

EATON BRAY PARISH COUNCIL

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

Annual Meeting of Eaton Bray Parish Council

Held on 7 DECEMBER 2020 at The Coffee Tavern

PRESENT/COUNCILLORS: Councillor Marie Brewer (Chairperson), Councillor Mark Tomkins,
REMOTE ATTENDANCE: Councillor Joan Conner, Councillor Helen Chubb, Councillor Gavyn Lugsden,
Councillor James Melzack

ALSO PRESENT: Public x1 (in attendance/invited)
Councillor Philip Spicer (remote)
Parish Clerk (in attendance)

The Chairperson opened the meeting, confirming remote zoom attendance.

1. ELECTION OF CHAIRPERSON

It was proposed, seconded that Cllr Brewer be elected as Chairman of Eaton Bray Parish Council, with Cllr Tomkins as vice-Chairman. All agreed; motion carried.

2. APOLOGIES FOR ABSENCE

Cllr Mike Simkins sent his apologies for absence.
Cllr Adam Richardson was not in attendance.

3. SPECIFIC DECLARATION OF INTEREST

3.1. No declarations of interest were made at this point in the meeting.

4. PUBLIC OPEN FORUM

No matters were brought to the attention of the Parish council.

5. PARISH COUNCILLOR VACANCY/APPLICANT

5.1. The Parish Council welcomed Kathy Ellison to the meeting, who put herself forward as an applicant for the position of Parish Councillor. She explained her connection with the village, experience, and interest in becoming a Parish Councillor. It was put to the Parish Council that Kathy Ellison join the Council.

Proposed/seconded. All agreed.

The Parish Council welcomed Cllr Kathy Ellison to the table.

6. SIGNING OF EATON BRAY PARISH COUNCIL MINUTES/UPDATE

6.1. Eaton Bray Parish Council Minutes, 5 October 2020 – all approved.

6.2. Eaton Bray Annual Parish Minutes, 9 November 2020 – all approved.

6.3. Eaton Bray Parish Council, Monthly Update, November 2020 – all approved.

It was proposed to unanimously accept the above minutes/update for Eaton Bray Parish Council. All agreed.

The Chairperson signed the paperwork.

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

- 7.1. Fix My Street – CBC are moving over to using this app. Once set up Cllr Spicer to forward details to clerk (05/10/2020). Action: Cllr Philip Spicer.
- 7.2. EB Academy – litter picking (05/10/2020). Clerk to organise equipment (tabard, litter pickers, gloves – sponsored by EBPC) for the school. Clerk has forwarded request to suppliers, awaiting proof design for tabard + costs. Action – Parish Clerk.

8. REPRESENTATIVES

8.1 CENTRAL BEDFORDSHIRE COUNCIL (CBC): www.centralbedfordshire.gov.uk

Cllr Philip Spicer addressed the Parish Council.

8.1.1. November report submitted by Councillor Philip Spicer:

1. Zebra/road crossing: Investigating working with Totternhoe Parish Council and Eaton Bray Parish Council to understand how these two parishes can work together to produce a proposal forward at the same time, saving money for the actual construction of crossings in both parishes, i.e., saving on machinery/contractor costs. It was suggested from Paul Salmon, CBC, that the two parishes carry out the investigation on the usage of these crossings, i.e., uptake/need within the villages.
2. Fix My Street: Still waiting for confirmation of fix my street to be go live in Central Beds, once live a list of web links for CBC, will be forwarded for notifying residents of the scheme.
3. Land adjacent to Old Ley Farm: Awaiting details from CBC regarding planning concerns.
4. CBC Highways matters: CBC Highways has a lot of stresses at the moment due to holiday commitments within the teams and other COVID-19 related projects.
5. Cllr James Jamison will be stepping down from the Conservative leadership and leader of the council.
6. New discretionary grant is available for businesses - further information is on the CBC website under COVID-19 grants.

8.1.2. List of CBC contacts – Cllr Spicer to forward to Parish Clerk a contact list once all department details are finalised.

8.1.3. Greenways – CBC had repaired damage, however due to narrow road, verges are again in bad condition. Needs a sensible solution regarding parking in this location. Clerk to look for original plans put forward by CBC a while ago, Cllr Spicer to look into this further. All agreed.

8.2 BEDFORDSHIRE POLICE

8.2.1. No representative from Bedfordshire Police was in attendance.

7.2.2. Reminder of a Leighton Buzzard Policing Priority Setting Meeting, 19 January 2020 (remote attendance). Parish Clerk forwarded details to Parish Councillor's for information.

8.2.3. Park Lane Garages – area being cleaned and tidied up, cutting back overgrown bushes, and being put on the police watch area.

9. PLANNING REPORT – OCTOBER/NOVEMBER 2020

9.1 MATTERS ARISING/UPDATES FROM PLANNING WORKING GROUP

9.1.1. Works adjacent to Old Ley Farm, The Rye: Cllr Spicer/CBC Planning Enforcement are investigating the matter. With regards to the Gateway, the works must conform to planning and until then the entrance cannot be used.

9.1.2. Site previously known as The American Diner: report has been forwarded to CBC; area has been cleaned/tidied.

9.1.3. Planning Appeals

- (1) Brodie Stables, The Rye, Eaton Bray, Dunstable, LU6 2BQ - CB/EN/19/0256
Parish Council comment: we support Central Bedfordshire Council's decision, as unplanned development in Green Belt is not supported by our Neighbourhood Plan.

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(2) Site at land/rear of 16 The Rye, Eaton Bray, LU6 2BQ – CB/20/01802

Parish Council comment: we support Central Bedfordshire Council's decision, as unplanned development in Green Belt is not supported by our Neighbourhood Plan.

(3) Site at The Annex, Hollybrook, The Rye, LU6 2BQ – CB/20/01072

Parish Council comment: we fully support the decision by Central Bedfordshire Council to deny permission. It is worth noting that one clause of the rejection was that the entrance to the site is inadequate. The owner has since widened the entrance without planning permission. It is within the middle of greenbelt and does not conform to requirements of our Neighbourhood Plan. It would increase sprawl, narrowing the Eaton Bray boundary.

9.2 PLANNING APPLICATIONS RECEIVED PRIOR TO PARISH COUNCIL MEETING

(1) Brodie Stables, The Rye, Eaton Bray, Dunstable, LU6 2BQ CB/20/04068/FULL

Parish Council comment: we object to this application as this is development within the green belt, which is not supported by our Neighbourhood Plan and no exceptional circumstances have been proven.

(2) Grasmere, Tring Road, Dunstable, LU6 2JU - CB/20/04324/FULL

Parish Council comment: we have no objection to this subject to normal planning considerations.

(3) Trevere, Springfield Road, Eaton Bray, Dunstable, LU6 2JT - CB/20/04048/FULL

Parish Council comment: we have no objection to this subject to normal planning considerations.

10. BUSINESS MATTERS

10.1 MILL END CLOSE

10.1.1. Waterside/Internal Drainage Board (IDB) – The Parish Council contacted IDB giving dates to meet up, no reply – Clerk has chased up for more dates. The Parish Council has suggested the meeting to look at options available/best way to go forward. Parish Councillors to attend the meeting are, Cllr Tomkins, Cllr Brewer and Cllr Ellison. All agreed.

10.1.2. Trees - Quotations for work presented to the Parish Council – it was proposed to accept the quotation supplied by MWAgri Ltd. All agreed.

10.2 VILLAGE YOUTH PROJECT

10.2.1. Need to get children involved – suggested to put together a Youth Council, to look at ideas for the parish. Initial meeting could be on-line. Would need to check safe-guarding rules. Cllr Chubb to speak with CBC for further advice. Parish Councillors to put forward ideas to Cllr Chubb for the Youth Working Group. All agreed.

10.3 VILLAGE SECURITY

10.3.1. Streetwatch – Cllr Tomkins is looking into the project. All members would need to be DBS checked, it is a group that works alongside the police as a reporting/information gathering function. Findings to be forwarded to police to aid in their investigations into parish incidents – as a monitoring and recording process. Cllr Tomkins to put together a report for Facebook, to gauge resident's opinion. For the group to function we would need a min of 8-10 residents to cover weekly patrols, members only having to fulfil the role at around 4 hours per month. All agreed.

10.3.2. CCTV – Matter ongoing. CBC/Bedfordshire Police do support the installation of cameras, but it does require a lot of data/costs to support an installation.

10.4 VILLAGE RECREATIONS GROUNDS

10.4.1. Playground Equipment Repairs – Quotations for the work presented to the Parish Council. All agreed.

10.4.1. School Lane – looking at options available for replacing some of the old equipment in the play area with new equipment.

10.4.2. The Rye – to look at installing outdoor Gym equipment. Cllr Brewer obtaining quotes for the installation. Prices are coming in around £12K, the Parish Council are looking to include S106 monies which will nearly cover the spend. All agreed. Cllr Brewer to forward designs to Parish Council to look at/comment.

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10.4.3. Skate Park – the Parish Council are to look at obtaining a quotation for work to the skateboard park, to look at the option of putting in a tarmac ramp where the skatepark grass is being eroded by users and to ensure the lip of the skatepark is flush with the surrounding area. All agreed.

10.5 HIGHWAYS MATTERS

10.5.1. Speedwatch – a couple of sessions were held 4 weeks ago (before second lockdown), several cars were found to be speeding. Traffic (cars) through the village during school/work run was 360 cars in one hour.

COVID-19 restriction allowing, Speedwatch will resume in January 2021.

10.5.2. Zebra/Pedestrian Crossing, High Street – Cllr Tomkins and Cllr Lugsden looked into the options further. Met with Totternhoe Parish Council (TPC) and the Totternhoe School representative. Both Parish Councils are looking at working together, to put an action plan in place regarding the installation of a crossing in both villages, supported by both village schools. A questionnaire will go out to both schools to obtain data from parents. Then another questionnaire will go out to all residents in both villages (on website) to obtain more data for the installation of a crossing.

10.6 FLIGHT PATHS

10.6.1. Matter to be brought forward to the January Parish Council Meeting.

10.7 VILLAGE ENHANCEMENTS/EVENTS

10.7.1. EB Bloomers – a request by the group to authorise payment £400 (April spend). Approved. The Parish Council also asked the group to look into other suppliers, re costs – not sure the current system works. Cllr Brewer to speak with EB Bloomers representative. All agreed.

10.7.2. Picnic tables/benches – to install two benches on pathway at Mill End Close. All agreed. Option to install two picnic tables – one at The Rye ground and one at School Lane Recreation Ground. All agreed.

10.8 TENDERS/QUOTATIONS

10.8.1. Quotation for replacement planters – to hold, bring forward January Parish Council Meeting.

10.8.2. Quotation to sand/stain bench, Knights Close. All agreed.

10.8.3. Quotation to repair/sand/paint community notice board, Coffee Tavern. All agreed.

11. REPORTS

11.1 PARISH COUNCIL CHAIRPERSON

11.1.1. Matters arising - there were no matters arising.

11.1.2. Chairman's Correspondence – No matters to report.

11.2 PARISH CLERK

11.2.1. Matters arising:

1. Request to order replacement flags for The Coffee Tavern. All agreed.
2. Reminder the January Parish Council Meeting is on 11 January 2021.

11.3 PARISH AMENITIES/VENUES

11.3.1. Cottage – problems with heating, being looked into.

11.3.2. The Coffee Tavern – no matters arising.

11.3.3. Village Hall – no matters arising.

11.4 PARISH BURIAL GROUNDS

11.4.1. Bower Lane Cemetery – no matters arising.

11.4.2. St. Mary's Churchyard – no matters to report.

11.5 PARISH ALLOTMENTS

11.5.1. Holman's Field: following an annual inspection, it has shown that not all the allotments are being worked on (as per Allotment tenancy agreement). Clerk to write to tenant asking them to ensure the allotments are kept tidy/in use, otherwise the tenancy may be cancelled. All agreed.

11.5.2. The Meads – waiting for final payments to come in. Once all in, Clerk will check availability and offer out plots if any become vacant.

11.5.3. Allotment renewals 2020-2021 – reminders for payments have been sent out.

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12 MONTHLY ACCOUNTS

12.1. Resolve to pay November 2020 accounts – all agreed.

12.2. The clerk distributed the accounts for the Annual Return to all Parish Councillors. The Council approved Section 1 – Annual Governance Statement 2019-2020 and Section 2 – Accounting Statements 2019-2020. It was proposed to agree to approve the accounts for the year to 31 March 2020. All agreed – decision unanimous. The Chairman signed on behalf of the Parish Council.

12.3. The Parish Council was satisfied the internal audit met all statutory requirements.

13. ITEMS FOR NEXT MEETING/AGENDA

13.1. Eaton Bray Parish Council Meeting: the next Meeting for Eaton Bray Parish Council will be held on Monday 11 January 2021.

13.2. Items for the January Parish Council Meeting Agenda must be submitted to the Clerk by Friday 1 January 2021.

13.3. Agenda items: zebra crossing, pavements – cleaning/maintenance, items b/f from December minutes, S106 Funding, storm drains.

14. Meeting Closed: 20:55hrs