



Bray Parish Council

MINUTES OF THE GENERAL MEETING OF BRAY PARISH COUNCIL HELD AT 7:30PM ON MONDAY 22nd JANUARY 2018 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,
Oakley Green & Fifield Ward:	Cllrs N Marsh, C Yates
	1 - Members of the public
	1 - The Press
	The Clerk - Mrs S Cook

001/2018 Chairman's request

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

Cllr Elvin reminded Councillors that he and the Clerk had met with Alison Alexander, Andy Jeffs & Cllr Bateson from RBWM late last year and advised Councillors that he and the Clerk are due to meet with Mr Jeffs in the next fortnight to discuss outstanding issues. He asked Councillors to let the Clerk know if there are any topics that should be raised with Mr Jeffs.

Cllr Elvin advised that following a number of recent planning consultations with developers a clear message from residents has been the problem of traffic congestion experienced by them in particular the A308 and other feeder roads. Cllr Coppinger agreed to take part in reviewing this issue and has provided an update advising that RBWM are looking for a grant from Highways England to undertake a multi-agency study of the A308.

002/2018 Apologies for Absence, Declarations of Interest and Dispensations

Apologies were received from Cllr S Dudley, L Kneen, L Walters. Cllr Wilson advised that he hoped to join the meeting but would be late.

The following declarations of interest were made;

Personal

Councillor	Agenda Item	Interest
Cllr C Graham	7.10	Member of Bray Enhancement Committee
Cllr M Pierce	7.10	Member of Bray Enhancement Committee

003/2018 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 Annual inspection report; there were no high risk items and a number of the medium risk items identified have already been approved by the Council for repair. There were no high risk items in the January report. There were no items in the accident book.

004/2018 Minutes of previous meetings

The Minutes of the meeting held on Monday 11th December 2017 were approved.

005/2018 Public Question Time

No questions were asked.

006/2018 Clerks Report

The Clerk updated the Councillors on items on the report. Please refer to Appendix a)

007/2018 Parish Finance

Finance Committee (FOWG)

A meeting of the committee took place on 12th January 2018. Please refer to Appendix b)

Cllr Yates gave some background to the meeting and a number of comments about the work on the budget were made. Cllr Graham recommended use of Unity Trust Bank as used by BALC if FOWG are dissatisfied with Lloyds.

Adoption of the Budget for 2018/19, 2019/20 and 2020/21

There was some discussion regarding the budget. Cllr Graham asked about the earmarked reserves and the Clerk will discuss this further with him after the meeting.

Decision: To approve the adoption of V4 of the draft budget for the period 2018/19 and the three year budget to 2021/21.

Cllr Elvin proposed; Seconded Cllr Pellew; Vote; Unanimous

Proposal to approve the precept for the financial year 2018/2019

Cllr Graham asked for a copy of the changes to Band D against previous years and the Clerk will forward this after the meeting.

Decision: To approve the precept figure of £151,129.51 for the financial year 2018/2019

Cllr Elvin proposed; Seconded Cllr Graham; Vote; Unanimous

Cllr Elvin thanked the FOWG and the Clerk for their work on the budget.

Proposal to sanction payments for preapproved budget lines

Proposal for the Clerk to pay the following items during 2018/19 without further prior approval from the Council; Salaries, Car Allowances, Employers National Insurance, Pension Contributions, Training, Parish Office Costs, Audit Fees, Handyman contract fees, Grass Cutting contract fees, Traffic Management in line with item 5.6 of the Parish Financial Regulations.

Decision: Cllr Elvin proposed; Seconded Cllr Pellew; Vote; For Unanimous

Report on the accounts for the year to December 2017

The report had been circulated prior to the meeting and there were no comments.

Request to write off the sum of £162.70 as bad debts

Despite a number of reminders the Clerk has not received responses from six users of the tennis courts for the payment of membership, two further users have responded requesting membership be cancelled and there is also a request to write off the a further two small sums in regards to the allotments, Councillors are asked to consider writing off the sum of £162.70 and recording these on the council books.

Cllr Pierce asked if Maidenhead Sports Club had ever taken up membership and it was confirmed that they had not done so.

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

Draft Grant Policy

The Policy was discussed and Cllr Graham thanked the FOWG for their work.

Decision: To approve the Draft Grant Policy as presented.

Cllr Elvin proposed; Seconded Cllr Bou Sreih; Vote; Unanimous

Review of Banking Arrangements

The proposal was discussed and it was agreed that the Clerk should be a signatory on the Council Bank Accounts and to be issued a Credit Card for Council expenditure with a £500 limit.

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

Maintenance of the Parish Chapel

The Parish Council has an obligation to ensure its' properties are properly maintained, there are some concerns regarding the Parish Chapel and permission is sought for the Clerk to request a review of the property for dilapidation by a Qualified Surveyor.

The item was discussed with a number of views put forward. These included whether there were sufficient skills within the Council to undertake the review and concern about the formality of a letter to the tenant. It was mentioned that the tenant is aware of the broken windows and a full survey should take place with the Council taking a view on whether the entire cost of the survey should be passed to the tenant. A suggestion that the tenant be asked if they have somebody in their organisation who can undertake the work was made, along with an alternative that there should be an informal review with a priorities work list. A request was made that from now on the Chapel should be reviewed twice annually as stated in the lease to ensure the Council's compliance with the lease.

Decision: Cllr Elvin proposed that Cllr Yates meets with the Chair of the drama group to discuss this further and to report back at the next meeting; Seconded Cllr Bou Sreih; Vote; Unanimous

Spending Decision Report

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

Purchase of three defibrillators

Proposal for the Clerk to incur up to £6,000 to purchase three defibrillators, once confirmation of funding has been received and subject to receiving permission in writing from the property owners/trustees, for Holyport War Memorial Hall, Holyport Doctors Surgery and Bray Village Hall.

Decision: Cllr Elvin proposed; Seconded Cllr Pellew; Vote; Unanimous

Cllr Marsh advised that Braywood Cricket Club are looking to have a PAD but wants to confirm with them that this will be available 24 hours per day.

Grant Application

Proposal to pay a grant of £2,200 to Bray Enhancement Committee

Cllr Graham addressed the meeting following which both he and Cllr Pierce left the meeting. Cllr Yates asked if it would be possible for details of what the money is spent on as part of the application.

The item was thoroughly discussed which included concern that payment of the grant in full would spend a third of the grant budget for the 2018/19 financial year.

Decision: Cllr Elvin proposed that a grant of £1,500 be made; Seconded Cllr Yates; Vote; For 7, Against 1, Abstained 1

Cllr Graham and Cllr Pierce returned to the meeting.

Payments List

Approval to pay accounts on payments list, which the Clerk confirmed was for an amount of £12,027.03, with VAT of £467.81 making a total of £12,494.84. Please refer to appendix d)
Decision: Cllr Elvin proposed; Seconded Cllr Bou Sreih; Vote; Unanimous

008/2018 General Matters

Update on Borough Local Plan

Cllr Graham updated Councillors advising that Cllr Coppinger has told him RBWM officers are working very hard compiling the comments on the Borough Local Plan and that the plan will be submitted the first week of February, there will be a six week process while the government appoints an Inspector, who will then review the plan and decide on how the process will go.

Cllr Elvin gave an update on expenditure to date by the working group and advised that it is possible that there will be further expenditure but no more than the £10k that was originally approved by the Parish Council, most of the expenditure to date has been on professional services.

Cllr Graham mentioned that Cllr Coppinger has set up a forum to discuss issues around the Borough Plan and the next meeting will discuss affordable housing, but these meetings and the topics discussed will not impact on the Local Plan. Cllr Pierce asked if there was a national definition of affordable housing, Cllr Millin mentioned that he has asked RBWM this question a number of times and advised that Cllr Coppinger had advised him last week that an answer will be available once the paper has gone before full council.

Update on Bray Parish Neighbourhood Plan

Cllr Graham provided an update advising Councillors that there will be no referendum until after the BLP has been submitted. There had been a meeting with Robert Paddison, who had no plan, knowledge of the regulations or authority to negotiate. Cllr Graham had spoken to Locality about the stance the Parish Council might take and what scope it has to negotiate as RBWM has to take a decision but with the consensus of the Parish Council. Cllr Graham would like it to go to referendum as quickly as possible so that the council can get 25% of any CIL money from any development in the Parish.

Applications to attend Buckingham Palace Garden Party

Councillors were asked if they wished to make a recommendation on who should attend the Garden Party on 31st May 2018, the Council may nominate a previous Chair of the Parish Council who has not previously attended one of Her Majesty's Garden Parties to BALC, the matter was discussed and it was agreed that

Decision: Cllr Elvin proposed that Cllr Pierce be nominated to BALC; Seconded Cllr Graham; Vote; For 10, Abstained 1

Cllr Pierce thanked the Councillors for their kind nomination.

Protection of the bat population at Bray Lake

The Council were asked to support the protection of the bat population at Bray Lake. The item was discussed and a number of concerns were raised. Cllr Elvin suggested that this is included in the list of items to be discussed with Andy Jeffs.

Decision: Cllr Elvin proposed this is supported by discussing directly with RBWM and with English Nature who may find rare plants; Seconded Cllr Pierce; Vote; Unanimous

Trees and Hedges in the areas within Bray Parish affected by the Borough Local Plan

In the light of the destruction of trees at Lodge Farm the Parish Council was asked whether it should commission a survey to decide if it would be appropriate that TPOs should be requested for all trees/hedges in Bray Parish that are on land affected by the Borough Local Plan or other possible developments.

The item was discussed with Councillors agreeing that the Council should do all it can to protect the trees in the Parish and should encourage other local resident groups to be involved.

Decision: To find a way forward Cllr Elvin proposed that the RBWM tree officer is invited to the next planning meeting subject to approval from the Planning Chair and for a copy of a list of TPOs in the area to be provided to the Parish Council; Seconded Cllr Marsh; Vote; Unanimous

Support and advice for petition regarding HA18 and asking RBWM to reconsider approval of the Hospice Application

The Parish Council was asked to consider what assistance can be afforded in support of the HRA and their petition regarding the Hospice Application.

Cllr Graham advised that as the decision has been made there is no legal mechanism that can change the outcome of the Hospice Application. Cllr Millin mentioned that there has been a reversal on a planning application recently within RBWM and agreed to find out on what grounds it was reversed to see if there are similar grounds.

Decision: Cllr Elvin proposed that a general letter of support is sent supporting HRA and detailing actions taken by BPC such as discussion with RBWM and requesting a review of the A308; Seconded Cllr Bou Sreih; Vote; Unanimous

009/2018 RBWM Update

Report by the Borough Ward Councillor on Borough Activities

No report was provided as no District Councillor was available.

Upcoming RBWM Council meetings

Jan 29th Extraordinary General Meeting

Feb 8th Cabinet

Feb 14th Maidenhead DMP

Feb 15th Parish Conference

Feb 22nd Cabinet

Mar 14th Maidenhead DMP

Mar 22nd Cabinet

Apr 11th Maidenhead DMP

Two members of the public left the meeting.

010/2018 Action List

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

011/2018 Correspondence and Councillors Forum

The Clerk brought Councillors attention to the following items on the correspondence list;

An article in the Clerk and Councils Direct magazine which provides legal guidance regarding Travellers and Gypsies, the powers under which the police may remove trespassers from land and planning issues regarding the stationing of a caravan, the DCLG has issued guidance on these topics, which the Clerk will download.

An article in The Clerk magazine which gives advice concerning trees and the planning system forms of planning controls and protection other than TPOs.

A letter from RBWM regarding 'Fit for Life' week along with details of some of the sports on offer

An email from Thames Valley Police asking members of the public to get involved with policing in the community, which the Clerk will discuss and ask the local police to be prepared to discuss at their next surgery at the Parish Office.

An email from Market square group asking if the Parish Council would be interested in the company bringing their World Village Market to Bray in 2018, themes include Food and Drink festivals and Street Food and Craft Beer festivals. The Clerk to forward the email to Councillors, to investigate further and report back

Cllr Elvin mentioned that an ex Councillor had mentioned her horror that representatives at the Summerleaze consultation had no way of taking notes so that definitive comments made by those who attended could be accurately fed back, there was also a lack of knowledge of the site by some of the representatives. Cllr Elvin suggested that the Council ask Summerleaze for a resume of the feedback received along with a list of the experts present.

Cllr Bou Sreih was asked by trustees of HWMH if the council knew how much CIL money would be given to the council if Lodge Farm went ahead as they are looking for funding for the hall rebuild. Cllr Graham advised that it was unlikely that Lodge Farm would be granted planning permission and there is no CIL yet agreed. Cllr Elvin recommended that Cllr Bou Sreih asks the committee to contact the Parish Council to discuss funding and design of the hall.

Cllr Pellew mentioned that the fly tipping on Tarbay Lane has been removed.

Cllr Graham referred to the Lodge Farm meeting and having to take advantage of the amplifier. He recommended that the council purchases its own amplifier and radio mikes and asked Councillors if the Clerk should use special powers to purchase in time for the AEM which was agreed.

Cllr Graham mentioned the Open Gardens event in Bray in July and asks permission to use the Green for parking which was agreed subject to the usual weather caveat.

Cllr Graham reminded Councillors the next Parish Conference is on 15th February and invited all Councillors to attend.

Cllr Graham invited Councillors to a quiz this Saturday at 7:30pm in aid of the RNLI which will take place at Bray Village Hall.

Cllr Hattey asks what should happen regarding persistent offenders who allow dogs to foul outside the school, the Clerk advised that the Community Warden is contacted.

012/2018 Date of next Main Council Meeting

The next Main Parish Council Meeting will be held at 7:30pm on Monday 23rd April 2018, The Annual Electors meeting will be held on Tuesday 13th March at 7:30pm in Holyport War Memorial Hall.

The meeting finished at 9:35 pm