

EATON BRAY PARISH COUNCIL

Telephone/Text: 07931479663 - Email: clerk@ebpc.co.uk - Website: www.ebpc.co.uk

Minutes of Meeting of Eaton Bray Parish Council Held on 3rd February 2020 at The Coffee Tavern

PRESENT (PC = Parish Council)	Cllr. M. Tomkins (acting Chairman) Cllr. J. Conner Cllr. M. Simkins
ALSO PRESENT	General Public: x1, Parish Clerk

<u>Reference/Action</u> KEY CBC=Central Beds Council NP=Neighbourhood Plan SG=Speedwatch Group VMG=Village Market Group GPWG=General Purpose Working Group EBPC=Eaton Bray Parish Council
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1. APOLOGIES FOR ABSENCE

- (1.1) Due to apologies for absence received from Chairman, Cllr Marie Brewer, it was proposed, agreed for Cllr Mark Tomkins to reside as acting Chairman for the Parish Council Meeting. All agreed.
- (1.2) Cllr Marie Brewer, Cllr Helen Chubb, Cllr Glenn Wigley, Cllr Adam Richardson Cllr Philip Spicer.

2. SPECIFIC DECLARATION OF INTEREST

- (2.1) Cllr Tomkins declared an interest in agenda item (8)(8.4).
- (2.2) No other 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) Skatepark: The Skatepark Group looked at the draft design and are happy with the proposals. Cllr Tomkins spoke with contractors and are looking at around £28K-£30K, subject to site surveys, planning etc. Next steps to look at funding, an option is to investigate match funding schemes available; with the Skatepark Group to look at fundraising ideas and to put together a business plan, with ideas put to the Parish Council.

4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 02/12/2019

It was proposed to unanimously accept the minutes for Eaton Bray Parish Council held on 13th January 2020, all agreed. The Chairman signed the minutes.

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

- (5.1) Brick entrance sign (02/07/19): Awaiting design/costs. The Parish Council fully support the idea. Contractor details to be forwarded for information. *Action – Cllr Tomkins & Cllr Simkins.*
- (5.2) Zebra Crossing-School Lane/High Street Junction (13/05/19). To approach Cllr Spicer and ask him what the Parish Council needs to do to get this proposal under discussion with CBC to install a zebra crossing at School Lane. *Action – Clerk/Cllr Simkins.*
- (5.3) High Street – resurfacing (01/07/19): Matter ongoing. *Action - Cllr Spicer.*
- (5.4) EB Lions Lease/Agreement (13/01/2020): Clerk to forward all emails by Clerk/EB Lions to Cllr Tomkins regarding concerns raised. It is an important aspect of the Lease agreement, which needs to be renewed as old agreement has now expired so the club is currently operating without a Lease. To give a deadline of 21st February 2020 to respond to the Parish Council otherwise the council will have to look into the future of the lease. *Action – Clerk/Cllr Tomkins.*

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- (5.5) Road Mirror – Church Lane/High Street (13/01/2020): Response received from Church (Diocese), Parish Council to ask if Cllr Spicer can look into this matter further due to this being a dangerous junction. B/f March Parish Council Meeting.
Action – Clerk/Cllr Spicer

6. REPRESENTATIVES

- (6.1) Central Beds Council (CBC): www.centralbedfordshire.gov.uk
Cllr Philip Spicer send his apologies for absence. He forwarded a report to the council to be read at the meeting:
(6.1.1) Bower Lane/Harling Road 30mph: request for the 30mph sign to be moved back to the T junction on Bower Lane/ Harling Road. Signs have also been requested at the crossroad with Doolittle Lane/Harling Road
(6.1.2) Enforcement team has been informed of the concerns raised regarding work being carried out to land at Bower Lane. They will email you with a reply.
(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>

7. PLANNING REPORT: January 2020-February 2020

- (7.1) **Issues arising/update:**
(7.1.1) S106 Funding: Matter ongoing.
(7.1.2) Planning Compliance Checklist: b/f March PC.
(7.1.3) Bower Lane appeal: b/f March PC.
(7.2) **Planning applications received prior to Parish Council Meeting:**
(7.2.1) CB/20/00188 – 38 Wivelsfield, LU6 2JQ / covert loft into bedroom/shower room with roof windows.
Decision: No comment, subject to normal planning conditions.
(7.2.2) CB/20/00342 – 3 Wheatlands, LU6 2FJ / single storey side extension.
Decision: No comment, subject to normal planning conditions.

March PC
March PC

8. BUSINESS MATTERS

- (8.1) Watercourse/Mill End Close: No matters to report. The Parish Council have received complaints regarding rubbish on the Mill End Close riverbank, Clerk to report to IDB. All agreed.
(8.2) School Lane Skate Park: See minutes page 1831, item (3)(3.1).
(8.3) Good Neighbours: Matter ongoing.
(8.4) Parish Council Website: The Accessibility Statement to be put together by the web consultancy firm and be published on the Parish Council website. Government guidelines for completion of website compliance/changes is 20th September 2020. All agreed.
(8.5) Speedwatch/Highways Matters:
(8.5.1) Speedwatch update: More Speedwatch sessions are planned, the group are still looking for more volunteers.
(8.5.2) S.I.D. [Speed Indicator Device]: Quotations received for replacement devices, supported by the police, at £2.6K each, inc. fitting + £250 per device to be able to download data. They have a ten-year warranty. All agreed. The Parish Council are also looking into reusing the old units to see if they can be

Clerk

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reconditioned into mobile Speedwatch units. All agreed.

(8.5.3) Harling Road: No matter to report, b/f March PC.

(8.6) Village Enhancements/Events: No matters to report.

(8.7) Tenders/Quotations presented to Parish Council: No items to present.

9. REPORTS

(1) Chairman's Correspondence: No items to present to Parish Council.

(2) Clerk's Report:

(2.1) Circulation/read file handed out to Councillors.

(2.2) To ensure all Parish Council correspondence is backed up in case of computer issues, documents are currently saved on a quarterly basis to hard disc (stored in lockable safety cabinet). To ensure all emails/communication are backed an option would be to store the data via Microsoft Exchange Online storage, a secure system, monthly fee £3.60. All agreed, however due to data protection the Clerk would need to ensure that they complete/sign the Terms & Conditions for this facility. All agreed.

Clerk

(2.3) Application for advertising in the parish: Beer Festival, 5th & 6th June 2020. Approved. Clerk to action.

Clerk

(2.4) Willow Tree – High Street/Eaton Park: to Clerk received complaints regarding the cutting back of the tree, the Clerk informed residents that this piece of land is Central Bedfordshire Council land it was under their authority to carry out the work. Any concerns/complaints to be forwarded to CBC and Ward Cllr Philip Spicer to look into. All agreed.

(2.5) Incident reported in The Rye: The Parish Council have received no updates on this matter.

(2.6) EB Bloomers: The Parish Council wished to thank the group for the lovely planting in the boxes around the village. All agreed. Clerk to action.

Clerk

(2.7) Pavement assessments: Parish Councillors to go around the parish and make a report of any issues regarding footpaths within the parish. All agreed.

All Councillors

(2.8) Current developers in Bower Lane/High Street: due to contractors parking vehicles down Medley Close, for other road users to access this location they have had to drive over the edge of the grass verge to get past. It was proposed the Parish Council write to the builders and request they make good any damaged caused to the grass. Clerk to write to building to ensure they confirm to making the area good. All agreed.

Clerk

(2.9) Light Pollution: it is becoming more apparent that buildings/properties and the foot of the downs, Wellhead/Icknield Farm have added more lighting, there is a concern about the environmental impact on this area. Clerk to contact CBC Enforcement to investigate this further. All agreed.

Clerk

(3) Coffee Tavern (CT)/Cottage:

(3.1) Cottage: currently looking for new Tenants, from March 2020. Option of renting the property to Bedfordshire police. The CTT to look into this option further, will speak to agents. All agreed.

(3.2) The Coffee Tavern: the damaged fire door window has been replaced as have the other damaged windows in the building.

(4) Cemetery: No matters to report.

(5) Allotments: No matters to report.

(6) Eaton Bray Village Hall: No matters to report.

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10. ACCOUNTS:

(10.1) To resolve to pay January 2020 accounts: Presented to Council – all agreed.

Clerk

MONTHLY PAYMENTS: JANUARY 2020	
Contractor: Ground maintenance	£1,463.40
Contractor: Village Handyman	£260.00
Equipment: remove support/PC office laptop	£35.00
Equipment: Microsoft Office Annual subscription	£86.68
The Coffee Tavern: <i>monthly internet access/usage 3.co.uk</i>	£11.99
Salaries: <i>Council staff</i>	£901.57
Pension: <i>Council staff</i>	£24.84
HM Revenue & Customs (PAYE/NIC)	£28.14
TOTAL Monthly Outgoings	£2,811.62

11. NEXT AGENDA

- (1) Items for the March Parish Council Meeting Agenda MUST BE SUBMITTED to the Clerk by Saturday 22nd February 2020. Items submitted after this date will not be included in the March meeting.
- (2) Items for PC meeting: *CBC Grant Scheme 2020 *EB lions lease/agreement review

All Councillors

March PC

The meeting closed at 21:33hrs

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

- Monday 2nd March 2020, from 7:30pm
- Monday 6th April 2020, from 7:30pm
- Monday 4th May 2020: *Annual Parish Meeting from 7:00pm*
Annual Meeting of Eaton Bray Parish Council from 7:30pm
- Monday 1st June 2020, from 7:30pm