

EATON BRAY PARISH COUNCIL

Email: clerk@ebpc.co.uk Website: www.ebpc.co.uk

Minutes of the Eaton Bray Parish Council **Held on 1st June 2009 at The Coffee Tavern**

PRESENT	Cllr M. Hawkes (Chairman) Cllr R. Brand Cllr J. Conner	Cllr T. Moxey Cllr D. Pearson Cllr R. Windmill
IN ATTENDANCE	Heidi Head (Clerk)	
ALSO PRESENT	PC Viv Dady PCSO Joanne Glenn Councillor Ken Janes Councillor Marion Mustowe General Public x5	

APPOINTMENT OF CHAIRMAN TO PRECIDE OVER MEETING

As apologies for absence had been received from the Chairman of the Parish Council it was proposed that Cllr Hawkes preside as Chairman over the meeting. It was agreed and carried unanimously that Cllr Hawkes preside over the Parish Council Meeting on the 1st June 2009.

1. APOLOGIES FOR ABSENCE

Cllr Marriage, Cllr Garofall and Cllr Heyland.

2. SPECIFIC DELARATION OF INTEREST

There were no declarations of interest.

3. PUBLIC OPEN FORUM

No members of the general public in attendance wished to speak.

4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- 1) Letter from Andrew Selous MP regarding Policing in Eaton Bray, Bedfordshire; read out to all Councillors and placed in read file.
- 2) Letter from resident thanking the Parish Council for organising the pruning of trees adjacent to property; read to all Councillors.
- 3) Email from PCSO Jo Glenn regarding issues being encountered at the Bus Stop at corner of High Street/Moor End; it was recommended the Police/Parish Council monitor the current situation. In addition, it was suggested the Clerk contract Central Bedfordshire as to the rules/regulations on moving a bus stop. All agreed. Clerk to action.
- 4) Email from resident regarding the cutting of Hedges in Bower Lane and Cemetery; it was recommended the Clerk contact the Ground Maintenance Contractor with regards to the cutting of hedging and to organise a meeting with them and Cllr Moxey to explain the Parish Council's wishes. All agreed. Clerk to obtain a quote for the additional work.
- 5) Email from an allotment tenant concerning wood/rubbish left of plot when taken over by them; it was suggested that Cllr Garofall look into this matter further and report back the Parish Council with his findings. All agreed.
- 6) Email from resident in Mill End Close regarding the visitors/parking area needing attention; it was suggested the Clerk contact Central Bedfordshire to organising the tidying of this area. All agreed. Clerk to action by writing to Joe Pitt at Central Bedfordshire with this issue and send a copy to the newly elected Chairman/Chief Executive of the Council.

Read file

Police/
Parish Council
Clerk

Clerk/
Cllr Moxey

Cllr Garofall

Clerk

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5. CENTRAL BEDFORDSHIRE REPRESENTATIVES

Prospective Councillors for Central Bedfordshire Councillor Ken Janes and Marion Mustoe introduced themselves to the meeting. They confirmed that the elections were to take place on 4th June 2009 and once the outcome of the election was announced the Parish Council would be informed of their new representatives for Central Bedfordshire.

6. POLICE REPRESENTATIVES

PC Viv Dady and PSCS Jo Glen were in attendance. The police went through the crime figures for the month. The police wish for the Parish Council to be aware that now the summer months are here, longer daylight hours and better weather there have been issues with groups of people congregating in areas within the parish; however they are monitoring the situation. With regards to nuisance motorcycles, this is an ongoing problem and they have been in contact with one offender and will keep monitoring this situation. The police confirmed that they will be in attendance at the Parish Council meeting in July; in addition the Police Inspector from Leighton Buzzard Rural and the Neighbourhood Watch Office for the area will also be in attendance.

7. SIGNING OF MINUTES OF THE ANNUAL PARISH MEETING AND THE ANNUAL MEETING OF EATON BRAY PARISH COUNCIL, 6TH MAY 2009

It was agreed unanimously to accept the minutes of the annual Parish Meeting held on the 6th May 2009, the Chairman signed the minutes.

An amendment was made to page 1282, item 15, subsection (i); *Cllr Brand* was amended to *Cllr Pearson*. It was then agreed to accept the minutes of the Annual Meeting of Eaton Bray Parish Council held on 6th May 2009. The Chairman signed the minutes.

8. SIGNING OF MINUTES OF THE GENERAL PURPOSES WORKING GROUP, 14TH MAY 2009

An amendment was made to page 6, item 'School Lane Recreation Ground'; *Church Lane* was amended to *School Lane*. It was then agreed to accept the minutes of the General Purposes Working Group held on the 14th May 2009. The Chairman signed the minutes.

9. MATTERS ARISING (*for information*): PARISH COUNCIL & GENERAL PURPOSES MINUTES

(i) Annual Meeting of Eaton Bray Parish Council Meeting, 14th May 2009

- Allotment Gate: The agreed repositioning of the gate, which the allotment holder was informed should be actioned by 6th June 2009, is being monitored. If the work has not been completed by this date then the Parish Council will review its decision at the Parish Council meeting in July.

(ii) General Purposes Working Group, 14th May 2009

- Central Beds Mapping Project: The Clerk confirmed that she is looking into the correct description of Dyers Lane (i.e. track/bridle way) and will report back to the Parish Council with her findings.
- Mill End Close Trees: The Clerk confirmed that she is in the process of organising a visit from Andy Jones, Tree Officer for Central Bedfordshire and Duncan Tomblin, Tree Surgeon to look at the trees adjacent to a property in Mill End Close and a tree adjacent to a property in Knights Close. In addition the Clerk is trying to ascertain ownership/responsibility of the tree in Knights Close.
- School Lane Recreation Ground: The Clerk handed out copies of the old lease to the members of General Purposes Working Group to look into further.

10. PLANNING COMMITTEE REPORT

The Parish Council were updated on planning issues actioned prior to the meeting. In addition the following decisions were made by the Parish Council:

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Application Nos.	Development Site	Decision	If Refusal: Grounds for
CB/09/05101/AG	New Cloud Farm, The Rye	No Objection	
CB/09/05096/TP	Minus One, Tring Road	Recommended Refusal	(1) Greenbelt (2) Agricultural land (3) Change of use
CB/09/05110/AG	11 Green Lane	No Objection	
CB/09/05133/TP	Charming Shadows	Referred to EBPC Planning Committee.	
CB/09/05083/TP	30 Moor End	No Objection	

The Clerk to report Parish Council's decision to the relevant authority. All agreed.

Clerk

11. BUSINESS MATTERS

- (1) **Parish Byelaws:** The Clerk informed the Parish Council that although the relevant notices to amendments to the Parish Byelaws had been advertised as required under the '*Local Government Action 1972. s236*' the application was not forwarded to the Home Office. With that in mind the Parish Council agreed that the application for the updated Byelaws be completed for sign-off at the Parish Council meeting in July and forwarded to the Home Office for approval. All agreed. Clerk to action.
- (2) **Housing Needs within Parish:** The Parish Council look at the stats put together by the Clerk regarding the types of housing currently in the parish. It was suggested from the response received by residents of the parish that there is not a need for additional housing within the parish, but the Parish Council review this on an annual basis. All agreed.
- (3) **Replacement Springs:** The Clerk confirmed she has ordered the new springs for the 'springy animals' once received will organise fitting.
- (4) **Leasing of land at School Lane Recreation Ground:** Due to enquiries made to the Parish Council in relation to the resident approaching the council to lease some land at School Lane, the Parish Council were informed that this matter would need to be looked into further in more details. The Clerk also wished to remind the council of Cllr Brand's 'interest' in this matter; due to the fact that the resident concerned had approached Cllr Brand and asked him to act/bring this matter to the Parish Council on their behalf. In this instance Cllr Brand believed that he should therefore not vote on this matter when a resolution is made.
- (5) **Charity Donations:** The Parish Council suggested that they look at all requests for charitable donation and take each on merit, however it was recommended that the charities asking for a donation MUST be of a benefit for the parish. All agreed.
- (6) **Ransome Strip:** The Clerk informed the Parish Council of a letter sent to parish residents whose properties are adjacent to the ransome strip at Mill End Close, from the land owners 'representative'. Concern was raised that residents had cut/removed trees from the land owners land and were being asked to replant any trees removed. The Clerk has looked in more detail into the ransome strip and where its legal boundary lies and in documentation from South Bedfordshire District Council and dated 13th February 1987 it states "... landscaping scheme shall include a hedge and a 3m wide buffer strip around the eastern and southern boundaries of that part of the site tying to the ease of the watercourse ..." the plan attached to this document shows the ransome strip being described as "*Landscape Buffer*". It was suggested that the Parish Council measure, from the Mill End properties back

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boundary line, 3m and mark this area showing the actual depth of the strip that is the responsibility of the Parish Council and where the responsibility of the land owner begins. Cllr Pearson and Cllr Brand agreed to look at this and report back to the clerk their findings. All agreed. In addition it was raised that the Parish Council have been in communication with the land owners 'representative' but have no letter of authority from the land owner to do so. It was recommended the clerk write to the land owner to obtain their authority to communicate through their representative. All agreed. Clerk to action.

Cllr Pearson/
Cllr Brand

Clerk

- (7) **Carnival Stall:** It was agreed that the Clerk, Cllr Windmill and Cllr Hawkes would set up the stall for the Village Carnival on the 4th July 2009. Confirming the following displays: (i) Skate & Ride; Cllr Hawkes (ii) Conservation Area; Cllr Moxey (iii) Neighbourhood Watch – Alan Woolridge (iv) Allotments – Cllr Garofall (v) Cemetery – Cllr Conner. It was also suggested the Clerk establish whether any of the booklets on the history of the parish are still available. All agreed.

Clerk

12. REPORTS

- (1) **Conservation Area/P3:** The next Conservation meeting will be on Thursday 18th June 2008 at The Coffee Tavern. Two sealed quotes have been received for the tender for the maintenance of the hedging at Mill End/Middle Path; until all three sealed quotes have been received the Parish Council is unable to make a decision. The Clerk to chase the contractors for a response. All agreed.

Clerk

- (2) **Recreation Ground Improvements/Skate & Ride:** The Skate & Ride Working Group is still waiting for the final decision from the funders for this project.

- (3) **Coffee Tavern:** The new bathroom for the cottage has been completed. The minutes of the Coffee Tavern Trustees AGM are in the process of being typed up and once completed will be forwarded to the Clerk for information.

CTT

- (4) **Sports & Social Club:** A report was forwarded to the Parish Council regarding the closures of the Sports & Social Club due to falling trade, with a recommendation that the running of the club be passed to the Parish Council. It was suggested the Clerk check the legal position for the running of the club, insurance of the building and what was agreed in the Lease. All agreed. The Clerk was asked to write, on behalf of the Parish Council, to the Secretary for the Sports & Social Club and ask for a formal letter notifying of the closure of the club, which is required for their records. All agreed. Clerk to action. At this point in the meeting a member of the general public expressed an interest in taking over the Sports & Social Club; the Parish Council recommended that they put their proposals in writing, together with a business plan and present this to the Parish Council for further consideration. All agreed.

Clerk

Clerk

13. PARISH CLERK

- 1) **Damaged Village Gateway:** The Clerk confirmed that she has now received a second quote for the work to the gateway, which is less than the original quote. It was recommended the Parish Council agree to the insurers quote to cover costs and accept the second quote for the works. It was agreed, carried unanimously. Clerk to contact relevant parties accordingly. All agreed.

Clerk

- 2) **Handyman's Tool Kit:** The Clerk asked for the list of handyman's tool to be signed as agreed at the Parish Council meeting on 6th April 2009 (PC Minutes, 06/04/2009, Pg 1273, Item 15). Agreed. Form signed.

- 3) **Issue with cold calling:** Due to resident experiencing issues with regards to cold callers it was recommended that the Parish Council make all residents aware of what they should do in that situation. All agreed, Clerk to incorporate in the Focus highlights.

Clerk

- 4) The Clerk put in a request for an Allotment inspection to be carried out with the findings to be brought to PC Meeting July for decision/letters. All agreed. Cllr Garofall to action.

Cllr Garofall

- 5) The Clerk put in a request for ALL completed annual inspection forms to be brought to PC Meeting July.

All Councillors
PC Meeting

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- 6) The Clerk requested a War Memorial check take place; Cllr Pearson and Cllr Moxey agreed to do a check and bring their findings to the PC Meeting July.

Cllr Pearson/
Cllr Moxey

14. TO RESOLVE TO PAY MAY 2009 ACCOUNTS

It was unanimously agreed to pay the May 2009 accounts.

15. NEXT AGENDA

- Items for the Parish Council Meeting Agenda to be submitted to the Clerk **NO LATER THAN** Thursday 25th June 2009.

All Councillors

The meeting closed at 10:00pm.

Next meeting/s to be held:

- (1) Monday 6th July 2009, 7:30pm at The Coffee Tavern
- (2) Monday 7th September 2009, 7:30pm at The Coffee Tavern