

# EATON BRAY PARISH COUNCIL

Telephone/Text: 07931479663 - Email: clerk@ebpc.co.uk - Website: www.ebpc.co.uk

## Minutes of Meeting of Eaton Bray Parish Council

Held on 2<sup>nd</sup> December 2019 at The Coffee Tavern

<b>PRESENT</b> (PC = Parish Council)	Cllr. N. Cartwright ( <i>Chairman</i> )	Cllr. Adam Richardson
	Cllr. M. Brewer	Cllr. M. Simkins
	Cllr. H. Chubb	Cllr. M. Tomkins
	Cllr. J. Conner	Cllr. G. Wigley
<b>ALSO PRESENT</b>	General Public: x9, Cllr Philip Spicer, Parish Clerk	

### Reference/Action

#### KEY

CBC=Central Beds Council

NP=Neighbourhood Plan

SG=Speedwatch Group

GPWG=General Purpose Working Group

PC=Parish Council

EBPC=Eaton Bray Parish Council

### 1. APOLOGIES FOR ABSENCE

- (1.1) Cllr Max Phipps was not in attendance and has resigned from his position as Parish Councillor, the council wished to express their thanks to Cllr Phipps for his time with them.
- (1.2) Parish Council Chairman, Cllr Neil Cartwright informed the Parish Council that he will be retiring from his position on the council. The Parish Council wished to thank Cllr Cartwright for all the work and commitment he has put into the parish and that they wished him all the best in the future. He will be greatly missed.

### 2. SPECIFIC DECLARATION OF INTEREST

No Declarations of Interest were made at this point in the meeting.

### 3. PUBLIC OPEN FORUM

Points brought to the attention of the Parish Council

- (3.1) Eaton Bray Village Market: The Village Market Group forwarded details regarding assistance required from the Parish Council with the running of the Village Markets. There is a need for a representative from the Parish Council who would become the point of contact/support to the market organisers. It was proposed that Cllr Brewer would be the contact for the Parish Council in an advisory role and Cllr Tomkins to be the advisor on social media/promotion of the market events. All agreed. The Village Market Group are looking at putting together a publicity drive to get more volunteers to help run the markets.

### 4. SIGNING OF THE MINUTES FOR EATON BRAY PARISH COUNCIL, 02/09/2019

- (4.1) An amendment was made to minutes page 1818, item 7(7.2)(4) to be amended to ... 'construction of five bed dwellings'.
- (4.2) An amendment was made to minutes page 1819, item 9(2)(2.2) to be amended to ... 'insurance company'.
- (4.3) It was proposed to unanimously accept the minutes for Eaton Bray Parish Council held on 4<sup>th</sup> November 2019, all agreed. The Chairman signed the minutes.

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

- (5.1) Brick entrance sign (02/07/19): Awaiting design ideas from the contractors and an understanding of the costs. Action – Cllr Simkins.
- (5.2) Zebra Crossing-School Lane/High Street Junction (13/05/19). Waiting a call back from CBC. Action – Cllr Simkins.
- (5.3) Speed check (01/07/19): Harling road had a check carried out recently, the Clerk contacted CBC, awaiting response – Parish Clerk.
- (5.4) High Street – resurfacing (01/07/19): Cllr Spicer trying to put improvement works forward, waiting to hear from CBC when/if these works will progress. Matter ongoing. Cllr Spicer.
- (5.5) Speedwatch signs (04/11/19): Cllr Tomkins has contacted CBC regarding the new signs

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for the parish, awaiting response – Cllr Tomkins.

- (5.6) Good Neighbours (04/11/19): The Good Neighbours Group are very interested in using The Coffee Tavern, ground floor room, more details are required regarding use/requirements/costs – Cllr Chubb.

## 6. REPRESENTATIVES

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

Cllr Philip Spicer was in attendance.

(6.1.1) Bower Lane/Harling Road – 30mps signs: Matter ongoing.

(6.1.2) Double yellow lines – due to concerns with disabled access, double yellow lines were painted at the junction with High Street/Wallace Drive. Church Lane/High Street yellow lines – matter ongoing.

(6.1.3) The Nurseries – planning application has been withdrawn.

(6.1.4) Broadmead Farm – a planning application has been submitted for a change of use of land from agricultural to residential and retention of outbuilding.

(6.1.5) Bower Lane land planning application – deadline for responses is the 3<sup>rd</sup> December 2019, the Parish Council comments have been submitted.

(6.1.6) Parish Surgery: Cllr Spicer is planning to hold a parish surgery to meet residents on Monday 13<sup>th</sup> January 2020, from 7pm – prior to the Parish Council meeting at 7:30pm. Cllr Spicer to forward details to Clerk to put notice on Facebook. All agreed.

(6.1.7) Cllr Spicer asked that residents continue to report problems with potholes/blocked drains to CBC. These can then be investigated by CBC, weather permitting.

(6.1.8) Road gritting – now the cold weather has arrived, main roads within the parish will be gritted, if required. If residents are aware of the main roads not being gritted, to contact Cllr Spicer/Parish Clerk who can then investigate further.

(6.1.9) S106 – Cllr Brewer has gone through the list to look at funds available and proposes it would be beneficial to speak directly to someone at CBC to understand the actual processes to claim these funds. Cllr Spicer to forward CBC contact details and a form that is required to be completed in S106 claims. All agreed.

- (6.2) Police Representative:

There was no representative from Bedfordshire Police in attendance.

For general Police contact/enquiries: **Non-emergency call 101 / All emergencies 999**

**For reporting a crime on-line:** <https://www.bedfordshire.police.uk/report/Report-Shared/Report-a-crime>

## 7. PLANNING REPORT: August/September 2019

- (7.1) **Issues arising/update:**

(7.1.1) S106 Funding: see earlier notes. Minutes page 1822 (6)(6.1)(6.1.9).

- (7.2) **Planning applications received prior to Parish Council Meeting\***

(1) CB/19/03783; Eaton Bray Village Hall – construction of single storey extension to village hall. No objection, subject to normal planning conditions.

(2) CB/19/03926: Broadmead Farm, The Rye - change of use of land from agricultural to residential and retention of outbuilding. It was proposed to the Parish Council to look at the application in more detail, via the Planning Committee for recommendations, and forward the final approved comments to the Clerk for action. All agreed.

\* For full Parish Council responses to applications received, see attachment.

Cllr Spicer

Cllr Spicer

Clerk/CBC

Attachment 1

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## 8. BUSINESS MATTERS

### (8.1) (8.1.1) CBC Local Plan (LP)

Matter on-going. Awaiting updates.

(8.2) (8.2.1) Problem Parking: The Rye/Football club - the Parish Council are receiving complaints due to poor parking and safety issues. Vehicles are continually blocking path and parking right up to a dangerous junction. The Parish Council to contact EB Lions, offer a key to the bollard (with caveat – as previously) and to request they ensure that the car park is used at all times for training/matches, with bollards placed on the road from the car park entrance to The Rye junction whenever the ground is in use by the football club. The Parish Council to look at installing a new height restriction barrier, Clerk to obtain quotes. All agreed.

Clerk

Clerk

(8.2.2) High Street resurfacing – see earlier notes. Minutes page 1821 (5)(5.4).

(8.2.3) Speedwatch – the first Speedwatch was carried out on 2<sup>nd</sup> December 2019 in the High Street. More Speedwatch sessions are to be carried out in various locations. The Speedwatch Group would like more volunteers, Clerk/Cllr Tomkins to put a note in Focus/Facebook. All agreed.

Clerk/Cllr Tomkins

(8.3) Watercourse/Mill End Close: Cllr Brewer met with IDB [Internal Drainage Board] to view the location for further improvements works. They are investigating both banks when carrying out the exploratory works. Once the Parish Council receive the IDB report they will then look into the proposals/costs put forward. All agree.

(8.4) School Lane Skate Park: The Skatepark Group drew up some plans/ideas for improvements to the current Skatepark and presented this to the Parish Council. It was recommended that next steps would be for Cllr Tomkins to put together a more detailed design, based on the drawn presented by the Skatepark Group, to go to contractors to understand suitable design/costs. All agreed.

Cllr Tomkins

(8.5) Good Neighbours: see earlier notes. Minutes page 1821 (5)(5.6).

(8.6) Bower Lane/Cubs & Scouts: they are interested in using the land. They wanted to understand what they could use the land for, conditions/restrictions, length of use. Could they clear the land for vehicles – no. The Parish Council would offer the use of the land for free, with an annual renewal, no permanent structures could be installed, and the PC would be absolved on any liability. Cllr Chubb to invite the Cubs/Scouts to the January PC Meeting. All agreed.

Cllr Chubb/  
PC January

(8.7) National Community Energy Campaign: The report was read to the Parish Council regarding the new Electricity Bill – it was put to the Council to support the bill, For = 3, Against = 4, Abstain =1. Motion carried not to support the bill.

### (8.8) Village Enhancements/Events:

(i) Trenching – Three Corners: The works have been completed, the ground is now ready for the permanent lighting to be installed.

(ii) Christmas Wreaths: All the sponsored Wreaths have been collected by the contractor and are due to be fitted early December. Clerk is chasing up sponsors who previously expressed an interested.

(iii) Brass Band: The band has been booked for Friday 20<sup>th</sup> December 2019, a poster for the event has gone into Focus and on Facebook.

### (8.9) Tenders/Quotations presented to Parish Council:

(8.8.1) Ground Maintenance Contract 2020-2023: Tender requests have gone out for the Ground Maintenance Contract, Clerk awaiting responses.

## 9. REPORTS

### (1) Chairman's Correspondence:

(1.1) CBC Consultation – BT public payphones: The Parish Council to respond as per the previous consultation in 2016. All agreed. Clerk to action.

Clerk

(1.2) Problem/dangerous parking – The Rye junction; read to Councillors. The Parish Council are looking into the option of replacing the bollard with a new height barrier. Clerk to action. All agreed. See reference to previous discussion on this

Clerk

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issue, minutes page 1823, item (8)(8.2)(8.2.1).

- (1.3) Eaton Bray Cricket Club enquiry – signage at The Rye triangle: Clerk to advise the Cricket Club to contact CBC Highways for advice. All agreed. Clerk
- (1.4) Use of land in Bower Lane: read to Councillors. Clerk to write and invite them to the January Parish Council Meeting. All agreed. Clerk
- (1.5) Eaton Bray Village Market; see earlier notes. Minutes page 1821 (3)(3.1).
- (1.6) Totternhoe Parish Council; read to Councillors. Clerk to forward a copy of the email to all Councillors for information, Cllr Tomkins to look into further. All agreed. Clerk/  
Cllr Tomkins
- (2) **Clerk's Report:**
- (2.1) Circulation/read file handed out to Councillors.
- (2.2) Village Gateway Damage: Clerk has been in contact with the Council's insurance company and is putting together relevant documentation required for claim.
- (2.3) Parish Websites: Since September all Parish Council websites need to comply with new laws. The Parish Council is required to have a new accessibility statement on their website, Cllr Tomkins to help with the improvements to the PC website. Clerk to inform their current website co-ordinator of these proposals. Improvements are needed to be completed by end of 2020. All agreed. Cllr Tomkins/Clerk
- (2.4) Litter Pick Day: As some residents were unable to attend the original litter pick day on the 26<sup>th</sup> October 2019, an additional litter pick was carried out and 20 bags of rubbish was collected. The Parish Council wished to that these volunteers for their hard work and commitment to this important scheme. All agreed.
- (3) **Coffee Tavern (CT)/Cottage:** An asbestos survey on the building is due to be carried out in December.
- (4) **Cemetery:** No matters to report.
- (5) **Allotments:** 2020 Allotment renewals due. Payments to be made, by cheque/cash, direct to the Parish Clerk. Clerk/  
Allotment Holders
- (6) **Eaton Bray Village Hall:** It was proposed that there should be a representative from the Parish Council involved within the village hall meetings. It was proposed that Cllr Richardson take on this role. All agreed. Clerk to inform the Village Hall Committee. Clerk

## 10. ACCOUNTS:

- (10.1) **To resolve to pay November 2019 accounts:** Presented to Council – all agreed.

MONTHLY PAYMENTS: DECEMBER 2019	
Contractor: Ground maintenance	£1,367.40
Contractor: Village Handyperson	£217.00
Village Enhancements: Trenching – Three Corners	£762.00
Village Enhancements: EB Bloomers / replacement treated sleepers	£454.80
Village Enhancements: Electrical work/cablings for permanent lighting	£653.59
Village Enhancements: Cable ties/poppies	£8.68
Tree Work: St Mary's trees/churchyard	£840.00
Parish Office: Stationery/miscellaneous	£66.00
The Coffee Tavern: monthly internet access/usage 3.co.uk	£18.84
Salaries: Council staff	£769.38
Pension: Council staff	£24.18
HM Revenue & Customs (PAYE/NIC)	£22.36
<b>TOTAL Monthly Outgoings</b>	

- (10.2) Budget/Precept Meeting date Monday 6<sup>th</sup> January 2020, 7:00pm. Finance WG

(10.3) Budget spend suggestions: St Mary's Churchyard, improved VAS signs, Website improvements, legal costs.

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## 11. NEXT AGENDA

- (1) Items for the January Parish Council Meeting Agenda MUST BE SUBMITTED to the Clerk by Friday 3<sup>rd</sup> January 2020. Items submitted after this date will not be included in the January meeting.
- (2) Budget/Precept 2020-2021, EB Village Markets

Councillors

PC January

The meeting closed at 22:00hrs

### Next meeting/s to be held – The Coffee Tavern (1<sup>st</sup> Floor)

- Monday 13<sup>th</sup> January 2020, from 7:30pm
- Monday 3<sup>rd</sup> February 2020, from 7:30pm
- Monday 2<sup>nd</sup> March 2020, from 7:30pm

Attachment 1

## **EATON BRAY PARISH COUNCIL**

### **Planning Applications/Appeals – responses/matters raised**

Please find below the Parish Council's comments to planning applications/appeals:

**(1) CB/19/03783 / Eaton Bray Village Hall – Construction of single storey extension to Village Hall**

Comment: No objections, subject to normal planning conditions.

**(2) CB/19/03926 Broadmead Farm, The Rye - change of use of land from agricultural to residential and retention of outbuilding.**

Comment: Objection to development within the green belt, however the Parish Council has no objection to the building having a non-residential use.