

EATON BRAY PARISH COUNCIL

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EATON BRAY PARISH COUNCIL MEETING MINUTES

MONDAY 7 JULY 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
<u>Public:</u>	No members of public in attendance
<u>Others:</u>	Cllr Philip Spicer-CBC, Heidi Head-Parish clerk

(1) APOLOGIES FOR ABSENCE:

Apologies were received from Cllr Mark Tomkins and Cllr Mike Simkins.

(2) SPECIFIC DECLARATIONS OF INTEREST

No declarations of interest were raised.

(3) PUBLIC OPEN FORUM

No members of public were in attendance.

(4) SIGNING OF MINUTES: Eaton Bray Parish Council Meeting, 6th June 2022

It was proposed to unanimously accept the minutes. All Agreed. The Chairperson signed the minutes.

(5) MATTERS ARISING FROM MINUTES

- (1) Plumber/Bower Lane Cemetery: The Clerk has written to contractors for quotations to carry out work to the cemetery tap.
- (2) CCTV School Lane: Still waiting for confirmation on location of CCTV post/camera. Cllr Simkins/Cllr Tomkins to action.

(6) REPRESENTATIVES

(6.1) CENTRAL BEDFORDSHIRE COUNCIL (CBC)

(6.1.1) Cllr Philip Spicer addressed the Parish Council.

- (1) Woodside: Cllr Spicer was contacted regarding flooding concerns in this area. Cllr Spicer confirmed that this can only be properly assessed when surface water is there to understand where the problem with surface water is arising. This matter is being monitored.
- (2) School Lane recreation ground: Residents have raised concerns regarding drug taking at School Lane, Cllr Spicer to forward concerns to Bedfordshire Police/Parish Council for information.
- (3) Grants/match funding: Reminder that the match funding grants are now available to apply for. Cllr Conner and Cllr Jones to look into what can be applied for in order to make a claim using this scheme. All agreed.
- (4) Road Closure complaints: Cllr Spicer received a few complaints regarding the road closure for St. Mary's Village Carnival – signage was displayed in the closure locations two weeks prior to the event and a notice was placed on the village Facebook page.

(6.2) BEDFORDSHIRE POLICE: A member of Bedfordshire Police was not in attendance.

(7) PLANNING REPORT:

(7.1) No updates/matters arising from the Planning Working Group.

(7.2) (1) Planning Enforcement: Tring Road, Eaton Bray. The Clerk to write to Planning for an update on this matter.

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(7.3) Planning Applications:

(1) Application No: CB/22/01986 – Old Ley Farm, 7 The Rye, Eaton Bray, LU6 BQ

Application No: CB/22/01987/LB – Old Ley Farm, 7 The Rye, Eaton Bray, LU6 2BQ

Description: Construction of new car port new driveway with five bar gate access, improved landscaping and pathways to existing porch. Single storey rear extension following removal of lean-to. New roof lights to southern roof slopes. Installation of log burning stoves, repairs to windows/porch. New oriel window on west elevation. Replacement windows, new doors. Full Planning Application together with Listed Building application.

Comment: No objections, subject to normal planning/listed building conditions.

(2) Application No: CB/TCA/22/00292 – 7 Church Lane, Eaton Bray, LU6 2DJ

Description: Works to a tree within conservation area.

Comment: No objection subject to Tree office assessment.

(3) Application No: CB/22/02408 – 21 Church Lane, Eaton Bray, LU6 2DJ

Description: Erection of single storey rear extension.

Comment: No objection subject to normal planning conditions.

(4) CB/22/02166 – 10 Church Lane, Eaton Bray, LU6 2DJ

Description: Single storey side, rear and front extensions and loft conversion.

Comment: No objection subject to normal planning conditions.

(5) CB/22/01218 – 7 Richmond Court, Eaton Bray, LU6 2DY

Description: Removal of existing shed and replace with a log cabin that matches the look and style of house (Retrospective).

Comment: Whilst the Parish Council does not condone any works without planning permission, we have no objection if the application meets planning requirements.

(8) BUSINESS MATTERS:

(8.1) VILLAGE RECREATION GROUNDS:

(8.1.1) School Lane:

(1) Groundworks – Quotation received for improvements to the play area. The Parish Council to go out for additional quotations. All agreed. It was proposed the council look at putting these improvements forward for a CBC match funding grant. Clerk to forward a copy of a previous grant application to Cllr Brewer, Cllr Jones, Cllr Conner and Cllr Cappella for information. All agreed.

(a) Option 1: To surface the areas around each of the play items within the playground. Similar to where the black rubber matting is currently located. £29,844 +VAT

(b) Option 2: To resurface the entire area within the fenced playground, creating one continuous surface throughout the entire area. £47,392 +VAT

(2) Lighting: Cllr Simkins looking into this. Matter ongoing.

(8.1.2) Holmans Field: No matters to report.

(8.1.3) The Rye Ground: The refurbishment to the old play equipment is being carried out. It was suggested that the council leave replacement of any new equipment at this time, money to be put forwards to the School Lane play area ground works. It was proposed that The Rye play equipment improvements budget be transferred to the School Lane play area groundworks project. Proposed, seconded, all agreed.

(8.2) BUSINESS MATTERS:

(1) Website Domain: Carried forward to September Parish Council Meeting.

(2) BATPC/New Councillor Training: Carried forward to September Parish Council Meeting

(3) Community Fund/Grant: See minutes page 1962, item (8)(8.1)((8.1.1)(1).

(4) Hedgehog Highway: Read to Parish Councillors.

(5) Citizen's Advice Surgery: Cllr Brewer waiting to hear back from the Citizens Advice Bureau. Carried forward to September Parish Council Meeting.

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(8.3) HIGHWAYS MATTERS:

- (1) S.I.D.: Cllr Tomkins to forward quotes to Clerk to send out to all Parish Councillors.
- (2) Matters Arising: No matters arising.

(8.4) VILLAGE ENHANCEMENTS/EVENTS:

The Parish Council wished to that the EB Bloomers for the village flower troughs and thank the WI for the yarn bombs placed on trees within the parish.

- (1) Village Signs: Cllr Simkins to get in touch with Cllr Brewer to look at suitable locations.
- (2) Jubilee tree: A tree has been ordered for recognition of the Platinum Jubilee, together with tree guard, planned delivery/planting for September. Cllr Cappella is looking at suitable designs/costs of plaques. All agreed.
- (3) Official: Forward Planning
No matters raised.

(8.5) PARISH TREES:

- (1) School Lane – damaged tree, bark peeling. Ground Maintenance Contract to assess tree.
- (2) Greenways – the two trees at the entrance have died. The Parish Council to decide whether to organise replacements, however the concern is the care/watering after and needing support of local resident to ensure any replacement is cared for.
- (3) Mill End close – fallen tree. Forwarded to Edlesborough Parish Council to action.

(8/6) TENDERS/QUOTATIONS:

- (1) Cemetery fence – quotation presented to the Parish Council. It was agreed to go ahead with the required works to the damaged/broken fence posts. All agreed.
- (2) Cemetery trees – quotations presented to the Parish Council. It was proposed that the Parish Council accept the quotation from Tom Farrow Tree Specialist. All agreed.

(9) REPORTS:

(9.1) PARISH COUNCIL CHAIRPERSON:

(9.1.1) Correspondence:

- (1) Email: CBC – informing the Parish Council that the new bus stop at The Meads has been fitted.
- (2) Letter: Kompan – customer surgery. Cllr Brewer to completed on behalf of the Parish Council mentioning the condition of the play area ground. All agreed.
- (3) Email: Resident – hedge trimming. Clerk to respond. The Parish Council have cut back the cemetery hedge, as this is the council's responsibility. However, the other hedges mentioned are the responsibility of the homeowner to cut back hedging encroaching onto the public footpaths. The Parish Council will be sending out letter to residents reminding them of their responsibility to cut back trees/hedging affecting footpaths up to their boundary line.
- (4) Email – allotment concern. The Parish Council have visited the area of concern raised, however do feel that the installation of one panel is acceptable and will not proceed with further action at this time. However, the council do monitor the allotments, with the second allotment inspection due to be conducted in September.
- (5) Email: Resident – Mill End Close green. The Parish Council did not plant the small borders, it was proposed these areas are regrassed to be in line with the rest of this area. All agreed.
- (6) Email: Operation London Bridge – carry forward to September Parish Council Meeting.
- (7) Email: Cricket Club – water pipe. The original pipe runs under the new houses/bungalow in The Rye; problem with access so new pipe needs to be fitted. Clerk to speak to Cricket Club to check they have received legal advice regarding accountability, i.e., the new owner of the bungalow/housing developers – surely there would have been a record of the current water pipe location, with a build over agreement having to be sought. Who is responsible for the failure of the location of the current water pipe not being picked up, (i) the new owners of the bungalow, (ii) the property developers? The Parish Council were asked if they, in principle,

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supported assisting the Cricket Club, consider a loan (P.W.L.B.). Clerk to look into P.W.L.B. loans and if the council can loan money to the club. All agreed. The Parish Council to write to the water board (Infinity Water) that they feel this unfortunate situation should not fall onto the Cricket Club, why can the new water supply be taken from the main located nearer to the Cricket Club. Clerk to write, Cllr Brewer to check draft letter prior to sending, obtaining the contact the Cricket Club has been in correspondence with. All agreed.

(8) Email: Resident – speeding Bower Lane/High Street. The Parish Council are currently in the process of looking at installing new S.I.D. in the parish. They also have a Speedwatch group that currently cannot operate due to lack of volunteers and ask if the resident or knows of anyone who would be interested in getting involved in this scheme. All agreed.

(9.2) PARISH CLERK:

(1) Parish Office Surgery, Tuesday 14 June 2022

- Cllr Brewer and Cllr Conner came in to discuss the Parish Council office improvements.
- Contractor came in to look at the installation of shelving/storage in the Parish Council Office.
- David Head replaced the old locks on The Coffee Tavern noticeboard.

(2) Broken sign, entrance to School Lane car park. Clerk to organise replacement. All agreed.

(3) Reminder – Parish Council Annual Parish Inspection: To complete and return to the Parish Clerk by the September Parish Council meeting.

(9.3) PARISH AMENITIES/VENUES:

(1) Cottage/The Coffee Tavern:

(a) Cottage bathroom roof completed. Cottage radiators mended. Recommended to leave the stopcock in the cottage as there is one, which controls the water into the cottage, in the road and easier to locate. Cottage stopcock not vital. Stain on wall has been assessed, it is believed to be an old stain, struggling to find location for any potential problem. The Coffee Tavern is currently being painted/decorated. The scaffolders noticed some roof tiles in the gutter, which has been put back into their location. All electrical items have been PAT tested. The new Coffee Tavern advert is now in the Focus. The Parish Council website and EB website need updating. Clerk to organise.

(2) The Village Hall: The Annual General Meeting was held on 20 June 2022; Cllr Jones was not able to attend.

(3) Tennis Club: No matters to report.

(4) Cricket Club: See minutes page 1963-1964, item (9)(9.1)(7).

(9.4) PARISH BURIAL GROUNDS:

(1) Bower Lane Cemetery:

- Burials: Number of burials/internments for May/June: None.
- Memorials: Number of memorial applications for May/June: One
- There is some loose debris in the cemetery which requires tidying up. Cllr Conner to forward to clear photos of untidy graves to the Clerk. Cut branches/waste is being thrown into the hedge adjoining Café Masala.

(2) St. Mary's Churchyard:

- The Parish Council has not received a response from the Church regarding the rewilding area. The Ground Maintenance Contractor to not carrying out the rewilding work until a response is received from the church saying that they are happy to pay. All agreed.

(9.5) PARISH ALLOTMENTS: Allotment inspections to be carried out September 2022.

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

(2) The Meads Allotments:

(a) Allotment Inspection – June 2022. There are 37 plots at The Meads, the recent inspection found the following:

(i) 28 plots are in excellent condition.

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- (ii) 2 plots in fair/good condition – plots to be monitored.
- (iii) 2 plots have recently been let, Clerk to monitor condition after the planting/growing season.
- (iv) 5 plots are in poor/uncultivated condition. Clerk to write to tenants informing them of the tenancy agreement, with 3-months' notice to ensure the plots are in a fair/good condition.
- (a) Two new signs required for gates into the allotments. All agreed.
- (b) REMINDER: Second allotment inspection – September 2022.

(10) MONTHLY ACCOUNTS:

- (10.1) To resolve to pay June 2022 accounts: Proposed, seconded, all agreed.

(11) PARISH COUNCIL REMINDERS:

- (1) Parish Council Open Office, The Coffee Tavern (ground floor)
 - (i) Tuesday 12 July 2022, 10am-12noon
 - (ii) Tuesday 9 August 2022, 10am-12noon
- (2) Next Meeting: Parish Council Meeting, The Coffee Tavern (1st floor)
Monday 5 September 2022, from 7:30pm
- (3) Agenda items: Parish Councillors to forward any items for the next Parish Council Meeting to the Parish Clerk by Friday 26 August 2022.
- (4) Annual Monitoring Form: Parish Councillors to forward completed forms to the Parish Clerk by 5 September 2022.

(12) MEETING CLOSED: 21:10hrs