



Bray Parish Council

MINUTES OF THE GENERAL MEETING OF BRAY PARISH COUNCIL HELD AT 7:30PM ON MONDAY 11th DECEMBER 2017 IN BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS.

PRESENT:

Alexander Ward:	Cllr J Glover
Dedworth Ward:	Cllr N Pellew
Bray Ward:	Cllrs K Elvin (Chairman), C Graham, S Kiely, B Millin, M Pierce
Holyport Ward:	Cllrs B Bou-Sreih, F Hattey, L Kneen, L Walters, D Wilson (late)
Oakley Green & Fifield Ward:	No Councillors present 4 - Members of the public The Clerk - Mrs S Cook

238/2017. Chairman's request

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

239/2017. Apologies for Absence, Declarations of Interest and Dispensations

Apologies were received from Cllrs Dudley, Marsh and Yates; Cllr Wilson advised that he would be late to the meeting.

The following declaration of interest was made;

Personal

Councillor	Agenda Item	Interest
Cllr C Graham	8.15	Member of BALC Executive

Cllr Graham asked why the district councillors were not at the meeting as details of meeting dates were set well in advance. He felt that they were failing to support the local residents who had elected them to the Parish Council. He suggested that they be written to reminding them of their duties to attend and this was agreed by those attending.

240/2017. 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 November monthly inspection report; there were no high risk items. There were no items in the accident book.

241/2017. Minutes of previous meetings

The Minutes of the meeting held on Monday 30th October 2017 were approved.

242/2017. Inclusion of new councillors on committees

Cllr Elvin asked councillors if the item could be brought forward on the agenda and this was agreed.

Cllr Hattey and Cllr Millin were formally invited by the Chairman to join parish council meeting and to consider the committees they wish to join.

Following the welcome by the Chairman he invited all councillors and the Clerk to briefly introduce themselves.

243/2017. Public Question Time

Speeding on the A330

As a local resident wished to comment on the agenda item on speeding on the A330, the Chair asked Councillors if the item could be brought forward and this was agreed.

Mrs Bowler addressed the meeting about the section of the A330 between Moor Farm and Bourne Bridge, providing details of the particular problems on the road, which include narrow pathways, a number of blind bends on the narrow road and excess speeding. Previously there had been a programme of speed watch with local residents and RBWM which showed 95% of vehicles were travelling over 30mph. There was supposed to be a mobile speed camera along with more traffic counters in 2016 and speed survey in February 2017 but this did not happen. The initial dialogue followed a number of crashes in the area. She quoted an email from Geoff Hayes who mentioned that he had seen speeds in excess of 60 miles per hour recorded on the SID when out delivering the parish newsletter. He had also mentioned that there is a new generation SID, which will record date, time and registration number and is currently undergoing trials.

The last lorry watch, which took place in conjunction with Trading Standards in April 17, also included a speed watch and in 75 minutes 55 cars were recorded in excess of 35 mph and up to 50mph. RBWM had undertaken a review in 2014 and it was found that most traffic calming measures are not suitable for the road.

Cllr Elvin mentioned that there are two major roads, the A308 and A330, neither of which is fit for purpose and that there is merit on the suggestion of an updated SID. Cllr Hattey agreed to complete a review of the new SID as a project with the intention of the Parish Council to pursue. There was further discussion on the topic including comments that traffic from the new houses in Bracknell are travelling through the parish to access the M4 exacerbating the traffic problems. It was suggested that it might be of benefit for M4 Junction 9 to be moved. Cllr Elvin advised that traffic is a high priority for the parish council due to the impact of building.

Update on meeting with RBWM to discuss speed limits on Forest Green Road and safety improvements at the junction of Braywood Memorial Hall junction.

Mrs Howard updated Councillors, reporting on the recent meeting held with Cllrs Coppinger and Bicknell, mentioning her disappointment at the lack of any positive outcome. Firstly she spoke about the Forest Green Road, which has a 50 mph speed limit along with blind bends, double S bends, numerous bridle and public footpaths with no pavements She felt that there was a lack of support for a reduction in the speed limit even though this has happened elsewhere in the Borough and that the councillors were hiding behind the police, saying that a reduction in speed limit would not be enforced. It was recommended that she take the topic up with Tony Carr and she has asked him for details of the RBWM contact for the police so she can ask for traffic tapes be put down to record speed levels and also for details of areas where speeds have been reduced without the support of the police.

Mrs Howard then spoke about the request for a roundabout at the Fifield Road junction with Oakley Green Road, as previous data collected show there are 44,000 traffic movements at the junction every week. She has asked Tony Carr for traffic tapes to provide updated data, confirmation of what land is owned by RBWM at the junction and also the provision for services that are in the area as that will impact on the project.

Cllr Walters advised that a traffic survey in 2016 found the average speed limit on the Forest Green Road was less than 40mph, which was why no further changes were made to the speed limit. Mrs Howard mentioned that a number of dog walkers and horse riders have stopped using the area due to the dangers of the road.

Cllr Elvin asked Mrs Howard to carry on her discussions with the police and report back to the council with the evidence.

One member of the public left the meeting.

Update on Accessible Defibrillators

Mr Cox introduced John Poynter who will be taking the lead for training for local residents on the use of the accessible defibrillators. He mentioned that it looks as though £3.5k has been collected for the Holyport defibrillator, which means that there are sufficient funds for two in the area.

Cllr Graham mentioned that he had spoken to Tony Baker and Michel Roux who confirmed he will support the project in Bray, so to date four of the five restaurants are behind the project in Bray. A plaque showing the sponsorship had been requested which Cllr Graham had agreed to. Mr Cox mentioned that he has received a sum of £500 that could be used to kick start funding for one in the Fifield area. Mrs Howard advised that the Memorial Hall will support one at the hall as the one just installed at the Cricket Club will not be accessible. The Clerk advised that the doctor's surgery in Holyport have agreed to have one outside the surgery subject to certain conditions.

Cllr Kneen asked whether the defibrillators can be insured due to a recent story about one being stolen, the question was answered by John Poynter who gave details about the pack he was recommending for purchase, which includes defibrillator, cabinet, spare parts, a code number lock, full insurance and a life span of at least 8 years. He mentioned that it rare for these to be stolen and that it was possible that the one that had been taken had been provided by the British Heart Foundation, who do not require their defibrillators to be locked. Mr Poynter explained the process of use which details the location and lock number that are given when 999 is called. Following use Mr Poynter replaces the pads and collects the defibrillator from the hospital usually within 24 hours. He explained that the training he will provide will be for basic life support along with how to use a defibrillator. Mr Cox mentioned that defibrillators can be used without training as the emergency operator will talk the caller through the process. He then mentioned the training provided by Mr Poynter will be free and that Holyport War Memorial Hall will be providing free use of the hall.

Potential future projects were discussed which could be in the area of The Willows and the Army Welfare office on Broom Farm Estate, but these would not be started until the current projects were completed. Cllr Elvin thanked both Mr Poynter and Mr Cox for a true community project and they were applauded by the Councillors.

2 Members of the public left the meeting.

244/2017. Clerks Report

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

The Clerk updated the Councillors on items on the report, including a fuller description of the meeting with Punch Taverns as Cllr Marsh was not available to report.

Cllr Graham thanked the Clerk for organising the Christmas Get Together.

One member of the public left the meeting.

245/2017. Parish Finance

Finance Committee (FOWG)

A meeting of the committee took place on 17th November 2017. Please refer to Appendix b)

Appointment of External Auditors

The Clerk had been advised that under powers set out in Regulation 3 of the Local Authority Audit (Smaller Authorities) Regulations 2015, Smaller Authorities Audit Appointments Ltd (SAAA) was appointed by the Secretary of State for Communities and Local Government as a 'person specified to appoint local auditors' and as the Sector Led Body (SLB) for smaller authorities has appointed PKF Littlejohn LLP as the external auditors for the 5 year period commencing with the financial year 2017/18. The Clerk asked

Councillors if they or their families are existing clients or employees of the company and it was confirmed that none of the Councillors are involved in any way.

Transfer of Ring Fenced Funding in the Balance Sheet

The proposal to move the Fifield Play Area ring fenced funding back into General Reserves was discussed. Councillors did not want to move the funds until further use of the money had been discussed which the FOWG was requested to do.

Review of budget 2018/19 – 2020/21

Councillors were asked for their comments on the current budget proposal for the period 2018/19 – 2020/21, following the reviews by FOWG, LMWG and ITWG. Cllr Graham thanked the Clerk for making the papers available for early review. The Clerk mentioned that the latest NALC bulletin advises that council employees will be offered a 2% pay rise in 2018 and 2019, this is not currently reflected in the budget where only 1% has been budgeted and the budget will need to be amended. No further comments were made.

Spending Decision Report

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

Playground medium risk repairs

Proposal for the Clerk to incur expenditure of up to £550.00 for the items identified on the July 2017 play area risk assessment

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

Bray Bund

Proposal for the Clerk to incur expenditure of up to £450.00 for the cutting back of bushes on Bray Bund

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

Bray Green

Proposal for the Clerk to incur expenditure of up to £75.00 to replace a bollard on Bray Green

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

St Michaels Church

Proposal for the Clerk to incur expenditure of up to £180.00 for a tree in St Michaels Church yard to be tip reduced and crown cleaned

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

Gays Lane Allotment Tree Works

Proposal for the Clerk to incur expenditure of up to £160.00 for a tree on the allotment at Gays Lane to be crown lifted

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

Aysgarth Park

Proposal for the Clerk to incur expenditure of up to £450.00 per cut for the hedges and bushes on Aysgarth Park to be cut back twice in 2018

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

Replacement Fencing at Jubilee Field Playground

Proposal for the Clerk to incur expenditure of up to £2,600.00 to replace the fencing around Jubilee Field playground, with the same as currently in place.

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

Replacement Fencing for the Tennis Court

Proposal for the Clerk to incur expenditure of up to £700.00 to replace a length of chain-link fencing

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

Replacement of Clerks Laptop

Proposal for the Clerk to incur expenditure of up to £1070.00 to purchase a new desktop computer along with monitor and associated software, Cllr Kneen raised a query about the quality of slides on the planning presentation and a discussion around that was held. Cllr Kneen will visit the parish office to review whether any improvements can be made.
Decision: Cllr Elvin proposed; Seconded Cllr Graham; Vote; unanimous

Update of website

The Parish Council has £1,000 previously approved for expenditure on updating the website accrued in the accounts and this amount is expected to be spent once the content for the updated website has been agreed.

Payments List

Approval to pay accounts on payments list, which the Clerk confirmed was for an amount of £21,808.41, with VAT of £749.32 making a total of £22,557.73.
Decision: Cllr Kneen proposed; Seconded Cllr Elvin; Vote; unanimous

246/2017. Land Management Committee (LMWG)

A meeting of the Land Management Committee was held on Wednesday 8th November 2017 Councillors – please refer to Appendix d).

Extension of handy man and grass cutting contracts

Proposal for the existing handy man and grass cutting contracts to be extended through the financial year 2018/19 to allow time for a tender process to take place
Decision: Cllr Kneen proposed; Seconded Cllr Graham; Vote; unanimous

247/2017. IT Working Group (ITWG)

Meetings were held on 20th November and 27th November. Please refer to Appendix e).

Website Working Group

Councillors are asked to establish a working group to identify features of other websites that are attractive along and any additional functionality required along with the legal content that is needed to update the existing website. Cllrs Kiely and Glover along with Ed Marsh would form the working group.
Decision: Cllr Kneen proposed; Seconded Cllr Walter; Vote; unanimous

248/2017. General Matters

Parish Conference

Cllr Graham reported on the Parish Conference held on 14th November 2017. A working group to discuss the Parish Charter will take place, as an update is badly needed. There was a presentation on the RBWM electoral review, the relaunched website and the Peer Review.

There is currently no date for the next conference.

Berkshire Association of Local Councils (BALC) AGM

Cllr Graham reported on the BALC AGM held on 28th November 2017. There had been a presentation by CCLA, who provide financial management for Councils. Jonathon Owen Chief Exec of NALC addressed the meeting and provided details of their current manifesto. The Clerk will scan a copy of the manifesto and put on dropbox.

Register of Electors 2017

Councillors were asked to email the Clerk if they required a copy of the Electoral Register for their Ward.

CCTV Cameras at Oakley Green Cemetery

Cllr Kneen updated Councillors on the correspondence with District Councillors that were raised by her following concerns about security at Oakley Green Cemetery discussed at the previous parish council meeting. There is an appetite by RBWM to install cameras but not

without consultation with users of the cemetery, and this is proposed to take place next year.

249/2017. Bray

Christmas Tree Recycling

A request has been received from the recycling team at RBWM asking if Councillors are happy for the Village Hall car park at Bray to be used as a recycling point for Christmas Trees. The collection period will run from 2nd to 22nd January 2018.

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

250/2017. Holyport

Request for permission for a permanent Christmas Tree to be erected on Holyport Green

A request has been received asking if it would be possible for a Christmas Tree to be planted on Holyport Green, if the right tree and position could be found.

A letter from a local resident was read by the chair and the proposal was discussed. It was felt that the proposal could not be supported, as a previous resolution by the Council was that only Oak Trees to commemorate Royal Anniversaries are planted on the Green.

Decision: Proposed Cllr Elvin, it was not seconded so the vote failed.

As the Council wish to support the Christmas Carol event on Holyport Green it was agreed that the LMWG would be tasked with finding annual temporary solutions.

251/2017. Fifield

Meeting to discuss the future of 'The Red Lion' in Oakley Green

As Cllr Marsh was not available the Clerk had reported on the meeting held with Punch Taverns to discuss the future of the Red Lion as part of the Clerks report.

252/2017. Chairman's Business

Annual Electors Meeting

Councillors are asked if they are aware of any items that local residents wish to have included on the agenda for the Annual Electors meeting which takes place on 13th March 2018 at Holyport War Memorial Hall. Agenda suggestions included;

Borough Local Plan, situation report – 10 mins

Neighbourhood Plan update – 10 mins

Specific Planning developments, such as new Water Oakley plans

Cllr Kneen asked if there will need to be separate extraordinary planning meetings for applications such as Water Oakley, Windsor Road applications etc. It was agreed that the additional meetings would be held as needed at Saxons Barn. The Clerk and Assistant Clerk to advise Cllrs Kneen, Elvin and Graham as soon as such plans are advised to the Parish Office

Cllr Graham advised the Councillors that he and Cllr Elvin had attended the first planning forum set up by Cllr Coppinger; there are three forums, once for developers, one for parish councils and one for residents associations. Topics to be discussed include affordable housing and traveller's policy and the outcome of these will form supplementary planning documents to the BLP. The draft documents will be shared by Cllrs Elvin and Graham with the parish council for comment.

Cllrs Graham, Elvin and Kneen will meet after Christmas to develop the agenda.

Cllr Pierce mentioned that the Parish Council used to offer a planning award at the AEM, which drew attention to good planning and would like to see it revived. Cllr Graham suggested a piece is put in the Advertiser asking for nominations from the public and Cllr Kneen will write this.

Battle's Over – A Nation's Tribute

Councillors are asked if they would like to join other organisations across the country that will be commemorating the end of the First World War on 11th November 2018 with a beacon to symbolise the light of hope that emerged from the darkness of war.

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

LMWG will look further into having a Beacon and report back to the council on safety issues and location options.

Cllr Walters left the meeting at 9:15pm

253/2017. RBWM Update

Report by the Borough Ward Councillor on Borough Activities

Cllr Coppinger was invited as Cllr Dudley was unavailable but then offered his apologies.

Cllr Coppinger had however provided an update on the following;

Bailey Bridge - was initially installed in 1996 and was refurbished in 2006. It is structurally safe, however £1.5m has been allocated to replace in the next financial year.

Electoral Review – The number of councillors is likely to be reduced to 43, the shape of the wards may prove more difficult for Windsor and Maidenhead, although the rural wards are more straightforward. It is uncertain what the final position will be.

Speed limits - the request for a reduction on the Oakley Green Road is unlikely to be agreed by the police and the request for a roundabout at the junction of the Fifield Road is being investigated.

LGA report – positive findings but the key message was to stabilise the operation and take stock before any more changes are made.

Cllr Pierce mentioned that she would be against the bridge becoming a two way bridge as the current bridge slows traffic through the village.

Upcoming RBWM Council meetings

December 14th Cabinet

December 20th Maidenhead Development Control Panel

January 17th Maidenhead Development Control Panel

254/2017. Action List

Updates on outstanding issues were given and the Clerk will update the record.

Cllr Wilson joined the meeting at 9:25

255/2017. Correspondence and Councillors Forum

The Clerk brought Councillors attention to the following items on the correspondence list;
A letter of thanks from Braywood Memorial hall Committee for the grant of £2,500 from the parish council,

A letter of thanks from the Windsor horse rangers for the grant for £2,000 from the parish council,

A letter of thanks from the organisers of Fifield Fun Day, advising how much raised and the charities the proceeds will be shared with,

The Clerk was kindly copied in on a response by Cllr Coppinger to a resident in Bray who was concerned about a number of traffic issues in Bray which included, Bailey Bridge, increase in traffic volumes and speeding through the village, breaking of the width and weight restrictions by HGVs. Cllr Coppinger advised that he would be discussing the issues with Cllr Bicknell and the Clerk asked to be informed of the outcome of the discussions,

An email from Oliver Bell on behalf of Farmglade Ltd, inviting Councillors to a public consultation at Oakley Court Hotel on Saturday 9th December between 11:00am and 4:00pm regarding an outline application for new homes, landscaping and associated infrastructure at land at Water Oakley

The RBWM recycling and waste team will be visiting Agrivert, the company who recycle food and garden waste for RBWM on 26th January. Cllr Elvin will join the visit if possible.

Cllr Kneen mentioned that the swan neck lamps have been replaced on Holyport Green, but has since found out that two more have been replaced. However LED lights have been put on the swan necks, which are inappropriate and asked whether the parish council should

consider replacing the lamps. Cllr Elvin will take some photos of them so the topic may be pursued further

Cllr Kneen advised it is possible that the possibility of a zebra crossing for Holyport College may be raised again.

Cllr Wilson let Councillors know that he had copied Ben Smith on his last email to Tony Robinson regarding the granite sets, Cllr Elvin is waiting for Andy Jeffs to visit the parish office and this item will be included on the discussion list. Cllr Wilson will forward his email to Andy Jeffs and will phone Tony Robinson.

Cllr Graham mentioned he had received an email from a previous long term parish councillor, expressing concern about the number of borough councillors on the parish council and standing as Conservatives wanting to know what was going on and asking how they can contribute to parish concerns.

Cllr Wilson passed his congratulations to the new councillors on their election to the parish council.

256/2017. Closure of the Parish Office for Christmas Holidays

The Parish Office will close at 12:30pm on Friday 22nd December 2017 and will re-open at 9:30 on Tuesday 2nd January 2018.

257/2017. Local Government Act 1972

Exclusion of the Public

To consider passing the following resolution:-

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act".

Decision: Proposed Cllr Graham, Seconded Cllr Elvin, vote unanimous

258/2017. Date of next Main Council Meeting

The next Main Parish Council Meeting will be held at 7:30pm on Monday 22nd January 2018.

The meeting finished at 9:45 pm