

EATON BRAY PARISH COUNCIL

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

Minutes of the Eaton Bray Parish Council **Held on 2nd November 2009 at The Coffee Tavern**

PRESENT	Cllr M. Hawkes (<i>Chair</i>) Cllr J. Conner Cllr D. Pearson	Cllr A. Garofall Cllr. M. Heyland Cllr D. Marriage
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	PC Viv Dady PCSO Joanne Glenn General Public x3	

APPOINTMENT OF CHAIRMAN TO PRECIDE OVER MEETING

Due to Chairman Cllr Marriage attendance at the inauguration of the new Vicar, St Mary's Church; Cllr Hawkes presided as Chairman over the meeting as agreed at the Parish Council Meeting on 5th October 2009.

1. APOLOGIES FOR ABSENCE

Ward Cllr Marion Mustoe, Cllr Moxey and Cllr Windmill sent their apologies. Cllr Marriage sent his apologies, however would be attending later in the meeting.

2. SPECIFIC DELARATION OF INTEREST

There were no declarations of interest.

3. PUBLIC OPEN FORUM

- 1) The Parish Council were asked about the outcome with investigations into the amount of HGV's using the village roads. The Parish Council explained that at this stage correspondence had been received from Central Bedfordshire stating "...Bedfordshire Highways carried out Automatic Traffic Counts on the A4146 as well as main routes in the villages of Eaton Bray/Totternhoe. Having looked at the figures ... there is only a small amount of HGV traffic in these areas ... such low figures would not be able to justify implementing a ban at this time ..." The Parish Council was asked in they could look at other surrounding areas (Buckinghamshire/Hertfordshire) where HGV traffic is an issue and to find out what they are doing to sort out this problem. It was agreed that the Parish Council would look into this matter further. Parish Council
- 2) It was put to the Parish Council that now the covenants placed on School Lane Recreation Ground have cleared, could the Parish Council look at the option of registering the land as a *Village Green*. The Parish Council agreed to look into this further. Parish Council

4. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- 1) Email from Marion Mustoe giving her apologies for non-attendance at the meeting and confirmed that she would be attending, on behalf of the Parish Council, the Development Management Committee Meeting for Wallace Drive development. Read to Councillors.

EATON BRAY PARISH COUNCIL

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- 2) Letter from Andrew Selous MP regarding the letter sent to him on policing issues and response received. Placed in read file.
- 3) Letter from Bedfordshire Police with a response to the Parish Council's letter on policing issues in the parish. Placed in read file.
- 4) Letter from Allotment Tenant, plot 20 wishing to erect a greenhouse on the plot. All agreed. Clerk to action.
- 5) Email from a Resident raising concerns with the current speed limit in School Lane and the condition of a property in Bower Lane/Dunstable Road. Due to the property in question being private property the Parish Council is unable to deal with this matter. It was suggested that the Parish Council look into the current speed limit for School Lane and to it being reduced to 20mph. All agreed. To be looked into further at the General Purposes Working Group.
- 6) A survey from Plunkett Foundation who are doing a survey of all parish councils in England/Wales. To be looked at further at the General Purposes Working Group. All agreed.
- 7) An invitation to a meeting on Energy Efficiency and Community Buildings, 25th November 2009, 7:00pm-9:30pm at The Old Warden Village Hall. Cllr Pearson to look into further. Agreed.
- 8) Invitation to the Town & Parish Conference, 4th November 2009: No Councillors able to attend.

Clerk

GP Working Group

GP Working Group

Cllr Pearson

5. POLICE REPRESENTATIVES

PC Viv Dady and PCSO Joanne Glenn attended the meeting. There have been seven recorded crimes for the month, one being a theft from the container at School Lane Recreation Ground.

New Police Inspector: The police confirmed the appointment of Inspector Bernie White to the Leighton Buzzard team.

Mobile Skatepark: This has now been installed and being used. The Parish Council thanked the police for all their hard work in getting this installed. A letter to be sent from the Parish Council to the police thanking them for setting up this facility. All agreed. Clerk to action.

Clerk

6. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

There were no representatives for Central Bedfordshire Council in attendance at the meeting. The Clerk was asked to write to Cllr Janes asking him to send in an apology for absence if unable to attend the Parish Council Meeting. All agreed. Clerk to action.

Clerk

7. SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING, 5th October 2009

An amendment was made to: page 1304, Item 11, sub-section (1), *unanimous* was deleted. The Chairman then signed the minutes.

8. SIGNING OF MINUTES OF GENERAL PURPOSES WORKING GROUP, 8th October 2009

An amendment was made to: Item 2, *Scholl* was amended to *School*. The Chairman signed the minutes.

EATON BRAY PARISH COUNCIL

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

(1) Eaton Bray Parish Council Meeting:

- Trees in Wallace Drive: The Clerk confirmed that she is still looking into the ownership of this land and once this has been clarified will report back to the Parish Council with the findings.

(2) General Purposes Working Group:

- Gambling/Licensing Act 2009: The Clerk confirmed she is contacting Central Bedfordshire to get clarification of where the updates to the changes are.

10. PLANNING COMMITTEE REPORT

Planning Issues

- 64 Wallace Drive: The Parish Council confirmed their objections to this development still stand and asked the Clerk to write to the Development Management Committee with their objections.
- A letter has been received from Planning, Central Bedfordshire regarding the procedures currently in place for planning applications and the response time. It was agreed to forward a copy to Cllr Heyland to look into and the original placed into the read file. All agreed.

Planning Applications, October 2009

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

The following decision was made by the Parish Council:

Application	Address/Development	Decision	Comments
CB/09/06133	38 Church Lane/Erection of single storey rear extension	No Objections	-

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

11. BUSINESS MATTERS

- (1) **Football pitches:** The Parish Council was informed that the Football Club wanted more flexibility for afternoon use on The Rye Recreation Ground. It was suggested that Cllr Garofall to look into this further. Agreed. The Club also wished to have access to the *Changing Rooms* for the ladies football teams. This was agreed in principal but the Parish Council would need to look into the cost implications from opening up the building. Agreed. The Parish Council were shown a draft of the agreement to be signed by the Parish Council and the Football Club, it was agreed in principle with the final document requiring further adjustments prior to signing. Agreed.

- (2) **Cricket Club Lease:** It was brought to the Parish Council's attention that this land was registered as allotments and that the Parish Council would need to apply to the Charity Commission for an extension to the lease. Clerk to action. All agreed. In addition it was recommended that the Clerk contact the Parish Council's Solicitors with regarding to obtaining costs for the new lease to be written. All agreed. Clerk to action.

(3) Cemetery Records/Memorial Application:

Memorial Applications: The Parish Council have received two memorial applications for Bower Lane Cemetery (Carlson/Maskell). The Parish Council

Clerk

Cllr Heyland

Clerk

Cllr Garofall

Clerk

Clerk

EATON BRAY PARISH COUNCIL

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agreed to the applications. Clerk to action.

Clerk

Cemetery Records: The Parish Council have received an enquiry from a resident who is looking into including a genealogy page on the Eaton Bray web site. The site would be run as a research page, to include burial records for Bower Lane. The concerns raised is that the burial records are legal documents held by the Parish Council and that information contained in the burial records may be considered private and not for public view on a website. It was suggested the Clerk contact the burial authorities to check the legal standing with regards to this data. All agreed. If the data can be released it was agreed that the information should only be released as and when it is available, the books should at no time be 'lent' out. All agreed.

Clerk

(4) School Lane; leasing of land: The Parish Council were updated on feedback received by residents whose properties adjoin the proposed leased land. All those concerned were not happy with this piece of land to be leased out and wished it to remain as it is. The Parish Council agreed that as the residents did not wish for this land to be leased then the Parish Council should not proceed any further with this application at this time. It was proposed, seconded, all agreed; to the land remaining as it is. Clerk to contact the original application with the decision of the council. All agreed.

Clerk

(5) Quotations; Bus Shelter/Kissing Gate:

Bus Shelter – The Rye: The Clerk presented to the Parish Council an updated quotation for work needing to be carried out to The Rye bus shelter. The Parish Council had originally agreed in April 2009 to a maximum spend of £460 for the work, however the quotation has come out as £480 to undertake the needed temporary repair works. It was proposed to accept this quotation for the work, it was seconded, all agreed. Clerk to contact contractor to organise work to commence.

Clerk

Kissing Gate – Park Lane: The Clerk has received a quotation for the work to repair the damaged Kissing Gate in Park Lane. The cost for the work has come in at £220. It was proposed to accept this quotation for the work, it was seconded, all agreed. Clerk to contact contractor to organise for the work to commence.

Clerk

12. REPORTS

(1) Recreation Ground Improvements/Skate & Ride Area: The Parish Council was informed that the Skate & Ride build is nearing completion. Benches have been ordered and are awaiting delivery. Cllr Hawkes is to look at the proposed sleeper benches and it was proposed that she should have the authority to agree/disagree with the designs. This was seconded, all agreed. A concern was raised that the bowl, which is still not complete, has been used even though this is not advisable until the concrete has set – mid November time. Due to the report of this usage, it was proposed the Clerk write to the contractors with the information obtained. All agreed. The positioning of the youth meeting point was discussed and it was proposed that Cllr Hawkes visit the site and look at the areas available, to make a decision on the final position. This was seconded, all agreed. The Clerk confirmed that she would contact WREN to enquire as to timings on the release of the funds. Agreed.

Cllr Hawkes

Cllr Hawkes
Clerk

(2) Coffee Tavern: The stair lift for the building has been ordered, delivery due shortly and should be fitted by mid-November. The Deed of Affirmation and

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Supplementary Deeds have been signed and forwarded to the solicitors for their attention. A request was made to the Coffee Tavern Trustees to look at the positioning of the grab handles in the ladies toilets. Agreed.

CT Trustees

- (3) **Churchyard Flower Beds:** A design has now been agreed for the new church flower beds, with the help of school children from Eaton Bray Lower School. The school have agreed to maintain these beds, however should they be unable to continue to do so will give the Parish Council three months' notice of such. It was proposed that the Parish Council contribute towards the costs of the flower beds of £300. This was seconded, agreed *in principle*; however the Parish Council would like to view the final designs before money is released. All agreed.

War Memorial: It was commented that the war memorial planting needs tidying up and it was proposed that the Clerk contact the gardener to ask for more winter flowering bedding to be added into the area. This was seconded, all agreed. Clerk to action. It was also recommended that the Parish Council look into the cost of repainting the war memorial railings, ideally in a dark green. It was suggested that at the same time as these railings are repainted that the Parish Council look at repainting the Cemetery gates. All agreed. Cllr Pearson offered to speak to the contract to obtain quotes for the suggested work and then be presented to the Parish Council.

Clerk

Cllr Pearson

13. PARISH CLERK REPORT

- 1) The Clerk read to the Parish Council a letter of thanks signed by many of the youngsters who were involved in the skate & ride. They wished to thank everyone who gave up so much of their time, supported the project and for making the skate & ride possible, not only for them, but for the youth of the parish. An area where they and other youngsters can go and enjoy themselves, in a purpose built, safe environment, away from the busy roads.
- 2) The Clerk presented the Parish Council with quotes for a new notice board at the Cemetery. It was agreed that there is a need for a notice board in this area, however due to the costs for this installation it was recommended that this be put into the 2010-2011 budget and brought forwarded for discussion as a Parish Council Meeting in the new financial year. All agreed.
- 3) The Clerk informed the Parish Council that concerns had been raised with the water flow of the River Ouzel. The Clerk organised for an inspection which shows that although there is Yellow flag Iris growth in the water, there is still a clear area for was to flow and with heavy rain will flatten this growth and give a clear flow. It was recommended the Parish Council look at this again next summer to see if the area will need addressing then. Agreed.
- 4) The Clerk updated the Parish Council on the report from the recent visit of the Tree & Landscape Officer:

Parish Council-
04/10

Parish Council-
06/10

Knight's Close: Work to be recommended to Housing Services (Central Bedfordshire) for this tree to be crown reduced by 20% as part of periodic containment of height and spread as previously agreed with old SBDC Council's insurance company. The presence of roots in an adjacent garden from this tree is an unavoidable factor of any tree in an urban area, and remedial action is not practicable.

Mill End Close: The Cherry tree adjacent to the property is recommended to be felled as it is suppressed by an adjacent Ash, which is of better shape and form,

EATON BRAY PARISH COUNCIL

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also recognising that the Cherry has branch encroachment close to the fabric of this property. The adjacent Ash to be crown lifted by pruning the ends of the lower branches to give a canopy clearance of 2.5m from ground level. No other reduction work on this tree was considered justified. Clerk to organise quotes to this work. All agreed.

Clerk

St Mary's Churchyard: The older of the two Pendulous Ash, which has almost died, should be retained as long as it is safe to do so as an important habitat value. Although the tree is not a veteran, (but the parent coppiced stool is of considerable age) it has features similar to a veteran in terms of cavities, rot holes, woodpecker holes, splits and crevices that supports a considerable number of invertebrates and has potential as a bat roost. It should therefore be subject to regular inspection as the crown continues to deteriorate.

The Tree & Landscape office also raised concerns with the new fence, wishing to ensure that the contractors be instructed to avoid damaging the boundary trees, which contain a good mixture of Cherry Plum, Damson, and Hawthorn.

- 5) The Clerk asked the Parish Council to agree to the amendments being made to authorised signatories for cheque mandates for the council accounts. This was proposed, seconded. All agreed.
- 6) The Clerk reminded all councillors that they need to think about possible items for projects next year, with approximate cost, to be included in the PRECEPT. This information to be ready for the Parish Council Meeting in December 2009.
- 7) The Clerk informed that Parish Council that the *Changing Rooms* insurance has now come in at £378 rather than £336 as originally quoted. It was proposed to accept this new quotation and for the Clerk to organise cover, this was seconded. All agreed. Clerk to action.
- 8) It was recommended that the Parish Council look into and update their Risk Assessment document. All agreed. Clerk to action.
- 9) It was pointed out that the drains in Church Lane are continually overflowing and blocked. It was suggested that Cllr Marriage/Cllr Pearson look into this and report back their findings. All agreed.

All Councillors

Clerk

Clerk

Cllr Pearson/
Cllr Marriage

14. TO APPROVE COMPLETED ANNUAL RETURN/AUDIT; Y/E 31ST MARCH 2009

The clerk distributed the completed annual return/audit for the year ending 31st March 2009. It was unanimously agreed to approve and accept the final audit.

15. TO RESOLVE TO PAY OCTOBER 2009 ACCOUNTS

It was unanimously agreed to pay the October 2009 accounts.

16. NEXT AGENDA

- Items for the Parish Council Meeting Agenda to be submitted to the Clerk **NO LATER THAN** Tuesday 24th November 2009.

All Councillors

The meeting closed at 10:15pm.

Next meeting/s to be held:

- (1) Monday 7th December 2009, 7:30pm at The Coffee Tavern
- (2) Monday 4th January 2010, 7:30pm at The Coffee Tavern