

# EATON BRAY PARISH COUNCIL

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## EATON BRAY PARISH COUNCIL MEETING MINUTES MONDAY 8<sup>TH</sup> JANUARY 2024, 7:30PM, THE COFFEE TAVERN

### ATTENDANCE

**Parish Councillors:** Cllr Mark Tomkins (Chair), Cllr James O'Brien, Cllr Sue Cappella,  
Cllr Joan Conner, Cllr Jo Secker

**Members of Public:** x2

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

Due to Cllr Brewer's absence, vice-Chair Cllr Tomkins presided as Chairperson over the meeting.

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

- (1.1)** Cllr Brewer, Cllr A Cappella, Cllr Ball and Cllr Hines sent their apologies for absence.
- (1.2)** Bedfordshire Police were not in attendance.

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

- (2.1)** Cllr Cappella: Planning, Item (7)(7.1) Eaton Park Development.
- (2.2)** Cllr Tomkins: Monthly Accounts, Item (10)(10.1) Aubergine payment.

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

- (3.1)** The Rye: Resident raised concerns regarding the land sale. This is green belt land with heritage assets - ancient ridge and furrow, next to the Scheduled Ancient Monument. Resident also requested that the Parish council investigate the possibility of having a brown/tourist/place of interest sign installed to indicate where the Ancient Monument was.
  - The Parish Council are in the process of putting together a Neighbourhood Plan Working Group to review the current Neighbourhood Plan and its effectiveness. The council to look into the installation of a tourist sign.
- (3.2)** Fly-tipping: This is becoming a regular occurrence in the parish. Could the Parish Council reconsider the installation of CCTV cameras in potential hot spots.
  - The Parish Council wrote to CBC, Chief Executive regarding these concerns and the introduction of ID for CBC Tidy Tips.
  - The Parish Council asked Cllr Philip Spicer to look into CCTV options available through CBC.
  - The Parish Council to monitor the fly-tipping incidents.

### **(4) SIGNING OF MINUTES:**

#### **(4.1) Meeting of Eaton Bray Parish Council, Monday 4<sup>th</sup> December 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: Cllr O'Brien spoke with MW Agri regarding a replacement spring closure for the gate. To conform with safety guidelines, the gate needs to take 8 seconds to shut. Recommended spring closures were put to the contractor, awaiting quote for order/fitting.
- (5.2)** S.I.D.: No communication from the police regarding contact details for SID data.
- (5.3)** Benches – The Rye: Clerk to order, delivery Rye Farm (will confirm expected delivery date when received from supplier) and book groundworks/contractor.
- (5.4)** War Memorial: Wreath bars fitted.

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## (6) REPRESENTATIVES

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

#### (1) Highways:

- There have been some repairs but of a poor quality. Cllr Spicer is in contact with CBC regarding the quality of the work and to chase issues raised on FixMyStreet.
- Moor End: A resident contacted Cllr Spicer about speeding on this road, the Parish Council have been copied in on this matter. Cllr Spicer will be looking at these concerns and options available for speed reduction through CBC.

#### (2) Flooding:

- Cllr Spicer reported the flooding in the village on the CBC emergency WhatsApp group, 101, local Facebook page, with residents also reporting it to CBC Highways hotline. The Highways team visited the area, used a 'super sucker' to clear the road drains.
- Anglia Water attended the scene to assess the situation and the cause of the flooding. From initial assessments our water system feeds into a ditch, which is part buried below The Lodge, Northall Road. This is to be inspected to make sure there are no blockages and that the ditches on either side are clear.

#### (3) Postal Service: Andrew Selous MP is carrying out an investigation into the Royal Mail and postal deliveries in the area, as he has been made aware that not everyone is receiving post on time. If residents are not getting a regular postal service, Andrew Selous MP has asked if resident can write to him about any experiences of the delivery service.

#### (4) The Rye: Concerns were raised regarding sewage coming to the surface during recent flooding.

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

## (7) PLANNING REPORT:

### (7.1) Planning matters arising/updates from Planning Working Group:

(a) Eaton Park Development: A Planning Application has been submitted to CBC. Once the application has been ratified by CBC and available to comment the Parish Council will be looking at the application to comment. All agreed.

(b) Greenways Planning Application: The application has been withdrawn, it is to have a few amendments and then will be resubmitted.

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

### (7.3) Planning Applications

#### (1) Planning Application – CB/TCA/23/00523 – Orchard Cottage, Totternhoe Rd, Eaton Bray

Proposal: Works to trees within a conservation area.

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

## (8) BUSINESS MATTERS:

### (8.1) VILLAGE RECREATION GROUNDS:

#### (1) Matters arising:

(a) Play Inspection Report: The Parish Clerk forwarded the agreed works to contractor, awaiting start date.

(b) Recreation Open Space Strategy: Form completed and returned to CBC. Cllr O'Brien to forward completed copy to the Clerk for council records. All agreed.

#### (2) School Lane:

(a) Play area gate: Closure mechanism to be refitted. Cllr O'Brien to speak with MWAgri. Agreed.

(b) Zip-wire: Links (14) have been removed, to raise the height of the seat to protect the ground.

#### (3) Holmans Field:

(a) There was a damaged screw to one of the slats on the fence, being replaced. Approved.

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- (b) The ground entrance is soddened and extremely poor condition. The Parish Council to look at a temporary solution during the wet weather. Cllr O'Brien to speak with MWAgri for suitable solutions. All agreed.

## (4) The Rye Ground:

- (a) Gate: see Parish Council minutes page [2039](5)(5.1).
- (b) Noticeboard: Clerk to order and organise fitting. Approved.

## **(8.2) BUSINESS MATTERS:**

- (1) Mill End Close/Waterside: Cllr S Cappella spoke to IDB [Internal Drainage Board], the IDB are still working at the current location (due to poor weather), waiting for start date.
- (2) Neighbourhood Plan: Cllr Tomkins to contact Neil Homer, NP Consultant. All agreed.
- (3) Freedom of Information [FOI] Policy: draft policy presented to the Parish Council. Parish Councillors to read policy, b/f February PC Meeting. All agreed.

## **(8.3) HIGHWAYS MATTERS:**

- (1) S.I.D. Report: Data being collected.

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

### (1) Christmas Working Group:

- (a) The Heath Band: At least 120 people attended the event on Wednesday, 20<sup>th</sup> December 2023. It was an excellent evening. It was proposed to repeat the event for December 2024. Proposed date Wednesday 18<sup>th</sup> December, 7:15pm. Clerk to book. All agreed.
- (b) Charity Donation Box: It was proposed the Parish Council have a charity donation box at events. The Parish Council to agree a charity to support for 2024. All agreed.
- (c) The Parish Council to look at adding to the current Christmas event, i.e., refreshments. To find a list of companies that provide this service. To investigate further. All agreed.
- (d) The Parish Council to look options for hosting/funding for this event. All agreed.
- (2) School Lane lighting: Matter ongoing.

## **(8.5) TENDERS/QUOTATIONS:** No additional quotations were presented to the Parish Council.

## **(9) REPORTS:**

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

#### (9.1.1) Correspondence:

- (1) Email from CBC: Flooding in Central Bedfordshire. The Parish Council to respond there was flooding in the parish, blocked drains and culverts. All agreed.
- (2) Email from resident: Concerns with dangerous junction at the Leighton Buzzard bypass. Forward email to CBC/Cllr Spicer. The Parish Council to write to Highways regarding the number of RTA's at this junction at an increase in the volume of traffic using this road since the introduction of the motorway junction at 11a.
- (3) Email from resident: Concerns with the River Ouzel spillway. The Parish Council has been in contact with IDB about when work will commence here. The IDB are still at their previous location, due to bad weather, and will let the Parish Council know when they will be starting work in this location.
- (4) Letter from Senbotex Ltd: Clothing bank. The parish already has a clothing bank and currently does not need another clothing back collection bin.

#### (9.1.2) No other matters to report.

#### (9.2.1) Parish Office Surgery:

##### (1) Tuesday 12<sup>th</sup> December 2023

- (a) Cllr Sue Cappella updated the Parish Clerk on the play area equipment.
- (b) Allotment Holders visited the Parish Office to make their yearly tenancy payments. Clerk to place reminder in FOCUS for outstanding payments. All agreed.

##### (9.2.2) Parish Clerk's Report:

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- (1) Fallen branch: Under the Clerk's emergency powers, a large branch was cleared from the footpath in School Lane.
- (2) The 'finial' has broken off the Community Notice Board [Coffee Tavern car park]. It is currently being stored at the Church. The Clerk to collect. To look at replacement finials for the notice board. All agreed.

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

- (1) Village Hall: No matters arising.
- (2) Tennis Club: No matters arising.
- (3) Cricket Club: No matters arising.

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

- (1) Bower Lane Cemetery:
  - (a) Cllr Conner has spoken with MWAgri Ltd. The planned work to tidy/clear areas needing to be done is due to be carried out.
  - (b) Memorial Garden: The Clerk to organise for a plaque to be placed on the wall [wooden sleepers] of the memorial garden. The Clerk to look for plaque designs/costs for those wishing to place a plaque in this location. To consider, at a later date, having a bench. All agreed.
- (2) St. Mary's Churchyard: A large branch had fallen into the graveyard during the recent bad weather. The Clerk, under emergency powers, organised for removal of branch. Approved.

## **(9.5) PARISH ALLOTMENTS:** Clerk to chase outstanding allotment tenancy renewals. Approved.

- (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 December 2023 accounts: Proposed, seconded, all agreed.
- (2) Budget 2024-2025: draft Budget presented to the Parish Council. Proposed, seconded, all agreed.
- (3) PRECEPT 2024-2025: It was proposed to keep the Precept the same as 2023-2024 at £105,152. Proposed, seconded, all agreed. Majority decision – to keep Precept at 0%.

## **(11) PARISH COUNCIL REMINDERS:**

- (1) Parish Council Open Office, The Coffee Tavern (ground floor)
  - (1.1) Tuesday 16<sup>th</sup> January 2024, 10am-12noon.
  - (1.2) Tuesday 13<sup>th</sup> February 2024, 10am-12noon.
- (2) Next Meeting: Parish Council Meeting, The Coffee Tavern (1<sup>st</sup> floor)
  - (2.1) Monday 5<sup>th</sup> February 2024, from 7:30pm
  - (2.2) Monday 4<sup>th</sup> March 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 26<sup>th</sup> January 2024.

**The Chairperson closed the meeting at: 21:04 hrs.**

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**SIGNED FOR AND ON BEHALF OF EATON BRAY PARISH COUNCIL**

APPROVED – EATON BRAY PARISH COUNCIL MEETING

SIGNATURE:

PRINT NAME:

DATE: