



Bray Parish Council

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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 30TH JUNE 2008** in the Braywood Memorial Hall, Fifield Road, Fifield, Berks.

THERE IS ALSO A POWERPOINT PRESENTATION BY RICHARD DAVENPORT OF THE MAIDENHEAD WATERWAYS RESTORATION GROUP ON THE PROPOSALS FOR THE WATER COURSES IN MAIDENHEAD TOWN CENTRE “AND ITS IMPACT UPON BRAY” COMMENCING AT 7PM.

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

A letter of resignation has been received from Cllr A Sharma owing to change in personal circumstances. The Clerk is due to advertise this vacancy shortly.

2. HEALTH AND SAFETY

A review of the current Playground Inspection Report and entries in the Parish Council Accident Book. **The Clerk will present at the meeting for consideration, quotations for painting railings at the Aysgarth Park and the Springfield Park Play Areas.**

CW

3. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 19TH MAY 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

Councillors – please refer to the latest Report from the Finance Working Group circulated with this agenda.

HH

i) Approval of the Parish Council’s Income and Expenditure Account and Balance Sheet and of the External Audit Return for the financial year 2007/2008 and signature by the Chairman and RFO, to include a report on the Actual versus the Budget for 2007/2008. Councillors, please refer to associated documents circulated with this Agenda.

CG

ii) Recommendation from the Finance Working Group to employ the services of Mr A Harland FCA, in order to update the Parish accounts on SAGE from the commencement of the current financial year.

iii) Requests for Funding:

HH

To consider the Grant Application from Bray Elderly/Handicapped Club held over from the last meeting.

To consider the latest application for funding for the Fifield and Oakley Green Community Plan (approx. £200).

iv) Approval is sought to set up variable direct debits for telephone and water payments as follows:

The PC is asked to approve the setting up of variable direct debits in favour of British Telecom and South East Water. These two companies provide telephone and broadband services in the case of BT and provide water for the allotments at Bray and Holyport and at the Parish cemetery in the case of South East Water. British Telecom impose a £1.50 a month surcharge on their telephone bills if settlement is not by direct debit. In both cases the time period for payment is short and therefore does not easily fit in with the cycle of Parish Council Meetings. In both cases the invoice is received before payment is claimed.

At present the Parish Council pays by standing order, monthly, the rent for the Parish Office and by direct debit, for 10 months of the year, the rates on the car parks in Bray.

All payments made by standing order or direct debit will be included on the 'cheque list', which will be renamed Payments List, and brought forward at the PC meeting for approval in the Finance Section.

v) Approval sought for payment of accounts on the Payments List to be presented at the meeting.

CG

5. REPORTS FROM WORKING GROUPS

STRATEGY WORKING GROUP

This group is due to meet shortly.

PROJECTS WORKING GROUP

Improvement to Open Space at Aysgarth Park

Confirmation has been received from RBWM that S.106 funding will be released for the cost of the tree planting scheme on the bund at Aysgarth Park. Payment will be released upon receipt of the invoice for this. The Clerk has therefore accepted the quotation from Landmark Tree Surgery in the sum of £12,020 to carry this work out in the autumn.

Seat at Reeves Road Bus Stop

The Group is currently considering quotes for the concrete base to be laid and will report at the meeting. The Clerk will then order the chosen seat and arrange for its installation.

Bus Shelters

The refurbishment of two further bus shelters have now been completed ie: the shelter on the Fifield Road and the shelter near the junction of Fifield Road with Oakley Green Road. The shelter by Jesus Hospital in Bray village has also been whitewashed and the seat refurbished.

Path round Aysgarth Park

The Clerk has obtained quotes to repair the path and a site meeting has been held by the Group in order to look at the problem. A project for upgrade of the path and surrounding area is being prepared with a view to obtaining S.106 funding for this work.

OPERATIONS WORKING GROUP

Councillors – please refer to the latest report from this Group circulated with this agenda. Recommendations will be made at the meeting.

IT WORKING GROUP

No meeting to report.

NEWSLETTER PRODUCTION WORKING GROUP

The Summer edition is now ready for distribution by our delivery volunteers – Councillor please see the copy circulated with this agenda.

6. GENERAL MATTERS

Standing Orders

DC

The Parish Council is asked to ratify the following inclusion in Standing Orders, as put forward at the last 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 for a time period of his choosing. Subject to the motion being passed by a two thirds majority, the meeting will continue and be concluded as quickly as possible."

Youth Week during Summer 2008

CW

The Mobile Youth Facility has been booked to attend the Holyport Memorial Hall for the week commencing 11th August 2008 at a total cost of £1000. It has also been confirmed that the Borough will provide 2 extra staff and other activities for 10 days at the Multi- Use play area on the Broom Farm Estate, Alexander from Monday 11th August, sponsored by the Parish Council at a further cost of £1000. The activities will include Football, Basketball, Cricket, Lacrosse, Sumo suits for 1 day and the Inflatable castle for 1 day. The Clerk and the Borough are also looking into providing the Parish Tour for separate days in Fifield village and Bray village towards the end of August. Authority sought to spend £1000 on this further provision. £3000 will then have been spent on Youth Provision in this Parish for the summer, of which £2000 was a Grand in the Hand grant from the Borough.

The Occupation Licence for the Parish Office in Holyport Memorial Hall

This licence has now been signed by the Chairman of Trustees to the Hall and was completed on 19th June 2008. Each part holds a copy.

BT Threat to Phone Boxes

DC

A consultation letter has been received from RBWM over BT's proposal to remove various payphone kiosks around the Borough. Two phone boxes in this Parish are again under threat namely, the Stroud Farm Road box (opposite the newsagents) and the phone box in the middle of Fifield village. Responses to this consultation are required by 11th July 2008.

S.106 – Parish Projects

A request has been received for Parishes to update their Project list in order to identify future S.106 funding requirements. The deadline for response is 14th July 2008. It is proposed that the Projects Working Group meet shortly in order to address this.

Bray Parish Cemetery – Chapel Roof

CW

Lead was stolen from the Chapel roof in early June and duly reported to the Police and the Parish Council's Insurers. Allianz has now indicated that they are not prepared to cover any repair costs since there was no "forceful entry" to the site, although the Clerk is disputing this with our Insurers. Two quotes had been received at their request to replace "like for like". The Clerk has now sought further quotes for repair of the roof with a cheaper option and advises that the job is completed in this manner. Quotes will be presented for consideration at the meeting. The roof is not under immediate threat for leaks.

Bray Parish Cemetery – Hedge cutting

CW

Quotations have now been received for cutting the boundary hedge and will be presented for consideration at the Meeting.

Parish Conference – 18th June 2008

CW

The Clerk will give a short report.

7. BRAY

Bray Slipway

The debris caused by recent flooding and highlighted by recent press coverage has now been cleared.

Britain in Bloom

Judging of the competition takes place on Saturday 5th July 2008. The Environmental Enhancement Committee has asked the Borough for a replacement Bray Village sign at the north entrance to the Village and wishes to establish the same on the Bray Green verge.

Bray Car Parks

Line Painting in both car parks has now been completed.

Footpath Maps

New maps have now been received from RBWM and installed into the Map boards in Bray Village and also in Holyport.

Bray Allotments

The Allotment Competition was held on Monday 16th June and the winning allotment was No. 16b belonging to Mr and Mrs B Blackall. A highly commended certificate will go to Mrs M Hughes for Plot 2a with commended certificates to Mrs Marlow, C Graham, Mr and Mrs P McQuire and Mrs Tanner.

The Projects Working Group is currently reviewing possible improvements to the paths and the allotment gate.

onto the Ascot Road from this road. A response is awaited.

Bray Green

Bray Pre-school have dropped the idea of a fete on Bray Green in July. St Michael's Church PCC still intend to hold their fete on the Green on 6th September.

8. HOLYPORT

Police Surgery at Holyport War Memorial Hall

Dates for forthcoming Police Surgeries are:

Tuesday 29th July 2008

Tuesday 19th August 2008

Tuesday 23rd September 2008

Thursday 13th November 2008

Wednesday 10th December 2008

The service road at Holyport Green

Correspondence between a local resident at The Green and ward Councillors prompted a letter to RBWM to press for a review of the signage to indicate that this road is one way, in order to prevent confusion to drivers turning

Holyport Green Reinstatement

The Holyport Fair took place with minimal disruption to the Green. The Parish Mowing Contractor is continuing to monitor and maintain the weaker parts of the Green. Clancy Docwra is due to return to reinstate the area by the George Pub and along the green towards Bourne Bridge.

Gays Lane Allotments

Winner of the Allotment Competition was Plot 2 belonging to Mrs C Bennett, with highly commended to Mrs P Emmett for Plot 8.

Events on Holyport Green – Toilet facilities

The Parish Council has been contacted by the George Pub on the Green who are concerned about the heavy use of their toilet facilities during events held on Holyport Green, particularly when Carters Steam Fair visits. The Clerk has spoken to Mrs A Carter about this concern and was informed that Carters have recently made arrangements with a company who provides Portaloos, to provide these facilities at all future events that require them.

9. 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

The Clerk has written to G Stallwood at the Borough pressing for enforcement action regarding the branch of condition relating to reinstatement of the open space and sent a copy of the request to both solicitors and Clerkmont Homes.

The Memorial in Braywood Hall, Fifield

Quotes for cleaning the Memorial to be considered at the meeting.

10. CHAIRMAN'S BUSINESS

The Chairman is calling for a further Part 2 discussion at the end of the meeting on Parish Administration.

A Directive on Working Group meeting notes and calendar of meeting dates from key Groups.

11. CORRESPONDENCE AND COUNCILLORS' QUESTIONS

A 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 11th August 2008 in the Braywood Memorial Hall, Fifield.