

EATON BRAY PARISH COUNCIL

Email clerk@ebpc.co.uk – Website: www.ebpc.co.uk

EATON BRAY PARISH COUNCIL MEETING MINUTES

MONDAY 4 APRIL 2022, 7:30PM, THE COFFEE TAVERN

ATTENDANCE

<u>Parish Councillors</u>	Cllr Marie Brewer, Cllr Richard Ball, Cllr Sue Cappella, Cllr Joan Conner, Cllr Howard Jones, Cllr Mike Simkins, Cllr Mark Tomkins
<u>Public:</u>	No members of public in attendance.
<u>Others:</u>	Cllr Philip Spicer-CBC, Parish clerk

(1) APOLOGIES FOR ABSENCE

(1.1) Apologies were received from 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) No members of public were in attendance.

(4) PARISH COUNCIL VACANCY:

- (1) No applicants have come forward for the role of Parish Councillor. The Clerk to readvertise the positions on Facebook/Focus. All agreed.
- (2) Resignation from role as Parish Councillor received from Cllr Jo O'Donohoe. The Parish Council wished to thank Cllr O'Donohoe for her time with the Parish Council and wish her all the best in the future.

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

- (1) Eaton Bray Parish Council Meeting, Monday 7 March 2022: It was proposed to unanimously accept the minutes. All Agreed. The Chairperson signed the minutes.

(6) MATTERS ARISING FROM MINUTES

- (1) Greenways: Cllr Brewer (on behalf of EBPC) wrote to the CBC Chief Executive. Despite chasing, there has been no response to the points raised. The Parish Council wished it noted that they are very disappointed with the lack of response from CBC.
- (2) New Cllr Induction Training: Response received from BATPC, currently not looking at holding training events in local areas. Matter to be further discussed at June Parish Council meeting. All agreed.

(7) REPRESENTATIVES

(7.1) CENTRAL BEDFORDSHIRE COUNCIL (CBC)

(7.1.1) Cllr Philip Spicer addressed the Parish Council.

- (1) CBC Community Grant/Match Funding: Cllr Spicer recommended the Parish Council apply to show need. This is an on-line application, Cllr Spicer to forward link to the Clerk. Suggested locations for funding – School Lane Park pathways, lights – the Parish Council to consider further. All agreed.
- (2) Lack of response by CBC: Despite letters/emails to CBC, there is a lack of response to matters raised. Cllr Spicer expressed his disappointed with the current response time from CBC/Highways.

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(7.2) BEDFORDSHIRE POLICE:

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

(8) PLANNING REPORT:

(8.1) No matters to report.

(8.2) Planning Applications:

(1) Application No: CB/TCA/22/00139 – 2 Park Lane, Eaton Bray, LU6 2BB

Proposal: Works to trees within a conservation area.

Comment: No objection, subject to Tree Planning Officer's decision.

(2) Application No: CB/TCA/22/00162 – Church Farm, 2 High Street, Eaton Bray, LU6 2DL

Proposal: Works to trees within a conservation area.

Comment: No objection, subject to Tree Planning Officer's decision.

(3) Application No: CB/22/00357/VOC – Tombury, Bellows Mill Lane, Eaton Bray

Proposal: Variation of condition number 7 of planning permission SB/04/00848 – erection of agricultural workers dwelling/new proposal being varied regards occupancy.

Comment: No objection, subject to normal planning conditions.

(4) CB/22/00817/FULL – Icknield Way Farm, Tring Road, Eaton Bray, LU6 2JX

Proposal: Alterations to roof, addition of new front dormer window& extended loft conversion.

Comment: No objection, subject to normal planning conditions.

(8.3) Planning Appeals:

(1) Appeal Ref: APP/P0240/W/21/3287114 – Crosswaters Farm Hs, Icknield Way, Eaton Bray

Application No: CB/21/00939/OUT

Comment: No comment.

(9) BUSINESS MATTERS:

(9.1) VILLAGE RECREATION GROUNDS:

(1) Play Inspection Report: Clerk has chased play equipment repair contractor, who has come back and are happy to meet with representatives from the Parish Council. Cllr Conner and Cllr Brewer to meet up with contractor, Clerk to set up meeting. All agreed.

(9.1.1) School Lane:

(1) (a) Lighting: Despite numerous emails, the Clerk has received no response from CBC Highways and CBC Assets Team. It was proposed the Parish Council look into suitable lighting, Cllr Simkins to put forward proposals/costs, with the aim to submit a planning application. All agreed.

(b) Play area: The ground is less boggy however the grass is still churned up. The Parish Council to look at groundwork improvements in this location. Matter to be brought to May Parish Council Meeting. All agreed.

(c) New signage: New play area signage has been fitted to the gate/fence, as recommended in the Play Inspection report.

(9.2.2) Holmans Field: No matters to report.

(9.2.3) The Rye Ground: No matters to report.

(9.2) HIGHWAYS MATTERS:

(1) Zebra/Pedestrian Crossing: Cllr Tomkins and Cllr O'Donohoe drafted a questionnaire, to include looking at additional potential users for a crossing. However, there are concerns with the number of people who would use the crossing. Another option for traffic control would be a tabletop. It was proposed to put this matter on hold. All agreed.

(2) S.I.D.: Cllr Tomkins submitted the CBC form regarding this initiative, currently no response to date. Cllr Tomkins to chase Cllr Spicer on this application. All agreed.

(3) Speedwatch: All group members are qualified, just waiting for Bedfordshire Police to forward approval to re-start.

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(9.3) PARISH MATTERS:

(1) Ward Cllr Spicer – Match Funding: Money to be used for the community, to be used by April 2023. There is a link on the CBC website – form to complete, detailing who will benefit, costings (£2K between three wards). Cllr Spicer to forward link to Clerk. Cllr Conner to look at playground inspection faults, putting forward suggestions for improvements, i.e., basketball net/board/lines, etc. All agreed.

(2) CCTV/cameras: Proposed locations for the three cameras put to the Parish Council.

(a) Two located at The Rye –one facing car park, the other facing gym rig. All agreed.

(b) One to be located at School Lane. Cllr Simkins to visit School Lane ground and put forward recommended location for tall pole to be fitted for camera.

(c) Clerk to organise CCTV signage, Cllr Tomkins to put together a CCTV policy. Matter to be brought forward to May Parish Council Meeting. All agreed.

(9.4) PARISH TREES:

(1) Mill End Close – Ransome Strip:

(a) Damaged 'No Public Access' sign. Clerk to organise replacement. All agreed.

(b) The tree growing in the strip has been removed. There have been additional concerns raised with trees in this location, the clerk has contacted the Ground Maintenance Contractor to assess these trees and confirm location, i.e., Parish Council or adjacent landowner responsibility. Clerk to write to resident informing them of findings and copy in CBC raising concerns regarding trees in adjacent field and works needed. All agreed.

(2) Village Trees:

(a) Bower Lane Cemetery: The damaged tree at the front of the cemetery has been assessed; findings conclude that the branch needs removal as a matter of priority. Clerk has organised for contractor to carry out the work under Clerks Emergency Powers. Approved.

(b) St. Mary's Church churchyard: The dead/dying Ash tree has been removed.

(c) Knights Close: Damaged tree has been removed.

(9.5) VILLAGE ENHANCEMENTS/EVENTS:

(1) Village Signs: Cllr Simkins presented proposed design/costs and location for 3x village signs.

(a) Location – Totternhoe road/Harling Road: Approved.

(b) Location – The Rye. Cllr Simkins/Cllr Brewer to visit The Rye for a suitable location. If location agreed, it was proposed the Parish Council approve the costs for the designs and purchase of three signs (£3K). Proposed, seconded, all agreed.

(2) Jubilee Celebrations:

(a) Jubilee tree: A proposed location of School Lane recreation ground was put to the Parish Council. The council to look at suitable locations within that area and bring forward recommendations for the May Parish Council Meeting. All agreed. It was also recommended that the tree should be a local species, ordered via a tree specialist. Cllr Brewer to speak with EB Bloomers regarding the watering. All agreed.

(b) Flags & Poles: The 16x flags and poles have been delivered. Cllr Simkins to organise fitting.

(3) Litter Pick: Cllr Brewer would like to thank the ten people who turned up to help at this event. The Parish Council was very disappointed with the lack of community support for this enterprise. The Parish Council would like to ask dog walkers to use the dog hygiene bins provided in the parish and not throw used bags into the hedgerow.

(9.6) TENDERS/QUOTATIONS: No quotations to present to the Parish Council

(10) REPORTS:

(10.1) PARISH COUNCIL CHAIRPERSON:

(10.1.1) Correspondence:

(1) Email: Resignation – Cllr O'Donohoe. Read to the Parish Council.

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(2) Email: Resident – concerns regarding trees (Ransom Strip) adjacent to property: See minutes page 1943, item (9)(9.4)(1)(b).

(3) Letter received raising concerns about a building being erected with no planning permission. The Clerk to forward to CBC Planning Enforcement. All agreed.

(4) Email: Resident – tree works to rear of property (Ransom Strip), access concerns. Work has been completed, Clerk to write acknowledging email and points mentioned therein. Agreed.

(5) Email: Invitation – Central Community Police, Leighton Buzzard, meeting – 26/-4/2022. Cllr Jones to check availability and confirm attendance in able. Agreed.

(6) Email: Resident – confirmation of work being carried out to the gate at The Meads allotments, replacement of gate with fence panel. The Parish Council have agreed to this proposal, however, will monitor the situation.

(7) Email: New Cllr Induction Training; see minutes page 1941, Item (6)(2).

(8) Email: Cheddington Parish Council – enquiry as to leasing of land to residents. Clerk to respond. All agreed.

(9) CBC Electric Charging Points: CBC contacted the Parish Council for suitable locations for electric charging points to be fitted. The Village Hall is not in the Parish Council remit, however potential sites; The Rye/School Lane, were put forward in principle to suitable locations, however, would waiting for further details prior to decision. It was agreed for these two locations to go on a list as possible locations, although not final agreement. Agreed.

(10.2) PARISH CLERK:

(1) (a) Parish Office Surgery, 15 March 2022: The Clerk wished to thank Cllr Brewer and Cllr Conner for stepping in due to an emergency and not being able to attend. Matters raised from open office presented to the Parish Council. Clerk to action. All agreed.

(b) April surgery to be held on Tuesday 12 April, 10am-12noon. Clerk to put reminder on Facebook/website. All agreed.

(2) School Lane recreation ground: The Clerk was informed that there was another incident on a pony and trap being driven around the ground. The dog hygiene bin has been bent, allowing access to the ground. The Clerk, under Clerks Emergency Powers, organised for the bin to be repaired and an additional post fitted. Approved.

(3) Parish Council correspondence: The Parish Clerk wished to remind all Cllrs that any communication from residents to Councillors, must be copied to the Parish Clerk for record purposes.

(4) Road closure warning signs: Carnival and Remembrance Service road closure notification – signs to be fitted 1-2 weeks prior to event and removed after. All agreed.

(10.3) PARISH AMENITIES/VENUES:

(1) Cottage: New contact with letting agent. Waiting for door and roof quotations.

(2) The Coffee Tavern: The CTT to make decisions on behalf of the Cottage/Coffee Tavern, reporting to the Parish Council on a quarterly basis. All agreed.

(3) The Village Hall: The Parish Council would like to have clarification regarding the members of the Trust for the Village Hall. Cllr Jones to enquire. Agreed.

(4) Tennis Club: No matters brought forward.

(10.4) PARISH BURIAL GROUNDS:

(1) Bower Lane Cemetery:

(a) Burials: Number of burials/internments for March-April: None.

(b) Cemetery Tap: The contractor has got back to the Clerk; the job is too large for them to carry out. Clerk to go out for other plumbers for quotes. All agreed.

(c) Bins: Both the general waste bin and green bin and full to overflowing. The Clerk has contacted CBC regarding the emptying of these bins. Due to cemetery users incorrectly filling the green bin (putting tributes – plastic/man-made/faux flowers) Waste Services will not empty this bin. The Clerk has put a reminder on how to use the bins correctly on the notice board and

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will fit stickers on the bins. Hopefully once the general waste bin rubbish is collected any non-green waste can be transferred into the bin for collection.

(d) Cemetery debris: There is still a lot of debris in the cemetery, within the hedging and on the ground. Memorial stones covered in ivy and grass clippings covering memorial stone. Clerk to contact Ground Maintenance Contractor. All agreed.

(2) St. Mary's Churchyard:

(a) Ash tree – removal works completed.

(b) The Church have planted a new natural hedge where the leylandii were removed.

(c) Natural Area – the Clerk to write to the Church about their proposed natural area within the churchyard. The Parish Council understand that the Church has asked the Ground Maintenance Contractor to not mow some areas, the council would like to have a meeting with a representative of the Church to discuss further. All agreed.

(10.5) PARISH ALLOTMENTS:

(1) Holman's Field: Allotment inspection to be carried out – May 2022.

(2) The Meads Allotments: Allotment inspection to be carried out – May 2022.

(11) MONTHLY ACCOUNTS:

(11.1)

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

(2) Internal Audit has been booked, w/c 2 May 2022, to conduct inspection of y/e accounts.

(12) ITEMS FOR NEXT AGENDA:

(1) Parish Council Open Office:

(1.1) Tuesday 12 April 2022, 10am-12noon, The Coffee Tavern

(1.2) Tuesday 17 May 2022, 10am-12noon, The Coffee Tavern

(2) Next Meeting: Parish Council Meeting

(2.1) Annual Parish Meeting, Monday 9 May 2022, from 7pm, The Coffee Tavern (1st floor)

(2.2) Annual Meeting of Eaton Bray Parish Council, Monday 9 May, from 7:30pm, The Coffee Tavern (1st floor)

(3) Agenda items: Parish Councillors to forward any items for the next Parish Council Meeting to the Parish Clerk by Friday 29 April 2022.

(13) MEETING CLOSED: 21:38hrs