



Bray Parish Council

MINUTES OF THE GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 16TH SEPTEMBER 2013 IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS.

PRESENT:

Alexander Ward:	Cllr H Howard
Bray Ward:	Cllr G Graham (Chairman) Cllrs D Mellor, K Elvin, M Pierce Cllr S Adams (arrived at 7.35pm)
Dedworth Ward	Cllr M Airey
Holyport Ward:	Cllrs A Monks, P Janikoun Cllr M Smith-Lyons
Oakley Green & Fifield Ward:	No Cllr present Mrs J Eden-Bagley – The Clerk RBWM Cllr D Coppinger 5 members of the public

170/2012. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllr Yates, Cllr Walters and Cllr Mackie. The following declarations of interests were declared:

Personal:

Councillor	Agenda Item	Interest
Cllr Janikoun		Trustee of Holyport War Memorial Committee

Pecuniary:

Councillor	Agenda Item	Interest
Cllr Elvin	Payments List	The councillor is in receipt of expenses.
Cllr Graham	Allotments	Bray Allotment Holder
All Cllrs		Councillor Allowances

171/2013. 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 confirmed there were no new entries in the Parish Council Accident Book.

The Clerk gave a summary report on the Play Areas which is taken from ARD's inspection report for July and August:

July's Inspection Report:

Aysgarth Park was unsatisfactory with two priority 1 items:

1. The edges of the wet pour surface in the toddler area has gaps and is lifting in places due to shrinkage which is creating trip hazards. ARD will carry out the repairs.
2. There is a protruding screw on the net climber which ARD will resolve.

Jubilee Fields was unsatisfactory with two priority 1 items:

1. Loose paving slabs under bench which have been previously patched and continue to cause problems. Therefore, a proposal to relay the whole area will be considered later in the meeting.
2. The wire mesh fence is damaged in a number of places and there are exposed wires. The parish contractor will carry out repairs.

Springfield Park was satisfactory with no priority 1 items.

August's Inspection Report:

Aysgarth Park had the two priority 1 items as previously stated

Jubilee Fields was unsatisfactory with the two priority 1 items as previously stated. In addition ARD reported the following priority 1 item:

1. The Gate is not closing and is swinging open due to loose hinge post. ADR are going to fix the post and install a more robust closing mechanism.

Springfield Park was unsatisfactory with one priority 1 item:

1. Car tyres and litter within the play area which has been dealt with by the parish contractor.

172/2013. MINUTES OF THE GENERAL MEETING

The minutes of the Annual General Meeting held on the 15th July 2013 were then then approved and signed as a true record.

NO PUBLIC QUESTION TIME

To accommodate attending members of the public Cllr Graham proposed bringing forward three items, 8.2, 9.1 and 9.3 which was generally agreed.

8.2 Maidenhead & Bray Sports Club (please refer to Appendix A)

Cllr Elvin reported on a meeting with two representatives of Bray Sports & Social Club to explore the possibility of their members using the BPC tennis court. The cricket club are looking to attract more members and would like to add tennis to their facilities. The current booking process would remain unchanged and all existing systems would remain in place. Cllr Elvin proposed that until the end of December 2014 the members of the Bray Sports & Social Club are given access to the parish tennis courts at a rate of £5 per session. This was seconded by Cllr Pierce and AGREED on a vote of 9 in favour, 0 against and 1 abstention.

9.1 The Holyport Road Traffic Petition (please refer to Appendix B)

Cllr Graham invited Martine Kozlowski to make a statement about the petition on behalf of the residents association. In her address, Martine Kozlowski requested the parish council minute their agreement that the traffic situation in Holyport is acute and show their support by submitting the petition to the borough with the request that a public consultation is conducted to ensure measures are put in place resolve the issues. Cllr Graham thanked Martine Kozlowski for taking the time to address the parish council and invited Holyport Ward Councillors to comment. Cllr Janikoun referred to traffic statistics and the average speed in the area. The other Ward Councillors recognised the issues and were prepared to offer support. Therefore, Cllr Smith-Lyons proposed the parish council adopted the petition for submission to the borough with the request that they widen the investigation to include other areas in the parish. This was seconded by Cllr Monks and AGREED on a vote of 9 in favour, 0 against and 1 abstention. It was generally agreed that Cllr Smith-Lyons would formally make the request to Cllr Coppinger as soon as possible so that it can be brought to a borough meeting which will be held next week.

9.3 Pavilion Holyport Green (please refer to Appendix C)

Cllr Janikoun referred to the ongoing access problems with the Pavilion which is caused by vehicles from the George Pub parking in front of the building. Therefore, bollards are required to alleviate the problem as the legal access to the building is not being enforced. Cllr Graham then invited Russell Stone, landlord of the George Pub to address the council and he expressed his commitment in managing the parking responsibly and frustration at how this has been dealt with by a member of the parish council. Cllr Graham then advised members that he had a statement from Cllr Walters, who could not be at the meeting, and it was generally agreed this could be read out. Cllr Walters statement raised a number of concerns and objections to the installation of bollards and requested that Russell Stone be given support in continuing to manage the parking. After a lengthy debate, Cllr Janikoun proposed granting approval for the installation of the bollards. As there was no seconder the motion failed.

The general view of members was the parish council should be working with and supporting the local community, therefore Cllr Smith-Lyons proposed the parish council continue to monitor the situation for a period of 12 months and give Russell Stone the opportunity to administer the parking in this area and ensure that vehicles are moved. This was seconded by Cllr Mellor and AGREED on a vote of 8 in favour, 0 against and 2 abstentions. Russell Stone gave his commitment to work with the parish council and will ensure that cars are moved when access is required. Cllr Graham asked that any problems with access are reported to the Clerk. Russell Stone will provide the Clerk with a mobile number to be circulated to members of the Hall Committee.

Three members of the public left the meeting.

173/2013. PARISH FINANCE

Finance Working Group (combined Finance and Operations Working Group FOWG)

The notes from the meeting which took place on the 15th August 2013 had been circulated to members (please refer to Appendix D).

4.2 External Auditors Report 2012/13

The Clerk reported on the positive result of the external auditor's report and that the information in the Annual Return is in accordance with the proper practices and no matters have come to their attention giving cause for concern that the relevant legislation and regulatory requirements have not been met.

4.3 Budget 2014/15

Cllr Graham reported the FOWG are working on the draft budget 2014/15 which will be circulated to members at the next main council meeting.

4.4 Investment Bond (please refer to Appendix E)

Cllr Graham reminded members about the issues in setting up a business bond with Lloyds which means the parish council now need to consider other options as outlined in the proposal. Cllr Monks proposed investing the additional £50K with the Co-op, which was seconded by Cllr Adams and AGREED on a vote of 10 in favour, 0 against and 1 abstention.

4.5 Santander Bond

Cllr Graham outlined the proposal to re-invest £50K, plus any interest into a 1 year fixed bond at a rate of 1.40%. This was proposed by Cllr Howard, seconded by Cllr Pierce and unanimously AGREED.

4.6 Agreement for delegated approval of the following projects.

Details of the expenditure can be found on the Spending Decision Report (please refer to Appendix F).

4.7 Eskdale Gardens (please refer to Appendix G)

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £280 to remove a tree on the footpath at the rear of Eskdale Gardens, which was seconded by Cllr Janikoun and unanimously AGREED.

4.8 Lonsdale Way (please refer to Appendix H)

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £440 to carry out tree work at this location, which was seconded by Cllr Airey and unanimously AGREED.

4.9 Parish Cemetery Windsor Rd (please refer to Appendix I)

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £1,140 to carry out tree work at the front of the Cemetery, which was seconded by Cllr Monks and unanimously AGREED.

4.10 The George and St Michael's Churchyard (please refer to Appendix J)

Cllr Graham proposed that delegated approval is given to the Clerk to incur expenditure up to £1,097.50 to carry out repairs to the tarmac at both locations, which was seconded by Cllr Monks and unanimously AGREED.

4.11 St Michael's Churchyard (please refer to Appendix K)

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £90 for tree work (subject to planning permission), which was seconded by Cllr Howard and unanimously AGREED.

4.12 Gays Lane Allotments (please refer to Appendix L)

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £320 to cut back vegetation on the boundary of the Allotments, which was seconded by Cllr Pierce and unanimously AGREED. The work will be carried out by Richard Crucefix.

4.13 Springfield Park (please refer to Appendix M)

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £240 to reduce the height of the Pyracantha, which was seconded by Cllr Monks and unanimously AGREED. The work will be carried out by Richard Crucefix.

4.14 Bray Village Car Park

Cllr Elvin proposed that delegated approval is given to the Clerk to incur expenditure up to £594.98 for SEC to repair a street light in the car park. This was seconded by Cllr Howard and unanimously AGREED.

4.15 Jubilee Fields Play Area (please refer to Appendix N)

Cllr Graham proposed that delegated approval is given to the Clerk to incur expenditure up to £2,320 to relay the paving slabs in the play area, which was seconded by Cllr Pierce and unanimously AGREED.

4.16 Allotment Markers

Cllr Graham proposed that delegated approval is given to the Clerk to incur expenditure up to £75 for 6 allotment markers which was seconded by Cllr Adams and unanimously AGREED.

4.17 Strategic Direction Workshop

Cllr Graham proposed that delegated approval is given to the Clerk to incur expenditure up to £50 for refreshments and staff at the forthcoming workshop, which was seconded by Cllr Airey and unanimously AGREED.

4.18 Sage Support (please refer to Appendix O)

Cllr Graham referred to the proposal that delegated approval is given to the Clerk to incur expenditure up to £155 for online Sage support. This was proposed by Cllr Janikoun, seconded by Cllr Elvin and unanimously AGREED.

4.19 Approval to pay accounts on the Payments List (please refer to Appendix P)

The Payments List had been circulated to councillors in advance of the meeting. The Clerk confirmed the total of £31,285.96 plus VAT £507.81 with a grand total of £31,793.77. Cllr Airey proposed approval of the payments list, which was seconded by Cllr Smith-Lyons and unanimously AGREED.

Cllr Elvin has declared a pecuniary interest and therefore did not take part in the discussion or vote.

174/2013. REPORTS FROM OTHER WORKING GROUPS

OPERATIONS WORKING GROUP (combined Finance and Operations Working Group FOWG)

The notes from the meeting which took place on the 15th August 2013 had been circulated to members (please refer to Appendix D).

Parish Maintenance Contracts

Cllr Graham reported the contract period of 2 years expires on 31/10/13 with an option to extend for a further year. This has been reviewed by the FOWG and the proposal is to extend for a further year. Cllr Graham put forward the proposal which was seconded by Cllr Pierce and unanimously AGREED.

Parish Allotments (please refer to Appendix Q)

Cllr Graham reported the FOWG have reviewed the rent and the proposal is to increase the Parish Allotment Rent from 1st October 2014 from £4.80 per 25sqm to £5.14 per 25sqm. After a debate, Cllr Janikoun proposed an increase from £4.80 per 25sqm to £5.88 per 25sqm to bring the fees in line with the RBWM category A plot. This was seconded by Cllr Howard and FAILED on a vote of 4 in favour, 5 against and 1 abstention. Cllr Smith-Lyons proposed an increase from 1st October 2014 from £4.80 per 25sqm to £5.14 per 25sqm which would bring the fees in line with an RBWM category B plot which was thought to be more comparable with a parish plot. This was seconded by Cllr Airey and AGREED on a vote of 6 in favour, 2 against and 2 abstentions.

Parish Office

Cllr Graham confirmed that a letter has been sent to Hall Committee, as yet there has been no response.

Email Best Practice

Cllr Adams reported on a discussion with Cllr Yates about the common concerns with emails and it was generally agreed that he would document some guidelines.

Communication Policy Update

Cllr Smith-Lyons reported that a draft strategy paper will be presented to the FOWG before submission to the full council on the 18th November 2013.

LAND MANAGEMENT WORKING GROUP (please refer to Appendix R)

The LMWG task list had been circulated to member in advance of the meeting.

Manor Grove Project Update

Cllr Elvin reported that a site visit will be carried out with Cllr Howard in the next few days and invited any other members of the council to join the working group.

Land Management Projects/Expenditure

Cllr Elvin reported there maybe land management activities that need to take place before the next main council meeting on the 18th November 2013 and therefore proposed delegating spending approval to the planning committee. This was seconded by Cllr Howard and unanimously AGREED.

IT WORKING GROUP

No meeting to report.

S106 WORKING GROUP

No meeting to report.

STRATEGY WORKING GROUP

Members were reminded about the invitation for all councillors to participate in the Strategic Direction Workshop which will take place on Monday 28th October from 7pm at the Saxon Barn.

NEWSLETTER WORKING GROUP

No Meeting to report.

175/2013. GENERAL MATTERS

Bye Election to fill the Oakley Green & Fifield vacancy

The Clerk reported there are two candidates and confirmed the bye election will take place on the 3rd October, from 7am – 10pm at Braywood Memorial Hall, Fifield.

Braywood War Memorial

Cllr Howard gave a verbal update and reported the working group are in consultation with the St Michaels's Parochial Church Council about a possible location for a new war memorial in the local area.

Fisheries

Cllr Airey reported on the initial consultation with the borough about a boundary review and the advice that the parish council should look at any other changes at the same time e.g. Alexander Ward. Members agreed this is quite a complex subject and after a debate it was generally agreed that a working group, consisting of Cllr Airey, Cllr Howard, Cllr Adams and Cllr Elvin, will be formed to report back to main council.

Devolution of Planning Powers

No further update to report at this time.

Devolution of S106 funding (please refer to Appendix S)

Cllr Graham referred to the report from RBWM which needs further analysis and therefore it was generally AGREED this would be reviewed by the S106 Working Group, consisting of Cllr Graham, Cllr Pierce and Cllr Airey, who will provide feedback at the next main council meeting.

Devolution of Minor Rd Repairs

No further update to report at this time.

Sturt Green vs. Stud Green

The Chairman reported the borough would like the opportunity to explain the issues to the parish council.

Therefore, the RBWM Address Management Officer has been invited to make a presentation at the next main council meeting on the 18th November 2013.

Community Right to Bid

Cllr Howard reported the nomination for the Fifield Inn has been made and the borough's decision date is the 27th September 2013.

Christmas Social Event

It was generally AGREED to hold a social event on the same basis as last year and the Chairman will advise on possible dates after the meeting.

Parish Conference

The Parish Conference will take place at 7pm on the 15th October 2013.

176/2013. ALEXANDER, DEDWORTH AND OAKLEY GREEN & FIFIELD

Meadow Way (please refer to Appendix T)

The Clerk has circulated details of the borough's proposed verge protection scheme in advance of the meeting and no further comments were made.

177/2013. BRAY

Britain in Bloom

The RHS Britain in Bloom Awards Regional event will be held on the 18th September 2013.

178/2013. HOLYPORT

Holyport Rd safety in Stompits Rd & Stroud Farm

Cllr Smith-Lyons advised that a further update would be provided at the next main council meeting.

Ascot Rd (please refer to Appendix U)

The Clerk has circulated details of the borough's proposed verge protection scheme and no further comments were made.

179/2013. RBWM UPDATE

Cllr Coppinger, RBWM Lead member for Adult Services, Health and Sustainability gave a verbal update on activities in the parish.

180/2013. CHAIRMAN'S BUSINESS

Police & Crime Commissioner

Cllr Graham reported the Police & Crime Commissioner will be holding a number of public meeting and the dates will be circulated to members.

Super NAG

Cllr Graham reported on the move to form a super NAG and any further details will be circulated to members.

Development at Water Oakley

Cllr Graham pointed out there had been an advertisement in the local paper and therefore a planning application will be submitted.

181/2013. CORRESPONDENCE AND COUNCILLORS' FORUM

Correspondence (please refer to Appendix V)

The Clerk referred to the correspondence list which had been circulated to members in advance of the meeting and the following items were specifically discussed:

13 Lonsdale Way

Members debated the request for a "No Ball Games" sign, which has been made by one resident and it was generally agreed the issue should be dealt amongst the local residents and therefore the parish council would not proceed with a sign.

40 Aysgarth Park

Members debated the request for a "No Parking Sign" and it was generally agreed that the parish council do not have the right to put a sign on either the road or private driveway.

The Clothworkers Company

The Clerk reported the Clothworkers Company has advised the licence for Bray Allotments is due for renewal. The new licence will be for a period of 5 years and the annual rental has been increased from £200 to £300. Cllr Graham proposed that delegated authority is given to the Clerk to sign the agreement on behalf of the parish council, which was seconded by Cllr Mellor and AGREED on a vote of 9 in favour, 0 against and 1 abstention.

Springfield, Oakley Green Rd

Cllr Howard asked the Clerk to forward a copy of the resident's letter to OGAFDCA who have raised this issue with the borough.

Councillors Forum

Cllr Monks raised concerns about a number of dead trees on the Ascot Rd, opposite Hearne Drive and reported they have never been maintained. It was generally AGREED the Clerk will raise this with the borough.

Cllr Graham reported the Bray Enhancement Committee propose planting Flanders Poppies in the flowerbed outside the Village Hall, which is owned by the parish council. After the anniversary the planting of the flowerbed scheme will revert to its original scheme.

182/LOCAL GOVERNMENT ACT 1972

Exclusion of the Public

The parish council considered 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 item 16 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". This was proposed by Cllr Graham, seconded by Cllr Adams and unanimously AGREED

183/2013. DATE OF NEXT MAIN COUNCIL MEETING

The General Meeting of the Parish will be held at 7.30pm on Monday 16th September 2013 2013.

The meeting closed at 9.20.