



# Bray Parish Council

## **MINUTES OF THE GENERAL MEETING OF BRAY PARISH COUNCIL HELD AT 7:30PM ON MONDAY 25<sup>th</sup> FEBRUARY 2019 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, B Millin, M Pierce
Holyport Ward:	Cllrs F Hattey, L Kneen, D Wilson – arrived 9:20pm
Oakley Green & Fifield Ward:	Cllrs N Marsh, C Yates
	1 - The Press
	1 - Members of the public
	The Clerk - Mrs S Cook

### **155/2018 Chairman's request**

The Chairman requested that all mobile devices were switched off for the duration of the meeting and advised of the meeting places in the event of a fire.

### **156/2018 Apologies for Absence, Declarations of Interest and Dispensations**

Apologies were received from Cllrs S Dudley, S Kiely, and L Walters. Cllr Wilson advised he would be late to the meeting.

The following declarations of interest were made;

### **Personal**

Councillor	Agenda Item	Interest
Cllr C Graham	163.1	Allotment holder

### **157/2018 Health and Safety**

The Clerk provided a summary report on the Annual Play Areas reports for February 2019 advising that there were no high risk items. There were no items in the accident book.

### **158/2018 Minutes of previous meeting**

The minutes of the meeting on Monday 14<sup>th</sup> January were approved.

### **159/2018 Public Question Time**

No questions were raised.

### **160/2018 Clerks Report**

The Clerk updated the Councillors. (Please refer to Appendix a) Cllr Graham advised the boat illegally moored on Bray slipway has been removed.

1 member of the public arrived.

### **161/2018 Parish Finance**

A meeting of the Finance Committee was held on 15<sup>th</sup> February 2019. (Please refer to Appendix b)

#### Request to write off £456.00 for two unpaid items on the Parish Accounts

The request for permission to write off an amount of £396.00 and an amount of £60.00 if despite continued efforts to obtain payment has not materialised by 31<sup>st</sup> March 2019 was discussed by Councillors. The Clerk confirmed that efforts to obtain the monies would continue.

Cllr Millin proposed that if in the event the monies had not been paid they would be written off the books, seconded by Cllr Marsh, Vote; 8 For 2 Against 0 Abstained

#### Request to move funds to Balance Sheet

The proposal for money accrued for utility repairs and maintenance to be transferred to ring fenced balance sheet account was discussed.

Cllr Yates proposed, seconded by Cllr Glover, Vote; 9 For 1 Against 0 Abstained

#### Approval of revised Asset Register

The proposal to approve the figures on the updated Asset Register for inclusion in the Annual Return was discussed.

Cllr Elvin proposed, seconded by Cllr Graham, Vote; Unanimous

#### Spending Decision Report

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

#### Chapel Window

Proposal for the Clerk to incur expenditure of up to £750 for repairs to the stained glass windows of the Cemetery Chapel

Cllr Elvin proposed, seconded by Cllr Glover, Vote; unanimous

#### Bray Rose Beds

Proposal for the Clerk to incur expenditure of up to £120 for the mulching of the 4 rose beds in Bray. Cllr Kneen advised she has plenty of free mulch if the Contractor would like to collect.

Cllr Elvin proposed, seconded by Cllr Graham, Vote; Unanimous

#### Gays Lane Allotments

Proposal for the Clerk to incur expenditure of up to £2,500 to upgrade the allotments at Gays Lane by creating new footpaths

Cllr Kneen proposed, seconded by Cllr Pierce, Vote; Unanimous

#### Gays Lane Allotments

Proposal for the Clerk to incur expenditure of up to £500 to improve the allotments at Gays Lane by clearing and covering unused allotment plots

Cllr Pellew proposed, seconded by Cllr Yates, Vote; Unanimous

#### Pollution Monitoring

Proposal for the Clerk to incur expenditure of up to £1,700 so that pollution monitoring can be undertaken for a period of one year at 8 areas of concern across the parish. Cllr Yates commented that it was a sad reflection of the times that the Parish Council was undertaking the monitoring of pollution on roads in the Parish, when this should be undertaken by the Local Authority.

Cllr Elvin proposed, seconded by Cllr Graham, Vote; Unanimous

#### Parish Trees Survey

Proposal for the Clerk to spend up to £2,500 for a professional Arboricultural review of trees that are the responsibility of the Parish Council

Cllr Elvin proposed, seconded by Cllr Kneen, Vote; Unanimous

#### Payments List

Approval to pay accounts of £14,024.87 plus VAT of £936.85 making a total of £14,961.72 on the payments list; Proposed; Cllr Elvin, Seconded; Cllr Marsh, Vote; Unanimous

#### **162/2018 Strategy Group**

A meeting of the Strategy Group took place on 8<sup>th</sup> February 2019. (Please refer to Appendix d)

#### **163/2018 Land Management Committee**

A meeting of the Land Management Committee took place on 25<sup>th</sup> January 2019. (Please refer to appendix e)

#### Proposal to introduce a refundable deposit for new allotment tenants

The proposal for a refundable deposit to be charged to new allotment holders to try to ensure allotments are properly worked and managed was discussed and it was agreed that a £50.00 deposit would be charged to new tenants of the allotments. The Clerk is to update the current tenancy agreement and take to LMWG for approval.

Cllr Elvin proposed, seconded by Cllr Yates, Vote; 9 For 0 Against 1 Abstained

#### **164/2018 Traffic & Highways Working Group**

Meetings of the working group took place on 9<sup>th</sup> January 2019 and 15<sup>th</sup> February 2019; please refer to appendix f). Cllr Elvin referred to the meeting held with residents, RBWM and parish councillors and reported that there has been a commitment from RBWM to set a weight limit on B3024 Oakley Green Road and Fifield Lane and to reduce the speed limit along the whole of the B3024 from A308 to A330. He referred to the length of the process and advised that in the meantime Cllr Yates had negotiated a respite, with HGVs being encouraged not to use the Oakley Green Road. Cllr Yates advised that residents on the Drift Road were now complaining and also that he has spoken with Cllr Coppinger who said that he had started the process, which was now underway. There was a conversation regarding how quickly speed limits could be reduced and a consensus that more information about the process should be sought, so the Parish Council could monitor.

### Response to the Airspace and Future Operations Consultation

The proposal to accept the comments of the Working Group in response to the Airspace and Future Operations Consultation was made by Cllr Kneen, seconded by Cllr Hattey, Vote; 8 For 2 Against 0 Abstained

### **165/2018 IT Working Group**

A meeting of the working group took place on 10<sup>th</sup> January; please refer to appendix g)

### **166/2018 General Matters**

#### Response to the Traveller Local Plan – Issues and Options Consultation

The proposal to accept the comments of the Working Group in response to the Traveller Local Plan, Issues and Options Consultation was discussed. Cllr Graham felt that the response did not go into enough detail and mentioned as an example that in his view RBWM had not differentiated between those travellers who want a permanent pitch and those who are travelling through, which require different solutions. He was happy to provide a copy of his response if Councillors wanted to use some of his comments in their reply if they felt it was of value.

Cllr Elvin was happy for the response to be modified if Councillors felt it was necessary. He then went on to mention that 75% of travellers polled had not travelled for 2 years and were unlikely to travel and so are travellers by designation rather than by action. Cllr Yates felt that the response should be as comprehensive as possible with a robust response, making reference to the proposed planning application for Holyport Green and the response by a Ward Councillor.

Cllr Graham was asked to provide a copy of his response and Cllr Kneen proposed that the response be submitted following any amendments taken from Cllr Grahams submission, seconded by Cllr Yates, Vote; Unanimous

#### Parish Conference

Cllr Graham provided a report on the Parish Conference held on 27<sup>th</sup> January 2019, advising that Cllr Elvin, Cllr Millin, Cllr Dudley and the Clerk had been in attendance. Cllr Dudley had reiterated the importance of the work of the Parish Councils and confirmed that he was not standing for the Parish Council again at the next elections. There were no updates on planning and enforcement, but no notes had yet been received, he felt these would be of interest to Councillors when they became available. Cllr Graham gave an update on BALC, that an agreement with HALC was just about in place, and that BALC had given up their office. BALC will in future exist as an executive, managing the business, but the delivery of the business will be undertaken by HALC. He advised that there will be 3 levels of cost for training courses; HALC rate as HALC is subsidised by Hampshire County Council, the BALC rate and the non-members rate. Cllr Yates asked what courses are to be held and where, Cllr Graham replied that members had been asked but had received very little response so Sandra Baker of Hurley Parish Council had suggested a number of courses based on her experience as a training provider.

#### Adoption of Parish Charter

Cllr Graham gave some background to the Charter, explaining the purpose of getting it adopted is so that after the elections Councillors and Officers can be trained in how to deal with each other. The proposal to approve the adoption and signing of the Parish Charter was made by Cllr Graham, seconded by Cllr Kneen, Vote; Unanimous

### **167/2018 Bray**

There were no matters to report

### **168/2018 Holyport**

#### Request to use Holyport Green

Request received from Holyport Hall Committee to use Holyport Green for their annual fair which takes place on Saturday 15<sup>th</sup> June. Cllr Kneen requested that no duct tape is used on the lamp posts and to remove the duct tape from last year.

Cllr Elvin proposed, seconded by Cllr Kneen, Vote; Unanimous

### **169/2018 Fifield**

No matters to report

### **170/2018 Chairman's Business**

Cllr Elvin mentioned the Community Award, and asked if Councillors wanted to make a similar award this year. The Clerk is to put the details on an email to Councillors and they will let her know their preference.

**171/2018 RBWM Update**

As there was no Borough Councillor present, no update was provided. The various upcoming meetings were referred to and Cllr Kneen reminded Councillors that the Squires planning application will be heard at the Windsor Development Panel not Maidenhead. The date for the hearing has not yet been confirmed. Cllr Pellew as presenting Councillor will attend the hearing if he is available, if not then one of the other Ward Councillors will do so.

**172/2018 Action List**

The Action List was discussed and the Clerk was asked by Cllr Graham to write to all those who had outstanding action items to remind them they had a responsibility to answer questions that have been asked at a Council Meeting.

**173/2018 Correspondence and Councillors Forum**

The Clerk gave an update on an email received from Thames Velo concerning the Holyport cycle race.

There were no items raised under Councillors forum.

**174/2018 Local Government Act 1972****Exclusion of the Public**

Councillors resolved to close the meeting so that the Part II meeting could take place.

**175/2018 Date of next Main Council Meeting**

The next Meeting of the Council will be held at 7:30pm on Monday 15<sup>th</sup> April 2019.

The meeting finished at 8:25pm