EATON BRAY PARISH COUNCIL

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Minutes of the Eaton Bray Parish Council Meeting

Held on 11th January 2011 at The Coffee Tavern

PRESENT	Cllr M. Hawkes *(Chairman)* Cllr J. Conner Cllr A. Garofall Cllr M. Heyland	Cllr G. Johns Cllr D. Pearson Cllr R. Windmill
IN ATTENDANCE	Heidi Head *(Parish Clerk)*	
ALSO PRESENT	Cllr Marion Mustoe General Public *x3*	

1. **APOLOGIES FOR ABSENCE**

PC Viv Dady sent her apologies for absence.

2. **SPECIFIC DELARATION OF INTEREST**

Cllr Hawkes declared an interest in Item 2 of Chairman's Comments & Correspondence.
There were no other declarations of interest.

3. **PUBLIC OPEN FORUM**

Nothing was raised with the Parish Council during the forum

4. **CHAIRMAN'S COMMENTS AND CORRESPONDENCE**

(1) Quotation for Hedge pruning at Bower Lane Cemetery; the council were presented with work quotes for the front hedge at the cemetery to be trimmed back to the boundary line. The council agreed to the quotation for £75. Clerk to contact the contractor. All agreed. — Clerk

(2) Quotation for specialist tree pruning at St Mary's Church graveyard; the council were presented with work quotes for trees at the church to be pruned as recommended by Central Bedfordshire Council Tree Officer. The council agreed to the quotation for £160. Clerk to contact the contractor. All agreed. — Clerk

(3) Letter from Wheelscape Skateparks Ltd., informing the council that they have voluntary wound up and all contracts taken out with them during the last 18mths/2years will be transferred to Wheelscape Ltd. Clerk to contact Wheelscape Ltd to obtain clarification of this. All agreed. — Clerk

(4) Letter from District Churchwardens informing the council of the new vicar; placed in read file. The Parish Council were informed of an invitation for a Councillor to attend the inauguration of the new vicar on Tuesday 22nd February next, Councillor Johns confirmed he would be able to attend. All agreed. — Cllr Johns

(5) Email from Steve Halton, P3 Group regarding a traditional Orchards Survey; placed in read file. It was also recommended this be placed on the website. All agreed. Clerk to action. — Clerk

(6) Letter from Central Beds Council, Amey outlining the highways Works Programme for 2011-2014; concerns were raised with the dates given and the councillors were asked to visit their areas of responsibility and report back to the Clerk with their findings. — All Councillors

(7) Email from Theo Gray thanking the council for their support; read to all Councillors.

(8) Forum comment regarding the Arriva Bus 61 and the road condition/ice; placed in read file.

(9) Forum comment regarding Decorative Flow Troughs/Village Sign; placed in read file.

(10) Email from Girls Gone Wild UK regarding a potential event; placed in read file for Councillor comment. Agreed. — All Councillors

(11) Letter from Central Beds Council regarding Gypsy & Traveller Development Plan; recommended for discussion at the General Purposes Working Group. All agreed. — GP Working Group

5. **POLICE REPRESENTATIVES**

There was no representative from the police in attendance. A report was read out by the police to the Parish Council and placed in read file.

6. **CENTRAL BEDFORDSHIRE REPRESENTATIVE/S**

Ward Cllrs Marion Mustoe attended the meeting.

Potential development: Bower Lane/Harling Road to rear of Mill End Close?

Concerns were raised with Cllr Mustoe regarding a potential development on a large area of land sited from Bower Lane/Harling Road to the rear of Mill End Close. As far as the Parish Council are currently aware, an approach has been made by the land owners (allegedly) to Central Beds Council with the view to the development of this land; totalling an area of approximately 20 acres. Cllr Mustoe informed the council that she would look into this matter further and come back to the Parish Council with her findings. In the meantime, the Clerk was asked to write to Central Beds Council expressing the Parish Councils concerns regarding this matter and for further clarification. All agreed.

Cllr Mustoe

Clerk

7. **SIGNING OF MINUTES OF THE PARISH MEETING, 6th December 2010**

Amendments were made to Page 1373, Item 13 *'£49k'* to be replaced with *'£48,400'*. It was then agreed unanimously to accept the minutes of the Parish Council Meeting held on the 6th December 2010; the Chairman signed the minutes.

8. **SIGNING OF MINUTES OF GENERAL PURPOSES WORKING GROUP, 9th December 2010**

It was agreed unanimously to accept the minutes of the General Purposes Working Group Meeting held on the 9th December 2010; the Chairman signed the minutes.

9. **SIGNING OF MINUTES OF THE FINANCE WORKING GROUP, 21st December 2010**

An amendment was made to the minutes title *'Finance Committee Meeting'* to be replaced with *'Finance Working Group'*. It was agreed unanimously to accept the minutes of the Finance Meeting held on the 21st December 2010; the Chairman signed the minutes.

10. **MATTERS ARISING FROM PARISH COUNCIL/GENERAL PURPOSES MINUTES *(for information)***

(1) **Eaton Bray Parish Council**

- Land to rear of Yew Tree Close; the council have looked at parish maps relating to this piece of land; however they do not show that this is the responsibility of the Parish Council and therefore would come under the jurisdiction of Central Bedfordshire Council. Central Beds Council has been informed of these findings and the Clerk is awaiting their response.
- Coffee Tavern car park/tree; the tree/bush has been looked at and it was agreed to do a quick trim, however the main maintenance work takes place in spring.
- Changing Rooms; the Clerk confirmed she is in the process of obtaining contact details for potential surveyors to look at the building.
- Parish Council land; the Clerk confirmed she is going through parish documentation to collate all registered land by the Parish Council. Carrying out manual searches of the Land Registry should the documents not be held on file/archive.

(2) **General Purposes Working Group**

- There were no matters arising.

11. **PLANNING COMMITTEE REPORT**

Planning Applications, December 2010

Application	Address/Development	Decision	Comments
CB/10/04414	39 Church Lane/erection of single storey rear & front extension; extension to roof to create second floor with front & rear facing dormers	Recommended Refusal	• Overdevelopment • From a previous discussion with planners, were advised that no two storey development would now be acceptable in this area
CB/10/04414	Land adjacent to 4 Park Farm Cottages, Northall Rd/erection of three bedroom detached dwelling	No Objections X 1 ✓5 Abstain 1	• Please note that this development is in a conservation area and any consideration to planning laws should be taken into account.

- All planning application recommendations by the Parish Council are to be reported to the relevant authority. All agreed. Clerk to action. Clerk

12. **BUSINESS MATTERS**

(1) **Cricket Club Lease**: The draft Lease has been put together by the Council's solicitors who have forwarded it to the Cricket Club Trustees to action.

(2) **Cemetery**: The proposed amendment to the current cemetery regulations (memorials on ashes plots) was put before the council**:**

> "*7. MEMORIALS ON CREMATED REMAINS GRAVES*
>
> *7.1 Plaques or tablets ("memorials") in the Garden of Remembrance shall be placed centrally on the plot, and shall not exceed 50cms (20 inches) in width and 45cms (18 inches) front to back. The minimum thickness shall be 5cms (2 inches) and the maximum 8cms (3.5 inches) at the front rising to a maximum 25cms (10 inches) at the back. A recess for the insertion of a flower vase is permitted.*
>
> *7.2 In addition, an appropriate decoration, e.g. a cross or heart, may be fixed to the memorial, so that the overall height from the foundation base does not exceed 50cm (20 inches), and so that it does not extend beyond the rectangular dimensions of the plaque or tablet. No other objects or materials shall be permitted on these plots. The cutting away of turf from around the memorials and the insertion of bedding plants, chippings, plastic strips or any other materials is not permitted.*
>
> *7.3 The memorial must be fixed in a horizontal position on a foundation base, the top of which shall be flush with, or below, the surrounding turf.*
>
> *7.4 The foundation base shall not extend more than 5cms (2 inches) on any side beyond the memorial."*

It was agreed unanimously to accept these changes. Clerk to amend accordingly. Clerk

(3) **Byelaws:** Changes to the Byelaws are being looked into. The Government are looking at simplifying the process for Byelaw applications and the Clerk was asked to look into how this matter was progressing and clarification on wordings in the Byelaws. All agreed. Clerk

(4) **Ground Maintenance Contract:** The Clerk is waiting to hear back from the Cemetery Ground Maintenance contractor as to the work within the cemetery. Once a response has been received regarding this matter applications to tender for the main parish maintenance will be sent out.

(5) **Changing Rooms**: This matter is ongoing.

(6) **Flagpole**: Due to issues arising from the position of the current flag pole the council have agreed in principal to two potential sites, (i) Market Square (ii) The Coffee Tavern. The Clerk to contact the proposer with these recommendations and waiting a response with their preference. It is important to note that both these sites are subject to resident consultation. All costs for this proposal would need to be met by the proposers. All agreed. Clerk

(7) **Community Payback Project**: This matter is ongoing.

(8) **Parish Council Charges**: Recommended for further discussion at the General Purposes Working Group**.** All agreed. GP Working Group

(9) **Parish Trees**: The Central Beds Tree Officer reported that the trees situated in Wallace Drive, The Nurseries do not currently need to be trimmed; with the Parish Council

assessing them on a yearly basis. It was agreed that the Clerk obtain quotations for trees in School Lane, adjoining property boundaries, to be trimmed back to the boundary line. All agreed. Clerk to action. — Clerk

13. **REPORTS**

(1) **Recreation Ground Improvements:** Final drawings/quotations are complete, Cllr Hawkes and Cllr Conner agreed to look at the final designs and present their recommendations to the council at their next meeting. All agreed. — PC Meeting/Feb

(2) **Coffee Tavern:** The Fire Officer has sent in his final report; the building has been signed off and is reported as being low risk.

(3) **Cemetery:** It was recommended that the Clerk obtain quotes for work to replace dead hedging plants within the front cemetery hedge. All agreed. — Clerk

(4) **Allotments:** The Clerk is updating current allotment records.

(5) **Finance:** The Finance Working Group looked at the proposed council spend for 2011-2012.

14. **BUDGET 2011-2012**

The recommended budget was presented to the council and with slight amendments it was agreed to adopt the 2011-2012 Budget. This was proposed, seconded, all agreed. Carried unanimously.

15. **PARISH CLERK REPORT**

(1) The clerk informed the Parish Council that a payment request by Wheelscape Ltd for the money withheld at the end of the build in November 2009. The Parish Council asked the Clerk to obtain clarification that the contract taken out with Wheelscape Skateparks Ltd still stands before payment is released. Once clarification is obtained payment can be made. All agreed. — Clerk

(2) No Cold Calling Signs; the Parish Council recommended the placement of the signs for (i) Bower Lane – entering village, on verge near 30mph sign (ii) Station Road – on entering village, on verge near 30mps sign (iii) Wellhead – on verge, by telegraph pole at top of Manton Rd. All agreed. Clerk to action. — Clerk

16. **TO RESOLVE TO PAY DECEMBER 2010 ACCOUNTS**

It was unanimously agreed to pay the December 2010 accounts.

17. **NEXT AGENDA**

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN** *Tuesday 25th January 2011*. Items submitted after this date will ***not*** be included in the February 2011 agenda and will have to be carried forward to the Parish Council Meeting scheduled in March 2011. — All Councillors
- Items for inclusion of PC Meeting, February: *Football, council charges, Neighbourhood Watch*

The meeting closed at 9:30pm.

Next meeting/s to be held:

(1) Parish Council Meeting: Monday 7th February 2011, 7:30pm at The Coffee Tavern

(2) Parish Council Meeting: Monday 7th March 2011, 7:30pm at The Coffee Tavern