



Bray Parish Council

MINUTES OF THE GENERAL MEETING OF BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 20TH JULY 2015 IN BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS.

PRESENT:

Alexander Ward:	Cllr J Glover
Bray Ward:	Cllr K Elvin (Chairman) Cllrs M Pierce, C Graham, S Kiely, D Burbage
Dedworth Ward	Councillor not present
Holyport Ward:	Cllrs S Dudley, D Wilson, P Janikoun, Cllr L Walters
Oakley Green & Fifield Ward:	Cllrs C Yates, N Marsh J Eden-Bagley – The Clerk 1 member of the public.

144/2015. CHAIRMAN'S REQUEST

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

145/2015. APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST AND DISPENSATIONS

Apologies for absence were received from Cllr Bou-Sreih, Cllr Kneen and Cllr Airey. The following declarations of interests were declared and there were no dispensations.

Personal:

Councillor	Agenda Item	Interest
None		

Pecuniary:

Councillor	Agenda Item	Interest
Cllr Graham	Payments List	The members spouse is a recipient on the payment list.
	Allotment Agreement	The member is an allotment holder.
Cllr Elvin	Payments List	The member is a recipient on the payment list.
Cllr Glover	Fifield Fun Day Grant Application	The member is the Treasurer of Fifield Fun Day.
Cllr Wilson	Springfield Park Play Area	The member is a resident of Springfield Park.

146/2015. 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 entries in the accident book.

The Clerk gave a summary report on the Play Areas which is taken from ARD's inspection report for May and June.

In May, Jubilee Fields & Springfield Park were satisfactory with no high priority items. Aysgarth Park was unsatisfactory with one high priority item, a broken door on the litter bin which the parish contractors will repair.

In June all three play areas were satisfactory with no high priority items.

147/2015. MINUTES OF PREVIOUS MEETINGS

The minutes of the Annual General Meeting held on 18th May 2015 and the Extraordinary General Meetings held on 1st June and 24th June 2015 were approved and signed as a true record.

PUBLIC QUESTION TIME

No public question time.

148/2015. PARISH FINANCE

Finance Working Group (FOWG)

A meeting took place on 2nd July 2015.

Please refer to notes from the meeting at Appendix A.

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

Oakley Green & Fifield Memorial

Proposal to incur expenditure up to £500 for hedging around the memorial.

Decision: Proposed Cllr Pierce seconded Cllr Yates, vote 11 in favour, 0 against 1 abstention.

Holyport Green Street Lighting

Members discussed the proposal to incur expenditure up to £3,000 to replace the light column on Holyport Green, opposite the Holyport War Memorial, which was damaged beyond repair by vehicle. Cllr Walters reported he had found a supplier who can provide a Victorian Swan Neck column as opposed to the modern replica as quoted. Cllr Walters also requested that the light column which was demolished by another vehicle some time ago should also be replaced.

Decision: It was generally agreed to replace both light columns and the Clerk will investigate the costs of installing the Victorian model to be approved at a future council meeting.

Gays Lane Field Youth Shelter

Proposal to incur expenditure up to £200 for a rubbish bin next to the Youth Shelter.

Decision: Proposed Cllr Graham, seconded Cllr Janikoun, vote unanimous.

Springfield Park

Proposal to incur expenditure up to £200 for a rubbish bin next to the Youth Shelter.

Decision: Proposed Cllr Burbage, seconded Cllr Dudley, vote 11 in favour, 0 against, 0 abstentions. Cllr Wilson did not take part in the vote.

Campaign to Protect Rural England (CPRE)

Proposal to increase the donation from £30 to £100 per annum.

Decision: Proposed Cllr Walters, seconded Cllr Wilson, vote 11 in favour, 0 against, 1 abstention.

Payments List (please refer to Appendix C)

The Clerk confirmed the total of the payments list of £22,321.89, plus VAT £944.25 with a grand total of £23,266.14

Decision: Cllr Walters proposed approval of the payments list which was seconded by Cllr Pierce and unanimously agreed. Cllr Elvin and Cllr Graham had declared a pecuniary interest and did not take part in the vote.

Grant Applications

Fifield Fun Day

Application for a grant of £500 (please refer to Appendix D).

Decision: Proposed Cllr Elvin, seconded Cllr Wilson, vote 8 in favour, 3 against, 0 abstentions. Cllr Glover had declared a pecuniary interest and did not take part in the discussion or vote.

149/2015. REPORTS FROM OTHER WORKING GROUPS

OPERATIONS WORKING GROUP (FOWG)

A meeting took place on 2nd July 2015. Please refer to notes from the meeting at Appendix A.

Boundary Review with RBWM

Cllr Burbage reported the Election Team will be dealing with this and Cllr Burbage will monitor and report on any progress at future meetings.

Update on Parish Office

The Chairman reported that Holyport War Memorial Hall Committee are looking into the feasibility of building a new Hall on the existing site which may be more economical than extending the existing hall. The plans for the new building would include provision for a parish office. Whilst this is being looked into the plans to extend the existing Parish Office, which was approved by the Parish Council, will be placed on hold.

Decision: Cllr Elvin proposed that the Parish Council continues discussions with Holyport War Memorial Hall Committee about the new hall and provision of a parish office. This was seconded by Cllr Janikoun and unanimously agreed.

Standing Orders

Cllr Elvin reported that the proposed changes to the Standing Orders, to include provision for the filming/recording of council meetings as per the revised government legislation, has not been finalised as yet and will be presented at a future main council meeting.

Council Meetings

Proposal to publish audio recordings of council meetings on the Parish Council website.

Decision: Proposed Cllr Elvin, seconded Cllr Dudley, vote 11 in favour, 0 against, 1 abstention. The Clerk will look into the best method of publishing the audio recordings on the website.

Allotment Agreement

The Chairman referred to the proposal to include a clause in the allotment tenancy agreement to revoke unattended plots after the Clerk has served a formal notice.

Decision: Cllr Yates proposed including the clause, subject to a review of the wording, seconded Cllr Glover, vote unanimous. Cllr Graham had declared a pecuniary interest and did not take part in the vote.

Tennis Court Management

The Chairman referred to the notes from the last FOWG meeting and the discussions to approach the Cricket Club to see if they would be prepared to take over the management from Alwyn Jones who was in poor health. Sadly, Alwyn Jones recently passed away, so the Clerk is now managing the Tennis Court bookings. Cllr Elvin suggested that discussions now take place with the Cricket Club.

Decision: Proposed Cllr Glover, seconded Cllr Yates and unanimously agreed. It was also agreed that Cllr Graham and Cllr Kiely will facilitate discussions with the Cricket Club and report on any progress at a future main council meeting.

The Chairman reported that Alwyn Jones had managed the Tennis Courts for over 20 years and had been a Parish Councillor. In recognition of her service to the parish and community the Clerk has suggested that one of the existing benches in Bray Village is dedicated with a plaque in her memory.

Decision: Cllr Elvin proposed dedicating a bench with a plaque, seconded Cllr Pierce, vote unanimous. It was generally agreed that Cllr Graham will contact the family to see if this would be acceptable.

Planning Process

The Chairman reported on a suggestion made by Cllr Janikoun at the FOWG that presenting councillors notify the applicant and objectors of the planning meeting at which the application will be discussed. Members raised concerns at the number of planning applications which they may have to review and this would add further pressures. It was noted that planning meeting agendas are posted on the noticeboards and the parish council's website. Members agreed this would not be practical at this stage and there are a number of issues that need to be addressed. After a debate it was generally agreed to leave this discussion until such time as planning powers have been devolved to Bray Parish Council which was generally agreed.

LAND MANAGEMENT WORKING GROUP

A meeting took place on 13 July 2015.

Land at Manor Grove

The LWGM propose the Ward Councillors prepare a proposal on the use of the land for consideration at a future council meeting.

Decision: Proposed Cllr Elvin, seconded Cllr Graham, vote 11 in favour, 0 against 1 abstention.

IT WORKING GROUP

No meeting to report.

S106 WORKING GROUP

No meeting to report.

STRATEGY WORKING GROUP

No meeting to report.

NEWSLETTER WORKING GROUP

No meeting to report.

150/2015. GENERAL MATTERS

Assistant Clerk Recruitment

The Clerk reported the vacancy for the Assistant Clerk will be advertised with Reid's Recruitment. In addition, the FOWG will be meeting this week to discuss the recruitment of the Parish Clerk. It was generally agreed to form an interview working group which will consist of Cllr Pierce, Cllr Yates, Cllr Graham, Cllr Dudley and Cllr Elvin.

A308 Windsor Rd Bus Stop Layby

The Chairman reported on a meeting with the Clerk and Cllr Coppinger about the issues with the width of the layby. Cllr Coppinger has now confirmed that it is possible to have a full width layby so it is hoped that progress can be made soon.

A308 Windsor Rd Pedestrian Crossing

The Chairman reported that work will start on Thursday 23rd July 2015.

Holyport Road Safety

The chairman reported that four members of the parish council attended a meeting with Holyport Residents Association (HRA) and RBWM on 20th July 2015. Until now the Parish Council has acted as a facilitator between HRA and RBWM and has not yet expressed an opinion on the matter. It would appear there are three possible options which will be detailed in a report by Tony Car. It was agreed that the parish council will review this report and agree on a response at a future council meeting.

Dissemination of Information to Parish Councillors

As instructed by the Parish Council, the Clerk currently sends information relating to a ward to Ward Councillors only, as opposed to sending to all councillors. Members discussed this process to see if it is still effective or should be changed.

Decision: Cllr Yates proposed that information which is sent to Ward Councillors is copied to all other councillors for information only. This was seconded by Cllr Janikoun, vote 11 in favour, 0 against and 1 abstention.

RBWM Devolution of Services to Parishes (please refer to Appendix E)

The Clerk referred to the revised menu of devolution of powers which has been issued by the borough.

Decision: Cllr Graham proposed this is delegated to a working group to review, seconded Cllr Elvin, vote unanimous. It was generally agreed the group will consist of Cllr Elvin, Cllr Graham, Cllr Yates, Cllr Dudley and Cllr Wilson. The working group will report back at a future council meeting.

RBWM Devolution of Planning Powers

Cllr Wilson reported that Simon Rowberry, who is the new interim planning manager, will be taking the lead on this. Cllr Elvin asked that Simon Rowberry contacts Cllr Kneen who has been involved in this from the start. Cllr Burbage reported that he has met with Simon Rowberry and made it very clear this must be delivered and therefore a target date has been set for the 1st November 2015. Cllr Burbage offered to set up a meeting with key members of the borough and the parish council to move this forward.

RBWM Consultation on elements of the Borough Local Plan

The Clerk referred to the email which had been circulated to members. Cllr Graham stated that it seems likely that this will be considered by the BPNP group. The date for the next Steering Group meeting is 28th July which is when it will be considered. It was generally agreed that Cllr Graham will provide the feedback from the Steering Group at a future Planning meeting.

Parish Conference

The Parish Conference took place on 29th June 2015.

BPNP Steering Group

The Chairman reported that after four years as Chairman, Cllr Graham has stood down and Steve Adam has taken over the role. Cllr Graham continues as a member of the Steering Group. The parish council recorded a vote of thanks to Cllr Graham for his time as Chairman and work on the neighbourhood plan.

151/2015. ALEXANDER, DEDWORTH AND OAKLEY GREEN & FIFIELD

No items to report.

152/2015. BRAY

Britain in Bloom

The judging will take place on 23rd July 2015.

153/2015. HOLYPORT

Holyport Green

Carters Steam fair will take place on the 17th & 18th October 2015.

The George Pub

Request to place a "Rodeo Bull" on Holyport Green close to the pub, which is being used as part of their 9th Anniversary event on Sunday 30th August, 1-6pm.

Decision: Cllr Graham proposed approving the request, seconded by Cllr Dudley, vote 11 in favour, 1 against, 0 abstentions.

RBWM Holyport Conservation Area Appraisal

Proposal to delegate this to Holyport Ward Councillors.

Decision: Proposed Cllr Pierce. Seconded Cllr Marsh, vote unanimous.

154/2015. CHAIRMAN'S BUSINESS

Parish Clerk

The Chairman referred to the resignation of Janice Eden-Bagley as the Parish Clerk and confirmed that the recruitment process is underway. Cllr Elvin recorded a formal vote of thanks to the Clerk for her services to the Parish Council, which was unanimously agreed.

Karen Morton - The Capability Company

The Chairman reported on a meeting which is taking place tomorrow with the Clerk and Karen Morton from the Capability Company. Karen Morton is an independent facilitator working with Our Community Enterprise, The Community Council for Berkshire (CCB) and Dave Perkins, Head of Neighbourhood & Street scene Delivery Services for the Royal Borough of Windsor and Maidenhead. Karen Morton has been asked to talk to Parish Councils, to help ascertain where they see the potential to increase local determination of how services are delivered, and to identify any barriers that may exist. The Chairman will provide a further update at the next main council meeting.

76th Anniversary of VJ Day

The Chairman reported that the British Legion will be laying wreaths at each of the Parish War Memorials as part of the VJ commemorations on 15th August 2015 at 4pm.

155/2015. RBWM UPDATE

No updated given.

156/2015. CORRESPONDENCE AND COUNCILLORS' FORUM

Correspondence

RBWM Local Access Forum

The Clerk referred to the invitation for members of the Parish Council to join the Local Access Forum (please refer to Appendix F). Councillor suggested that members of the local community, David Spencer, Barbara Frame and Eileen Dorney may already be involved. If this is the case it was generally agreed that there was enough local representation. It was generally agreed that Cllr Graham will speak to David Spencer, Cllr Yates to Barbara Frame and Cllr Janikoun to Eileen Dorney.

Fly a Flag for the Commonwealth – 14 March 2016

The Clerk referred to a letter from the Chairman of NALC asking all parish and town councils to take part. Whilst the Parish Council does not have a flag pole, it was generally agreed that councillors would inform those that do, such as Jesus Hospital.

Parking Problems on Trenchard Rd

The Clerk reported on a complaint from a resident of Trenchard Rd about parking problems in the vicinity of the garages, which they believe is caused by allotment holders taking up spaces which can be up to six cars per day. They have asked if the gate to Gays Lane Field can be left open so that allotment holders can use the field for parking. It was generally agreed this is not an option and would cause further problems. The Clerk will ask the resident to keep a diary for a month and provide further information.

Cllr Yates – Grouse Pens on the Crown Estate

Cllr Yates reported the Crown Estate have erected large grouse pen enclosures and asked if this was permitted without a planning application. Cllr Wilson and Cllr Yates will look into this further and will report back at a future council meeting.

Cllr Janikoun – RBWM Tree Planting

Cllr Janikoun asked on the status of the trees that were planted by the borough at various locations around the parish. The Clerk reported that some have not survived and sadly someone had sprayed a number of them at Gays Lane with weed killer so they have died. As far as the Clerk is aware the majority, which are on a watering program, are doing well.

Cllr Burbage – Cycling Clubs on Drift Rd

Cllr Burbage referred to an issue raised by Cllr Kneen about Hounslow Cycling Club Holding time trials on the Drift Rd which is a very dangerous road. The route is approved by the Thames Valley Police and therefore any complaints should be raised with the police.

Cllr Walters – Holyport Green

Cllr Walters reported that a number of granite sets around Holyport Green have been dislodged. Cllr Walters has raised this with Dave Perkins at the borough and they will be re-set.

157/2015. DATE OF NEXT COUNCIL MEETING

The next General Meeting of the Parish Council will be held at 7.30pm on Monday 21st September 2015.

The meeting closed at 9.50pm.