



Bray Parish Council

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4 November 2008

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TO ALL COUNCILLORS:

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

CW

A review of the current Playground Inspection Report and entries in the Parish Council Accident Book.
[Aysgarth Park Path](#) – emergency work was carried out in accordance with instructions and the Clerk's application to RBWM for S.106 funding for this project has been approved. The Projects Working Group is considering work to other parts of the Aysgarth Park path.

3. MINUTES OF THE GENERAL MEETING HELD ON 15 SEPTEMBER 2008 AND THE EXTRAORDINARY MEETING HELD ON 6 OCTOBER 2008.

PUBLIC QUESTION TIME (max. 15 minutes)

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

4. PARISH FINANCE

FINANCE WORKING GROUP

Report on Group Meeting held on 20th October 2008 – notes circulated to Councillors with the agenda.
Notes circulated to Councillors with this agenda in respect of [Guidelines to be applied to all applications for funding made to the Parish Council.](#)

[Discussion on Councillors' views on Budget Preparation Options](#) – Councillors see attached notes.

CG

[Presentation of current Actual and Forecast Report](#) – Councillors see attached sheet.

[Consideration of Grant applications from MS Therapy and Rotaract \(notes attached\).](#) A presentation and recommendation to be made.

[The Holyport Youth Club grant application](#) is currently under review and an update on its status will be given at the meeting.

Hedge Work at Gallifords Path, Windsor Road – quotations to be considered:

CW

Mr G Powell £1100 + VAT
Berkshire Tree Surgery £1200 +VAT
Bartlett Tree Surgery £2465 + VAT

The Clerk intends to instruct Mr G Powell to carry out the Autumn cut of the Cemetery hedge at a cost of £900 + VAT being the cost charged to do this job by the same contractor in early summer this year.

Rent paid by Bray Parish Council for allotment land in Bray

CW

The Clothworkers' Guild has reminded the Parish Council of the expiry of the 12 year lease in September 2008 which charged the Parish Council a rent of £100 per annum for the allotment site at Bray. Terms of the lease required a rent review in 2004 but no increase was made at that time. The Clothworkers' Guild are now offering to renew the lease increasing the rent to £350 per annum from 30th September this year, in view of the fact that all plots are in use. Does the Parish Council accept these terms and wish to renew the lease?

CW

Parish Office Computers

Consideration of purchase of Norton Computer Protection for the following year and purchase of a new wireless presenter for planning powerpoint presentations– prices to be reported at the meeting.

Approval sought for payment of accounts on the Payments List to be presented at the meeting, to include the usual grant of £200 to Royal British Legion who provide wreathes for Remembrance Sunday.

5. REPORTS FROM OTHER WORKING GROUPS

STRATEGY WORKING GROUP

Approval sought to adopt a four point Parish Communication Strategy and associated processes with immediate effect. DC

PROJECTS WORKING GROUP

Report on the Group meeting held on 28th October 2008 – notes circulated to Councillors with the agenda.

Reeve Road Seat – the concrete base was installed in early October and the contractor advised a month before the seat is fixed to it. This should therefore take place very shortly.

OPERATIONS WORKING GROUP

Tenders are due to be sought soon in respect of new Land Maintenance Contracts.

IT WORKING GROUP

No meeting to report.

NEWSLETTER PRODUCTION WORKING GROUP

The Autumn Newsletter is currently being circulated around the Parish by volunteers.

6. GENERAL MATTERS

Proposal to add to Standing Orders – Planning Procedure section

CW

At a Parish Planning meeting, the Clerk was asked to draft an addition to Standing Orders for consideration.

The proposed addition (in red italics) is recommended for adoption as follows:

The following must be brought before full Council at a Planning meeting:-

Any new or replacement house

Any development in the Green Belt

Any plans where a member of the public objects or where the Councillor wishes to recommend refusal or where a fellow Councillor wants a plan to be presented.

This should mean that the following are delegated:-

All extensions/porches/conservatories where the Councillor recommends acceptance

All tree plans

All internal listed building changes

All plans where the Parish have already approved which may have been refused by the Borough or where they are renewing plans.

All applications for Certificates of Lawfulness provided they are placed on the Agenda as a Delegated Application, allowing Councillors the opportunity to raise them for discussion at the meeting if deemed appropriate.

Bray Parish Cemetery – Chapel Roof

Work was completed and an insurance claim filed. The gutters and down pipes needed to be cleaned out, so approval was given for the contractor to do this at an additional cost of £75.

Remembrance Sunday – 9th November 2008

The Parish wreath laying at year's services was carried out by Cllr M Hornby for Bray and Cllr A Monks for Holyport.

Road Surfacing around the Parish

RBWM has requested suggestions as to the roads in need of re-surfacing around the Parish. Suggestions, please to the Clerk.

A Schedule of Meetings for the forthcoming year is attached for Councillors to consider and comment on. **A proposal is put forward to have an August Recess for the Main Council meeting.** Next year's schedule proposes a meeting on 27th July and one on 14th September 2009 which gives a gap of 7 weeks. The Recess would exclude the postponement of August's Parish Planning meeting which is scheduled for 3rd August 2009.

7. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH

The Community Plan for Fifield and Oakley Green

GA

The results of the recent survey with Fifield and Oakley Green residents are currently being formulated and will be announced in a newsletter to local residents.

Open Space next to Hare and Hounds site, Fifield Road

Plans are under way to erect new fencing at the site as part of the landscaping work for this area.

8. BRAY

CCTV in Bray Car Park

The system has now been installed and is operational.

Drainage Concerns in Bray village

The Clerk has been pressing RBWM to carry out drainage work outside Jesus Hospital in completion of work to the whole drainage system in the High Street and part of Old Mill Lane.

The un-named road in Bray village

MP

Clr Mrs Pierce puts forward a proposal to press RBWM to name that part of the road situated between Old Mill Lane and Ferry Road and proposes that it be named "Bowler's Bend" in memory of the late Stan Bowler.

9. HOLYPORT

Police Surgery at Holyport War Memorial Hall

Dates for forthcoming Police Surgeries are:

Thursday 13th November 2008

Wednesday 10th December 2008

Traffic Speed in Holyport

The Clerk wrote again to RBWM and Thames Valley Police to voice concern over yet another accident along the Ascot Road near Cresswells Farm in early October. RBWM has noted this but has commented that safety measures already taken have been effective in reducing casualties but arrangements will be made to carry out a speed survey within the next four to six weeks.

Holyport Green Reinstatement

The last of the reinstatement work by the George Pub, has yet to be carried out by Clancy Docwra on behalf of S E Water. The Clerk is arranging a site meeting to hurry this along.

10. CHAIRMAN'S BUSINESS

DC

A report on the recent Parish Conference

Proposal for an annual Parish Walk.

The next DALC meeting will be held on Thursday 4th December 2008.

A Part 11 item is required to discuss the three month probation period of the Deputy Clerk which expires on 15th December 2008.

11. CORRESPONDENCE AND COUNCILLORS' QUESTIONS

A Correspondence list to be circulated at the meeting.

12. DATE OF NEXT MAIN COUNCIL MEETING

The next meeting of the Parish Council will be held at 7.30pm on Monday 15th December 2008 in the Braywood Memorial Hall, Fifield.

BRAY PARISH COUNCIL GENERAL MEETING of the Bray Parish Council to be held at **7.30pm**
on **MONDAY 10th NOVEMBER 2008**

CORRESPONDENCE LIST

- CPRE – Stop the Drop Litter and Fly Tipping Parish Toolkit – to pass on to Operations Working Group?
- Thames Valley Police – Neighbourhood Action Group – attempt to encourage regular and well attended meetings – Conference on evening of 2nd December 2008.
- RBWM – encouragement to use new initial e-mail contact point of parish.liaison@rbwm.gov.uk for queries, to be co-ordinated by Tanya Leftwich of Democratic Services.
- Communities and Local Government – A Consultation for “Communities in Control” Codes of Conduct for local authority members and employees – comments requested by 24 December 2008. Operations Working Group?
- Royal Berks Fire and Rescue Service – Consultation on the Five Year Integrated Risk Management 2009/2010 Action Plan – comments requested by 18 January 2009.
- RBWM – Community Services. Update on Flood Activity in the Borough. Confirmation of Parish Flood Warden and requirement of new Flood Board.
- RBWM – Parish Council representation on Rural Forum sought.
- South East Water – extension of time of Statutory Consultation Period to 30th January 2009 for the Draft Water Resource Management Plan and Environment Report.
- Standards Board for England – Sept 08 edition of Newsletter.
- VCS Resource Centre – Promotion of Windsor Youth Resource Centre.
- CPRE – Invitation to Historic Luncheon on Wednesday 26 November 2008 – speaker on the Boer War.