

# EATON BRAY PARISH COUNCIL

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## Minutes of the Eaton Bray Parish Council

Held on 7<sup>th</sup> September 2009 at The Coffee Tavern

<b>PRESENT</b>	Cllr D. Marriage ( <i>Chairman</i> ) Cllr R. Brand Cllr J. Conner Cllr A. Garofall	Cllr M. Hawkes Cllr M. Heyland Cllr T. Moxey Cllr R. Windmill
<b>IN ATTENDANCE</b>	Heidi Head ( <i>Parish Clerk</i> )	
<b>ALSO PRESENT</b>	Police Sergeant, Ian McBrearty PC Viv Dady Councillor Marion Mustoe Councillor Ken Janes General Public x39	

### 1. APOLOGIES FOR ABSENCE

Cllr Pearson sent his apologies for absence.

### 2. SPECIFIC DELARATION OF INTEREST

There were no declarations of interest.

### 3. PUBLIC OPEN FORUM

Residents raised their concerns with the large number of youths collected on a piece of land adjacent to the High Street and Eaton Park. Residents have been made to feel intimidated by the youths and are being disturbed in their homes by loud noise and poor behaviour. A resident informed the Parish Council that they have been in contact with the police with a view to installing a camera in this area but have not heard back from them. Residents were advised that they need to keep reporting any unruly behaviour to the police. Residents felt that nothing was being done to alleviate the problems they are encountering. The Parish Council agreed that more discussions with residents and the police are needed to try and sort out the problems arising.

### 4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- 1) Letter from Luton Mental Health & Social Care Partnership Trust with an invitation to attend their AGM on 23<sup>rd</sup> September 2009: No Councillors able to attend.
- 2) Information from AMEY, Central Bedfordshire regarding the Highways programme: Clerk to copy programme and give to all Councillors and place a copy on the notice board. All agreed. Clerk
- 3) Correspondence from EB Lions/Young People's Football was read to all Councillors, giving a brief update of their proposals: It was suggested that Cllr Garofall and Cllr Windmill look into this matter and to invite the football representative to the next Parish Council Meeting in October. All agreed. Cllr Garofall/  
Cllr Windmill  
PC Meeting/Oct
- 4) Letter from Bedfordshire Police inviting members of the Parish Council to the launch of Community Safety Forum on 17<sup>th</sup> September 2009: Cllr Marriage and Cllr Brand expressed an interest to attend. All agreed. Cllr Marriage/  
Cllr Brand
- 5) Letter from Central Bedfordshire, Planning regards the changes on consultation on planning applications: Placed in read file with copy to Cllr Heyland.
- 6) Letter from Central Bedfordshire regarding Eaton Bray Parish Refuse Collections: Read to all Councillors, it was suggested the response also be printed in FOCUS. All agreed. Clerk to action. Clerk
- 7) Letter from Central Bedfordshire regarding the parish's burial capacity: Forwarded to Cllr Conner for reading and to be discussed at the next GP Working Group. All agreed. GP Working Group
- 8) Letter from Central Bedfordshire inviting members of the Parish Council to a session for Home Grown Planners, A Short Guide to the Planning System: Forwarded to Cllr Heyland to look into. Cllr Heyland
- 9) Letter from BRCC inviting Council members to a meeting on Parish Action Plans, 14<sup>th</sup> October 2009: No members of the Parish Council are able to attend, but it was suggested to the Parish Council that they look at ways of showing/informing residents of the parish what they have/are doing for the parish. The Parish Council agreed to look into this further. All agreed. Parish Council

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- 10) Invite to the East of England Public Consultation, 22<sup>nd</sup> September 2009: No Councillors are able to attend.
- 11) Letter from Wicksteed regarding the Annual Safety Inspection: Cllr Hawkes agreed to look into the inspection of the playgrounds and get back to the Clerk with her findings. All agreed. Cllr Hawkes
- 12) Email from a resident enquiring as to the purchase/lease of Parish Council land in Bower Lane: The Parish Council is currently looking into options for this land, therefore asked the Clerk to write to the resident informing them of this. All agreed. Clerk
- 13) Letter from Central Bedfordshire regarding Emergency Rest Centre Provision Questionnaire: It was suggested that Cllr Brand look into this/complete the forms, returning to Clerk for return. All agreed. Cllr Brand
- 14) Letter from Central Bedfordshire regarding the Green Communities Programme: Placed in read file.
- 15) Letter from The Boundary Committee for England regarding unitary authority electoral review of Central Bedfordshire: Forwarded to Cllr Heyland to look into. Cllr Heyland
- 16) Letter from Central Bedfordshire, Planning regarding the repositioning of a Bus Stop: To be looked into further at the GP Working Group. All agreed. GP Working Group
- 17) Letter from St Mary's Village Carnival regarding the 2009 Village Carnival: Read to Councillors, however due to a suggestion from the Carnival Committee for the Parish Council to get involved further in the planning of the carnival it was forwarded to the Clerk to look into and get back to the Parish Council with her comments. All agreed. Clerk
- 18) Communication from a resident regarding a planning application in the parish: To bring forward to agenda item 10, sub-section (ii). All agreed.

## 5. POLICE REPRESENTATIVES

PC Viv Dady and Police Sergeant Ian McBrearty attended the meeting. PS Ian McBrearty confirmed that the police are looking into putting a camera in the High Street. The police are dealing with the issues arising from the youths hanging around certain areas of the parish, but wished to remind parishioners that the police are unable to stop the youths from being on the land but can and do visit them to ensure that they are behaving in a reasonable manner. The police reiterated the importance for residents to contact the police when they see/hear anything improper. Police

The police informed the Parish Council that they have members of the parish who are interested in reforming the youth club and are in the process of going through checking procedures for these roles.

The police wished to make residents aware of distraction burglaries in the area. A distraction burglary is a crime where a falsehood, trick or distraction is used on an occupant of a dwelling to gain, or try to gain, access to the premises in order to commit burglary. Victims tend to find that they have had money and/or valuables stolen and in many cases will only realise that they have been victims some time after the offence has actually been committed.

Cllr Brand addressed the police with regards to the Parish Council sponsoring a Specials Police Office for the parish. The Parish Council have made continual calls/emails to various members of the police to no avail. PS Ian McBrierty asked Cllr Brand to contact him direct to discuss the matter further. All agreed. Cllr Brand/  
PS McBrierty

## 6. CENTRAL BEDFORDSHIRE REPRESENTATIVES

Central Bedfordshire Councillors, Councillor Ken Janes and Marion Mustoe addressed the meeting. Cllr Janes wished to express his disappointment at the Parish Council's decision not to support the proposed application for an additional classroom at Eaton Bray Lower School. The Clerk clarified that the Parish Council had supported Eaton Bray Lower School's application for an additional classroom but had commented that they thought the design not being in keeping with the current building.

Cllr Mustoe informed the Parish Council that a number of the local parishes are experiencing problems with the grass verge cutting and a meeting has been arranged to look into these issues further.

Concerns were raised with regards to the time limit put upon planning applications to be put before the Planning Committee. The Parish Council believe the timescales are too short and do not give Parish Councils time to look at and discuss planning applications in detail. The Parish Council suggested the

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Clerk record when applications are received by Central Bedfordshire and then forwarded to the Parish Council for responses. All agreed.

Clerk

## 7. SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING, 6<sup>th</sup> July 2009

An amendment was made to: page 1293, Item 11, sub-section (6), *black* is amended to *blank*. The Chairman then signed the minutes.

## 8. SIGNING OF MINUTES OF THE GENERAL PURPOSES WORKING GROUP, 23<sup>rd</sup> July 2009

It was agreed to accept the minutes of the General Purposes Working Group held on the. The Chairman signed the minutes.

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

### (1) Eaton Bray Parish Council Meeting:

- Police Representative: It was agreed that Cllr Brand will liaise with PS Ian McBrearty with regards to policing issues/specials for the parish.
- Leasing of land – School Lane Rec Ground: Letters are to go out to all properties adjoining the piece of land to discuss the proposal to the Parish Council from a resident in the parish. Cllr Marriage will confirm to the Clerk the General Purposes Working Group Meeting date in October.
- St Mary's Church – flower beds: Cllr Marriage presented the preferred scheme to the Parish Council.

### (2) General Purposes Working Group:

- There were no matters arising.

## 10. PLANNING COMMITTEE REPORT

The Parish Council looked at the Planning Applications presented before them.

The following decisions were made by the Parish Council:

Application	Address/Development	Decision	Comments
CB/09/05583	20 Church Lane/Erection of single storey front & rear extensions, Eaton Bray	No Objection	Due to a personal interest, Cllr Garofall left the meeting
CB/09/05735	3 Knights Close, Eaton Bray/ Erection of two storey side extension	No Objection	Concern as to proximity to boundary
CB/09/05765	26 Moor End, Eaton Bray/Erection of rear extension	No Objection	-
CB/09/05710	64 Wallace Drive, Eaton Bray/ Demolition of bungalow, erection of two 2-storey detached dwellings	Recommended Refusal	(1) Impact on neighbouring properties (2) Over development of site (3) Setting a precedent  Parish Council to put in a request for Cllr Janes to put application before the Planning Committee.  *See below

\*A large number of residents from Wallace Drive wished to express their objection to the proposed development (CB/09/05710): The impact of the development of other properties, concerns with drainage and the potential flood risk if the development goes ahead, once this development happens what's to stop other residents/properties doing the same?

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

Clerk

## 11. BUSINESS MATTERS

- (1) **Cricket Club Lease**: The Parish Council was informed that the lease for Eaton Bray Cricket Club expires on the 2<sup>nd</sup> December 2010. It was recommended that this be put to the General Purposes

GP Working Group

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- Working Group for discussion and for the Clerk to invite a member of the Cricket Club to attend the meeting. All agreed. Clerk
- (2) **Parish Policing:** As discussed on Page 1296, Item 5 [final paragraph], of the Parish Council Minutes.
- (3) **Application to Tender – Conservation Area/Hedge Cutting:** All tenders received were opened in front of the Parish Council. It was recommended that the five quotes received be looked at in more detail at the General Purposes Working Group, the breakdown of the costs then to be presented to the Parish Council. All agreed. The Clerk was asked to contact one of the contractors to request a more details breakdown of the quotation. All agreed. Clerk
- (4) **Allotment Update/Inspection:** The Parish Council were updated on the situation with the gate leading onto the allotment, which has now been resolved. The new water supply troughs have been installed and are functioning to serve the lower corners of the allotments. The rubble has now been cleared from the allotments and the skip is now full. Clerk to arrange for skip to be removed. The allotments have been inspected and four appear to have had little or no cultivation since early spring. The Clerk was asked to write to these allotment holders. All agreed. Clerk
- (5) **Parish Annual Monitoring:** The Clerk informed the Parish Councillor that not all reports have been sent in and asked that those who have not done so, to return their annual inspection report to the Clerk within the next week. Agreed. Parish Council
- (6) **Land Adjacent to High Street/Eaton Park:** As discussed on Page 1295, Item 3 and Page 1996, Item 5 [first paragraph], of the Parish Council Minutes.
- (7) **Litter Bins:** The Parish Council have received requests from residents for additional litter bins in the parish, one to be sited near the off-licence and one near the bench at Knights Close. The Clerk was asked to obtain quotes for some bins and to present these at the Parish Council Meeting in October. All agreed. Clerk  
PC Meeting/Oct
- (8) **Road Verges/Grass Cutting:** As discussed on Page 1296, Item 6 [second paragraph], of the Parish Council Minutes.
- (9) **Parish Trees/Hedges/Landscaping:** The Clerk informed the Parish Council with the difficulties being experience in trying to get a visit from Central Bedfordshire to meet with Cllr Moxey to look at problem trees in the parish. It was recommended that the Clerk contact Andy Jones from Central Bedfordshire and copy in the Central Bedfordshire Councillors, to reiterate the need for a meeting to look at trees in the area. All agreed. It was also put to the council that one of the trees at ‘Three Corners’ is causing problems for road users and suggested the canopy be lifted. All agreed. Clerk to action. It was recommended that the Parish Council look into planning more bulbs (daffodils) to brighten the parish. All agreed. To finalise at the Parish Council Meeting in October. There is a continuing problem regarding private hedging within the parish. It was requested that Cllr Brand trace the owners of the hedging opposite the Café Masala and report back to the Clerk with the details. The Clerk was asked to once again write to the landowners of these hedges requesting they be cut back, failure to do so will mean the Parish Council will arrange for these hedges to be trimmed and the landowner will be sent an invoice for the work. All agreed. A piece of hedging at the High Street/Bower Lane section is also growing over the path and the Parish Council asked for the Clerk to contact the Handyman and organise for this to be trimmed back. All agreed. Clerk  
Cllr Brand  
Clerk  
Clerk  
PC Meeting/Oct
- (10) **Remembrance Day Wreaths:** It was put to the Parish Council to continue with the Remembrance Day Wreaths from the British Legion and to offer a donation of £100. All agreed.
- (11) **EBPC Website:** Due to a number of comments being put onto the Eaton Bray Website, the Parish Council have requested the Website co-ordinator put on a disclaimer that the views or comments expressed on the website are not necessarily those of Eaton Bray Parish Council. In addition to put this disclaimer in FOCUS that those items can be removed if of a defamatory, derogatory or libellous manner. All agreed. Clerk
- (12) **Fencing – Parish Council/St. Mary’s Church:** The quotations for this work have been received and was suggested be put to the General Purposes Working Group to look at in more detail and report to the Parish Council in October. All agreed. GP Working Group  
PC Meeting/Oct
- 12. REPORTS**
- (1) **Conservation Area/P3:** Concerns were raised by a resident of Mill End Close regarding the ongoing work in the Conservation Area. The main concern being the cutting down to a low height of the hedge along ‘side B’ and the lack of communication from the Parish Council to residents on the

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proposals of the Parish Council with this area. The Parish Council has invited concerned residents to attend the Conservation Area Working Group Meeting (date to be agreed) to be able to find out more about the project and the plans of the Parish Council. Clerk to write once a date is confirmed. All agreed.

Clerk

- (2) **Recreation Ground Improvements – Skate & Ride:** The Parish Council have received confirmation that funding for the Skate & Ride project has been approved. They are now in the final stages of the project and one of the preferred contractors has put in a bid for the build of the Skate & Ride for £60,000. The Parish Council was informed that the Skate & Ride Working Group have looked at all three contractors and believe this to be their preferred supplier. Cllr Marriage therefore proposed that the Parish Council accept this contractor's bid for the build in order for the project to go ahead. Cllr Hawkes seconded this proposal, all agreed. Unanimous decision. The Parish Council will now need to contact WREN with their decision. All agreed. At this point of the meeting the Parish Council wished to thank all those that have been involved in this project, especially the youths who not only contacted the Parish Council with the idea initially but got involved with the project, from the planning to design.

Parish Council

(3) **Coffee Tavern/Cemetery:**

**Coffee Tavern:** The large hall and kitchen have been redecorated; the stairs and entrance hall will follow shortly. The Coffee Tavern Trustees are in the process of arranging for the carpets to be cleaned and are currently investigating the possibility of installing a stair lift, the cost to be circa £4,500 and are looking into funding options. To be discussed in more details at the Parish Council Meeting in October. The Coffee Tavern Trust has now been reimbursed their outstanding rental money.

PC Meeting/Oct

**Cemetery:** The ground under the back hedge has been cleared and seeded with grass which has grown very well in the warm and wet weather conditions. The Clerk has been experiencing some difficulty with certain Funeral Directors who are not reading/complying with our regulations, regarding memorials. This has led to relatives commissioning unsuitable headstones. We have been working on a 'returnable signed (by the Funeral Director) document' to hopefully avoid this happening again. Concerns were raised with regards to the hedge at the front of the cemetery where new 'whips' were planted and have died. It was agreed that more 'whips' are needed and Cllr Moxey agreed to look into the costs of purchasing plants for the hedging and bring the costs to the Parish Council Meeting in October. It was brought to the Parish Council's attention that there has been food thrown into the cemetery, which is not allowed, and that perhaps the Parish Council should look into installing a notice board for the cemetery. All agreed. Clerk to look into cost and bring to Parish Council Meeting in October.

Cllr Moxey  
PC Meeting/Oct

Clerk  
PC Meeting/Oct

## 13. PARISH CLERK REPORT

- 1) The Clerk updated the Parish Council on the Village Gateway: the damaged gateway has now been mended; however a small section of the gateway not damaged and therefore not included in insurance claim is still unpainted. The Parish Council are to organise for this final section to be finished off. It was suggested a maximum cost of £150 for this work. Clerk to action. All agree.
- 2) The Clerk informed the Parish Council that the Parish Council Bank have asked if they still wish to receive the cleared cheques paid out. It was felt that it was a good audit paper trail and to keep the service currently. However to be reviewed on an annual basis. All agreed.
- 3) Cemetery:
  1. The form of Authority has been completed/signed for an additional burial in an old grave. The Clerk to contact the undertakers to agree to the burial going ahead. All agreed.
  2. The proposed Ashes Memorial design was shown to the Parish Council. All agreed design. Clerk to action.
- 4) The Parish Council were asked to confirm that they agree to Cllr Windmill acting as the authorised signatory for the Youth Club accounts/cheque and the Parish Clerk to be the main contact for account statements/details. All agreed.
- 5) The Clerk confirmed to the Parish Council that a Tree Preservation Order is in place on the Prune Orchard trees to the rear of Mill End Close.

Clerk

Clerk

Clerk

## 14. TO RESOLVE TO PAY AUGUST 2009 ACCOUNTS

It was unanimously agreed to pay the August 2009 accounts.

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## 15. NEXT AGENDA

- Items for the Parish Council Meeting Agenda to be submitted to the Clerk **NO LATER THAN** Tuesday 22<sup>nd</sup> September 2009.

The meeting closed at 11:00pm.

### Next meeting/s to be held:

- (1) Monday 5<sup>th</sup> October 2009, 7:30pm at The Coffee Tavern
- (2) Monday 2<sup>nd</sup> November 2009, 7:30pm at The Coffee Tavern

Parish Councillors