

EATON BRAY PARISH COUNCIL

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

EATON BRAY PARISH COUNCIL MEETING MINUTES MONDAY 4TH DECEMBER 2023, 7:30PM, THE COFFEE TAVERN

ATTENDANCE

Parish Councillors: Cllr Marie Brewer (Chair), Mark Tomkins (vice-Chair), Cllr Richard Ball, Cllr Adriano Cappella, Cllr Sue Cappella, Cllr Joan Conner, Cllr Alan Hines, Cllr James O'Brien, Cllr Jo Secker

Members of Public: x1

Others: CBC Ward Cllr Philip Spicer, Heidi Head-Parish Clerk

(1) APOLOGIES FOR ABSENCE:

(1.1) Bedfordshire Police were not in attendance.

(2) SPECIFIC DECLARATIONS OF INTEREST:

(2.1) No declarations were raised at this point of the meeting.

(3) PUBLIC OPEN FORUM:

(3.1) No matters were raised.

(4) SIGNING OF MINUTES:

(4.1) Meeting of Eaton Bray Parish Council, Monday 6th November 2023

It was proposed to unanimously accept the minutes. Proposed, seconded, all agreed.
The Chairperson signed the minutes.

(5) MATTERS ARISING FROM MINUTES

(5.1) The Rye Gate: Closing mechanism was fitted but has broken off. Cllr O'Brien to speak to MWAgri Ltd about other options. Approved.

(5.2) S.I.D.: Waiting for police contact details to forward data reports on traffic.

(5.3) Benches – The Rye: Clerk to confirm delivery location and place order. Approved.

(5.4) War Memorial: Wreath bars due to be fitted over the next month.

(6) REPRESENTATIVES

(6.1) CENTRAL BEDFORDSHIRE COUNCIL (CBC): Ward Cllr Philip Spicer

(1) Bus Stop: The bus stop (Totternhoe Road, opposite The White Horse) works planned February 2024.

(2) Knights Close/Greenways: Two informal consultations are being carried out for Knights Close and Greenways in Eaton Bray. This is to gauge support for proposals to re-provision the green space in these locations for additional parking. Letters have been hand delivered to residents in the respective locations along with the plans being proposed.

(3) Quarry: Cllr Spicer to forward planning details to the Parish Clerk.

(6.2) BEDFORDSHIRE POLICE: No representatives for Bedfordshire Police were in attendance.

(7) PLANNING REPORT:

(7.1) Matters arising/updates from Planning Working Group:

(a) Eaton Park: Cllr Brewer and Cllr S. Cappella to meet with Eaton Park developers (Hayfield Homes) to find out plans for the proposed development and potential improvements for the parish. Cllr Spicer to forward CBC contact details to the Parish Clerk re S106 money. All agreed.

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(b) CBC now has a policy for development in the Chiltern Beechwoods Special Area of Conservation Zone. Cllr Spicer to forward the mitigation strategy to the Parish Clerk for information. This strategy spells out what any developers in the zone have to contribute. All agreed.

(7.2) Planning Enforcement/Environmental: No matters to report.

(7.3) Planning Appeal

(1) **Appeal reference: APP/P0240/W/23/3314507 - Application reference: CB/22/01364/FULL**

Location: The Bungalow, Tring Road, Dunstable, LU6 2JU

Proposal: Demolition of existing house/stable block. New 1.5 storey 5xbed/attached single storey garage.

Decision: Appeal dismissed.

(7.4) Planning Applications

(1) **Planning Application – CB/TA/23/00568 – 1 High Street, Eaton Bray, LU6 2ND**

Proposal: Works to trees within a conservation area.

Comment: No objection, subject to decision of the Tree Officer. All agreed.

(2) **Planning Application – CB/23/03803-FULL – Land South of Harling Road, Eaton Bray**

Proposal: Change of use from agricultural land to dog walking and proposed new access.

Comment: Objection. The Parish Council have concerns regarding a new access opening onto an already busy road. There is also concern about the impact on the open nature of this green belt area. The Parish Council is also concerned that as this land has been subject to previous planning applications that this might be the start of a plan to develop this land. The Parish Council wonder if land could not be found nearer to the farm, using an existing access. All agreed.

(8) BUSINESS MATTERS:

(8.1) VILLAGE RECREATION GROUNDS:

(1) **Play Inspection Report:** Quotations were presented to the Parish Council for works to deal with defects raised in the recent report. The council approved various items within the report. Cllr Cappella to put together an amended estimate to forward to the approved contractor. It was proposed to approve the amended works, seconded, all agreed.

(3) **School Lane:**

(i) Zip Wire – KOMPAN will remove a few links from the current seat position to raise the height of the unit as it is currently too low and causing damage to the playground surface. An inspection of the equipment and maintenance works to be carried out in December 2023. Approved.

(ii) Bowed fencing – to leave as it is and monitor. All agreed.

(iii) MUGA – Cllr O'Brien looking at supplier. Costs currently come in around £120,00-£125,00 for an all-weather, fenced, 20Mx35M (dimension of MUGA). This is a long-term project, and it was proposed to look at other options. Cllr O'Brien to contact Sports England to enquire about funding/grants for this type of project. All agreed.

(4) **Holmans Field:**

(i) Back gate: No lock. Due to replacement locks keep being cut off, it was proposed to leave the lock off and monitor. All agreed.

(ii) Fencing: The installation of the fence and gate alongside the deep ditch has been completed. Parish Clerk to organise for signs to be fitted on the fence – deep ditch/do not climb/at own risk. All agreed. There is a gap by the tennis courts, it was proposed to leave this open at this stage and monitor. All agreed.

(5) **The Rye Ground:** No additional matters raised.

(8.2) BUSINESS MATTERS:

(1) **Mill End Close/Waterside:** IDB visited the site to assess situation. The Parish Council are waiting for confirmation of the start date.

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(2) Neighbourhood Plan: It has been recommended the Parish Council revisit their Neighbourhood Plan. It was proposed to put together a Working Group to review the plan – Cllr Hines, Cllr Ball, Cllr S. Cappella and Cllr A. Capella. The Parish Council agreed to fund a meeting with Neighbourhood Plan Consultant (Neil Homer) for advice/recommendations.

(3) CBC Local Infrastructure: For information – this is connected to the Neighbourhood Plan. Cllr Spicer informed the Parish Council that CBC are looking at carrying out a new Local Plan.

(4) Recreations Open Space Strategy: This is information gathering by CBC. The Parish Clerk to forward mapping software details to Cllr O'Brien. The current Neighbourhood Plan contains all the required information, nothing has changed since the plan was submitted and suggest the council go back to CBC suggesting they consult Eaton Bray's Neighbourhood Plan for full details. Cllr Ball to forward to Cllr O'Brien the details of what was contained in the EBNP documentation about the village open spaces. Cllr O'Brien is to consider the response to the survey. All agreed.

(5) CBC Emergency Group ([BLEVEC/BLRF]): This is a WhatsApp group set up to communicate emergency situations to towns/parishes. It's recommended a local emergency WhatsApp group be set up, to include local schools, shops, farmers, who may be of use during an emergency. Matter ongoing.

(8.3) HIGHWAYS MATTERS:

(1) S.I.D.: The S.I.D.s are collecting data regarding speed/times and Cllr Tomkins is pulling the data from the traffic travelling through the village, this will help the council to understand if there is an issue with speeding on the roads and be able to put forward to CBC speed reduction ideas. Cllr A. Cappella to speak with CBC to understand data needed to support improvements. All agreed.

(8.4) VILLAGE ENHANCEMENTS/EVENTS:

(1) Christmas Working Group:

(i) Christmas Wreaths – going up Wednesday 6th December. The Parish Council would like to thank MWAgri Ltd and David Head for their help in getting this organised.

(ii) Brass Band – the Parish Clerk has booked the Heath Band to come and play on the evening of Wednesday 20th December, 7:15pm at Market Place. The Clerk asked for helpers for the evening – Parish Clerk, David Head, Cllr Secker, and Cllr Tomkins to help on the day. The clerk to organise a suitable venue for the brass band to park and get organised. If the weather is very bad then the event will be cancelled, however light rain it may go ahead – Clerk to check council gazebos in council storage. Notifications for cancellations on that day will go on Facebook and the Parish Council website. Approved.

(iii) Christmas Trees – The two large Christmas trees, Market Place and Three Corners, are up. The Parish Council would like to thank MWAgri for getting this organised. The two Christmas trees are up at The Coffee Tavern. The Parish Council would like to thank David Head for getting this organised. Approved.

(2) School Lane lighting: Environmental Surveyor has been booked. Payment will not be made until completion of the full survey being carried out. Approved.

(8.5) TENDERS/QUOTATIONS:

(1) Playground maintenance: See minutes page 2035, item (8)(8.1)(1).

(9) REPORTS:

(9.1) PARISH COUNCIL CHAIRPERSON:

(9.1.1) Correspondence:

(1) Email from resident: Thanking the Parish Council for the lovely Poppy display in the village.

(2) Email from resident: Holmans Field fence – comments noted. The parish Council to respond accordingly. All agreed.

(3) Email from resident: Parish trees – Mill End Close. Parish Council to respond, as previously to another resident regarding the cutting of the trees behind their house. All agreed.

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(4) Email from Marston Moretaine Parish Council – CBC tip charging/ID cards. The Parish Council to respond expressing concerns about potentially increased fly-tipping due to these changes. All agreed.

(5) Email from resident – green belt land sale. Comments noted – Parish Council to respond understanding concerns however nothing can be done at this moment but the council will monitor the situation. All agreed.

(6) Email from resident – The Meads road poor condition. Comments noted – Parish Council to confirm that this does not come under the jurisdiction of the council, however the council will write to the owner of the road asking them to improve the condition. All agreed.

(7) Email from resident: Holmans field fence – comments noted. Parish Council to respond regarding the FOI information request made. All agreed.

(8) Email from resident: S.I.D. not working – Parish Council to respond, they are aware of issue and maintenance planned to be carried out to unit. All agreed.

(9) Email from resident: Footpath – Slickets Lane. Not in Eaton Bray, Clerk to forward email to Edlesborough Parish Council to look into. All agreed.

(9.2.1) Parish Office Surgery:

(1) Tuesday 14th November 2023

(a) Cllr Joan Conner and the Parish Clerk went around The Coffee Tavern looking at current public notices to be replaced.

(b) Cllr Sue Cappella updated the Parish Clerk on the play area groundworks and damaged equipment.

(c) Allotment Holders visited the Parish Office to make their yearly tenancy payments.

(9.2.2) Parish Clerk's Report:

(1) EBPC Working Groups: Changes were made to the current working grounds. The Clerk to send updated list to all Parish Councillors.

(2) Bereavement card: The signed card was posted to the family of T/L Helen Chubb.

(3) Request for absence: The Chairperson, Cllr Brewer, gave her apologies for absence from the January Parish Council meeting and put in a request (medical reasons) for continued absence from the council for the following two to three months. The Parish Council approved Cllr Brewer's absence from the Parish Council with the Vice-Chairperson, Cllr Tomkins, taking on the role of Chairperson for Eaton Bray Parish Council during this period. All agreed.

(9.3) PARISH AMENITIES/VENUES:

(1) Cottage/The Coffee Tavern:

(a) The Coffee Tavern Financial Policy: Proposed, seconded, all agreed. The Chairperson signed the policy.

(b) The Coffee Tavern:

(i) Large meeting hall lights fitted; electrician needs style/design for ground floor hall lights.

(ii) Cllr A. Cappella to put together draft plan for walls/proposed works.

(iii) Concerns with water flowing out of heating system into car park – to be investigated.

(iv) Toilet roof work commencing Wednesday 6th December.

(v) Front pipe from guttering to roof/gutter drains blocked. Needs clearing. Clerk to contact Village Handyperson. All agreed.

(2) Village Hall: No matters arising.

(3) Tennis Club: No matters arising.

(4) Cricket Club: No matters arising.

(9.4) PARISH BURIAL GROUNDS:

(1) Bower Lane Cemetery:

(a) Cllr Conner to forward to the Clerk the ground maintenance areas that need to be sorted.

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(b) Memorial Garden – Clerk to contact contractor to add a front section, to separate from cemetery grass and inside section to be filled with stones. EBPC memorial plaque to be put onto the facing section of the raised sleepers. All agreed.

(2) St. Mary's Churchyard: No matters arising.

(9.5) PARISH ALLOTMENTS:

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

(2) The Meads Allotments: No matters arising.

(10) PARISH COUNCIL ACCOUNTS:

(10.1) Monthly Accounts

(1) To resolve to pay November 2023 accounts: Proposed, seconded, all agreed.

(2) Financial Working Group: Budget/Precept 2023 – Monday 18th December 2023, 7pm at The Coffee Tavern. Parish Councillors to forward to the Parish Clerk project ideas/approx. costs, to be considered at the budget meeting.

(3) Chairperson's Allowance: No matters raised.

(11) PARISH COUNCIL REMINDERS:

(1) Parish Council Open Office, The Coffee Tavern (ground floor)

(1.1) Tuesday 12th December 2023, 10am-12noon.

(1.2) Tuesday 16th January 2024, 10am-12noon.

(2) Next Meeting: Parish Council Meeting, The Coffee Tavern (1st floor)

(1) Monday 8th January 2024, from 7:30pm

(2) Monday 5th February 2024, from 7:30pm

(3) Agenda items: Parish Councillors to forward any items for the next Parish Council Meeting to the Parish Clerk by Friday 29th December 2023.

The Chairperson closed the meeting at: 21:51 hrs.

SIGNED FOR AND ON BEHALF OF EATON BRAY PARISH COUNCIL

APPROVED – EATON BRAY PARISH COUNCIL MEETING

SIGNATURE:

PRINT NAME:

DATE: