

# EATON BRAY PARISH COUNCIL

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

## Minutes of Meeting of Eaton Bray Parish Council

Held on 3 September 2012 at The Coffee Tavern

<b>PRESENT</b>	Cllr. G. Johns ( <i>Chairman</i> ) Cllr. J. Conner Cllr. B. Coulter Cllr. L. Doughty Cllr. B. Piggott	Cllr. M. Simkins Cllr. M. Tomkins Cllr. C. Willis Cllr. R. Windmill
<b>IN ATTENDANCE</b>	Heidi Head ( <i>Parish Clerk</i> )	
<b>ALSO PRESENT</b>	General Public x5 Councillor Marion Mustoe	

### 1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 2. SPECIFIC DECLARATION OF INTEREST

There were no declarations of interest from members of the Parish Council.

### 3. PUBLIC OPEN FORUM

- Concerns were raised with the Parish Council about the continual speeding of traffic down School Lane, even though 20mph speed restrictions are now in place. The council confirmed that they are aware of this problem and other speeding matters within the parish and have now set up a Highways/Traffic Working Group which specifically looks into these issues. The council are in communication with the local police with setting up speed gun check in specific areas and will be monitoring the outcome from these checks. It was recommended that the Parish Council contact the school/police regarding these issues, keeping them up to date with this situation. All agreed.
- Concerns were raised with the upkeep of public footpaths within the parish. The Parish Council confirmed that public footpaths are the responsibility of Central Bedfordshire Council and will forward the concerns on.

Cllr. Simkins/Clerk

### 4. CENTRAL BEDFORDSHIRE REPRESENTATIVE

Cllr. Mustoe addressed the Parish Council.

- The Parish Council were informed of changes being made to the welfare/benefits system in Central Bedfordshire. The Government is carrying out a major welfare reform programme. Some changes are already affecting claimants, and more changes are happening from April 2013 which will affect many housing benefit and council tax benefit claimants in Central Bedfordshire.

*Full details can be found on Central Bedfordshire Council's Website;*

*<http://www.centralbedfordshire.gov.uk/money-and-benefits/check-eligibility-for-benefits/welfarereform.aspx>*

- Cllr Mustoe reminded councillors to inform her of any requests by the Parish Council for planning applications that they believe should be put to the Planning Committee.

### 5. SIGNING OF THE MINUTES OF:

#### (1) EATON BRAY PARISH COUNCIL, 2 July 2012

It was agreed unanimously to accept the minutes of the meeting of Eaton Bray Parish Council, held on 2 July 2012; the Chairman signed the minutes.

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## (2) GENERAL PURPOSES WORKING GROUP

There was no meeting of the General Purposes Working Group.

## 6. MATTERS ARISING FROM PARISH COUNCIL MINUTES (for information)

- Eaton Bray Parish Council
  - Allotment fencing, School Lane: the Clerk is in the process of obtaining quotations for this work.
  - Additional Christmas lights: Cllr Simkins confirmed he has purchased a set of lights to test for quality and suitability.
  - Additional Coffee Tavern Keys: The clerk confirmed she is in the process of organising additional keys for the Chairman of each Committee/Working Group to allow access to the small council meeting room.
  - Coffee Tavern car park: Clerk confirmed she will chase contractor regarding the tidying up to the Coffee Tavern car park area.
- General Purposes Working Group: There were no matters arising.

## 7. PLANNING COMMITTEE REPORT

Planning Applications, July/August 2012

Application	Address / Development	Decision	Comments
CB/12/01063	Eaton Bray Lower School, School Lane / erection of single storey temporary classroom	No Objections	*See below (1)
CB/12/02133	Little Comp, School Lane / demolition of existing workshop & erection of new dwelling	No Objections	n/a
CB/12/02791	Little Isto, Tring Road / new boundary fence with native screen hedge planting	No Objections	n/a
CB/12/02039	1 Honeywick Lane / erection of steel framed building to be used for vehicle repairs, MOT, store	No Objections	Please consider these concerns when considering this application: (1) Road access (2) Increase in traffic in difficult section of road – especially if the business expands.
CB/11/04496	Appeal APP/P0240/A/12/2179467 Land to rear of White Horse PH, Park Lane / development with 4 houses	Recommended Refusal	*as previous comments (PC Meeting 14/05/12) + see below (2)
CB/12/02947	Land to rear of White Horse PH / development with 4 houses	Recommended Refusal	(1) Within a flood area (2) Over-development of site (3) Overdevelopment in a conservation area (4) Poor access (5) Loss of car parking spaces *see below (3)
CB/12/02949	Land to rear of White Horse PH / development with 4 houses	Recommended Refusal	Comments as per previous application: CB/12/02949

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## \* Parish Council comments

(1) Parish Council wished to ensure that by losing the current seating/covered area used by the school children with a temporary classroom that the school will ensure that another suitable area is created for this function.

(2) The Parish Council wished to draw attention to the car parking assessment survey undertaken in November 2011 by the previous landlord. Since the new landlord has taken over this establishment, the number of users to the public house has increased with organised events, all-day opening on Friday, Saturday and Sunday.

(3) The loss of car parking space will reduce potential customers from visiting the White Horse, the only remaining public House in this parish. In addition those that do visit, with reduced customer parking, will lead to indiscriminate parking in and around this area.

- It was recommended the Clerk request all Planning Applications for the development of land to the rear of the White Horse PH to Central Beds Council, Planning Committee. All agreed. Clerk
- All planning application recommendations by the Parish Council are to be reported to the relevant authority. All agreed. Clerk

## 8. BUSINESS MATTERS

(1) Councillors Patch of Parish: The Clerk has received a few Annual Monitoring forms from councillors and reminded those not yet returned to be with the Clerk NO LATER than 21 September next. All agreed. All Councillors

(2) Risk Assessment: The Risk Assessment was presented to the Parish Council and recommended for adoption by Eaton Bray Parish Council. It was agreed unanimously to accept the Risk Assessment for 2012. The Chairman signed the final document.

(3) Financial Regulations: The Financial Regulations were presented to the Parish Council and recommended for adoption by Eaton Bray Parish Council. It was agreed unanimously to accept the Financial Regulations for 2012. The Chairman signed the final document.

(4) Cricket Club Lease: The Parish Council read the response from the Cricket Club regarding the rent increase and confirmed again that they were be not cost involved in calculating the inflation rate which is readily available to the public on the internet. The Parish council therefore again proposed that the Lease now been signed off. All agreed. Clerk

(5) Byelaws: The Parish Clerk has again chased the Dept. of Communities & Local Government Byelaws Section. It was proposed that Cllr Johns contact Andrew Selous MP regarding the delay in the processing of this application. All agreed. Cllr Johns/Clerk

(6) Dog Bin: The Clerk informed the council of a dog bin being held in the council store and requested it be fitted. The original agreed place for this bin was at the Church Lane public footpath entrance. All agreed for bin to be located just inside the gate. Clerk to organise. Clerk

(7) CBC/Grass Cutting: There is a consultation being carried out regarding the responsibilities of councils for grass cutting. It was proposed to keep this item for discussion when the council have more understanding of the options/proposals. All agreed.

It was suggested the Clerk forward a copy of the plan the Parish Council currently hold with regards to grass cutting responsibilities to Central Beds Council for this information. All agreed. Clerk

(8) Village improvements - sign: Quotations were presented to the Parish Council for the post/fixings for the village sign. It was proposed to accept the quote £810 (+vat). All agreed. Clerk to organise initial 50% payment to be made when placing order. All agreed. Clerk

(9) Five Bells: Discussed under Item 11 (1) (iii), page 1454.

(10) School Lane Car Park/The Rye:

- Speeding – item discussed on page 1465, item 3, point 1.
- Bins – the Central Beds Council recycling bins have now been chained together, Clerk was advised to contact resident regarding damage to car advising them to contact CBC direct. All agreed.
- Barrier – the Parish Council agreed to look into recommendations regarding entry to Clerk

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the car park and will monitor the situation. The Parish Council recommends the Clerk write to PCSO K. Horgan, who has been dealing with issues within the parish and helping to resolve many of these, to thank her for all her hard work and ongoing help. All agreed.

Clerk

- Car park trees – it was proposed the Clerk obtain a cost for this work to then discuss further at the council's budget review. All agreed.
- Skate & ride – the clerk is having difficulty sourcing strong enough cleaning fluid for the graffiti on skatepark. She is in the process of contacting town councils for their recommendations. The council are looking into the options available with regards to the grass banking at the skatepark.
- The Rye bollards – bollards have been erected at the edge of the car park to try and stop horse/carts from entering onto the green. Agreed.

Clerk

- (11) Car parking - triangle/market square: cars and still parking on this area. The clerk is obtaining quote for signs to be erected and the parish council will continue to monitor this problem keeping the police aware of these issues. Residents are reminded that cars are not allowed to be parked on this area at any time. Cllr. Tomkins proposed that the council look into the possibility of placing temporary notices up at three corners/market square for awareness campaigns. The council advised Cllr. Tomkins to look into this further and come back to them with proposals. All agreed.

Clerk

Cllr Tomkins

- (12) Parish WG/EBAT: The group is expanding with residents offering their help to the council when needed. The Parish Council would like to ask all residents if they would like to help with any voluntary work needed in the parish then to please contact the Clerk with their details. A group of helpers were involved in the tidying up of one of the village's bus stops and helped with the preparation of the ground at School Land playground for the installation of the new play equipment. The council are awaiting the delivery of the safety matting for this area. It was proposed that the council write to the helpers to thank them for giving up some of their time for their village. All agreed. Cllr. Coulter to forward details to Clerk to action.

Cllr Coulter/Clerk

## 9. GENERAL REPORTS

### (1) Chairman's Correspondence

GPWG

- (i) Letter from Central Beds Council on their Highway Maintenance 4-year plan 2013-17; forward to General Purposes Working Group (GPWG). All agreed.
- (ii) Email from contractor regarding School Lane car park trees/shrubbery; item discussed on page 1458, item 10, point 4.
- (iii) Email from Linda D on her school governorship; read to all councillors.
- (iv) Email from resident regarding Damson trees to rear of tennis court; comments noted will look into matter raised.
- (v) Enquiry regarding setting up of EB football club; clerk to write informing of the dangerous nature of the current club building and therefore cannot be used.
- (vi) Letter from resident regarding overgrown ivy/The Comp; Clerk to write to resident. All agreed.
- (vii) Email from resident/Police regarding damage to car, recycling bins; item discussed on page 1458, item 10, point 2.
- (viii) Email from CBC regarding public rights of way/structures; clerk to write to council asking for suggestions in how the parish council can help. All agreed.
- (ix) Email from St Mary's PCC regarding the front gate/latch; recommended Cllr. Simkins look into this and report back. All agreed.
- (x) Letter from The White Horse PH regarding style of signs; the Parish Council suggests two A-frame type board are acceptable, however feel banners are not appropriate and therefore not used.
- (xi) Letter from Beds Police on the Luton Airport Terrorism Strategy; read to councillors.
- (xii) Event on Friday 14 September 2012 about managing a common; placed in read file.

Clerk

Clerk

Cllr Simkins/Clerk

Clerk

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## (2) Parish Clerk

(i) Quotation for work – hedging in Mill End Close. The council agreed to the quotation for £480 (+vat). Clerk to contact contractor, obtaining a date when this work will commence. All agreed.

Clerk

(ii) It was proposed the Clerk action the road closure for this year's Remembrance Day service being held at St.Mary's Church, Eaton Bray. All agreed.

Clerk

## (3) Recreation Ground Improvement

Quotation for work – safety matting for play area in School Lane playground. The council agreed to the quotation for £555.50 (+vat). Clerk to contact supplier, it was agreed Cllr. Coulter be contact for delivery. All agreed.

Cllr Coulter/Clerk

## (4) Coffee Tavern/Cottage

Item for discussion at Parish Council Meeting, 1 October 2012.

## (5) Cemetery

The Clerk informed the council of an application for a stone to be placed on a grave at the cemetery. All agreed.

Clerk

## (6) Finance

Item for discussion at Parish Council Meeting, 1 October 2012.

## (7) Traffic/Highways

No further items for discussion.

## 10. ACCOUNTS: TO RESOLVE TO PAY JULY/AUGUST 2012; all agreed.

MONTHLY PAYMENTS: JULY 2012	
Ground Maintenance	£1,242.00
Repair to damaged bridge; Holmans Field	£175.00
Salaries (Clerk & Handyman)	£971.19
HM Revenue & Customs (PAYE/NIC)	£167.51
<b>TOTAL Monthly Outgoings</b>	<b>£2,555.70</b>

MONTHLY PAYMENTS: AUGUST 2012	
Ground Maintenance	£1,920.90
Re-imbursement: play equipment preparation/installation	£187.74
Water rates: The Meads Allotments	£52.72
Water rates: Recreation Ground, Totternhoe Road	£87.00
50% payment: metal bracket/post for village sign	£486.00
Salaries (Clerk & Handyman)	833.16
HM Revenue & Customs (PAYE/NIC)	83.57
<b>TOTAL Monthly Outgoings</b>	<b>£3,651.09</b>

## 11. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN Wednesday 19 September 2012**. Items submitted after this date will **not** be included in the October agenda and will have to be deferred to the Parish Council Meeting scheduled in November 2012.

All Councillors

The meeting closed at 10:00pm.

Next meeting/s to be held:

- Parish Council Meeting: Monday 1<sup>st</sup> October 2012, 7:30pm at The Coffee Tavern
- Parish Council Meeting: Monday 5<sup>th</sup> November 2012; 7:30pm at The Coffee Tavern