



Bray Parish Council

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9th December 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 15th DECEMBER 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 review of the current Playground Inspection Report and entries in the Parish Council Accident Book.

PK

3. MINUTES OF THE GENERAL MEETING HELD ON 10 NOVEMBER 2008

PUBLIC QUESTION TIME (max. 15 minutes)

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

4. Principals regarding grants and use of Parish Council contractors.

PJ

5. PARISH FINANCE

FINANCE WORKING GROUP

[Report on Group Meeting held on 28th November 2008 – notes circulated to Councillors with the agenda.](#)

[Presentation of the Parish Council's Budget for review and consideration.](#)

CG

Draft attached for Councillors' consideration. If there are any particular questions please direct them to the Deputy Clerk in the first instance and in advance of meeting.

[Consideration of Grant Applications](#)

Councillors please see the presentation and recommendation for each application, circulated with this agenda.

Holyport Darby and Joan Club

The Holyport Youth Club

[Rent paid by Bray Parish Council for allotment land in Bray](#)

CW

The Clerk returned to the Clothworkers Guild to inform them that a proposed rent increase from £100 to £350 was unacceptable. The Guild has returned to propose an increase up to £200 which they wish the Parish Council to confirm is acceptable as a fair and proper rent. This rent will apply from 29th September 2008 to 29th September 2013, which will be the expiry date of the 12 year lease.

Parish Office Computers

The IT Working Group has reviewed the status of the Clerk's current laptop and now recommends purchase of a new laptop at a total cost of £765. Councillors – see report circulated with this agenda.

Parish Subscriptions

The Deputy Clerk will present and explain annual subscriptions for possible inclusion in the Budget. *PK*

Approval to pay accounts on the Payments List

List to be circulated at the meeting.

5. REPORTS FROM OTHER WORKING GROUPS

STRATEGY WORKING GROUP

A proposal on eligibility for SWAT action will be made at the January meeting.

PROJECTS WORKING GROUP

The Clerk and members of the Group have carried out a survey of Aysgarth Park to establish further work needed on the path and trees etc. and a specification is being prepared in order to obtain quotes for this work.

OPERATIONS WORKING GROUP

Tenders are due to be sought by advertisement in the local press for the proposed two land maintenance contracts.

NALC has now issued details of the revised scales for the 2008/09 National Interim Salary Award for Local Council Clerks.

A proposal relating to fees and conditions for both allotment sites, will be made at the January meeting.

Allowances for Councillors.

Councillors see document attached to the agenda. *DC*

IT WORKING GROUP

See recommendation made in the Parish Finance Item.

NEWSLETTER PRODUCTION WORKING GROUP

The Autumn Newsletter has been delivered around the Parish by volunteers. The Group will next meet in January 2009 to commence preparation of the Spring Newsletter.

6. GENERAL MATTERS

Proposal to add to Standing Orders – Planning Procedure section

Ratification sought for the proposal made at the last Main Council meeting to read:

Delegated Applications:-

All extensions/porches/conservatories where the Councillor recommends acceptance

All tree plans

All internal listed building changes

All applications for Certificates of Lawfulness.

Ratification sought for the proposal made at the last Parish Planning meeting to read:

In the event that an application is referred to the Borough Council's Panel meeting for determination, it shall be decided by the Parish Council whether or not it is appropriate to send a Parish representative to speak at the meeting and that representative should where possible, be the Parish Councillor who presented the application to the Parish Council. If the presenting Councillor cannot attend the Panel meeting, the Planning Chairman will nominate a speaker.

Adoption of a New Model Publication Scheme to accord with Section 20 of the Freedom of Information Act 2000 *CW*

Parish Councils are obliged to adopt a model scheme by 1st January 2009. Councillors, please see the information circulated with this agenda. Two documents are required to be in place by 1st January 2009. A completed guide to Parish information (proposed guide attached) and a copy of the model scheme which should be adopted without modification (available in the Parish Office or on ICO website – www.ico.gov.uk). It is suggested that Operations Working group review the FOI checklist in order to ensure that all aspects of the adoption are complied with.

Thames Valley Police - Alcohol Free Zones *CW/CG*

The Police is writing to the Parish Council propose that they are designating Stompits Road as an Alcohol Free Zone for the purpose of control of anti-social behaviour. **Do Councillors consider other areas should be added?**

The Oldfield and Bray Neighbourhood Action Group *CG*

Cllr Graham and Jeff Pick (Neighbourhood Watch Co-ordinator for T V Police) attend a conference on Community Payback. Cllr Graham to report. **Minutes of the last NAG meeting will be available to Councillors at the meeting.**

CPRE – Stop the Drop Litter and Fly Tipping Parish Toolkit *GA*

Cllr Annetts to report.

RBWM – Community Services. Update on Flood Activity in the Borough.
Mr G Bett has agreed to continue as the nominated Flood Warden for Bray.

A Schedule of Meetings

...for the forthcoming year is attached for Councillors, which includes a Main Council meeting in August, as discussed.

Police Surgery at Holyport War Memorial Hall

A new list of dates for 2009 has been requested.

7. BRAY

Meeting with Tony Carr RBWM on the A308 Windsor Road

Bray ward Councillors met Mr Carr to discuss the putting forward of safety schemes in February 2009 for consideration by RBWM for implementation in the next Financial Year. The ideas included:

1. A 30 mph speed limit from Monkey Island Lane to past the shops on the RHS going towards Maidenhead.
2. A pedestrian crossing located near to the shops.
3. Bollards on the pavement edge outside of the shops to stop HGVs from parking there and obstructing the cycle path along that pavement.
4. A mini-roundabout at the junction of Upper Bray Road with the A308.
5. “ghost” islands outside any new development along this road using land from the developer to create sufficient road Width.
6. Demolition and relocation of the brick built post-box outside the shops to improve sight lines for those exiting the shops and Tithe Barn Drive.
7. Relocation of the rubbish bin outside the shops to improve the sight lines for those exiting the shops and Tithe Barn Drive.

CCTV in Bray Car Park

The Clerk is arranging a visit to the CCTV Operations room in order that Councillors will be able to see the system and its effectiveness. This is likely to take place in the New Year.

The un-named road in Bray village

The Clerk is making enquiries with the Royal Borough in order to name this road “Bowlers Bend” and hopes to be able to report back shortly.

Parish Council Trustees for Bray Parish Charities

The existing nominated trustee posts are shortly due for renewal and are currently held by Mrs M Pierce and Mrs D Hayes. Both are willing to stand again. Councillors – please see the report on Bray Parish Charities circulated with this agenda.

Parish Council Trustees for Bray Lych Gate

MP

A review of Trustees is held annually and approval is therefore sought to confirm the appointment of Michael Bayley and Peter Sands for the following year.

8. HOLYPORT

Traffic Speed in Holyport

The Clerk has requested Tony Carr’s (RBWM) report on the Borough’s speed survey recently carried out along the Ascot Road.

RBWM’s proposals for junction realignment of the service road alongside Holyport Green

DC/CW

Recommendations from RBWM to be considered. A Map with proposals will be available at the meeting.

Use of Gays Lane field for Football by local Junior teams

The Parish Council has been approached by another team to increase the use of Gays Lane field for youth Football. A meeting has taken place with Ward Parish Councillors and the teams involved and a report will be made at the January meeting.

Holyport Green Reinstatement

The last of the reinstatement work by the George Pub, has been carried out in part and the Clerk is pressing for more soil to be spread there in order to level off the two drainage covers that currently present a trip hazard for horses and pedestrians.

9. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH

The Community Plan for Fifield and Oakley Green

Cllr G Annetts to report.

GA

10. CHAIRMAN'S BUSINESS

Report on the DALC Meeting held on Thursday 4th December 2008.

DC

11. CORRESPONDENCE AND COUNCILLORS' QUESTIONS

12. DATE OF NEXT MAIN COUNCIL MEETING

The next meeting of the Parish Council will be held at 7.30pm on Monday 26th January 2008 in the Braywood Memorial Hall, Fifield.