the November Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk by Saturday 26th October 2019. Items submitted after this date will **not** be included in the November meeting.
- (2) (2.1) Skatepark (2.2) S106 Funding (2.3) Match Funding

Councillors

The meeting closed at 21:48hrs

Next meeting/s to be held – The Coffee Tavern (1st Floor)

- Monday 4th November 2019, from 7:30pm
- Monday 2nd December 2019, from 7:30pm
- Monday 13th January 2019, from 7:30pm