



Bray Parish Council

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

PRESENT:

Alexander Ward:	No councillor present
Dedworth Ward:	Cllr N Pellew
Bray Ward:	Cllrs K Elvin (Chairman), C Graham, S Kiely,
Holyport Ward:	Cllrs B Bou-Sreih, L Kneen
Oakley Green & Fifield Ward:	Cllr N Marsh,
	2 - Members of the public
	1 - The Press
	The Clerk - Mrs S Cook

201/2017. Chairman's request

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

202/2017. Apologies for Absence, Declarations of Interest and Dispensations

Apologies were received from Cllrs S Dudley, J Glover, M Pierce, L Walters, D Wilson and C Yates.

There were no declarations of interest;

The Clerk referred Councillors to the dispensation issued on 18th September to allow members to vote on agenda item 7.7 regarding Councillor Allowances.

203/2017. 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 September and October monthly inspection reports; there was one high risk item at Springfield Park, which the Clerk has arranged to have dealt with. There were no items in the accident book.

204/2017. Minutes of previous meetings

The Minutes of the meeting held on Monday 18th September 2017 were approved.

Cllr Graham queried who the members of the Communications Team would be as it was not in the minutes, the Clerk mentioned that this was covered in the Policy and would be the Clerk and Chair or Vice Chair.

205/2017. Public Question Time

Update on Accessible Defibrillators

Mr Cox updated Councillors, advising that since he last spoke to the Parish Council in July he had found out that the cost of a defibrillator would be around £1,600. Support for a defibrillator to be placed at Holyport War Memorial Hall had come from the people running the Holyport Green Christmas Carol Concert who wish to set up a Just Giving page and it was his intention to enter a team at the Maidenhead Lions Swimathon. He has met with Trustees of the Holyport War Memorial Hall who have confirmed their willingness to have an accessible defibrillator at the building.

Cllr Graham updated the meeting who advised that he had met with Tony Baker, Chairman of Fat Duck Company, who have a defibrillator at the Hinds Head to suggest the defibrillator be moved outside the building, but as this is a listed building Mr Baker felt this would not be a viable proposition. Instead he offered to spread of the cost of supply and

installation amongst the restaurants and businesses in Bray if the Village Hall was agreeable to having a defibrillator on the side of the building. Cllr Kiely will formally ask the committee at Bray Village Hall to confirm if this offer through Tony Baker is acceptable.

Cllr Marsh mentioned that the committee for Braywood Hall had met and discussed the project, but understood that Braywood Cricket Club have said that they wish to have an accessible defibrillator and so the Hall committee felt that there would not be a need for a defibrillator at Braywood Memorial Hall.

Mr Cox mentioned that he was overwhelmed by the support that had been shown by the community for this project. He confirmed that although there are 8 defibrillators in the Parish, the nearest accessible defibrillators are at Maidenhead and Windsor Fire Stations. Councillors agreed that the Parish Council would accept any funds donated for the project, which would be ring fenced in the accounts, and would purchase the equipment and pay for installations on behalf of the community. Cllr Elvin thanked Mr Cox for his enthusiasm.

1 member of public left the meeting.

Request for support from Bray Parish Council to reduce the speed limit on Forest Green Road to 40MPH and Conningsby Lane to 30MPH

Mrs Howard had provided a paper to Councillors which outlined the dangers of the 50 mph stretch of the Forest Green Road, explained the history and recent changes regarding traffic in the area.

She asked the Councillors for support for local residents and vulnerable road users in reducing the speed limit of the Forest Green Road. There are no public footpaths and limited space for pedestrians to use the verges. Local residents and businesses experience difficulties exiting onto the road, in particular from Conningsby Lane which has limited sightlines. Residents are frustrated that Local Ward Councillors appear not to be listening to the concerns and so seek the help of the Parish Council in highlighting to dangers of the road.

Councillors discussed the request and explained problems encountered. Cllr Marsh mentioned that it is absurd that road is not 40 mph along the whole road, but is concerned about how it will be policed.

Cllr Graham proposed that the Parish write a letter confirming support which would be sent to RBWM Transport & Ward Councillors if this is required by Fifield residents, which was seconded by Cllr Marsh, all Councillors were in favour.

Request for support from Bray Parish Council to improve safety of Braywood Memorial Hall Junction through either a roundabout or other traffic regulations

Mrs Howard reminded Councillors about the proposal for junction improvements at the Braywood Memorial Hall junction, which local residents had felt were unsuitable. RBWM had agreed to put forward alternative proposals but although two alternative plans had been drafted the project has not moved forward. Mrs Howard explained the hazards at the junction, which include excessive speed turning into Fifield Road, more use by HGVs following reduction in weight limit in Holyport, many near misses, parents making u-turns to get back to Braywood School to do 'kiss and drop', and that the junction is particularly busy during rush hour and school times.

Local Residents who have seen the plans prefer a single roundabout more to the North East of the junction. Mrs Howard asked the Parish Council for minuted support for improvements at the junction, so residents can work with RBWM Ward Councillors to move the project forward and improve matters.

Councillors discussed the background to the previous meeting at the site in 2016, which included the implication that additional land may be needed, and debated the two plans

that had been proposed. Mrs Howard confirmed that a large single roundabout would not be possible due to HGV traffic, therefore it was likely that a 'run over' roundabout, similar to A308 and Holyport Road was the more possible option.

Cllr Graham suggested the parish council set up a working group with OGAFCFA. Cllr Elvin and Cllr Marsh indicated they were happy to be involved. Cllr Elvin proposed the Parish Council support the request, seconded by Cllr Bou Sreih, all Councillors were in favour.

206/2017. Clerks Report

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

207/2017. Parish Finance

Finance Committee (FOWG)

A meeting of the committee took place on 20th September 2017.

Cllr Graham asked if quarterly accounting could be included as an agenda item for the future.

The next meeting will need a Part II to ratify outer fringe payments for staff.

Tennis Court Usage Policy

Proposal for the Tennis Court Usage Policy to be approved, Councillor Graham asked if a copy could be put up at the tennis court.

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

Spending Decision Report

Details of the following expenditure can be found on the Spending Decision Report, please refer to Appendix b). Cllr Graham raised concerns that the spending report showed overspending on the budget, he agreed that the item for minute binding was a one off but was concerned that the Parish Council is not setting a high enough grants budget and asked that the FOWG takes the higher expenditure into consideration. A Grants policy will need to be put in place.

Autumn Newsletter

Proposal for the Clerk to incur expenditure of up to £1,500 for the printing and delivery of the Autumn 2017 newsletter.

Decision: Cllr Graham proposed; Seconded Cllr Kneen; Vote; unanimous

Binding of Minutes

Proposal for the Clerk to incur expenditure of £981 for the binding of Parish Council minutes

Decision: Cllr proposed Kneen; Seconded Cllr Graham; Vote; unanimous

Playground medium risk repairs

Proposal for the Clerk to incur expenditure of up to £500 for the items identified on the July play area risk assessment

Decision: Cllr Kneen proposed; Seconded Cllr Graham; Vote; unanimous

Grant Requests

St Michaels Church – Braywood Lychgate

Proposal to award a grant of £3,400 to St Michaels Church for the repairs to the Braywood Lychgate, subject to the works being carried out in accordance with the estimate provided. Cllr Graham suggested that, although the request is for a large sum of money, the grant should only be paid on receipt of the invoice from the contractor on completion of the work to ensure that the work has been carried out in full. Cllr Marsh had discussed the proposal with Cllr Yates who asked that one of the conditions of the grant should be that the works are completed in a proper fashion, and that the Parish Council has reassurances that the works will be carried out in a safe and proper manner.

Cllr Kneen proposed that Cllr Yates signs the work off with the Parochial Church Council to ensure the work is completed properly before the grant is paid.

Decision: Cllr Elvin proposed approval of payment of the grant subject to the condition that Cllr Yates is happy that the works are properly carried out before the grant is paid;
Seconded Cllr Graham; Vote unanimous

Payments List

Approval to pay accounts on payments list, which the Clerk confirmed was for an amount of £20,981.53, with VAT of £888.46 making a total of £21,869.99.
Decision: Cllr Elvin proposed; Seconded Cllr Marsh; Vote; unanimous

208/2017. Strategy Group

A meeting of the Parish Strategy Group was held on Thursday 19th October 2017; please refer to Appendix c).

Cllr Graham mentioned that he has a list of the bins in Bray and is happy to discuss the list with Cllr Elvin. Mrs Howard was asked if she knew the location of bins in Fifield and mentioned one in Conningsby Lane, one by the bus stop by Fifield Road and one at the bus stop on the opposite side of school.

209/2017. General Matters

Government Consultation on Planning for the Right Homes in the Right Places

Councillors were asked if they wish to comment on the above consultation. Cllr Graham agreed that Bray parish Council should respond as much of the consultation is positive.
Decision: Cllr Elvin proposed that Cllr Graham complete the consultation on behalf of the Parish Council; Seconded Cllr Kneen; Vote unanimous

Invitation from RBWM to respond to the M4 Smart Motorway Consultation for DCO Requirement 18: Construction Management Plan

Councillors were asked if they wish to comment on the above consultation. The consultation deals with traffic management during the period of construction and the issues that are of most concern to the parish which are confirmation of where compounds will be the routing for structure replacements and diversion routes.
Decision: Cllr Elvin proposed that Cllr Kneen responds to the consultation on behalf of the Parish Council; Seconded Cllr Marsh; Vote unanimous

Electoral Review of new ward boundaries for Royal Borough of Windsor and Maidenhead

Councillors were asked if they wish to comment on the above consultation. The consultation does not mention any changes for Bray Parish. Cllr Graham felt it would inappropriate to comment on changes that impact on other wards so did not feel it was appropriate that Bray Parish Council should respond to the consultation.
Decision: Cllr Elvin proposed that the parish council does not to respond to the consultation; Seconded Cllr Graham; Vote; unanimous

Laying of the Parish Council Wreathes at Remembrance Services

Councillors were asked to confirm who will represent the Parish Council at the War Memorials in Bray, Holyport and Braywood. Following discussions Cllr Graham proposed that Cllr Elvin represent Bray, Cllr Bou Sreih represent Holyport and Cllr Glover be asked to represent Fifield and Oakley Green; Cllr Kneen seconded the proposal; Vote unanimous

Update on the elections for Bray Village and Holyport

The Clerk confirmed that two candidates have been nominated for the Bray Village Election, Brian Millin and Lars Swann, and that there were three candidates for Holyport, Fiona Hattey, John Hudson and Sunil Sharma. All five candidates have met with the RBWM Electoral Services Manager who had explained the procedure for standing for election along with the responsibilities of the returning officer. Polling will take place at Bray Village Hall and Holyport Primary School.

Candidates must consent to followers/campaigners acting on their behalf, ensure both candidates and supporters comply with the Code of Conduct and Secrecy of Proceedings and that supporters activities are overseen. The result of the elections will be published on the RBWM website on 17th November.

Update on Borough Local Plan (BLP)

Cllr Elvin updated Councillors, advising that BPC has submitted its comments which are on the BPC website and had also taken part in a joint response with RRAG, which had been undertaken with the expertise of a professional planning consultant. Confirmation has been received from RBWM that the submission has been put forward to the Examiner in full. The Time scale for submitting to the Examiner is expected to be early next year. The Clerk will put a copy of the executive summary onto dropbox.

Update of Bray Parish Neighbourhood Plan (BPNP)

Cllr Graham updated councillors. The Examiners summation has lost some of the bits such as green gap but the steering group knew this was at risk. It was disappointing to lose some of the items but some of the proposed additions will make it a stronger document. The BPNP steering group will put these in place and then will need to work with RBWM to finalise the document after which it can go to referendum.

Cllr Pellew suggested that the Parish Council formalise the BPNP steering group into becoming a working group for BPC. Cllr Elvin asked if all Councillors were happy that the steering group becomes a working group. Once the Plan had been amended the working group would circulate copies of the amended document.

210/2017. Holyport

Request for permission for an above ground electric feeder pillar on Holyport Green

Following the request for a Christmas Tree to be erected on Holyport Green, the RBWM contractors have offered to install an electric feeder pillar free of charge, but currently are unable to provide an underground pillar, so wish to install an above ground supply. The Clerk has been unable to contact the contractor for further information. The matter was discussed and it was agreed that as this is a conservation area and planning permission would be needed, it would not be possible for permission to be granted. Alternative solutions were discussed and Cllr Elvin agreed to work towards a solution. Decision: Cllr Marsh proposed that although Bray Parish Council wish to support the request as it stands, permission is refused. The Parish Council however will explore alternative ways of providing lighting; Seconded Cllr Bou Sreih; Vote; unanimous

211/2017. Fifield

Request from OGAFCFA to have a Christmas Tree on Fifield Green

Councillors were asked to approved the placing of a Christmas Tree on Fifield Green
Decision: Cllr Kneen proposed; Seconded Cllr Marsh; Vote; unanimous

212/2017. Chairman's Business

Cllr Elvin had received a message from a local resident who is unhappy at the noise from the Bailey Bridge. Cllr Graham proposed that Bray Parish Council writes to Ward Councillors asking for an update of when the bridge will be replaced, which was seconded by Cllr Elvin
Vote; 7 in favour 1 abstained

1 member of the public left the meeting.

213/2017. RBWM Update

Report by the Borough Ward Councillor on Borough Activities

As no Borough Ward Councillors were at the meeting, no report was made.

214/2017. Action List

The outstanding items are to be chased by Cllr Elvin and the Clerk.

215/2017. Correspondence and Councillors Forum

The Clerk gave a brief breakdown of the correspondence received, which included; a copy of a letter regarding Braybrook House, River Gardens in Bray that the Clerk understands RBWM will not deal with due to anonymity; confirmation from Berkshire Records Office of the articles deposited; NALC Chief Executive Bulletin 37 which provided details about data

protection fees, it appears that there will be a three tier system, based on company size and how much data a company processes, as opposed to the current two tier system of either £35.00 or £500.00 and a letter from The Mayor who is holding a pre-Christmas meal costing £40.00 per head at Windsor Guildhall on Friday 1st December to which Councillors are invited.

Cllr Pellew discussed the double yellow line proposal at the Willow, which has been received from RBWM which allows for two car spaces, one for each house, advising owners are unhappy at losing a car parking space. Clerk has asked if they can appeal but has not had a reply. Councillors suggested Cllr Pellew contacts Cllr Bicknell.

Cllr Bou Sreih advised that husband's car had previously been stolen from Oakley Green cemetery and has now had her handbag stolen from her car there. Cllr Elvin suggested that she write to the 3 ward councillors telling her story and asking about security at the cemetery.

Cllr Kiely asked if Cllr Elvin was aware of Councillors skill sets and wondered if other councillors would like to complete a skill set form. This was positively received by other councillors. Cllr Elvin suggested that completion should be voluntary. It was requested that Cllr Kiely share her skill set form with the Clerk who will forward to Councillors.

Cllr Graham asked the Clerk to chase up the placing of the temporary No Parking notice at the entrance to High St car park and for a permanent notice to be erected.

Cllr Graham advised that Bray in Bloom had won a silver gilt award at the National Britain in Bloom Awards but were disappointed not to get gold.

Cllr Kneen mentioned that RBWM contractors have removed the swan neck lights from the conservation area.

Cllr Elvin advised that Bray cricket club would like a pavilion on Jubilee Field and will be meeting with representatives to discuss the proposal further.

Cllr Kneen left the meeting

216/2017. Date of next Main Council Meeting

The next Main Parish Council Meeting will be held at 7:30pm on Monday 11th December 2017.

The meeting finished at 9:45 pm