



Bray Parish Council

MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF BRAY PARISH COUNCIL HELD AT 7:30PM ON MONDAY 18TH SEPTEMBER 2017 IN BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS.

PRESENT:

Alexander Ward:	Cllr J Glover
Dedworth Ward:	No Councillor present
Bray Ward:	Cllrs K Elvin (Chairman), M Pierce, S Kiely
Holyport Ward:	Cllrs B Bou-Sreih, L Walters (late), D Wilson
Oakley Green & Fifield Ward:	Cllr N Marsh, C Yates
	2 - Members of the public
	1 - The Press
	The Clerk - Mrs S Cook

174/2017. Chairman's request

The Chairman requested that all mobile devices were switched off for the duration of the meeting.

175/2017. Apologies for Absence, Declarations of Interest and Dispensations

Apologies were received from Cllrs C Graham, S Dudley and L Kneen, Cllr Walters had advised he would be late to the meeting.

The following declaration of interest and dispensations were made;

Personal

Councillor	Agenda Item	Interest
Cllr J Glover	8.8	Interest in payment list item - SMS

Pecuniary

Councillor	Agenda Item	Interest
Cllr N Marsh	8.13	Member of Braywood War Memorial Hall Committee
Cllr K Elvin	8.9	Was invited to and attended the Charity Cricket Match

The Clerk had issued a dispensation to allow elected members to vote on agenda item 8.1 regarding Councillor Allowances.

176/2017. Health and Safety

The Chairman gave a reminder to all in attendance of the fire safety regulations for the venue of the meeting.

The Clerk provided a summary report on the Play Areas from the July and August monthly inspection reports; all areas were satisfactory with no high risk items. There were no items in the accident book.

177/2017. Minutes of previous meetings

The Minutes of the meeting held on Monday 17th July 2017 were approved.

178/2017. Presentation by Daniel Bayles regarding Air Quality at Windsor Road, Maidenhead

Cllr Elvin welcomed Daniel Bayles to the meeting. Mr Bayles provided a set of papers for the Councillors, which included a map of the area covered by the Bray AQMA, details of Diffusion Tube monitoring results between 2014 and 2016, a graph showing the results for the period between 2007 and 2016 and an extract from clause 26 of the Smart M4 Development Control Order, which describes air quality monitoring and management.

Mr Bayles explained that an air quality modelling assessment had been carried out by Highways Agency who expect that by the time the M4 Smart Motorway is completed it is expected that air quality concentrations are not expected to increase by more than 0.04 micrograms due to more efficient, cleaner vehicles.

Mr Bayles had also brought a diffusion tube so Councillors could see how Nitrous Oxide is measured explaining that the diffusion tubes are hung on lamp posts at a height to 2 – 2.5 metres. This is to ensure that a full representation of the air that is being breathed in is completed. RBWM wanted to reassure the Parish Council that RBWM will continue to monitor the area and even once it reaches the national air quality objective level of 40ug/m³ monitoring would continue for at least one year after.

A query about whether Heathrow impacted on local air quality was raised and Mr Bayles advised that pollution from planes diffuses quickly.

It was mentioned by Mr Bayles that the narrowness of the A308 causes a 'canyon effect' for traffic pollution.

The additional traffic likely to be generated by the Thames Valley Hospice was discussed. Cllr Wilson confirmed that the application had been forwarded to the National Planning Case Work Unit (NPCWU) and so planning for the hospice has not been finalised. Cllr Elvin asked if the Parish Council could put further representation to the NPCWU and requested Cllr Wilson to find out if this was possible.

Cllr Elvin asked what the trigger point had been for the area to be included; Mr Bayles explained that the heavy, static traffic in the area would have been the trigger for an initial measurement.

A suggestion that bin collections should take place in the evenings rather than during rush hour was discussed. Some further questions were put to Mr Bayles and Cllr Elvin thanked Mr Bayles for his time.

One member of the public left the meeting.

179/2017. Public Question Time

There were no questions from the public.

Cllr Elvin announced two resignations, Cllr Burbage had tendered his resignation and proposed BPC thank him for his service and wish him all the very best for the future. Cllr Janikoun had tendered his resignation just prior to the meeting, being at odds with the Clerk, Cllr Elvin mentioned he did not agree with Cllr Janikoun. Cllr Yates had not agreed with the email sent and had told Cllr Janikoun this, Cllr Elvin mentioned that it was to be regretted when a long standing Councillor decided to resign but that there was nothing more to do but thank him for his service.

180/2017. Clerks Report

Details of the Clerks report may be found at Appendix a)

Cllr Elvin advised that the Bray Parish Neighbourhood Plan had been forwarded to the Inspector following the end of the Regulation 16 consultation period.

The Clerk advised that she had been advised ahead of the closing date, by the RBWM Electoral Office, that sufficient local residents in Bray had requested an election for a Parish Councillor to replace David Burbage and that further details would be provided to her in due course. These would be forwarded to Councillors and placed on the parish website.

Cllr Elvin mentioned that the Chapel Office needed a good clean and that this would perhaps need to be a project for LMWG.

Cllr Kiely asked about the records that had been sent and asked when they could be seen, the Clerk advised that she would advise Councillors when she received from the Berkshire Records Office a list of the inventory held for Bray parish Council.

181/2017. Parish Finance

Finance Committee (FOWG)

A meeting of the committee took place on 1st September 2017

Cllr Walters joined the meeting.

Cllr Yates provided an update to the FOWG report advising he had met the PCC regarding the Braywood Lychgate along with Geoff Hayes. There is some further discussion to be had regarding the procedure for the works.

Cllr Yates also mentioned that he had also met with Grenville Annetts regarding a notice board for Oakley Green, which had been approved by the Parish Council some years previously and requested that the works should now go ahead. As this had been previously approved the Councillors agreed that the Clerk should proceed.

Councillor Allowances

Proposal to maintain Councillor Allowances for elected Councillors only at the current rate of £300.00

The proposal was discussed and a query asking whether allowances should be raised in line with inflation was answered by the Clerk who advised that only a certain percentage of the precept could be used to pay Councillor Allowances and that the amount budgeted met that percentage.

Decision: Cllr Elvin proposed; Seconded Cllr Bou Sreih; Vote; 8 For, 0 Against, 1 Abstained.

Increment of allotment fees from October 2018

Proposal to increase allotment fees by 5% to £6.30 per 25sqm from October 2018.

Cllr Kiely asked if the council was going to continue to raise the fees beyond current inflation rates and it was explained that fees matched those of RBWM. Cllr Pierce mentioned that the vacant plots were in very bad condition and advised that previously plots were rotovated and asked if this could happen again. Cllr Glover mentioned that this issue had been discussed at FOWG with the suggestion of pinning black plastic over the weeds used instead due to the problem of chopping up weeds.

Decision: Cllr Elvin proposed; Seconded Cllr Pierce; vote unanimous

Increase in Burial Fees from January 2018

Proposal to increase burial fees by 5% from January 2018

A query regarding why fees were being increased was made and it was explained that fees were lower than those charged by RBWM, that over the period since 2010 that it had cost the Parish Council £94k to maintain the cemetery against an income of £52k and that it was necessary to keep the fees under review.

Decision: Cllr Elvin proposed; Seconded Cllr Yates; Vote unanimous

Use of Gays Lane Field

The Clerk had been contacted by Wild-Kat PT who is running a boot camp on Gays Lane Field and who had been advised that approval to do so was required from the Parish Council. LMWG were agreed that this was an appropriate use of the field for sporting use subject to approval by the Full Council and agreement of a nominal fee.

Approval is sought for permission for the boot camp to continue along with a recommendation from FOWG of a £15.00 per session charge for the next six months after which this would be reviewed. The item was discussed with a note for fees to be reviewed after six months.

Decision: Cllr Elvin proposed; Seconded Cllr Bou Sreih; Vote unanimous

Review of Tenancy Agreement

Proposal to approve amendments to the Allotments Tenancy Agreement following review by FOWG

Decision: Cllr Elvin proposed; Seconded Cllr Glover; Vote unanimous

Use of spare allotments

Proposal to offer spare allotments at Gays Lane to local Holyport Schools, Cllr Yates updated the meeting advising that Cllr Dudley was going to contact Holyport College and Cllr Coppinger re Holyport Junior School to find out if the schools would like to make use of the allotments.

Decision: Cllr proposed Yates; Seconded Cllr Glover; Vote unanimous

Ring fencing of Tennis Court surplus funds

Since 2006/7 the Parish Council has accrued a surplus of income against expenditure of £15,750.

Proposal for the surplus funds to be ring fenced in the balance sheet against future capital works to the tennis courts.

Decision: Cllr Elvin proposed; Seconded Cllr Kiely; Vote unanimous

Spending Decision Report

Details of the following expenditure can be found on the Spending Decision Report, please refer to Appendix b).

Payment to Maidenhead Sports Club £50.00

Proposal to return the fee received from Maidenhead Sports Club less VAT for parking on Bray Green as a donation towards the recent charity cricket match.

Decision: Cllr Walters proposed; Seconded Cllr Marsh; Vote 8 For, 0 Against, 1 Abstained

British Legion Wreaths

Proposal to pay the British Legion the sum of £500.00 as a donation towards four remembrance wreaths

Decision: Cllr Elvin proposed; Seconded Cllr Bou Sreih; Vote unanimous

Councillor Kiely left the meeting

Cutting of hedges at Galifords & the Parish Cemetery

Proposal for the Clerk to incur expenditure of up to £1,600 for the cutting of the hedges at both the Parish Cemetery and Galifords

The item was thoroughly discussed.

Decision: Cllr Elvin proposed; Seconded Cllr Glover; Vote unanimous

Councillor Kiely returned to the meeting

Levelling of dip on Gays Lane

Proposal for the Clerk to incur expenditure of up to £425 to allow the dip on the football pitch at Gays Lane to be levelled with turf to be laid once the land has been levelled.

Decision: Cllr Elvin proposed; Seconded Cllr Wilson; Vote unanimous

Grant Requests

Windsor Horse Rangers – request for grant of £2,000

Decision: Cllr Walters proposed; Seconded Cllr Bou Sreih; Vote unanimous

Braywood War Memorial Hall – request for grant of £1,000

Decision: Cllr Yates proposed; Seconded Cllr Pierce; Vote 8 For, 0 Against, 1 Abstained

Payments List

Approval to pay accounts on payments list, which the Clerk confirmed was for an amount of £24,436.32, with VAT of £694.88 making a total of £25,131.30.

Decision: Cllr Elvin proposed; Seconded Cllr Marsh; Vote 8 For, 0 Against, 1 Abstained

182/2017. Strategy Group

A meeting of the Parish Strategy Group was held on Tuesday 11th July 2017; please refer to Appendix c).

Communications and Engagement Policy

Proposal for the Communications and Engagement Policy to be approved
Decision: Cllr Elvin proposed; Seconded Cllr Glover; Vote unanimous

Business Development Plan

Proposal for the Business Development Plan to be approved
Decision: Cllr Elvin proposed; Seconded Cllr Glover; Vote unanimous

183/2017. Land Management Committee (LMWG)

A meeting of the Land Management Committee was held on Friday 4th August 2017; please refer to Appendix d).

184/2017. General Matters

Update on support for accessible defibrillator's within the Parish

The Clerk has received a positive response from the committee of Bray Village Hall and has been advised that Holyport War Memorial Hall committee will be discussing the request for a defibrillator at their next meeting. She had heard that the doctors are looking to put an accessible defibrillator outside the surgery. Cllr Marsh advised that the item will be discussed at the next meeting of Braywood War Memorial Hall Committee.

Request from RBWM to use Parish Crest on Christmas Baubles

Proposal to approve the request from RBWM to use the Parish Council crest on its Christmas Baubles

Decision; Cllr Elvin proposed, Seconded Cllr Pierce, vote unanimous

185/2017. Holyport

Request from local resident to use Holyport Green for a Carol Concert on Friday 15th December

Councillors are asked to approve use of Holyport Green for use for a Carol Concert and for a Christmas tree to be erected.

Decision; Cllr Elvin proposed, Seconded Cllr Kiely, vote unanimous

Report on outcome of traffic surveys undertaken on Holyport Road and Moneyrow Green

The summary was briefly discussed and Councillors were pleased to note that there had been no serious accidents and would continue to monitor the survey reports.

Request to use Holyport Green for Anniversary Event

The Clerk had received a request for Holyport Green to be used for an anniversary event by The George, which had taken place before the Council Meeting.

Request to place a memorial plaque on a bench on Holyport Green

The Clerk has received a request for a plaque in remembrance of a resident's mother to be placed alongside one for their father and asks for approval from Councillors.

Decision; Cllr Elvin proposed, Seconded Cllr Glover, vote unanimous

186/2017. Chairman's Business

Meeting with Cllr Bateson and Alison Alexander

The Chair along with the Clerk will be meeting Cllr Bateson and Alison Alexander to discuss local Parish issues and asked if Councillors have any questions regarding Parish issues that they wish the Chair to put to Cllr Bateson and Alison Alexander?

Cllr Elvin wishes to raise communication, asbestos clearance and Cllr Marsh asked for information about enforcement issues taking too long. The Clerk advised that there was an ongoing failure by RBWM contractors to empty the bins at Gays Lane and Springfield Park, despite intervention by Cllr Wilson.

Cllr Elvin also advised that he and the Clerk had been due to attend a Peer review interview booked for Tuesday morning which had been cancelled just prior to the Council Meeting. Cllr Elvin asked the Clerk to email Alison Alexander to advise that BPC wished to discuss communication not BLP, Cllr Wilson confirmed that Ms Alexander would likely still respond to an email sent after the Parish Meeting. Cllr Yates asked who had given Ms Alexander the

power to call the meeting and then to cancel it. Cllr Wilson mentioned that District Councillors had been given little notice or information about the Peer Review by the LGA.

Cllr Elvin advised Cllrs that the BPC first draft for regulation 19 has been completed and is being reviewed.

Request for meeting with RBWM regarding Illegal Occupation of Land

The Clerk is still waiting for a response from RBWM and the police to discuss the illegal occupation of land as residents are keen to understand the process following issues in Fifield and by Bray lake earlier in the year. Cllr Wilson advised Section 61 provides the police with powers to act if there are more than 14 vans. Cllr Yates asked if RBWM is any closer to finding suitable sites for Travellers and Cllr Wilson advised that currently there are sites at Waltham St Lawrence & Datchet, extension of which has been requested.

Cllr Wilson was asked when the review for Traveller Sites would be completed and he advised that one had been completed and that further works were underway.

187/2017. RBWM Update

Report by the Borough Ward Councillor on Borough Activities

As Councillor Dudley was not at the meeting an update was provided by Cllr Wilson, who commented on the exhibition held at the weekend with its joint venture partner, Countryside regarding the proposed redevelopment of West Street, York Road, Reform Road and St Cloud Way, there had also been an exhibition for the proposed plans for Braywick leisure centre.

188/2017. Action List

The Action list was reviewed. Cllr Elvin asked Cllr Bou Sreih about the item regarding school transport who advised that it was only by speaking to Cllr Dudley that she had finally had a response to her phone calls or emails. She advised that there are two children locally who are still waiting for confirmation regarding free transport. Cllr Wilson advised that there is a separate school transports appeals process.

Cllr Elvin mentioned that RBWM needs to consider that the Parish Council undertakes a lot of work on the behalf of residents that otherwise would need to be undertaken by RBWM.

Cllr Elvin mentioned that Cllr Graham is concerned about the length of time that some enforcement issues are taking and asked for this to be captured in the minutes.

Cllr Walters mentioned the item regarding concern raised by BALC about conflict of interest for Councillors involved on the parish planning committee. Cllr Wilson requested a copy of the correspondence from BALC and NALC, which the Clerk will provide.

9:45 Cllr Walters left the meeting

189/2017. Correspondence and Councillors Forum

The Clerk gave a brief breakdown of the correspondence received.

Cllr Glover mentioned the works at Manor Grove who is disappointed that the works have not been undertaken; the Clerk advised that RJC should be on site this week. It was requested that if the works are not undertaken that a conversation should take place with Braywick Nursery.

Cllr Marsh wished to distance herself from the comments made by Cllr Janikoun in his email, which was seconded by Cllr Glover.

Cllr Yates asked Cllr Wilson about Phoenix Gym and whether there was a time limit for the number of applications for SUDs schemes.

Cllr Yates asked if a new planning application needs to be made if there is to be more than the original approved number of houses originally approved, and Cllr Wilson agreed this would be the case.

Cllr Kiely asked if Councillors had seen the recent programme where the implications of Sajid Javids recent speech were discussed.

Cllr Kiely than asked the Clerk for further information regarding the email sent by Mr Janikoun and the Clerk confirmed that she had been responding to a request made by the LMWG, the outcome of the request by the Clerk had been a letter from RBWM to the land owner who mended the fences in response the request by RBWM.

190/2017. Date of next Main Council Meeting

The next Main Parish Council Meeting will be held at 7:30pm on Monday 30th October 2017.

The meeting finished at 9:55pm

DRAFT