

# EATON BRAY PARISH COUNCIL

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## EATON BRAY PARISH COUNCIL MEETING MINUTES

MONDAY 7 FEBRUARY 2022, 7:30PM, THE COFFEE TAVERN

### ATTENDANCE

<b><u>Parish Councillors</u></b>	Cllr Marie Brewer (Chairperson), Cllr Richard Ball, Cllr Sue Capella, Cllr Joan Conner, Cllr Howard Jones, Cllr Mike Simkins, Cllr Mark Tomkins
<b><u>Public:</u></b>	x2
<b><u>Others:</u></b>	Cllr Philip Spicer-CBC, Parish clerk

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### **(1) APOLOGIES FOR ABSENCE**

(1.1) Apologies were received from Cllr O'Donohoe and Bedfordshire Police.

### **(2) SPECIFIC DECLARATIONS OF INTEREST**

(2.1) No declarations of interest were made at this point in the meeting.

### **(3) PUBLIC OPEN FORUM**

(3.1) Residents, Kathy Ellison and Helen Chubb put themselves forward as volunteers to support the Parish Council with the Jubilee activities.

(3.2) Greenways parking: Concerns were again raised regarding this location and the length of time it is taking with CBC to deal with the issues residents are experiencing regarding parking and access. Major damage has been caused to the grass verges due to the lack of parking for residents, causing large vehicles to have to mount the grass when needing access to this location. Cllr Spicer confirmed that CBC are carrying out a feasibility study to look at additional parking. Concerns were raised by a resident that they believed CBC were looking to install bollards. Cllr Spicer had not heard of this proposal and asked if he can be given the details of the officer from CBC who had mentioned this proposal and he would investigate this further. Cllr Spicer is trying to push this matter forward. It was proposed that the Parish Council write to the Chief Executive of CBC to understand the progress on Greenways. All agreed.

### **(4) PARISH COUNCIL VACANCY/APPLICANTS:**

No applicants have come forward for the remaining position on Eaton Bray Parish Council.

### **(5) SIGNING OF MINUTES: Eaton Bray Parish Council Meeting**

(1) Eaton Bray Parish Council Meeting, Monday 10 January 2022: It was proposed to unanimously accept the minutes. All Agreed. The Chairperson signed the minutes.

### **(6) MATTERS ARISING FROM MINUTES**

(1) Hedge, Village Hall Car Park – this is not the responsibility of the church. Clerk struggling to get a response to the request for Hedge to be reduced. Cllr Philip Spicer to obtain contact details of landowner and forward to Clerk.

(2) School Lane lighting – Clerk to contact CBC Highways/Assets Team for advice.

(3) Cemetery tap – Clerk has chased up the contractor and is waiting for their quotation.

(4) Waste & Recycling Centre – Cllr Simkins circulated details of using the facility/costs.

(5) Horse & Trap: Two bollards have been fitted. The police are aware of the situation and the location will be regularly monitored.

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## (7) REPRESENTATIVES

### (7.1) CENTRAL BEDFORDSHIRE COUNCIL (CBC)

(7.1.1) Cllr Philip Spicer addressed the Parish Council.

- (1) Cllr Spicer has received several emails regarding the new roundabout at Stanbridge Road. Cllr Spicer confirmed that the new roundabout was not in Eaton Bray Parish but will be dealing with the matter. CBC are currently in talks with the developer to rectify some of the issues raised. There has been a lot of fly-tipping in this area. The farmer has put in a temporary roadblock to try and alleviate this. Cllr Spicer will be speaking with Environmental Services to look a suitable solution.
- (2) Paul Salmons, CBC Highways Safety Officer, will be leaving his position at the end of the month. Cllr Spicer is waiting for details of his successor and will forward details to the Clerk once known.
- (3) CBC are currently looking into flexible/home working and carrying out trials to see how it works in practice.
- (4) CBC Rural Match Funding: Paperwork has been forward to Town & Parish Councils. Cllr Spicer has recommended that consideration for applicants should be weighted towards Parish Councils.

### (7.2) BEDFORDSHIRE POLICE:

(7.2.1) No representative from Bedfordshire Police was in attendance.

## (8) PLANNING REPORT:

(8.1) No matters to report.

### (8.2) Planning Applications:

#### (1) Application No: CB/21/05589

Location: 17 The Rye, Eaton Bray

Proposal: Prior approval notification under Class R agricultural building to flexible commercial use. Agricultural building (Class R) to Class E use.

- Comment: No objection, subject to normal planning conditions.

#### (2) Application No: CB/TRE/22/00031

Location: 43 Wallace Drive, Eaton Bray

Proposal: Works to tree with TPO [Tree Preservation Order]

- Comment: No objection, CBC tree specialist to make decision/subject to TPO planning conditions.

#### (3) Application No: CB/22/00325

Location: 124 High Street, Eaton Bray

Proposal: Remove porch, replace with new lobby & WC.

- Comment: No objection, subject to normal planning conditions.

## (9) BUSINESS MATTERS:

### (9.1) MILL END CLOSE:

(1) Bench: Two new benches have been delivered, proposed fitting early March (weather dependant).

(2) Watercourse: Work to a small leak was carried out to a small section of the bank under Clerks emergency powers. Tree roots may be contributing to the small leak. The Parish Council to monitor the situation.

### (9.2) VILLAGE RECREATION GROUNDS:

(9.2.1) School Lane:

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- (1) Playground Inspection: Matters arising from playground inspection to be actioned. Clerk to contact CBC regarding recommended contact for proposed works. Cllrs Tomkins, Cllr Conner and Cllr Brewer to be contacts for contractor. All agreed
- (2) Footpath: Cllr Tomkins met with the contractor to look at additional works to the recreation ground footpath. Quotations for the work was presented to the Parish Council. It was proposed to accept the quotes presented, all agreed.
- (3) Youth Shelter: It was agreed that no action would be taken on this for the time being.
- (4) Basketball Court: It was agreed that no action would be taken on this for the time being.
- (5) Tennis Club: It was proposed that the Parish Council supply coaching sessions with the Tennis Club over the summer school break, with the council paying for time with the coach. The Parish Council to look into costs and what age groups who would benefit from this initiative and qualification in which to be able to qualify for these coaching sessions, i.e., non-members of the Tennis Club. Cllr Tomkins to speak with the Tennis Club. All agreed.

(9.2.2) Holmans Field: No matters arising.

(9.2.3) The Rye Ground: No matters arising.

## **(9.3) HIGHWAYS MATTERS:**

(1) Zebra/Pedestrian Crossing: Totternhoe Parish Council have gone ahead with their application. Cllr O'Donohoe has been speaking with the school regarding supporting this proposal. There is no match funding currently available from CBC, however Cllr Spicer advised the Parish Council to continue with the questionnaire (sent out to all school parents and then residents) to use this as evidence of a need in the village for a crossing. It was suggested to speak to the Village shop about using the location as the postal point for completed questionnaire. Cllr Richard Ball to action. All agreed. It was proposed distribution to all residents to be sent out via Focus and on the Website. All agreed.

(2) S.I.D.: Cllr Tomkins to put through application for Rural Match Funding. All agreed.

(3) Speedwatch: There are now nine new members who are currently going through training. The group are waiting for confirmation from the police that all members training is completed to be able to carry out Speedwatch sessions in the village.

## **(9.4) VILLAGE MATTERS:**

(1) Village Open Day: It was agreed that no action would be taken on this for the time being.

(2) Parish Office: It was proposed that the Parish Council trial a monthly Parish Council Office opening/surgery on the second Tuesday after the monthly parish council meeting. The first session to be on Tuesday 15th February from 10am-12pm. For security, the Coffee Tavern front door will be kept closed during the opening time. Visitors will be required to knock and wait to be admitted by the Clerk. All visitors will be required to complete a visitors record for security and insurance purposes. All agreed. Clerk and Cllr Tomkins to put information on Website/Facebook and Focus.

## **(9.5) PARISH TREES:**

(1) Mill End Close – Ransome Strip: Quotations were presented to the Parish Council; it was proposed to accept the quotation from T. Farrow Tree Specialist. All agreed.

(2) St. Mary's Church – Churchyard: Quotations were presented to the Parish Council; it was proposed to accept the quotation from T. Farrow Tree Specialist. All agreed.

(3) Village Trees: Replacing damaged/dead parish trees – matter ongoing.

## **(9.6) VILLAGE ENHANCEMENTS/EVENTS:**

(1) Village Signs: Matter ongoing.

(2) Jubilee Celebrations/Beacon location:

(2.1) Picnic in the park: The proposed date for the event is Sunday 5 June 2022. It was proposed to get the working group together, comprising of village volunteers, Cllr Capella, Cllr O'Donohoe and Cllr Simkins, to go through the details of the event, costs, etc., and bring to the March

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Parish Council Meeting for final decision. The Clerk to look into the requirements for having a license to sell alcohol in the park for this event. All agreed.

(2.2) Flags & Poles: The Parish Council looked at the sample poles and approved the design. The council to order poles/flags for display. Cllr Simkins to survey suitable locations and put forward suggestions. Cllr Simkins to forward to the Clerk the number of poles/flags required for ordering. All agreed.

(3) Litter Pick Day, Saturday 19 March 2022: The Clerk to put notices on Facebook/Focus and Cllr Tomkins to update website. All agreed.

## **(9.7) TENDERS/QUOTATIONS:**

(1) New gate into playpark: Quotations were presented to the Parish Council. It was proposed to accept the quotation from MWAgrl Ltd. All agreed.

## **(10) REPORTS:**

### **(10.1) PARISH COUNCIL CHAIRPERSON:**

#### **(10.1.1) Correspondence:**

(1) Email: CBC – Invitation to attend CBC event for HM Queen’s Platinum Jubilee, 8 May 2022. Cllr Simkins to attend on behalf of Eaton Bray Parish Council. All agreed. Clerk to email copy of invitation to Cllr Simkins and confirm his attendance.

(2) Email: Resident – Christmas lights. The Parish Council have agreed to leave the main tree lights on until Spring (when clocks go forward). Repair will be made to any damaged/broken lights. All agreed.

(3) Email: Royal British Legion – Queen’s Jubilee tree plaque. The Parish Council are interested in this and will look into further.

(4) Email: Eaton Bray WI – Queen’s Jubilee tree planting. The Parish Council are looking into planting a tree for the jubilee.

(5) Email: BATPC – enquired about office space. No availability.

(6) Footpaths/Rights-of-Way: The Clerk to contact CBC to obtain an updated OS plan of footpaths/rights-of-way in the parish. All agreed.

### **(10.2) PARISH CLERK:**

(1) Communications from CBC: When the council receive policies/consultation details from CBC, all communications are forwarded to Parish Councillors - if interested/make a comment, please copy/feedback to the Clerk. All agreed.

### **(10.3) PARISH AMENITIES/VENUES:**

(1) Cottage: Tenancy due for renewal. Current tenants are happy to renew. There have been issues with the front door/bathroom. The CTT [Coffee Tavern Trust] are looking into the issues raised.

#### **(2) The Coffee Tavern:**

(2.1) Fire Inspection was carried out – passed inspection.

(2.2) The CTT/Parish Council to investigate the responsibility of The Coffee Tavern for clarification. New paperwork to be completed for Trustees. It was proposed to nominate Cllr Sue Capella as a trustee, all agreed.

(3) The Village Hall: No matters raised.

(4) Tennis Club: See minutes page 1928, item (9)(9.2)(9.2.1)(5)

### **(10.4) PARISH BURIAL GROUNDS:**

#### **(10.4.1) Bower Lane Cemetery:**

(1) Burials: Number of burials/internments for December/January = one.

(2) Cemetery Tap: Clerk waiting for final quotations.

(10.4.2) St. Mary’s Churchyard: Ash tree – see minutes page 1928, item (9)(9.5)(2)

### **(10.5) PARISH ALLOTMENTS:**

(1) Holman’s Field: No matters arising.

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(2) The Meads Allotments:

(a) Fencing: Cllr Tomkins is to meet the contractor at the allotment to discuss suitable fencing and to seek a quotation.

**(11) MONTHLY ACCOUNTS:**

(11.1)

(1) To resolve to pay January 2022 accounts: Proposed, seconded, all agreed.

**(12) ITEMS FOR NEXT AGENDA:**

(12.1) Next Meeting:

○ Parish Council Meeting, Monday 7 March 2022 from 7:30pm, The Coffee Tavern

(12.2) Agenda items: Parish Councillors to forward any items for the next Parish Council Meeting to the Parish Clerk by Friday 25 February 2022.

○ School Lane lighting, Picnic in the Park, Pedestrian Crossing

**(13) MEETING CLOSED: 10:05hrs**