



# Bray Parish Council

The Parish Office  
Moneyrow Green  
Holyport  
Maidenhead  
Berks SL6 2NA

The Clerk: Mrs Cherry Woodley

Tel: 01628 777997

E Mail address: [clerk@brayparishcouncil.gov.uk](mailto:clerk@brayparishcouncil.gov.uk)

12 May 2008

Website: [www.brayparishvillages.com](http://www.brayparishvillages.com)

## TO ALL COUNCILLORS:

You are hereby summoned to attend the **ANNUAL GENERAL MEETING** of the Bray Parish Council to be held at **7.30pm** on **MONDAY 19<sup>th</sup> MAY 2008** in the Braywood Memorial Hall, Fifield Road, Fifield, Berks. **MEMBERS OF THE PUBLIC AND THE PRESS ARE WELCOME TO ATTEND.**

Mrs Cherry Woodley  
Clerk to the Parish Council

---

## AGENDA

1. **APOLOGIES FOR ABSENCE . *HEALTH AND SAFETY***
2. **Election of Chairman for the forthcoming year and signature of Declaration of Acceptance.**
3. **Election of Vice-Chairman for the forthcoming year and signature of Declaration of Acceptance.**
4. **Election of Chairman and Vice Chairman of the Planning Committee for the forthcoming year.**
5. **Election of Chairman and Vice Chairman of the Finance Working Group and election of members.**
6. **Election of Members to other Parish Working Groups (*Councillors please inform the Clerk of your preferences*):**

Strategy Working Group

Projects Working Group

Operations Working Group

Disciplinary Working Group

Grievance Working Group

IT Working Group

Newsletter Production Working Group

## 7. DECLARATIONS OF INTEREST

## 8. HEALTH AND SAFETY

A review of the current Playground Inspection Report and entries in the Parish Council Accident Book.

## 9. MINUTES OF THE PREVIOUS MAIN COUNCIL MEETING HELD ON 21 APRIL 2008

### *PUBLIC QUESTION TIME*

*Councillors – please note: Red items require a decision or action. Blue items are for information only.*

## 10. GENERAL MATTERS

### Standing Orders

The Parish Council is asked to consider the following inclusion to Standing Orders for ratification at the next Main Council meeting:

“If the business of a Parish Council meeting is not concluded before 10pm, the Chairman will call for a vote in favour of extending that meeting. Subject to the motion being passed by a two thirds majority, the meeting will continue and be concluded as quickly as possible.”

Ratification of the wording and adoption of the “three minute rule” in the Planning Procedure section of Standing Orders, considered by the Parish Council at its last Planning Meeting on 12<sup>th</sup> May 2008.

### Youth Week during Summer 2008

The Mobile Youth Facility has been booked to attend the Holyport Memorial Hall for the week commencing 11<sup>th</sup> August 2008 at a total cost of £1000. Further possible youth activities for the summer are still under investigation.

### Water Leak at the Cemetery

A new tap system has now been installed to combat further leaks during frosty weather. The notice board has once again deteriorated and the Clerk proposes to arrange for its refurbishment at a cost to be reported at the meeting.

### Royal Berks Fire and Rescue Service Five Year Integrated Risk Management Plan 2008/09

Cllr Moores has investigated and has given a recommendation for consideration by the Parish Council in order for us to respond by the 2<sup>nd</sup> June deadline.

### *The Parish Occupation Licence for the Parish Office at Holyport Memorial Hall*

*HH*

Terms of the new Occupation Licence have now been agreed and it is planned that the Licence will be presented to the Parish Council for approval and signature at the meeting.

## 11. REPORTS FROM FORMER WORKING GROUPS

### STRATEGY

A report is circulated to Councillors with this agenda.

### PROJECTS

A report is circulated to Councillors with this agenda.

### *Proposal for Improvement to Open Space at Aysgarth Park*

*PJ*

Cllr P Janikoun has prepared a proposal to the Parish Council set out on the yellow note to Councillors attached.

### IT WORKING GROUP

A report is circulated to Councillors with this agenda. Mr S Pringle has attended the Parish Office in order to give the computers a “health check” as well as presenting a report for the Group to consider future IT support.

### OPERATIONS WORKING GROUP

A report is circulated to Councillors with this agenda.

### Annual Contract for Mr R Siddons

This contract is due for renewal in mid-June and it is proposed to extend the existing contract until such time as it can be reviewed in August/ September along with other Parish Council contracts.

### Councillor Remuneration

Circulation of the Borough’s Remuneration Panel Report with this agenda.

### NEWSLETTER PRODUCTION WORKING GROUP

It is planned that a draft of the Summer Newsletter will be available at the meeting.

## 12. HOLYPORT

### Police Surgery at Holyport War Memorial Hall

Dates for forthcoming Police Surgeries are:

Tuesday 20<sup>th</sup> May 2008

Tuesday 24<sup>th</sup> June 2008

Tuesday 29<sup>th</sup> July 2008

Holyport Youth Club

The Clerk has written to the Youth Club as instructed and it is hoped that a response will be received in time for consideration of their Grant application, at this meeting.

Holyport Green Reinstatement

Now that the better weather has dried out the remainder of the Green, the Clerk is in contact with Clancy Docwra (S E Water Contractors) to return to reinstate the rougher areas and to install new horse matting.

A new water leak was discovered between Pebblescourt and the pond and Clancy Docwra has assured the Parish Council that only two minor bore holes are required to repair this.

**13. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH**

The Community Plan for Fifield and Oakley Green

GA

Cllr Annetts to give an updated report.

Open Space next to Hare and Hounds site, Fifield Road

HH

A letter has been received from the Borough confirming that there has been a breach in a condition of the original planning consent which required landscaping of the open space, however the Borough has given the go ahead to the Parish Council to carry out landscaping work to improve this space. The Parish Council's solicitor has produced two letters sent to Claremont Homes solicitor pressing for the return of the transfer document and responses on the boundary situation.

War Memorial in Braywood Hall

The Hall Committee has discussed this matter further and it was agreed that the memorial should be cleaned but not moved. The Clerk is currently obtaining renewed quotes for this work.

Hanging Baskets for Fifield Village

HH

Approval sought for the purchase of two hanging baskets for the bus shelter in Fifield Village. Cost to be reported at the meeting.

**14. BRAY**

Bray Car Parks

Line Painting in both car parks has been ordered and is due to be carried out shortly.

Footpath Maps

The Clerk has been in contact with the Borough's Footpaths team to order two new maps to replace the faded ones in the Footpath notice boards in Bray Village and also in Holyport.

**15. FINANCE**

Application for Parish Funding Assistance

HH

An application has been received from Holyport Memorial Football Club and will be presented for consideration. Plus application from Bray Handicapped Club.

Approval of accounts for payment

A cheque list to be presented at the meeting for approval.

**16. CHAIRMAN'S BUSINESS**

The Chairman is calling for a Part 2 discussion at the end of the meeting on Parish Administration, as Councillors are aware.

*Open Day at Hornbuckle Farm – 1<sup>st</sup> June.*

**17. CORRESPONDENCE AND COUNCILLORS' QUESTIONS**

A list to be circulated at the meeting.

**18. DATE OF NEXT MAIN COUNCIL MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Monday 30<sup>th</sup> June 2008.