

EATON BRAY PARISH COUNCIL

Telephone/Fax: 01525 221464 Email: clerk@ebpc.co.uk Website: www.ebpc.co.uk

Minutes of the Annual Meeting of Eaton Bray Parish Council

Held on 11th May 2011 at The Coffee Tavern

PRESENT	Cllr B. Piggott (<i>Chairman</i>) Cllr J. Conner Cllr M. Heyland
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)
ALSO PRESENT	Cllr Marion Mustoe General Public x3 <u>Parish Councillor Applicants:</u> <i>Margret Hawkes, Rick Brand, Bob Coulter, Mike Simkins</i>

1. ELECTION OF CHAIRMAN

It was proposed, seconded that Councillor Piggott be elected as Chairman of Eaton Bray Parish Council. All agreed decision unanimous.

2. APPOINTMENT/CO-OPTION OF COUNCILLORS

There were five applicants who wished to be considered for co-option on the Parish Council. The Parish Councillors wished to consider the applicants and recommended to put the council into committee. This was agreed and those present were asked to leave the meeting. The Parish Council looked at the applicants wishing to be considered for co-option onto the council and agreed unanimously to their co-option. The Clerk then called for those attending the meeting to return. The applicants were informed of the decision of the council and the Parish Council wished to welcome the co-opted Parish Councillors to Eaton Bray Parish Council.

3. PARISH COUNCIL WORKING GROUPS/COMMITTEE

It was recommended to defer the decision of the Parish Council Working Groups/Committee until the June Parish Council. All agreed.

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4. APOLOGIES FOR ABSENCE

Cllr. Johns and Richard Windmill sent their apologies for absence.

5. SPECIFIC DECLARATION OF INTEREST

There were no declarations of interest.

6. PUBLIC OPEN FORUM

- (1) Five Bells Hedge: The Parish Council was informed that the hedge at the Five Bells is encroaching onto the public footpath. The Clerk was asked to write to Central Beds Council (CBC) and the owner of the land to action accordingly. All agreed. Clerk
- (2) Grass Verge, Honeywick: The Parish Council were informed that the grass verge at the Honeywick junction is very long and is blocking road users' views. Clerk to contact CBC and ask them to action accordingly. All agreed. Clerk

7. CHAIRMAN'S COMMENTS AND CORRESPONDENCE

- (1) Memorial Application from Dignity Funerals – The LATE Peter Maunders, Plot 1AA; All agreed. Clerk to action. Clerk
- (2) Email from resident regarding grass cutting within the parish; read to all councillors who recommended the height of the cut at the three triangles be continued throughout the

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- parish. All agreed. Clerk to contact the Ground Maintenance Contractor and inform them of the council's recommendations.
- (3) Email from resident regarding some parish issues; read to all councillors who recommended that the Clerk write to CBC regarding the issue of litter around the parish. All agreed. Clerk
- (4) Email from Central Beds Council – Let's Talk Together Meeting Dates; placed in read file.
- (5) Email from Ground Maintenance Contractor; Grass cutting as per item 7, sub-section (2). In addition Councillors agreed to monitor the work of the new Grounds Maintenance Contractor and report back to the Clerk any issues. All agreed. All Councillors
- (6) Letter from Bedfordshire Police – Safer Neighbourhood Team – summer events; read to all councillors. All agreed. Clerk
- (7) Letter from Lloyds Bank – cheque account/change required; the Clerk informed the Council that to be able to continue using cheques for payment the council need to move their current account into a cheque account where cheques are still able to be issued for payment. All agreed. Clerk to action. Clerk
- (8) Quotation for cemetery work; clear back overgrowth from public footpath, remove tree stump, erect fencing - £230. All agreed. Clerk
- (9) Quotation for citing of rubbish bins; three litter bins, 2 x school lane/1x Knights Close - £180. All agreed. Clerk
- (10) Quotation for The Pound; remove unwanted trees, cut back shrubs and sucker to ground level - £325 (+VAT). All agreed. Clerk
- (11) Event Invite from Central Beds 3rd Sector Assembly. 24th May 2011, The Rufus Centre; placed in read file.

8. POLICE REPRESENTATIVES

There was no representative in attendance.

9. CENTRAL BEDFORDSHIRE REPRESENTATIVE/S

Ward Cllr. Marion Mustoe attended the meeting.

Councillor James Jamieson has been elected as Leader of Central Bedfordshire Council's Conservative Group. Councillor Jamieson represents Westoning, Flitton and Greenfield and has lived in Bedfordshire for 25 years. He became a Central Bedfordshire Councillor when the new Unitary Authority was created in 2009. He has been Chairman of the Council's Overview and Scrutiny Committee (for Customer and Shared Services) for the past two years. He has enjoyed a successful career in business. He worked for several national and multinational companies including Unilever, Whitbread, UBS and Hambros before establishing his own management consultancy firm in 2005. He and his wife Philippa have two children and are actively involved in the local community.

10. SIGNING OF THE MINUTES OF:

(1) THE PARISH MEETING, 4th April 2011

An amendment was made to Page 1392, Item 13[5] Lines 5&7; 'devise' to be replaced with 'device'. It was then agreed unanimously to accept the minutes of the Parish Council Meeting held on the 4th April 2011; the Chairman signed the minutes.

(2) THE GENERAL PURPOSES WORKING GROUP, 7th April 2011

It was agreed unanimously, by attendees at the General Purposes Working Group, to accept the minutes of the General Purposes Working Group Meeting held on the 7th April 2011; the Chairman signed the minutes.

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

(1) Eaton Bray Parish Council

- There were no matters arising.

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(2) **General Purposes Working Group**

- There were no matters arising.

12. **PLANNING COMMITTEE REPORT**

Planning Applications, March 2011

Application	Address/Development	Decision	Comments
CB/11/01430	The Paddocks, Springfield Rd, Eaton Bray/ Change of use from builders yard to all weather riding arena/construction of stables	Recommended Refusal	(1) over development (2) conflict with old people's home (3) additional pressure on current road system (dual carriageway) <u>Additional comment:</u> Should planning be given – it should be for personal use only.
CB/11/01368	82 The Rye, Eaton Bray/ Erection of side conservatory	No Objections	
CB/11/01254	39 Church Lane, Eaton Bray/ Erection of single storey rear & front extension. Extension to roof to create 2 nd floor with front/rear facing dormers.	No Objections	
CB/11/01462	Land at Allotments, Bower Lane, Eaton Bray/change of use of allotment land into two all-weather training pitches	Due to application being made by EBPC, the council are unable to comment. However any residents who wish to comment on this application must write direct to: Central Beds Council Planning, Priory House, Monks Walk, Chicksands, Shefford, Beds, SG17 5TQ Email planning@centralbedfordshire.gov.uk	

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

Clerk

13. **BUSINESS MATTERS**

- (1) **Cricket Club Lease:** To be deferred to June Parish Council Meeting.
- (2) **Byelaws:** To be deferred to June Parish Council Meeting.
- (3) **Changing Rooms:** The three quotations from Building Surveyors have been received and the agreed surveyor requested to carry out the report. All agreed.
- (4) **Quotations for work:** (i) Cemetery; as discussed under Item 7[8] (ii) Rubbish Bins; as discussed under Item 7[9] (iii) The Pound; as discussed under item 7[10] (iv) Car Park Barrier; the council were presented quotations and agreed on PGM Signs, replacement barrier/chain link fence - £720 (+VAT). All agreed.
- (5) **Village Carnival Stall:** To be deferred to June Parish Council Meeting.

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14. **REPORTS**

- (1) **Recreation Ground Improvements:** There were no items to report.
- (2) **Coffee Tavern:** There were no items to report.
- (3) **Cemetery:** There were no items to report.
- (4) **Allotments:** A request was made from Alan Garofall that he be the Allotment Representative for the parish allotments, reporting in to the Parish Council on behalf of allotment holders. Agreed in principle. For further discussion at June Parish Council Meeting. All agreed.
- (5) **Finance:** As referred to under item 16

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15. **PARISH COUNCIL INSURANCE RENEWAL 2011/2012**

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

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16. DRAFT ACCOUNTS FOR YEAR TO 31ST MARCH 2011

- (1) The clerk distributed the accounts for the Annual Return. It was unanimously agreed to approve the accounts for the year to 31st March 2011 and the Chairman signed on behalf of the Parish Council.
- (2) The Clerk asked the Parish Council if they were satisfied that the existing internal audit arrangements were satisfactory, met all the statutory requirements and with the effectiveness of the report. Agreed, carried unanimously.

17. PARISH CLERK REPORT

- (1) Due to the sighting of Japanese Knotweed in the River Ouzel the Clerk confirmed she is in the process of contacting the relevant parties to deal with this problem.
- (2) A small allotment gate has been stolen/removed from The Meads Allotments, it was agreed to obtain a quotation for a replacement. In addition the clerk was asked to enquire if a report of this theft has been reported to the police. All agreed.
- (3) The Clerk mentioned a number of overhanging branches at The Meads Bus Stop. It was suggested the clerk ask the Handyman to cut back these branch. All agreed.
- (4) The Clerk wished to send a message of thanks to retiring Parish Councillor Dave Pearson. This long standing Councillors has done so much for the community in which he lives and has such wonderful knowledge of this village. His presence on the Parish Council will be greatly missed.

Clerk

Clerk

Clerk

18. TO RESOLVE TO PAY APRIL 2011 ACCOUNTS

It was unanimously agreed to pay the April 2011 accounts.

MONTHLY PAYMENTS: MARCH 2011	
Ground Maintenance	£1,011.50
Cemetery Maintenance	60.00
Internal Audit	£100.00
Contractual work: damaged bridge/Holmans Field	£175.00
Agricultural drainage rates: River Ouzel	£3.47
Membership fees: GAPP	£60.00
Parish Insurance Renewal, 2011	£2,320.28
Non Domestic Rate Bill: Changing Rooms (Sports & Social Club)	1,450.55
Salaries (Clerk & Handyman)	£892.38
HM Revenue & Customs (PAYE/NIC)	£105.64
TOTAL Monthly Outgoings	£6,178.82

19. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN Tuesday 21st June 2011**. Items submitted after this date will **not** be included in the June 2011 agenda and will have to be deferred to the Parish Council Meeting scheduled in July 2011.
- Items for inclusion of PC Meeting, June: *Five Bells development*

All Councillors

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The meeting closed at 8:45pm.

Next meeting/s to be held:

- (1) Parish Council Meeting: Monday 6th June 2011, 7:30pm at The Coffee Tavern
- (2) Parish Council Meeting: Monday 4th July 2011, 7:30pm at The Coffee Tavern