

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 4 November 2013 at The Coffee Tavern

PRESENT	Cllr. G. Johns (<i>Chairman</i>) Cllr. J. Conner Cllr. B. Coulter Cllr. L. Doherty Cllr. B. Piggott	Cllr. M. Simkins Cllr. L. Tribbick Cllr. G. Wigley Cllr. R. Windmill
IN ATTENDANCE	Heidi Head (<i>Parish Clerk</i>)	
ALSO PRESENT	General Public x12	

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. SPECIFIC DECLARATION OF INTEREST

Cllr. Piggott declared an interest in Agenda Item 9 (6).

3. PUBLIC OPEN FORUM

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

Junction – Bower Lane/Harling Road: concerns raised with regards to the speed limit sign, currently before the junction with Dunstable Road, believing it needs to be relocated after this junction towards the first bend in Harling Road (just past farm); the Parish Council are in favour of this and have previously looked into this matter, it was proposed the council look into this matter further and contact CBC/Highways for further details. Agreed.

Clerk/Cllr.Simkins

4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL MEETING, 07/10/13

Amendments were made to the following: page 1514, Item 6(1)(1.3) 'following' replaced with 'follow'; page 1514, Item 9(10) 'numbers' replaced with 'numerous'; page 1515, Item 9(13)(13.2) 'but' replaced with 'which'; page 1515, Item 10(2)(2.4) 'dogs to run free' replaced with 'dogs run free' and (2.4) 'tying the' replaced with 'tying to the' and (2.4) 'walking dirty shoes' replaced with 'walking in dirty shoes'; page 1513, Item 10(2)(2.10) 'bin been situated' replaced with 'bin be situated' and (2.10) 'repainted' replaced with 'repaint' and (2.10) 'and the replace' replaced with 'and then replace'. It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 7th October 2013; the Chairman signed the minutes.

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

- (1) Bedfordshire Police – 07/10/13 – Clerk has requested current Crime stats.
- (2) Litter Bin – 07/10/13 – Clerk to organise removal/replacement of bins.

6. REPRESENTATIVES

- (1) Central Beds Council (CBC):

www.centralbedfordshire.gov.uk

There was no representative
In attendance. CBC Briefing Note
forwarded to Clerk/Councillors
for information.

Central Bedfordshire Council	
Opening hours to the public over the festive period.	
Monday, 23 December 2013	Normal working hours
Tuesday, 24 December 2013	Closure at 4.30pm
Wednesday, 25 December 2013	Offices closed – public holiday
Thursday, 26 December 2013	Offices closed – public holiday
Friday, 27 December 2013	Normal working hours
Monday, 30 December 2013	Normal working hours
Tuesday, 31 December 2013	Normal working hours
Wednesday, 1 January 2014	Offices closed – public holiday
Thursday, 2 January 2014	Normal working hours

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

7. EB LIONS/FOOTBALL CLUB

The Public Consultation has now closed and preliminary figures were handed out to all Councillors. It was proposed that a Special Working Group be organised, for all Councillors, to look at the information in more detail with a review in December. All Agreed.

Attached
Clerk/Councillors

8. PLANNING COMMITTEE REPORT

Planning Applications, October 2013

Application	Planning Location/application	Proposed Development
CB/13/03222	<ul style="list-style-type: none"> - Land in Harling Road, LU6 1QY - Change of use to car sales & storage area, to include 2 sales offices (retrospective) 	Recommended Refusal* (1) Green belt (2) Agricultural land (3) Traffic impact (4) Inappropriate development (5) Impact on visual environment (6) Area of outstanding natural beauty
CB/13/03559	<ul style="list-style-type: none"> - 14 Church Lane, LU6 2DJ - First floor side & rear extension & carport (re-submission) 	Raise Matter of concern: (1) Conservation area (2) Not in keeping with area (3) Scale of development (4) Parking issues
CB/13/03445	<ul style="list-style-type: none"> - 2 Totternhoe Road, LU6 2BD - Demolition of existing garage & replacement of single storey extension. Erection of 1½ side storey extension. Relocation & enlargement of windows, new canopy over main entrance/new front bay window & addition to cladding to first floor. 	No objection
CB/13/03469	<ul style="list-style-type: none"> - Wavertree, Tring Rd, LU6 2JX - Conversion of existing barn/stables to a 2-bed residential dwelling house with new boundary fence 	No objection
CB/TPO/13/00360	<ul style="list-style-type: none"> - 9 Yew Tree Close, LU6 2ED - Works to trees subject to a TPO 	No objection

*CB/13/03222 – the Parish Council request that CBC take rapid enforcement action if the land owner does not vacate the land within the permitted time.

(Note: should officer be mindful to approve planning, then council request matter to go to committee. Agreed.)

9. BUSINESS MATTERS

- (1) CBC Budgeting/Council Tax Support: The Council to await the outcome from further CBC/NALC discussions. All agreed.
- (2) Pavilion/Social Club: A copy of the Asbestos Survey was forwarded to all Councillors. It was proposed that the survey be referred to within the request to Tender for the demolition of the club house. Cllr. Wigley/Windmill/Clerk to put together final tender. All agreed.
- (3) Community Asset: Local Pub: It was agreed that the Parish Council action this matter further and was proposed Cllr. Windmill should look into the details of this application and

Clerk/Cllr.Wigley/
Cllr.Windmill

Cllr.Windmill

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to action accordingly. All agreed.	
(4) <u>Ground Maintenance Contract</u> : A copy of the proposed changes to the current Ground Maintenance Contract was forwarded to all Councillors. Cllr. Conner recommended some amendments to the wording of the contract, all agreed. Cllr. Conner to forward final detail to Clerk who will then send out the Invitation to Tender. All agreed.	Cllr.Conner/Clerk
(5) <u>Cricket Club Lease</u> : Awaiting response from Cricket Club's Solicitors.	
(6) <u>Allotment Agreement</u> : Clerk awaiting feedback/response from council's advisors.	
(7) <u>Eaton Bray Academy; play equipment</u> : The council was asked if it would contribute towards the cost of repair for school play equipment originally donated to the school by the Parish Council. The council agreed in principle to commit to funding £1,000 towards cost of repair, however would need to look at available finances at year end (February 2014). The council requested that it would be a nice gesture by the school to erect a plaque in the area of the school play equipment stating "supported by Eaton Bray Parish Council". All agreed.	Clerk/PC-Feb'14
(8) <u>Christmas Brass Band</u> : It was proposed that the Parish Council once again organise for the Brass Band to visit the parish for an evening of Christmas music. The band playing on Friday 20th December 2013 at a cost of £125. All agreed. Cllr. Simkins to action.	Cllr.Simkins
(9) <u>Draft Central Bedfordshire Design Guide Document Public Consultation</u> : If individual Councillors wish to respond, they must do so by the deadline given on documentation.	Councillors
(10) <u>Planning Response Times</u> : Concerns were raised with regards to the time given from receipt of a Planning Application to response time. It is felt that the time offered is inadequate and does not give residents enough time to view documents and make a full detailed response to CBC/Planning. It was noted that upon receipt of an application, the Parish Council contact CBC/Planning to request an extension to a Planning Application response time to allow the plans to go before full council, which on most occasions is granted. It was proposed, for clarity, the Clerk write to CBC/Planning to ask what current practices/time guidelines are in place and what the rules are for requests for extended response times to applications by member of the public. Agreed. Clerk to action.	Clerk
10. REPORTS	
(1) <u>Chairman's Correspondence</u> :	
(1.1) Email from School Lane resident regarding metal detecting on parish land; the Byelaws state that this is not allowed, concerns were raised with disruption to land and damage to the surface. It was proposed this not be authorised otherwise it will set a precedent. Agreed.	Clerk
(1.2) Letter from Beds Police Partnership Trust; read to all Councillors for information.	
(1.3) Letter from CBC; read to all Councillors.	
(2) <u>Parish Clerk</u>	
(2.1) The Clerk handed out the read file for circulation.	
(2.2) The Clerk requested the final signature for the Bank Mandate. Agreed.	
(2.3) Quotation; Holmans Field Bridge = £200. All agreed.	Clerk
(2.4) Overgrown trees on river bank on land situated in Eaton Bray. Recommended clerk write to land owners to request the trees be trimmed back. Agreed.	Clerk
(2.5) Japanese Knotweed has been located on the bank of the stream in The Comp. Clerk to write to the owners of the properties, with relevant paperwork, requesting they action accordingly. Agreed.	Clerk/Cllr.Coulter
(2.6) The Clerk is experiencing problems with the council computer; it freezes, crashes and is taking up to five attempts for it to switch on/work. It was proposed the Clerk look into the costs of a replacement system. All agreed.	Clerk
(2.7) The Clerk requested to claim for an additional 10 hours; due to the extra work time required during the Consultation period on the all-weather training pitch. Agreed.	
(2.8) Trees in Mill End Close; Clerk reminded Cllr. Simkins that a visit is required to a property in Mill End Close to assess trees to the rear of the property. Agreed.	Cllr.Simkins

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| (2.9) | The Rye Ground; a tree has fallen over and a large branch has spilt – clerk requested authority to organise for its removal. Agreed. | Clerk |
| (2.10) | Raised flower beds; it was put to the council that they consider placing a raised flower bed around the village sign and notice board sited in Market Square. Cllr. Coulter and Ross Bagni to look into and action further. Agreed. | Cllr.Coulter/
Ross Bagni |
| (2.11) | Residents have expressed concerns with regards to the bus route and the lack of notification whilst the road is closed through Totternhoe. It was recommended the clerk write to CBC to ask if the routes are supported by CBC and if the buses could come through the village to Market Square and then turn back. In addition, they must make residents in the parish aware of the temporary bus timetable, i.e., put up notification signs. Agreed. | Clerk |
| (3) | <u>Coffee Tavern/Cottage</u> : No report. | |
| (4) | <u>Cemetery</u> : The replacement hedging plants to fill in the gaps in the front hedge are now planted. | |
| (5) | <u>Finance</u> : All councillors MUST forward any proposed spend/comments to the Clerk before the December council meeting. Agreed. | Councillors |
| (6) | <u>Working Groups</u> : | |
| (6.1) | Three residents of properties in the High Street were asked to trim back the hedging; two have completed this task. However one property has still not trimmed their hedge back away from the public footpath. Cllr. Coulter to contact/chase. Agreed. | Cllr.Coulter |
| (6.2) | Three of the village seats have now been stained/varnished. | |
| (6.3) | A representative from the Chiltern Society met with Cllr. Coulter and walked around the parish looking at areas where work is required. Cllr. Coulter is waiting to hear back from the society regarding proposals for the area, costs etc., to be presented to the Parish Council. | |

11. ACCOUNTS: TO RESOLVE TO PAY OCTOBER 2013; Presented to council - all agreed.

MONTHLY PAYMENTS: OCTOBER 2013	
Ground Maintenance	£1,115.10
Asbestos Survey: The Rye Ground Pavilion/Social Club	£852.00
Renewal fee: Information Commissions Office	£35.00
Re-imburement of costs: stain/plants/sanding discs/hanging baskets	£139.52
Insurance Renewal 2014	£420.71
Salaries (Clerk & Handyman)	£967.84
HM Revenue & Customs (PAYE/NIC)	£65.35
TOTAL Monthly Outgoings	£3,595.52

12. NEXT AGENDA

- Items for the next Parish Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Thursday 21st November 2013. All Councillors please note that items submitted after this date will not be included in the December agenda and will have to be deferred to the Parish Council Meeting scheduled in January 2014.

The meeting closed at 10:15pm.

Next meeting to be held:

Parish Council Meeting: Monday 2nd December 2013: 7:30pm at The Coffee Tavern