

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

**3. PUBLIC OPEN FORUM**

Points brought to the attention of the Parish Council:

(3.1) Market Square – concerns with damage to grass: Council Ground Maintenance Contractor to look at area to advise on course of action to make good area and costs involved. The White Horse has a CCTV camera and the Landlord has offered to turn the camera to face Market Square (Common Land) however requires approval from the Council to do so. Council all agreed to this proposal. Landlord to be contacted accordingly. Offenders driving across/parking on Market Square land to be made aware that any CCTV images may be used in evidence, should the Council proceed with prosecution.

(3.2) Land of Totternhoe Road/The Rye – update? The Council are awaiting the decision from planning.

**4. PARISH COUNCILLOR CASUAL VACANCY**

No applications have come forward, Clerk to re-advertise. Agreed.

Clerk

**5. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 07/03/2016**

An amendment was made to page 1646, item 2 (●2) 'Spicer' replaced with 'Wigley'. It was then agreed unanimously to accept the minutes of the Meeting of Eaton Bray Parish Council held on 7<sup>TH</sup> March 2016; the Chairman signed the minutes.

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

(6.1) Greenways Improvements: (03/03/14); matter ongoing - awaiting full details/update.

(6.2) 30mph limit (Harling Road/Bower Lane): (01/06/16); no further action has been taken to date - Highways to be chased on this ongoing issue.

**7. REPRESENTATIVES**

- Central Beds Council (CBC): [www.centralbedfordshire.gov.uk](http://www.centralbedfordshire.gov.uk)

(7.1) HGV Weight Restrictions: Cllr. Janes to look into official reporting procedures for those breaking the HGV Weight Restrictions through the parish, he will chase the police and CBC to find out what is happening. It was recommended that people still keep collating details of those not adhering to the restrictions for future records.

Cllr. Janes

(7.2) Totternhoe Road/entrance application: New drawings have been sent to CBC for a decision.

(7.3) Honeywick: matter has gone to appeal. Council to forward a copy of the original Council's

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decision to CBC with recommended refusal. All agreed.

Clerk

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) 01/02/17: See minutes page, 1641, item 3 (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.
04/04/2016	Central Bedfordshire Council: Highways Contacts	Cllr. Janes to forward to the Clerk up to date contact details for new CBC Highways department.

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

There was no representative from Bedfordshire Police in attendance.

(7.4) Cllr. Spicer updated the Council post attending the Rural Policing & Rural Services Meeting. The police are looking into the creation of a new hub to cover villages. Cllr. Spicer to meet with the Police Commissioner to go through reporting procedures, crime rate and results.

(7.5) Council still to consider the possible introduction of a Warden/PCSO for the parish. Cllr. Spicer to look into costs/process further. All agreed.

## 8. PLANNING REPORT: March

(8.1)(8.1.1)APP/P0240/C/16/3146144 – APPEAL Honeywick Cottage, Honeywick Lane; use of land for scaffolding purposes: see minutes page 1651, item 7(9.3)

(8.1.2)CB/TCA/16/00095 – 2 Richmond Court, LU6 2DY; works to trees in conservation area: No comment.

(8.2) Planning Applications received:

MARCH 2016		
Application	Planning Location/ Development	Comment
(1) CB/16/01097/LB	Church Farm, 2 High St, LU6 2DL / LBC: external & internal structural repairs	No Comment
(2) CB/16/00954/FULL	25 High St, LU6 2DN / Demolition of existing dwelling, erection of 3x new dwellings	No objections. • Correct type of development for parish • Good use of land
(3) CB/16/01105/FULL	4 Ellesmere Close, Tott, LU6 1QU / Single storey front/rear extension & two storey side extension	No Comment. <i>Subject to normal planning conditions</i>

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## 9. BUSINESS MATTERS

- (1) Neighbourhood Plan (NP): The meeting of the NP Steering Group took place. A vision for the parish has been put forward, ready to be finalised. Presented to Council. Groups have been set up to look at specific areas in the plan. A request for more helpers to be put on Facebook, Cllr. Wigley to forward information to Clerk. Agreed. Cllr. Wigley/  
Clerk
- (2) Cricket Club Lease: Both the Cricket Club/Parish Council has forwarded their signed copy of the Lease. Awaiting final details/confirmation.
- (3) Tennis Club:  
(3.1) The Council's solicitor has been forwarded a copy of the original Tennis Club lease, Clerk to chase Council's solicitor for a response. Clerk  
(3.2) The Council were approached regarding offering match funding towards tennis coaching at EB Academy. The Academy are hoping to obtain additional funding of £150, which would offer tennis coaching by a professional coach for under 11's at the school, with approx. 1-2 hours coaching a week, using the Eaton Bray tennis club's courts. The Council requested more details, before a decision can be made. Cllr. Wigley to contact the school for more information. All agreed. Cllr. Wigley
- (4) Skatepark: Cllr. Simkins is awaiting costs/plans, to be presented to the Council. Cllr. Simkins
- (5) CCTV: Awaiting costs/details from CCTV providers on installation. The two proposed locations for CCTV cameras are School Lane car park and Three Corners bus shelter; however it was proposed that locations/process be discussed at a General Purposes Working Group. All agreed. Cllr. Simkins to organise date/time. GPWG/  
Cllr. Simkins
- (6) Highways Matters-HGV Restrictions: see minutes page 1651, item 7(7.1).
- (7) Car Parking Concerns-village/football:  
(7.1) The Council wished to remind residents that they have no parking control/jurisdiction of problem parking in the parish. Clerk to keep forwarding residents concerns to CBC Highways to look into and action accordingly. Agreed. It was proposed that the Council approved letter, to be placed on parking offender vehicles, be auctioned. Councillors advised to take a photo of the offending vehicle, with the letter, forward to Clerk to hold on Council files should evidence be required by CBC for further action. All agreed. Clerk  
(7.2) The Council received an email from EB Lions apologising for the problems experienced at a football match with problems parking. The club are looking into the matter to ensure that this does not occur again. Apology noted by Council.
- (8) Police: See minutes page 1652, item 7(7.4).
- (9) RoSPA report: Works resulting from the report are ongoing. Quotes required for repair to Holmans Bridge. Agreed. Clerk
- (13) Quotations:  
(13.1) School Lane fencing: additional quotes have been received. It was proposed to accept the quotation from RS Engineering to carry out the repair to the damaged section of fencing. All agreed. Clerk to action. Clerk  
(13.2) Parish Bus Shelter: quotations presented to council. It was proposed to accept the quotation from M. Flecknell. This was agreed with the proviso that this quotation is a fixed price quotation. Clerk to action. Agreed. Clerk

## 10. REPORTS

### (1) Chairman's Correspondence:

- (1.1) Email regarding Chiltern View site on Council's view of traveller sites. Clerk to reply that this site is a CBC managed site which the Council believes works better, with regular monitoring of the site and environmental waste. Agreed. Clerk
- (1.2) Letter from Magpas. Placed in Councillors read file.
- (1.3) Letter from resident regarding planning applications in the parish. Read to Councillors.
- (1.4) Email from EB Lions. See minute page 1653, item 9(7)(7.2).
- (1.5) Email regarding problem parking at Nurseries/High Street: Read to Councillors.

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(1.6) Email regarding parking issues in Knights Close: Read to Councillors.

(1.7)– (1.9) Emails regarding problem parking in Saffron Rise: Read to Councillors.

(2) Clerk's Report:

(2.1) Circulation/read file handed out to Councillors.

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

The Council put in a request for a large clock in the 1<sup>st</sup> floor meeting room. Request to be put to CTT for a decision.

(4) Cemetery:

Additional land: Cllr. Tomkins has been speaking to potential land owners within the parish for additional cemetery land. He is organising to meet with the land owners to look at options for the council. All agreed. The Council are also keeping other lines of purchase options available to the Council open.

(5) Finance: Accounts were shown to the council, Clerk organising the internal audit of the Council's accounts. Details to follow.

(6) Working Groups: No matters to report.

CTT/Cllr. Conner

Cllr. Tomkins

11. **ACCOUNTS: TO RESOLVE TO PAY MARCH 2016;** Presented to council - all agreed.

MONTHLY PAYMENTS: MARCH 2016	
Ground Maintenance	£1,779.60
Non-domestic rate: Bower Lane Cemetery	£31.46
Implementation of 7.5 tonne weight restrictions: part-payment / remainder (£4,000) held on account until implementation complete.	£4,000
Salaries: Clerk & Village Handyperson	£1,023.20
HM Revenue & Customs (PAYE/NIC)	£79.53
<b>TOTAL Monthly Outgoings</b>	<b>£6,913.79</b>

12. **NEXT AGENDA**

- Items for the next Council Meeting Agenda **MUST BE SUBMITTED** to the Clerk **NO LATER THAN Thursday 28<sup>th</sup> April 2016**. Please note items submitted after this date will not be included in the May agenda and will be deferred to the Council Meeting scheduled in June.

All Councillors

The meeting closed at 9:48pm

Next meeting/s to be held:

- Monday 9<sup>th</sup> May 2016; from 7:00pm at The Coffee Tavern (1<sup>st</sup> floor) –  
*Annual Parish Meeting/Annual Meeting of Eaton Bray Parish Council*
- Monday 6<sup>th</sup> June 2016; from 7:30pm at The Coffee Tavern (1<sup>st</sup> floor)