

EATON BRAY PARISH COUNCIL

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

Minutes of the Eaton Bray Parish Council

Held on 11th May 2010 at The Coffee Tavern

PRESENT	Cllr M. Hawkes (<i>Chairman</i>) Cllr D. Marriage (<i>Vice- Chairman</i>) Cllr J. Conner	Cllr D. Pearson Cllr A. Garofall Cllr G. Johns
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	PC Viv Dady General Public x7	

1. ELECTION OF CHAIRMAN

It was proposed, seconded that Councillor Hawkes be elected as Chairman of Eaton Bray Parish Council. All agreed decision unanimous. Due to Cllr Hawkes not being in receipt of the meeting paperwork prior to the meeting it was recommended that Cllr Marriage preside as Chairman over this meeting. It was agreed and carried unanimously that Cllr Marriage would preside over the Parish Council Meeting on the 11th May 2010.

2. APPOINTMENT OF COUNCILLORS/COMMITTEES

All current Parish Councillors, those in attendance and not in attendance, wished to re-stand. All agreed to the previous year's Councillors re-standing. The Parish Council Committee/Working Groups were looked at and changes made. All agreed to the amendments.

3. APOLOGIES FOR ABSENCE

Cllr Windmill and Cllr Heyland sent their apologies for absence.

4. SPECIFIC DELARATION OF INTEREST

There were no declarations of interest.

5. PUBLIC OPEN FORUM

Residents are experiencing problems from members of Chiltern View regarding a field opposite the site. The Chiltern View residents are using the land (arable) to graze their livestock. The drainage ditch adjacent to the road and this field has been filled in to allow access onto the land. The Chiltern View site regulations state that no livestock is to be kept on site; however livestock is being kept there. The Parish Council suggested writing to those responsible for this area at Central Bedfordshire Council with regarding to the keeping of livestock and to get the drainage ditch cleared. All agreed and carried unanimously.

Clerk

6. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- (1) A communication from John Hopwood, Village Handyman; was read out to all Councillors thanking them for all their help and assistance in carrying out his work whilst away.
- (2) Email from Cllr Marion Mustoe; read to all Councillors.
- (3) Email from a resident regarding attending to his wife's plot at Bower Lane Cemetery; it was recommended this be put to the General Purposes Working Group for further discussion. All agreed.
- (4) Email from resident regarding problems being experience with nuisance youths/Moor End

GP Working Group

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- Bus Stop; it was agreed to bring this item forward to Item 7 – Police Representative, for further discussion. Agreed.
- (5) Email from resident regarding external aerials/The Nurseries; it was suggested the Clerk look into the original documentation when the planning application was submitted for this area to check what input the Parish Council had in the implementation of covenants. However should it be found that the parish council did not request specific covenants on this land then the matter would need to be dealt with by the resident and Central Bedfordshire Council. All agreed. Clerk
- (6) Email from Theo Gray confirming the current amount of ‘hits’ on the Eaton Bray Website is around 10,000 to 11,000 page views a month; this is made up over 2,000 different visits, with each visit viewing 5+ pages.
- (7) Email from PC Viv Dady regarding the possible siting of disabled parking spaces in School Lane Rec Ground Car Park; it was recommended to bring this to the General Purposes Working Group for further discussion. All agreed. Plus a request for a donation from the Parish Council towards a new police initiative. It was agreed to bring this item forward to Item 7 – Police Representative, for further discussion Quotations: GP Working Group
- (8) Quotations from V.C. Contracting for:
- (i) St. Mary’s Church Gate; the quotation received for £250.00 (exVAT) for work required on the church gate was put to the Parish Council. It was agreed and carried unanimously that this work should proceed. Clerk to action. Clerk
- (ii) Sign Post; the quotation received for the installation of the village sign for £345 (exVAT) was agreed in principle; however it was recommended the Parish Council look into the option of a replacement direction sign/wording. All agreed for the General Purposes Working Group to look into this further. GP Working Group
- (9) Letter from Honeywick Scaffolding relation to a proposed planning application for the land. It was agreed to bring this item forward to Item 12 – Planning Committee Report, for discussion.
- (10) Letter from Central Bedfordshire Council regarding funding opportunities from Streetcred; proposed to forward to Cllr Hawkes to look into. All agreed. Cllr Hawkes
- (11) Letter from BRCC regarding the implementation of Parish Plans; it was felt at this point in time this would not be the way forward. All agreed.
- (12) Letter from Central Bedfordshire Council regarding Infrastructure/Planning; read to all Councillors.
- (13) Letter from Central Bedfordshire Council on the consultation for preferred Gypsy/Traveller Sites; it was recommended this be put to the General Purposes Working Group for further discussion. All agreed. GP Working Group
- (14) Email from Customer Services, Central Bedfordshire Council on the recording of customer reporting; proposed to forward to Cllr Johns to look into. All agreed. Cllr Johns
- (15) Letter from Bedfordshire Police regarding ‘Streetwatch’; a new initiative being looked at by the police to get residents more involved in their area and the reporting of crime, to improve community relations; placed in read file.
- (16) Email from a resident regarding nuisance youths in the School Lane Car Park; to look into this issue further and with further discussion with the local police. Agreed. Parish Council/ Police

7. POLICE REPRESENTATIVES

PC Viv Dady attended the meeting. The police are setting up a new police scheme, for Eaton Bray and surrounding areas and are looking at obtaining funding from the local councils. It was put to the Parish Council that if this scheme does go ahead, that the council – in principal, agree to send a donation of around £30. All agreed.

Bus Stop/Nuisance Youths: The issue of problem youths hanging around the bus stop/Moor End was raised with the police. The police confirmed they were aware of the situation and dealt with any issues as and when required. The residents affected by the current problems

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asked the Parish Council if they would consider removing the bus stop completely in order to try and stop people hanging around. This was put to the Parish Council who felt that a covered area is needed for this area; however it was proposed that this issue be put before the General Purposes Working Group to discuss further, one option being to re-design the current bus stop to make it a more open area but retain a roof/coverage. All agreed.

Nuisance Youths/School Lane Car Park: The police confirmed that they were aware of the issues regarding loud noise/nuisance youths in School Lane Rec Ground car park. The informed the council that they do deal with any issues when then arose.

Reporting of crimes: The police wished to remind all residents to call the police, when encountering an incident, at any time of day as they will look into the matter. They also expressed the importance of obtaining as much details as possible, i.e. details of the incident, descriptions of the perpetrators, car registration numbers, etc. this will aid the police in their investigations.

Crime Prevention Event: The police reminded the Parish Council of their Crime Prevention Event being held on Sunday 16th May next, 1:00pm-4:00pm at Eaton Bray Village Hall. Notice of this event being displayed on Parish notice boards and website.

8. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

There was no representative from Central Bedfordshire Council in attendance.

9. SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING, 12th April 2010

It was agreed unanimously to accept the minutes of the Parish Council Meeting held on the 12th April 2010; the Chairman signed the minutes.

10. SIGNING OF MINUTES OF GENERAL PURPOSES WORKING GROUP, 15th April 2010

It was agreed unanimously to accept the minutes of the General Purposes Working Group Meeting held on the 15th April 2010; the Chairman signed the minutes.

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

Eaton Bray Parish Council	
Youth Club	Cllr Hawkes confirmed this matter is still ongoing.
Land adjacent to Ransom Strip	The Clerk confirmed she is in the process of obtaining information regarding this land.
Cricket Club	The Clerk confirmed she is waiting to hear from the council's solicitors, and will be chasing them for a response.
Litter/Hygiene Bins	The Clerk is obtaining quotes for additional litter bins for School Lane Recreation Ground/Knights Close. In addition, is looking at putting notices on all litter bins asking users ... <i>'please do not place dog faeces in litter bins ... use the dog hygiene bins provided'</i>
Fencing/St. Mary's Church	The Clerk has written to the agreed contractors requesting an amended quotation and will be chasing them for a response.
Handyman's Tool Kit	Cllr Pearson confirmed this will be completed for the June meeting.
General Purposes Working Group	
The Parish Council agreed to all items looked at/recommended by the General Purposes Working Group.	

GP Working Group

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12. PLANNING COMMITTEE REPORT

Honeywick Scaffolding - proposed planning application for development. The Parish Council looked at the initial designs and from these plans has agreed in principle to the initial proposed design/plan. A final decision will be made upon receipt of the submitted full planning application.

Planning Applications, April 2010

Application	Address/Development	Decision	Comments
CB/10/0113	26 Medley Close, Eaton Bray/erection of detached single garage	No Objection	n/a
CB/10/01165	1 Richmond Court, Eaton Bray/loft conversion with roof light to front & rear elevations, and roof light & solar panel to rear projection	No Objection	n/a
CB/10/00969	Icknield Way Farm, Tring Road/installation of two free-standing non-illuminated signs	No Objection	n/a
CB/10/01248	32 The Nurseries, Eaton Bray/erection of single storey extension	No Objection	(1) Check impact on neighbouring property
CB/10/01417	Rear of 16 The Rye, Eaton Bray/ erection of four detached dwellings	No Objection <i>*No objection x5</i> <i>*Recommended refusal x1</i>	(1) Greenbelt (2) Concerns with narrow access (3) High value housing
CB/10/01474, CB/10/01479, CB/10/01467, CB/10/01470	The Five Bells, 2 Market Sq, Eaton Bray, LU6 2DG/ conversion of public house to a dwelling with garage; erection of a single dwelling and garage; conversion and extension of barn to form dwelling (plot 3) and erection of two additional dwellings (plots 4 & 5)	Recommended Refusal	(1) over development (2) Traffic/access (3) Natural land drainage (will make existing flood plain worse) (4) Change of use
<u>Additional comments</u> <u>App. 01474 Public House Conversion:</u> (i)access to garage across common land (ii) flooding (iii) It is advised that the land on which the existing front porch stands is owned by Parish Council <u>App 01471 Car Park House:</u> (i) access to garage across common land (ii) flooding <u>App 01470 Development of 3 houses:</u> (i)over development (ii) exiting onto main road (iii) flooding			

- It was put to the Parish Council that planning application/s; CB/10/01474, CB/10/01479, CB/10/01467, CB/10/01470 respectively, are put before the Development Management Committee/Planning. All agreed, and carried unanimously.
- All other planning application recommendations by the Parish Council to be reported to the relevant authority. All agreed. Clerk to action.

Clerk/
Ward Cllrs
Janes/Mustoe

Clerk

13. BUSINESS MATTERS

(1) **Allotments:** Cllr Garofall confirmed that due to the release of a number of plots (½ plots) the waiting list for allotment has been dramatically reduced and felt that the immediate need to additional allotment space within the parish is not required at this time, however will look into the costs for an additional site which will be presented to the Parish Council in preparation for the 2011-2012 Precept. All agreed. At the Allotment Holders Meeting held on 2nd May 2010 areas raised were:

Cllr Garofall

(i) Gaps in perimeter hedge need filling with whips; recommended Cllr Garofall speaks

Cllr Garofall

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with Trevor Moxey regarding costs etc. All agreed

- (ii) Security of allotments, request for a fitting of padlock/chain to access points with only allotment holders holding keys; recommended Cllr Garofall look into costs, bring to next PC Meeting in June 2010. All agreed. Cllr Garofall
- (iii) Notice to be placed on/adjacent to main gate, 'Allotment Holders Only, No Access to General Public'; need to look into costs involved. Clerk
- (iv) Eviction process for tenants of neglected plots; recommended Clerk look into the legal/statutory notices for eviction and current allotment tenancy. All agreed. Clerk
- Cllr Garofall also wanted to remind everyone that the allotments are being opened up for the Open Gardens Event on Sunday 11th June 2010.
- (2) **Cold Calling Signs** To be brought forward to the Parish Council Meeting in June. Agreed. PC Meeting/June
- (3) **Handyman's Toolkit:** Cllr Pearson confirmed this check will be done this month ready for agreement at the PC Meeting in June 2010. All agreed. Cllr Pearson
- (4) **Recreation Ground Car Park designated disabled spaces:** As discussed Minutes Page 1343, Item 6, sub-section (7).
- (5) **Skate & Ride Opening Plaque:** It was recommended that an additional plaque be displayed at the skate and ride area to officially recognise the opening ceremony and the main parties involved in this project. The plaque to display, 'This facility was opened on April 24th 2010 ... by ... Cllr Margret Hawkes and Christopher North. All agreed. Clerk
- (6) **Parish Council Stall; St. Mary's Village Carnival, 3rd July 2010:** Cllr Marriage informed the Parish Council that he had been approached by the Carnival Committee to officially open the carnival on behalf of the Parish Council. All agreed. The Parish Council agreed to put together a set-up/cover/put-away rota for the council stand. Clerk to put table together and forward to all Councillors for information. All agreed. Clerk
- (7) **Quotations; St. Mary's Church Gate/Village Signpost:** As reported Minute Page 1343, Item 8, sub-section (i) and (ii).
- (8) **Cricket Club Lease:** Clerk confirmed she will chase the council's solicitors for their response. It was proposed that the Clerk should proceed with the draft Lease, with an initial spend of £250 to gather all required papers. All agreed. Clerk

14. REPORTS

- (1) **Recreation Ground Improvements:** Cllr Pearson informed the Parish Council that a suggestion has been made that a new path be installed leading directly from the car park in School Lane to the Skate & Ride Area. It was agreed to look into this at a later date. Parish Council
- (2) **Coffee Tavern:** No additional report, main items reported at the Annual Parish Meeting, 10th May 2010.
- (3) **Cemetery:** A check of the cemetery memorial stones took place. There were a number of stones that moved to the touch, but not classified as in a dangerous condition. It was recommended that the Parish Council try to locate the owners to Plot/s C51 and E27 as the stones are in a dangerous state and need correcting. All agreed. Clerk to action. In addition it was suggested that the Parish Council look into obtaining quote for repair work to memorials that are in a poor state, all agreed. Clerk to obtain contact details and forward to Cllr. Conner for action. Maintenance quotes for the work to the cemetery have been received. It was recommended these be looked at by the GP Working Group. All agreed. Clerk/
Cllr Conner
GP Working Group
- The new Risk Assessment Forms required for all users of the cemetery were presented to the Parish Council and it was recommended that these are now used. All agreed.

15. PARISH COUNCIL INSURANCE RENEWAL 2010/2011

It was put to the Parish Council to continue with the current insurance company, AON Ltd (Allianz); it was proposed, seconded and carried unanimously.

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16. DRAFT ACCOUNTS FOR YEAR TO 31ST MARCH 2010

- (1) The Clerk asked the Parish Council if they were satisfied that the existing internal audit arrangements were satisfactory and met all the statutory requirements. Agreed, carried unanimously.
- (2) The clerk distributed the accounts for the Annual Return. It was unanimously agreed to approve the accounts for the year to 31st March 2010 and the Chairman signed on behalf of the Parish Council.

17. PARISH CLERK REPORT

- (1) The Clerk informed the Parish Council that she had now received the report regarding the alleged business use at a property in Moor End/Moor End Lane. It was recommended the Clerk forward the details on the Central Bedfordshire Council, Planning to look into further. All agreed.
- (2) The Clerk handed out the Annual Monitoring Forms for 2010 to all Councillors and asked them to complete and return by the PC Meeting in June 2010. Agreed.
- (3) Fencing adjacent to St. Mary's Church/12 High Street: The Clerk reminded the Parish Council that at the October 2009 meeting, the council agreed to a maximum spend of £1750 (+VAT) for the fencing work. Due to the error in the measurement of the boundary, new length being 54.4M this led to an incorrect quotation for the work. It was recommended that the Parish Council propose to agree a spend of 10% over the original order. All agreed, carried unanimously.

Clerk

All Councillors

18. TO RESOLVE TO PAY APRIL 2010 ACCOUNTS

It was unanimously agreed to pay April 2010 accounts.

19. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST** be submitted to the Clerk **NO LATER THAN** Tuesday 25th May 2010. Items submitted after this date will not be included in the June agenda and will have to be carried forward to the Parish Council Meeting scheduled in July.

All Councillors

The meeting closed at 11:05pm.

Next meeting/s to be held:

- (1) Parish Council Meeting: Monday 7th June 2010, 7:30pm at The Coffee Tavern
- (2) Parish Council Meeting: Monday 5th July 2010, 7:30pm at The Coffee Tavern