



Bray Parish Council

MINUTES OF THE GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 21st MARCH 2011 IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS.

PRESENT:

Alexander Ward:	Cllr H Howard (Chairman)
Bray Ward:	Cllr C Graham, K Elvin
Holyport Ward:	Cllrs P Janikoun, A Monks, L Kneen, L Walters
Oakley Green & Fifield Ward:	Cllrs G Annetts, J Foulger Mrs J Eden-Bagley – The Clerk The Press

43/2011. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllr Pierce, Cllr Smith, Cllr Aspey and Cllr Coppinger. There were no Declarations of Interest.

44/2011. 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 confirmed there were no new entries in the Parish Council Accident Book.

The Clerk read a Summary Report on the Play Areas which is taken from ARD's Inspection Report for March:

Aysgarth Park:

The Play Area was satisfactory with no Priority 1 items.

Springfield Park:

The Play Area was unsatisfactory with one Priority 1 item, the gate at the rear of the Play Area is closing in under 3 seconds. The Parish Contractors will adjust the gate mechanism to allow the gate to close in less than 5 seconds.

Jubilee Fields:

The Play Area was unsatisfactory with 2 Priority 1 items:

1. The outer aluminium rim to the Dish Roundabout has split. The Clerk reported that ADR have provided 2 quotes 1) to replace the unit at a cost £680, and 2) to repair the rim at a cost of £360.00. Cllr Graham offered to review the equipment to see if a repair would be possible and will advise the Clerk.
2. A spring has become loose on a Springie, which also has a loose U-Bolt. ARD will provide a quote to repair both items.

The Clerk then reported on the Annual Inspection and advised that whilst the overall risk for all 3 Play Areas is Medium. The report highlights a number of Medium and Low Risk items in all 3 Play Areas. Cllr Monks suggested that all the risks should be reviewed and if necessary a corrective course of action taken to prevent any further deterioration. It was agreed that the Clerk would post the full report on to the Parish Council intranet site for Councillors to review.

45/2011. MINUTES OF THE GENERAL MEETING

The Clerk reported on one change to the Minutes which was to correct the Surname of the recently appointed Parish Solicitor. The Minutes of the General Meeting held on the 24th January 2011 were then signed as a true record.

NO PUBLIC QUESTION TIME

46/2011. PARISH FINANCE

FINANCE WORKING GROUP

No meeting to report.

Agreement is sought for delegated approval of the following projects, details of the expenditure can be found on the Spending Decision Report (Appendix A)

4.1 Gallifords Hedge (please refer to Appendix B)

The Clerk requests delegated approval to incur expenditure up to £450.00 to reduce the height of the Hedge to 7ft. This was proposed by Cllr Walters, seconded by Cllr Monks and AGREED on a vote of 8 in favour and 1 abstention.

4.2 Holypore War Memorial

The Clerk requests delegated approval to incur expenditure up to £1,125 to carry out repairs to the structure. This was proposed by Cllr Walters, seconded by Cllr Monks and unanimously AGREED.

4.3 Springfield Park (please refer to Appendix C)

The Clerk requests delegated approval to incur expenditure up to £3,000 to lay matting to the entrance of Springfield Park. Cllr Howard reminded Members that the Parish Council had previously agreed to a sum of £2,000, but approval is now being sought to increase the funding as there is more work than first identified and now includes collapsible Bollards to prevent vehicles driving over the Grass. Cllr Graham pointed out that we may try to recoup some of these costs through S106 funding. This was proposed by Cllr Walter, seconded by Cllr Monks and unanimously AGREED.

4.4 Bray Parish Council Website (please refer to Appendix D)

The Clerk requests delegated approval to incur expenditure up to £225 for the redesign of the Parish Website. This was proposed by Cllr Graham, seconded by Cllr Annetts and AGREED on a vote of 8 in favour and 1 against.

Approval to pay accounts on the Payments List (please refer to Appendix E)

The Payments List had been circulated to Councillors in advance of the meeting. However, as there had been a number of new items, the Clerk circulated an updated copy of the Payments List with a revised figure of £7928.81, plus VAT £481.31, with a grand total of £8,410.12. The Clerk then reported that Cllr Graham has requested that payment to R Watts & Co (Cheque no. 00305) is not sent out as the work has not been completed. Cllr Graham will follow up with the Contractor and advise the Clerk once the work is complete. Cllr Graham then proposed approval of the Payment List, which was seconded by Cllr Kneen and unanimously AGREED.

47/2011. REPORTS FROM OTHER WORKING GROUPS

OPERATIONS WORKING GROUP

No meeting to report.

Burial Fees (please refer to Appendix F)

Cllr Howard referred to the review of the current Burial Fees by the Operations Working Group and the proposal to increase the charges as per the proposal.

Cllr Howard pointed out that with the proposed increase the fees are still below the rates set by RBWM. Cllr Walters proposed the increase in fees, which was seconded by Cllr Monks and unanimously AGREED.

Tennis Fees

The Clerk gave a verbal report on the current fees, which are £6.00 per hour for casual players and £4.00 per hour for regular players who pay an additional £20 per year for a key. The Operation Working Group has reviewed the fees and recommends there is no increase for 2011. This was proposed by Cllr Walters, seconded by Cllr Graham and unanimously AGREED.

LAND MANAGEMENT WORKING GROUP (please refer to Appendix G)

Notes of the last meeting of the Land Management Working Group held on the 17th February had been circulated to Councillors in advance of the meeting.

Bus Shelters Maintenance and Upgrades (please refer to Appendix H)

Cllr Annetts gave an update on the work with RBWM and site visits that have been carried out and recommended that Bray Parish Council accepts an offer from RBWM to upgrade the Equipment and

Facilities on Bus Route 6 between Maidenhead and Windsor, thereby improving the Customer Experience and promoting the use of Public Transportation in the Parish. Cllr Annetts also pointed out there are no immediate costs involved for the Parish, but Ownership of the upgraded and new Bus Shelters will pass to the Parish who will then be responsible for their Maintenance in future years. Cllr Graham remarked on this very positive step which will increase the assets of the Parish. Cllr Graham also reminded members that during 'The Big Society Workshop' one of the key areas identified by the Parish Council was supporting the Elderly and as some Members are aware, a request had been made by the community for some of the upgrades, so it would be an ideal opportunity to offer support. Cllr Howard raised concerns about access to the Ditch and that maintenance would be restricted by the Bus Shelter. Cllr Foulger also raised concerns that this would not be sympathetic to the area. However, Cllr Foulger pointed out that once Trees in the vicinity had matured, the impact would be softened. After further debate, Cllr Annetts proposed acceptance of the offer from RBWM, which was seconded by Cllr Graham and AGREED on a vote of 7 in favour and 2 against.

NEWSLETTER WORKING GROUP

Cllr Annetts gave a verbal report on the meeting of the Newsletter Working Group which was held on 10th March 2011. The Group has agreed the dates and content for the Spring News Letter. As this will be published before the Elections in May, it has been agreed not to publish Councillors contact details. Cllr Annetts reported the draft copy will be ready by the next Planning Meeting and asked Cllr Graham, as Chairman of Planning, if the copy could be put before this meeting which was agreed.

IT WORKING GROUP

No Meeting to report.

STRATEGY WORKING GROUP

No meeting to report.

48/2011. GENERAL MATTERS

Standing Orders (please refer to Appendix I)

Notice has been given on the Agenda of a proposed change to Standing Orders. Cllr Janikoun reminded Members, on a point of order, that the item can not be discussed until Main Council Meeting on 18th April.

49/2011. BRAY

No items to report.

50/2011. HOLYPORT

The George Pub

The Clerk reported the Parish Solicitor has been given instruction to proceed with preparing the Licence for the use of Tables and Chairs on The Green. It was suggested that the Licence should be a one off agreement with the current Landlord. Cllr Monks also suggested that the Licence should also identify who is responsible for repairs to the Tarmac. It was agreed that both these points would be discussed with the Parish Solicitor.

Holyport Pond Culverts

Cllr Kneen gave a verbal update on the work to clear the second Culvert which is blocked with Tree Roots and as RBWM has other more pressing work, it was discussed whether the work was actually necessary. Members agreed this should be looked into by the Land Management Working Group.

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51/2011. ALEXANDER, DEDWORTH AND OAKLEY GREEN & FIFIELD

No items to report.

52/2011. CHAIRMAN'S BUSINESS

No Chairman's business

53/2011. CORRESPONDENCE AND COUNCILLORS' FORUM

Correspondence (refer to Appendix J)

The Correspondence List was distributed to the Councillors and the Clerk gave a verbal update of items on the list.

Cllr Kneen – Holypot pond Duck Platform

Cllr Kneen asked if there had been any further progress on the suggestion of a Duck platform on the Pond. After further debate, it was agreed the Land Management Group would look into this further.

Cllr Annetts – Royal Wedding Street Party

Cllr Annetts reported there will be a street Party in Fifield to celebrate the Royal Wedding and that a further 16 applications have been submitted to RBWM. Cllr Annetts reported the paper work to support the application was quite onerous and suggested that if any other Wards were thinking of holding a Street Party, they would need to move very quickly.

Cllr Foulger – Verge at Manor Grove

Cllr Foulger reported the verge at the entrance to Manor Grove is still in a bad state of repair. Cllr Howard advised this is the responsibility of Highways who have made attempts to fill the ruts.

Cllr Monks – Ascot Rd

Cllr Monks raised similar concerns about the verge on the Ascot Rd, by the Birse Site just before the Braywick Roundabout. Cars continually park on the verge in this area which has become rutted. It was agreed the Clerk will raise this issue with Highways.

Cllr Walters – Street Light on Ascot Rd and Holypot Pond

Cllr Walters reported the street light on the Ascot Rd has been repaired and commented that Holypot Pond looks very good.

54/2011. DATE OF NEXT MAIN COUNCIL MEETING

The next General Meeting of the Parish will be held at 7.30pm on Monday 18th April 2011.

The Meeting closed at 8.30pm