

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 2 September 2013 at The Coffee Tavern

PRESENT	Cllr. G. Johns (<i>Chairman</i>)	Cllr. M. Simkins
	Cllr. J. Conner	Cllr. L. Tribbick
	Cllr. B. Coulter	Cllr. G. Wigley
	Cllr. B. Piggott	Cllr. R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	General Public x18; Cllr. Marion Mustoe	

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Doherty.

2. SPECIFIC DECLARATION OF INTEREST

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

3. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council (PC)

- (1) **The Rye Ground:** concerns over the state of the Rye Ground once the pavilion is demolished.
- (2) **Dyers Road:** concerns over the flooding that occurs regularly in this area; *this is a water board responsibility and residents are advised to contact the water board direct (Bedford Group of Drainage Boards/Ouzel) with their concerns.*
- (3) **Affordable Housing:** concerns about the proposals; *residents reminded that the land put forward are recommendations from Ground Union Housing and not Parish Council. These proposals are based on the results of surveys distributed by the Housing Group last year. Residents claimed they had not received such questionnaires. Clerk to contact Grand Union regarding their distribution list.*

Clerk

4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL MEETING, 03/06/2013

Amendments was made to Page 1506, Item 6 (2) (2.2) 'the police nation computer' to be replaced with 'the police national computer'; Page 1508, Item 10 (3) 'the cottage and not' to be replaced with 'the cottage are not; Page 1508, Item 10 (4) 'the council look at' to be replaced with 'the council should look at'.

It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 1 July 2013; the Chairman signed the minutes.

5. MATTERS ARISING FROM EATON BRAY PARISH COUNCIL MINUTES (for information)

- (1) Yellow Lines – 01/07/13 – matter ongoing. Cllr. Mustoe is looking into this matter.
- (2) Problem Hedging – 01/07/13 – hedge adjacent to EB Academy is school/CBC responsibility and not parish council. Councillors to check their areas of responsibility in the parish and report back to the Clerk with their findings. Residents are asked to contact CBC direct with any issues relation to private householders hedging. Clerk to copy in Cllr. Mustoe on communications between EBPC/CBC regarding Medley Close tree. High Street hedges, Cllr. Coulter to speak to residents direct and report back to clerk.
- (3) Allotment Fence/Holmans Field – 01/07/13 -: Members of EBPC have visited the site to assess the fence; findings show not significant damage.
- (4) Litter Bin: One of the donated bins has been fitted at the entrance to Knights Close. EBPC to decide on position of the additional bin.
- (5) Annual Monitoring Form – 01/07/13 – Forms to be completed and returned to Clerk asap.

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6. REPRESENTATIVES

- (1) Central Beds Council (CBC): www.centralbedfordshire.gov.uk

Cllr. Mustoe addressed the council.

(1.1) **Wellhead/Springbank**: Cllr. Mustoe confirmed she will chase CBC on this matter.

- (2) Bedfordshire Police: There were no representatives of Bedfordshire Police in attendance. Clerk to request Crime Report for August. Agreed.

Clerk

7. EB LIONS/FOOTBALL CLUB

The Working Group met to put together notice for Focus/Website/Knights Close notice board and recommended an amendment to the wording within the notice. Agreed. Clerk to action. Public Meeting to take place on Monday 21st October 2013. Deadline for consultation comments by 25th October 2013.

Clerk

8. PLANNING COMMITTEE REPORT

Planning Applications, July August 2013

- (1) CB/13/02204; 1/7/13 - Decision, No objection. Comment, the property is situated in a conservation area and that other properties in Church Lane have had applications for loft conversions rejected in the past.
- (2) CB/TPO/13/000195 – Decision, No objection.

9. BUSINESS MATTERS

- (1) Village Security/CCTV: Invited representatives of ACE Fire & Security addressed the Parish Council regarding the use of CCTV cameras within the parish. Members of the public were also invited to ask questions/comment. The council believe this system may not be affordable/practical. It was felt the council should look into this further, at other systems available and to contact the police regarding their opinions of CCTV in this area and benefits of its use. Agreed.
- (2) Affordable Housing: Notices have been placed in Focus, Village Website, and council notice board. Consultation closes at end October 2013.
- (3) Pavilion/Sports & Social Club: Survey carried out. From inspections there appear to be no evidence of current bats/roosts. Recommended that when council go to contractors to tender for demolishing the building they are informed that care needs to be taken. It was proposed that the council carry out an asbestos survey on the building, agreed to authorise costs = £1000. Clerk/Cllr. Wigley to action.
- (4) Community Asset: Local Pub: The council discussed the option of registering the public house in the parish as a community asset. To aid in further discussion it was proposed the Clerk re-circulate the documentation to all councillors for further discussion. Agreed.
- (5) Mill End Close; overgrown trees/hedging: Due to trees causing a nuisance to a resident who resides alongside the landscape buffer, it was proposed the Clerk obtain quote for the trees to be trimmed back to boundary line. Agreed.
- (6) Three Corners Sponsorship: The council were approached by a local business offering to paying the council a small fee to sponsor the green. Due to land status the council declined. Clerk to report back. Agreed.
- (7) CBC Village Signpost project: Referred to the General Purposes Working Group. Agreed.
- (8) Ground Maintenance Contract: Clerk informed the council that the three-year contract is up for renewal. It was proposed that the contract be reviewed with Cllr. Conner going round the areas to obtain more clarification on the work involved. All agreed.

Clerk/Cllr. Wigley

Clerk

Clerk

Clerk

GPWG

Cllr. Conner

10. REPORTS

- (1) Chairman's Correspondence

(1.1) Community Emergency Response Teams; to be placed in Focus, website and

Clerk/Cllr. Simkins

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community notice board. Agreed.		
(1.2)	Bedfordshire Police & Crime Panel; read to Councillors.	
(1.3)	Local Flood Risk Management Strategy; Referred to the General Purposes Working Group. Agreed.	GPWG
(1.4)	No cold calling zones; to be placed in Focus, website, notice board.	Clerk
(1.5)	Draft Equality Strategy; read to Councillors.	
(1.6)	Field maple trees – rear of property in Mill End Close; proposed Cllr. Simkins visit the site to assess trees and report back to council with findings. Agreed.	Cllr. Simkins
(1.7)	St Mary's Village Carnival Committee – thanking council for support; read to Councillors.	
(1.8)	Road closure concerns – carnival 6 July 2013; read to council. The Parish Council advertised the road closure notices but take the point raised regarding bus route problems. It was recommended Clerk contact Carnival Committee to ensure closures are adequately notified within their literature, i.e. bus diversion route; due to issues raised by residents. Agreed.	Clerk
(1.9)	Victim Support – donation; proposed £50 donation. Agreed.	Clerk
(1.10)	Chiltern Society – Volunteer conservation work; Cllr. Coulter to meet the team and look round village for suitable areas of work. Agreed.	Cllr. Coulter
(1.11)	White Horse Public House; noise problems. Read to Councillors. The council wished to remind residents to contact CBC direct (Environmental Department) to report issues with nuisance/noise.	
(2)	<u>Parish Clerk</u>	
(2.1)	The Clerk handed out the read file for circulation.	
(2.2)	Annual Monitoring Forms; the Clerk asked those Councillors who have not completed/returned their forms to do so asap.	All Councillors
(2.3)	Syringes and needles; the Clerk has received reports of increased problems with used syringes/needles being found in The Rye Ground and St. Mary's Church (behind boiler house). The Clerk has copied in these incidents to the local police to look into further.	
(2.4)	The Poppy Wreaths have been delivered for placing at Edlesborough and Eaton Bray War Memorials. A proposed donation to The Royal British Legion of £100 was agreed. Clerk to action.	Clerk
(2.5)	Damage has occurred to the perimeter fencing in School Lane Rec Ground; the Clerk requested she obtain a quote for the works and organise for its repair due to it being adjacent to a resident's property, leaving their home exposed. All agreed.	Clerk
(3)	<u>Coffee Tavern/Cottage:</u> New tenants in cottage.	
(4)	<u>Cemetery:</u> Work to the new fence and damaged memorial stones due to be carried out September. Items have been left in the far right corner (Section 2) of the cemetery. Clerk to make enquiries regarding this. Agreed.	Clerk
(5)	<u>Finance:</u> New Bank Mandate; due to council requirements for cheque signatories, the Clerk is in the process of updating the council's signature lists for the council's account held at Bank of Ireland. It was proposed the council agree to the signing of the new Bank Mandate. All councillors to complete form where applicable. All agreed.	Clerk/Councillors
(6)	<u>Working Groups:</u>	
	E.B.A.T. – two new members have joined the team. Currently working on the painting/staining of the village seats, going round the parish making improvements.	

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11. ACCOUNTS: TO RESOLVE TO PAY JULY/AUGUST 2013; Presented to council - all agreed.

MONTHLY PAYMENTS: JULY 2013	
Ground Maintenance	£3,419.82
Barrier/bin replacement brackets	£384.00
Protected species survey; Pavilion/Social Club	£500.00
Eaton Bray Audit; y/3 31 March 2013	£360.00
War Memorial; maintenance/flower beds	£70.00
Replacement bin; three corners bus stop	£192.94
Utilities; British Gas	£120.12
PWLB	£3,578.27
Salaries (Clerk & Handyman)	£1,086.75
HM Revenue & Customs (PAYE/NIC)	£136.02
TOTAL Monthly Outgoings	£9,847.92

MONTHLY PAYMENTS: AUGUST 2013	
Ground Maintenance	£1,163.10
Fence repair, seat repair	£330.00
Utilities; Affinity Water	£122.44
Re-imbursement of costs; general village maintenance	£98.91
Salaries (Clerk & Handyman)	£947.97
HM Revenue & Customs (PAYE/NIC)	£69.26
TOTAL Monthly Outgoings	£2,731.68

12. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN** Thursday 26th September 2013. All Councillors please note that 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 2013.

All Councillors

The meeting closed at 9:50pm.

Next meeting to be held:

Parish Council Meeting: Monday 7th October 2013: 7:30pm at The Coffee Tavern