

# EATON BRAY PARISH COUNCIL

Telephone/Fax: 01525 221464 - Email: [clerk@ebpc.co.uk](mailto:clerk@ebpc.co.uk) - Website: [www.ebpc.co.uk](http://www.ebpc.co.uk)

## Minutes of Meeting of Eaton Bray Parish Council

Held on 4<sup>th</sup> January 2016 at The Coffee Tavern

<b>PRESENT</b> (PC = Parish Council)	Cllr. M. Tomkins (Chairman) Cllr. N. Cartwright Cllr. J. Conner Cllr. S. Owens	Cllr. M. Simkins Cllr. P. Spicer Cllr. G. Wigley
<b>IN ATTENDANCE</b>	Heidi Head (Parish Clerk)	
<b>ALSO PRESENT</b>	General Public x6, Cllr. Ken Janes	

Due to Cllr. Windmill's absence, Cllr. Tomkins presided as Chairman over the meeting. Agreed.

**1. APOLOGIES FOR ABSENCE:** Apologies for absence for Cllr. Windmill.

**2. SPECIFIC DECLARATION OF INTEREST**

- Cllr. Wigley declared an interest in item 9(3).
- Cllr. Spicer declared an interest in item 9(2).

**3. PUBLIC OPEN FORUM**

Points brought to the attention of the Parish Council:

- Greenways parking - update on improvements; Cllr. Janes informed the Council that CBC had put forward a proposed plan for Greenways; however the design was rejected at the Housing Meeting. CBC are in the process of drawing up new plans, with proposal to be put forward for 2016. The Council asked Cllr. Janes to look into the reasons why the initial plans were rejected. In addition the Council requested that Cllr. Janes arrange a call with the Council, Cllr. Tomkins to be the representative, to discuss this matter further. All agreed.
- Greenways – problem parking of large vehicles. It was brought to the Council's attention that a considerable amount of damage has been made to the grass area in Greenways from a large HGV/Lorry; Clerk to report this to CBC to request them to look into matter raised and make good the damage. Agreed.

Cllr. Janes

Clerk

**4. PARISH COUNCILLOR CASUAL VACANCY**

There were no potential applicants at the meeting. Clerk to re-advertise and forward details of any applicants expressing an interest in the role to Cllr. Tomkins to contact and discuss the role/expectations in more detail. Agreed.

Cllr. Tomkins

**5. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 02/11/2015**

An amendment was made to: Page 1630, present list 'Cartright' replaced with 'Cartwright'. It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 7<sup>th</sup> December 2015, the Chairman signed the minutes.

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

- (1) Greenways Improvements: (03/03/14); matter ongoing - awaiting full details/update.
- (2) Additional inscription/war memorial: (01/09/14); awaiting details from Church.
- (3) Eaton Bray Parish Council Log: Council minutes page 1630, item 7 – it was proposed to remove items dated 12/05/2014 and 02/06/2014, as matters are now resolved. Agreed.

**7. REPRESENTATIVES**

- Central Beds Council (CBC): [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)
  - Greenways – see Council minutes page 1636, item 3
  - Commercial Property, Totternhoe Road: an enforcement notice has been raised,

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planning application to be put in. It was recommended a representative from the Council (Cllr. Tomkins) contact David Hale, CBC to obtain further details. All agreed.

- Cllr. Janes wanted to inform the council that the speed limit at Lancot Hill (road leading into Dunstable from Totternhoe) is being changed; the 30mph limit being extended to further down the hill. Details noted.

Cllr. Tomkins

EATON BRAY PARISH COUNCIL LOG		
(item removed when matter resolved)		
EBPC reports to Central Bedfordshire Council		
Date raised	Matter Raised/description	Response/Outcome
03/03/2014	Greenways & Knights Close / parking problems and damage to grass areas.	CBC has agreed on improvements to Greenways. Waiting for details. Cllr. Janes to follow this up. 07/09/15: Greenways - ongoing. 07/09/15: Knights Close – posts/bollards have been erected on the grass verges to stop damage to grass, parking matters still ongoing. 02/11/15: concerns that CBC does not have any plans to improve or change the parking. Cllr. Janes to investigate further. 07/12/15: Cllr. Janes asked to follow up. 04/01/16: See minutes page, 1636, item 3 (• 1)
01/06/2015	30mph Speed Sign: Harling Road/ Bower Lane. CBC previously agreed to the sign being moved past the junction with Dunstable Road. Still waiting.	Cllr. Janes to follow this up. 07/09/15: CBC have erected new mileage signs, however they have been erected in the wrong place. Cllr. Janes to follow this up. 07/12/15: Cllr. Janes asked to follow up. 04/01/16: Cllr. Tomkins has spoken with area team responsible for signage; they have confirmed the signs will be relocated to new position. Awaiting final completion before removal of action point.

- **Bedfordshire Police:** [www.bedfordshire.police.uk](http://www.bedfordshire.police.uk)

There were no police representatives in attendance. The Council asked the Clerk to write to our local police representatives expressing their disappointment with the lack of attendance by police representatives at parish meetings. All agreed.

Clerk

## CRIME REPORT – DECEMBER 2015

Crime Type	01/01/14-31/01/14	01/01/15-31/01/15
Violence against the Person	0	1
Sexual Offences	0	0
Domestic Burglary	0	0
Burglary Other	0	1
Vehicle Crime	0	0
Other Theft	0	0
Criminal Damage	0	0
Drugs	0	0
<b>Total</b>	<b>0</b>	<b>2</b>

Anti-Social Behaviour	01/01/14-31/01/14	01/01/15-31/01/15
<b>Anti-Social Behaviour</b>	<b>1</b>	<b>4</b>
2 x Animals running around without any leads or owners		
2 x Abandoned Vehicle (not abandoned as belongs to an owner in Eaton Bray)		

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## 8. PLANNING REPORT: December 2015

(8.1) (8.1.1) Application: APP/P0240/C/15/314003 – Springbank, Bottom Drive; appeal against enforcement – item presented to Council for information.

(8.2) Planning Applications received:

DECEMBER 2016		
Application	Planning Location/ Development	Comment
(1) CB/15/04800	41 The Orchards, LU6 2DD; installation of rear & side dormers	No Comment Subject to normal planning conditions.
(2) CB/15/04662	39 Moor End, LU6 2HN; raise section of side wall & alterations to roof to provide additional bedroom & bathroom	No Comment Subject to normal planning conditions.

## 9. BUSINESS MATTERS

(1) Neighbourhood Plan (NP): The NP Steering Group met and is still in the process of asking open questions (relating to planning issues) for all residents, regarding the future of the village. Details have been put on Facebook, website and within Focus. It is important that the council need to regularly update residents on the process and obtain opinion from the wider community. The council are in the process of putting together a NP website which will include all information relating to the NP and offer a forum for open discussion.

(2) Cricket Club Lease: Due to the Council agreeing to wording of the rent review provisions being included within schedule 2 of the lease, the council's solicitor has forwarded a new contract to sign with the inclusion added. It was proposed the clerk and proposed council representative (Cllr. Tomkins and Cllr. Windmill) sign the lease and return completed Lease to solicitor for final process. All agreed.

(3) Tennis Club: Clerk to chase Solicitor for a response. Agreed.

(4) Parish Events: The Council would like to take this opportunity to thank the councillors involved in the organisation of the Christmas events and all the residents of the parish for their great support. The Council is pleased to announce that the donations given by those attending the carol singing and from within the White Horse Pub totalled £197.09. The money has been donated to the Kids Out Charity, a charity that provides fun and positive experiences for children throughout the UK who are living in refuge, economic hardship or with other acute disadvantages.

(5) Skatepark: No matters to report.

(6) NEAT/village clean up day/bulb planting: It was proposed that the Council look at putting on, around three events during the year (Spring/Summer/Autumn), involving parishioners - a day tidying up the village, bulb planting etc. The first date proposed was Saturday 19<sup>th</sup> March 2016, with further dates to be put forwards. All agreed. Cllr. Tomkins to put together a notice for website/Facebook/focus. All agreed.

(7) Highways Matters:

(7.1) HGV – road signage: signage within the Bedfordshire section of the proposed roads covered by the HGV restrictions are now erected, and we are now waiting for Bucks CC to finalise the final three signs on the county boundaries. Once completed the HGV restrictions will be implemented. Once in force, details regarding restrictions to be put in focus, Facebook and website. All agreed.

(7.2) Road signage: It has been noted that there are a number of broken/damaged signs within the parish, The Rye bus stop sign has been remove. Full details of signs to be forwarded to Clerk who will report the problems to CBC. All agreed.

(7.3) Problem car parking: It has been reported to the Council of problem cars, parking on public footpaths and blocking access for pedestrians and causing obstruction. It was recommended the Clerk write to the local police representatives informing them of these issues and ask them to investigate further. In addition, the Council to

Clerk

Cllr. Tomkins

All Councillors/  
Clerk

Clerk

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put a note in focus/Facebook asking drivers to take more care when parking and consideration of pedestrians on public footpaths. Cllr. Tomkins to draft details and forward to Clerk. All agreed.

Cllr. Tomkins/Clerk  
- Focus

- (7.4) Problem tractors: It has been reported to the Council that there has been, in recent weeks, tractors' causing obstruction to pedestrian/road users in the parish, with some driving through the village at consideration speed. It was agreed to include a reference to these issues within the focus report of problem car parking. All agreed.

Cllr. Tomkins/Clerk  
- Focus

- (8) Village incident/Knights Close: A concern was reported to the Council of a suspicious vehicle within this area and two motorbikes at the same location. It was proposed that the concerns raised be forwarded on to the local police and the alleged problems with regards to drug issues within the parish. Cllr. Owens to look into matter further. All agreed.

Cllr. Owens

- (9) Quotations: Awaiting details.

## 10. FINANCE: Budget/Precept 2016-2017

The council looked through the spend for the year and proposed spend for the following financial year; it was proposed/seconded that they agreed on the proposed budget and the proposed increase in the council's precept to £83,000. An increase of £4,000/5.1%. All agreed, decision unanimous.

## 11. REPORTS

### (1) Chairman's Correspondence:

- (1.1) Letter received asking for the transfer of the current allotment tenancy for 1 & 2 School Lane allotments (Holmans Field) to Mr. David Hines. All agreed. Clerk to action.

Clerk

- (1.2) Nomination form for Buckingham Palace Garden Park 2016; it was proposed to put forward Cllr. Richard Windmill as the standing Chairman for the PC. All agreed.

Clerk

- (1.3) Email from CBC, regarding Leisure Strategy details. Shown to all Councillors, proposed to keep on file for future reference. All agreed.

- (2) Clerk's Report: No matters to report.

- (3) Coffee Tavern (CT)/Cottage: No matters to report.

- (4) Cemetery: No matters to report. Clerk to chase up the Church regarding land options.

Clerk

- (5) Finance: It was proposed that the relevant forms/paperwork be completed and forwarded to the council's bank accounts (Lloyds TBS/Bank of Ireland) for inclusion of new Councillors as official signatories and removal of any retired Councillors. All agreed.

Cllrs. Spicer/Owens/  
Wigley/Cartwright

### (6) Working Groups:

- (6.1) Gypsy & Travellers: Cllr. Wigley attend the meeting, organised by CBC, to look into provision of sites within the county. It was proposed that Cllr. Wigley be the official representative of the Council and to keep the council up to date with any proposals put forward/ discussed. All agreed.

## 12. ACCOUNTS: TO RESOLVE TO PAY DECEMBER 2015; Presented to council - all agreed.

MONTHLY PAYMENTS: DECEMBER 2015	
Ground Maintenance	£1,227.60
War Memorial: <i>flower beds/maintenance</i>	£56.00
Village enhancements: <i>printing costs, Christmas decorations, bedding, flags</i>	£198.66
Affiliation fees 2016-2017: BATPC	544.00
Salaries: Clerk & Village Handyperson	£1,493.06
HM Revenue & Customs (PAYE/NIC)	£355.03
<b>TOTAL Monthly Outgoings</b>	<b>£3,874.35</b>

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## 13. NEXT AGENDA

- Items for the next Council Meeting Agenda MUST BE SUBMITTED to the Clerk NO LATER THAN Thursday 21<sup>st</sup> January 2016. Please note items submitted after this date will not be included in the February agenda and will be deferred to the Council Meeting scheduled in March.

All Councillors

The meeting closed at 9:32pm

### Next meeting/s to be held:

- Monday 1<sup>st</sup> February 2016; from 7:30pm at The Coffee Tavern (1<sup>st</sup> floor)
- Monday 7<sup>th</sup> March 2016; from 7:30pm at The Coffee Tavern (1<sup>st</sup> floor)