



Bray Parish Council

The Parish Office
Moneyrow Green
Holyport
Maidenhead
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4th March 2008

The Clerk: Mrs Cherry Woodley

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TO ALL COUNCILLORS:

You are hereby summoned to attend the **GENERAL MEETING** of the Bray Parish Council to be held at **7.30pm** on **MONDAY 10th MARCH 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

A G E N D A

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. HEALTH AND SAFETY

A reminder to all in attendance of the fire regulations relating to the venue of this meeting. Review of the Playground Inspection Reports and a report on entries in the Parish Council Accident Book.

3. MINUTES OF THE PREVIOUS MEETING HELD ON 28 JANUARY 2008

PUBLIC QUESTION TIME (max. 15 minutes)

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

4. GENERAL MATTERS

Parish Council Vacancies

A recommendation to be made by the Interview Panel for suitable candidates for the Councillor vacancies in the Bray Ward and Holyport Ward of the Parish.

Update on the situation of the Assistant Clerk

Mrs Carol Bennett continues to assist the Clerk on a temporary basis. Mrs Miles is making a good recovery and plans to return to work in the near future.

The Parish's Own SID Unit

The Unit has now been purchased and deployed. A report will be given as to its use, at the meeting.

Parish ID Badges

A reminder to Councillors to inform the Clerk if they wish to carry a photo ID badge in order that arrangements may be made.

Annual Electors' Meeting

To take place on Thursday 17th April 2007 in the Bray Village Hall. To include an address from Borough Councillor David Burbage. Two nominations have now been received for an Environmental Planning Award for 2008, which is due to be presented at the Annual Electors' meeting. **Both nominations to be considered at the meeting.**

Priority 1 work at the Play Areas.

As instructed, the Clerk obtained quotations from ARD Ltd to rectify all Priority 1 work identified. Owing to the relative urgency of this work, the Clerk sought and received authority from all ward Councillors to accept the quote and initiate the work forthwith as follows:

Springfield Park

2 Tower Park Play Unit & Slide – emergency visit to smooth off sharp edges to slide surface. **£80.00 + VAT**

Jubilee Field

To break out and remove rotting gatepost. Pattern, supply and install new gatepost. **£185.00 + VAT**

To remove and replace 1 broken paving slab on bench base. Scrub off moss and algae using a proprietary moss killer and jet wash clean surface. **£128.00 + VAT**

To replace or fill where plastic cap is missing to bow top barrier. **£28.00 + VAT**

Aysgarth Park

To re tension loose bridge slats on climbing frame. **£30.00 + VAT**

Total Cost - £451 + VAT Approved.

Revision of Allotment Fees

Allotments are currently rented at an annual charge of £16 per allotment (£8 for senior citizens). The Parish Council is required to give a year's notice from 1st April, on any increase to be made. Charges were last increased in April 2007. Do Councillors wish to review this charge for an increase in April 2009?

Youth Week during Summer 2008

This event has traditionally taken place around the Borough over the school summer holidays and has been held at Holyport Memorial Hall at the discretion of the Hall Committee. Funding for the event has been covered by both the Parish Council (£1000) and matched by the Borough Council by way of a Grand in the Hand grant (£1000). This grant is no longer available to Parishes. Does the Parish Council wish to subscribe to this activity for 2008 and bear the full cost (which also includes hall booking fees of around £200)?

5. BRAY

Revision of Burial Charges at Bray Parish Cemetery

Charges were last increased in 2006 in line with the Borough's fees. A Fees Sheet with comparable Borough charges will be available at the meeting for members to consider a possible increase.

Tree Work in St Michael's Churchyard

This work has now been completed as planned and invoiced to Mr D Good.

The Bund at Bray Car Park

Further work has now been carried out at the bund and also the hedges around the Causeway car park at the agreed cost of £135.00.

Leaking Tap in Bray Parish Cemetery

The Clerk seeks approval to instruct PSC Services Ltd to install a new galvanised unit to replace a tap and unit damaged by frost in the Cemetery at a cost of £295.00 + VAT. PSC recently installed the tanks and taps at the allotment sites.

Bray Allotment Path

An allotment holder at Bray has expressed concern over a part of the path that had not been re-surfaced, which is used regularly by the Playschool to access their allotment. It has become slippery and a possible danger to the children. The Clerk is investigating this with the Playschool to consider the option of improvement of the path or alternatively the creation of a new access into their allotment plot.

6. HOLYPORT

Anti-Social Behaviour in Holyport

Further to Mr M Cox's visit to the last meeting to discuss problems on anti-social behaviour he has experienced at his home address, a report will be given on the response from the Police in reply to the Parish Council's letters of concern.

Police Surgery at Holyport War Memorial Hall

Dates for forthcoming Police Surgeries are:

Thursday 13th March 2008

Tuesday 29th April 2008

Tuesday 20th May 2008

Tuesday 24th June 2008

Tuesday 29th July 2008

Holyport Memorial Hall

Cllr Monks and Cllr Mrs Howard to report on a recent meeting with a Hall Committee representative to discuss terms relating to the Parish Office Occupation Licence. A PAT test was carried out on all electrical equipment in the Hall including the Parish Office, on 11th February 2008.

Holyport Green

Cllr Monks has requested that the Water Board are now contacted to urgently reinstate and make good damage to the Green in order that recovery is complete for the summer events on the Green. Cllr Walters is approaching RBWM to enable lorries using the service road free access in order to protect the verges. The Holyport Show and Carters Fair will be held on the same weekend in September (13th/14th) this year.

Gays Lane Allotments and Field

Further enquiries to allotment holders in Gays Lane has confirmed that the initial problem with deer entering the site, is not in fact as bad as originally thought. No further action is therefore anticipated at this time. The Clerk has identified work to be carried out to some trees around the field and is currently seeking quotes for this.

Concrete Path at Aysgarth Park

The Clerk met on site with two Borough Officers who confirmed the extent of the work required to make safe the path around the estate. A list of Borough approved contractors has been given to the Clerk who is currently seeking quotes for this work.

7. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH

The proposed Community Plan for Fifield and Oakley Green

Cllr Annetts to give a report on the progress.

Open Space next to Hare and Hounds site, Fifield Road

The receipt of the Transfer Deed is expected in the near future.

Re-siting and cleaning of War Memorial in Braywood Hall

Yet to be discussed with the Hall Committee.

The Entrance to Braywood Memorial Hall

Further discussions with the Hall Committee are anticipated.

8. REPORTS FROM WORKING GROUPS

STRATEGY

The Communications Questionnaire The questionnaire is currently being circulated with the Spring edition of the Parish Newsletter. Results to be reported at the next Main Council meeting.

MAJOR PROJECTS

Bus Shelters – A quote from Mr O’Keefe has been received in the sum of £455.00 for the painting of two more bus shelters both in Fifield. Approval sought.

IT WORKING GROUP

Recommendation by Cllr Graham and Cllr Janikoun to continue with the Parish Domain Name registration, E Mail and Website Hosting through Greg Paine at Maidenhead Advertiser.

OPERATIONS AND FINANCE

Councillors – please see the Finance Report attached on the meeting held on 29 January 2008.

Recommendations to be considered.

NEWSLETTER PRODUCTION

The Newsletter is currently being distributed by volunteers.

9. FINANCE

Approval of Accounts

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

Consideration of Applications for Grants

Two applications have been received from Berkshire MS Therapy Centre and Mid Thames and Bucks RELATE. Cllr Mrs Howard to present these applications with a recommendation in each case.

Parish Internal Audit

The Clerk is due to attend a meeting with the Internal Auditor on Monday 17th March 2008.

10. CHAIRMAN'S BUSINESS

Parish Conference

NAG Launch

The Commission for Rural Communities Participation Inquiry

11. CORRESPONDENCE AND COUNCILLORS' QUESTIONS

12. DATE OF NEXT MAIN COUNCIL MEETING

Monday 21st April 2008 at 7.30pm in the Braywood Memorial Hall.

PLEASE NOTE: The Annual Electors' Meeting is held on Thursday 17th April 2008.