



# Bray Parish Council

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## **MINUTES OF THE GENERAL MEETING OF BRAY PARISH COUNCIL HELD AT 7:30PM ON MONDAY 8<sup>th</sup> OCTOBER 2018 IN BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS.**

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### **PRESENT:**

Alexander Ward:	No Councillor present
Dedworth Ward:	No Councillor present
Bray Ward:	CLRs K Elvin (Chairman), C Graham, B Millin,
Holyport Ward:	CLRs B Bou Sreih, F Hattey, L Walters, D Wilson
Oakley Green & Fifield Ward:	Cllr C Yates
	1 - The Press
	10 - Members of the public
	The Clerk - Mrs S Cook

### **096/2018 Chairman's request**

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

### **097/2018 Apologies for Absence, Declarations of Interest and Dispensations**

Apologies were received from Cllr S Dudley, Cllr J Glover, Cllr S Kiely, Cllr L Kneen, Cllr N Marsh, Cllr M Pierce.

There were no declarations of interest. The Clerk had issued a dispensation to cover agenda item 103.11.

### **098/2018 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 reports for August and September 2018 advising that the high risk item identified for Springfield Park is to be replaced and that permission for the Clerk to incur expenditure for the replacement is included in agenda number 103.11. There are no items in the accident book.

### **099/2018 Minutes of previous meetings**

The signing of the minutes for the meeting held on Monday 13<sup>th</sup> August 2018 was approved.

### **100/2018 Public Question Time**

Mr Nick Cooper Engagements and Communication Manager for M4 Smart Motorway and his colleagues gave a briefing to Councillors. The briefing included details regarding the ecology and wildlife movement, diversion of utilities, the approximate details of bridge works in the Parish and the requirement for three lane traffic to be maintained during peak hours.

The Ascot Road Bridge will be an offline construction, which means the new bridge will be built alongside the existing bridge allowing the existing road to be kept open for as long as possible. Work is expected to take place between March 2019 and May 2021. Monkey Island Bridge will also be an offline construction with works taking place between April 2019 and August 2021. The New Thames Bridge works will take place between February 2019 and May 2021. Occasional closure of the Thames navigable route will occur during 2020 to facilitate crane activity for steel work erection.

Road closures will be inevitable but are expected to take place at night or at weekends. The diversion route westbound for J6 – J8/9 will utilise the A332 (Jubilee Way), A308 and A308M, the diversion route eastbound for J8/9 – J6 will utilise the A308M, A308 and A332.

The University of Reading have provided sufficient land to Highways England, that it is unlikely that the A308, A330 triangle will be used.

Following the briefing, Councillors thanked Mr Copper and his team for attending the meeting.

7 members of the public left the meeting.

The Chairman for the Roads and Transport group for OGAFCFA, then spoke to Councillors asking to share their areas of concern with the Traffic and Highways WG which include; the speed and bridge priority on Forest Green Road; the speed, increased traffic and lack of passing places on Coningsby Lane; HGVs traffic on Oakley Green Road, Fifield Lane and Drift Road; the Memorial Hall Junction, the absence of joined up footpath on Oakley Green Road, sad state of pathways in Fifield Village, cycling races in Fifield and the junction of the Forest Green Road and Ascot Road. Cllr Yates, Chairman of the Traffic and Highways Working Group mentioned he would be pleased to welcome somebody from OGAFCFA to the meeting.

1 Member of the public joined the meeting.

Due to the number of residents who had joined the meeting it was agreed that agenda item 108.2 on the Bray Parish Neighbourhood Plan be brought forward.

Cllr Elvin gave the background on the Neighbourhood Plan from inception to current date and gave his view that the final plan does not take into consideration the wishes of the residents.

Cllr Graham then read a statement from Steve Adams, Chair of the Steering Group who was unable to attend the meeting, which included the following. 'The steering group included more than 15 residents over 6 years, 78 meetings, 8 formal consultations, 4,000 hours of their time and spent £20,000 in unclaimed expenses; the findings show there is a keen interest in the parish for a plan that implements the ambitions and aspirations of the residents in developing a better and more sustainable environment for them and their children. Local infrastructure is fundamental to further development in the parish, but not until 25% of its effort had been spent looking into the issues was the steering group advised by RBWM that this was outside its remit. The initial terms of reference on neighbourhood planning were inadequate, and information on housing numbers was never provided. His conclusions were; At the insistence of the Borough and the Inspector that was appointed all the BPNP recommendations that do not conform to the Boroughs interpretations of the residents legitimate ambitions and aspirations' have been removed or diluted, in particular there seems to have been a duty to people who aspire to live in the Parish and this seems to take precedence over the residents. The local authority seems to have acted as auditor and inspector when we needed their advice and support. The Bray Parish Neighbourhood Plan before you is not ours.'

Cllr Graham concluded with his own comments that he can personally no longer deal with people who do not keep their word and that he will have nothing more to do with the plan. He recommended that the Parish should consider withdrawing the plan for further consideration and explaining the impact of doing so, which include receiving only 15% of CIL rather than 25% while asking if doing it for the finance is the right thing to do so. He further mentioned that the BLP will override the Neighbourhood plans already in place so asked if it is worth having a plan at this time and finally advised that the last plan is the one that predominates and so suggested the plan is withdrawn for consideration and perhaps put forward after the BLP has concluded its current position.

Cllr Wilson reminded Councillors that an independent inspector had reviewed the plan and made revisions and that the next step should be a resolution to instruct the Borough to go to referendum to give the residents of Bray Parish the opportunity to decide if the Plan was appropriate or not. He felt that there was no reason not to go to referendum and put forward a proposal that the Parish Council ask the Borough to go forward and put the Plan to referendum. The proposal was not seconded.

Cllr Graham then made a proposal that the plan be withdrawn for further consideration and perhaps put it forward after the Borough Local Plan has concluded; Seconded; Cllr Yates, Vote 6 For; 1 Against; 1 Abstained

### **101/2018 Clerks Report**

The Clerk updated Councillors particularly regarding legislation around cycling events in the Parish and responded to a question regarding the Letter of Claim. The Clerk was asked to email RBWM to ask for the costs of maintaining the Bailey bridge over the last 5 years. Cllr Wilson and Cllr Walters are to find out if the replacement for the Bailey Bridge is in the budget and will report back to Cllr Graham (Please refer to appendix a)

### **102/2018 Strategy Group**

Copies of the draft minutes from the meeting on 24<sup>th</sup> September were provided to Councillors. (Please refer to Appendix b)

### **103/2018 Parish Finance**

#### Finance Committee (FOWG)

A meeting of the committee took place on 21<sup>st</sup> September 2018. Councillors were provided with a copy of the accounts for the year to date along with a copy of the notice of the conclusion of audit. (Please refer to Appendix c)

#### Spending Decision Report

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

#### Professional Planning Advice

Councillors discussed whether professional planning advice should be sought for particular planning applications and it was generally agreed that advice should be sought for complex planning applications for which a process would need to be agreed. A number of concerns were raised and discussed and it was agreed that a pot of money to spend would be delegated to the Clerk under the approval of the Planning Chair. Cllr Graham has details of specific companies that provide such advice which are charged at day rate.

Cllr Millin proposed that the Council allocates up to £5k each financial year for the council to seek professional advice for larger planning applications; seconded by Cllr Graham; Vote unanimous

One member of the public left the meeting.

#### Donation to Ambulance First Responders Charity

The proposal was discussed and Cllr Graham proposed a donation of £100.00 to the Ambulance First Responders Charity; seconded by Cllr Bou Sreih; Vote unanimous

#### Donation of £500.00 to the Royal British Legion

The proposal was discussed and Cllr Walters proposed a donation to the Royal British Legion of £500.00 towards the provision of three wreathes to be laid on Remembrance Sunday; seconded by Cllr Elvin; Vote unanimous

#### Autumn/Winter newsletter

The proposal was discussed and Cllr Elvin proposed the Clerk incur expenditure of up to £1,500.00 for the printing and delivery of the Parish Newsletter; seconded by Cllr Yates; Vote unanimous

#### Purchase of Christmas Tree and Surround Fencing

The proposal was discussed and Cllr Walters proposed the Clerk incur expenditure of up to £575.00 for the purchase of a 12ft Christmas Tree and white 900mm high picket fencing to surround; seconded by Cllr Bou Sreih; Vote unanimous

#### Repairs to benches

The proposal was discussed and Cllr Elvin proposed the Clerk incur expenditure of up to £975.00 for the repairs and maintenance of benches in Aysgarth Park, Springfield Park and Braywood Cemetery; seconded by Cllr Bou Sreih; Vote unanimous

#### Works at Manor Grove

The proposal was discussed and Cllr Walters proposed the Clerk incur expenditure of up to £725.00 for the cutting of the hedges and the undergrowth at Manor Grove; seconded by Cllr Bou Sreih; Vote unanimous

#### Hedge Cutting

The proposal was discussed and Cllr Elvin proposed the Clerk incur expenditure of up to £1800.00 for the cutting of hedges in the Parish Cemetery and Gallifords; seconded by Cllr Wilson; Vote unanimous

#### Play equipment upgrades

The proposal was discussed and Cllr Elvin proposed the Clerk incur S106 expenditure of up to £6,500.00 to upgrade play equipment and ground surfaces across the three play areas; seconded by Cllr Bou Sreih; Vote unanimous

#### Councillor Allowances

The proposal to maintain Councillor Allowances at the current rate of £300.00 was discussed, Cllr Elvin proposed these be accepted; seconded by Cllr Graham; Vote For 7; Against 0; Abstained 1

#### Chairman's Allowance

The proposal to maintain the Chairman's Allowance at the current rate of £150.00 was discussed, Cllr Bou Sreih proposed this be accepted; seconded by Cllr Graham; Vote For 7; Against 0; Abstained 1

### Payments List

Approval to pay accounts of £23,606.97 plus VAT of £939.79 making a total of £24,546.76 on the payments list; Proposed; Cllr Elvin, Seconded; Cllr Wilson, Vote; Vote unanimous

### **104/2018 Land Management**

A meeting of the committee took place on 28<sup>th</sup> September 2018; please refer to appendix e) Cllr Walters referred Councillors to minute reference 041/2018, advising that a planning appeal had recently been dismissed by the Planning Inspector based solely on a report of poor air quality.

### **105/2018 IT Working Group**

A meeting of the working group took place on 18<sup>th</sup> September; please refer to appendix f) Cllr Graham advised that he is currently working with Rialtas on their Omega finance package, he found it easy to use although integration is an issue as data cannot be exported.

### **106/2018 Newsletter Working Group**

A meeting of the working group took place on 17<sup>th</sup> August; please refer to appendix g)

### **107/2018 Traffic & Highways Working Group**

A meeting of the working group took place on 17<sup>th</sup> September; please refer to appendix h) Cllr Yates encouraged Cllrs to advise the Clerk of any traffic concerns they may have so that a list of questions that come from not only Councillors but local residents so that they can be forwarded to RBWM.

### Results of the Consultation carried out to obtain the views of the traffic measures proposed by RBWM

The response to the outcome of the consultation with the residents of Moneyrow Green regarding the traffic calming measures was discussed. The proposals from both the Parish Council and RBWM resulted in a draw and a number of additional suggestions were made. Cllr Elvin made a proposal to trial a suggestion from a local resident that white lines be painted on the outside of the road and that the white lines in the middle of the road are not replaced to give the impression that the road is narrower. This was seconded by Cllr Walters, Vote; unanimous

### 107.2 Formal request for a Traffic Road Order for Bartletts Lane

Councillors discussed the request for a Traffic Road Order to restrict access to Bartlett's Lane and it was agreed that a request for a restricted byway be made to RBWM. The proposal was made by Cllr Walters; Seconded by Cllr Elvin, Vote; unanimous

### **108/2018 General Matters**

#### Borough Local Plan

Cllr Elvin reported that it is understood that stage two will take place at some stage next year.

#### Parish Charter Consultation

Cllr Graham advised that he is on the working group and advised that a number of responses had already been made by other Parish Councils, and that the next topic to be discussed is how to ensure the charter works. Cllr Elvin mentioned that he had a number of comments and he would respond via the Clerk. Cllr Millin agreed it was a step in the right direction; Cllr Yates had concerns but agreed to support. Cllr Elvin proposed that the Parish Council support the Parish Charter, seconded by Cllr Bou Sreih. Vote For 7; Against 0; Abstained 1

#### Laying of Wreaths

It was agreed that Cllr Graham would represent the Parish Council at the laying of the wreath at Bray War Memorial, Cllr Walters would do so at Holyport War Memorial and Cllr Yates would attend Braywood War Memorial. Cllr Marsh offered to place the wreath in Braywood Memorial Hall.

#### Report on the recent RBWM Planning update sessions

Cllr Graham had attended the training run by RBWM on 11<sup>th</sup> September and made the observations that it had been useful to be at a session attended by both Parish and District Councillors as a number of questions had been raised by Borough Councillors that may not have been raised by parish Councillors and that he would like to see more such sessions.

#### Bray Lychgate Trust

Councillor Elvin proposed that Cllr Pierce be nominated as trustee on the Bray Lychgate Trust Seconded; Cllr Wilson, Vote; unanimous

### **109/2018 Bray**

#### Request for Bray Green to be used for parking so that a Cycle event may take place

Councillors discussed the request and asked for more information including the number of vehicles and people involved and questioned the suitability of the location. They would like to know what other

arrangements will be needed such as portals. The Clerk is to ask if the Green will be needed on those dates.

### **110/2018 Holyport**

Request to use Holyport Green for a Carol Concert on 14<sup>th</sup> December 2018

Councillors discussed the request and Cllr Walters proposed Seconded; Cllr Graham, Vote; unanimous

Update on Holyport Street Parking and Speed restrictions

As Cllr Kneen was not at the meeting it was agreed the item would be carried over.

Update on replanting of illegally felled trees at Lodge Farm

The Parish Office has been advised through Cllr Kneen that the RBWM enforcement team is looking for authority to issue a tree replacement notice that will require planting in the next planting season. Cllr Walters asked that an email be written to RBWM to thank them for their work.

### **111/2018 Fifield**

Request for a Christmas Tree to be erected on the Fifield Open Space and a Carol Concert to take place there on 23<sup>rd</sup> December

Councillors discussed the request and Cllr Elvin proposed Seconded; Cllr Bou Sreih, Vote; unanimous

### **112/2018 Chairman's Business**

Topics for the Annual Electors Meeting

Councillors were asked to consider topics for inclusion at the next Annual Electors Meeting, which will be held in Bray Village Hall. Cllr Bou Sreih suggested that the M4 works be an agenda item. Cllr Elvin asked Councillors to give consideration to additional topics.

### **113/2018 RBWM Update**

As Cllr Dudley was not at the meeting Cllr Elvin asked Cllrs Walters and Wilson if they wished to make any comment. Cllr Walters gave a snippet that there is no longer any duty to Co-operate with adjacent authorities regarding housing, as the updated guidance advises that Councils can no longer be forced or obliged to take on neighbouring Councils housing needs if the Council only has Green Belt to build on.

### **114/2018 Action List**

The Action List was discussed and the Clerk will update the report.

Two members of the public left the meeting.

### **115/2018 Correspondence and Councillors Forum**

The Clerk advised that Bray Green would be used by a film unit for parking.

Cllr Graham updated Councillors about BALC advising that a formal clustering arrangement with HALC would be pursued by the BALC executive and that the legal structure to support this will be put in place.

### **116/2018 Date of next Main Council Meeting**

The next Meeting of the Council will be held at 7:30pm on Monday 19<sup>th</sup> October 2018.

The meeting finished at 9:35pm

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