



# Bray Parish Council

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20<sup>th</sup> January 2009

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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 26<sup>th</sup> JANUARY 2009** 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 (attached for Councillors' information) and a report on entries in the Parish Council Accident Book.

*CW*

### 3. MINUTES OF THE GENERAL MEETING HELD ON 15<sup>th</sup> DECEMBER 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

A proposal from the Working Group constituted at the last Main Council meeting and who met on 21<sup>st</sup> January, for approval by Full Council.

### 5. PARISH FINANCE

#### FINANCE WORKING GROUP

#### Confirmation of the Parish Council's Precept Requirement for 2008/2009

*CG*

A Finance Report on the setting of the Budget for 2009/10 as presented at the last meeting, together with consideration of Precept Options - **Councillors please see the Deputy Clerk's note.** A Review of the Actual and Forecast of Accounts up to 31<sup>st</sup> December 2009 will be made available shortly.

#### Consideration of Grant Applications

**Councillors please see the presentations** and recommendation for the applications circulated with this agenda.

Music at Bray

Bray Environmental Enhancement Committee

Approval to pay accounts on the Payments List

List to be circulated at the meeting.

Approval sought to appoint Mr G Weir to carry out the Parish Council's Internal Audit for the current financial year. Mr Weir has carried out the Internal Auditor on behalf of the Parish Council for the last four years and quotes a charge for this Audit of £35 plus travel expenses (at 40p per mile). Mr Weir's credentials are available from the Deputy Clerk on request and will also be available at the meeting. The Internal Auditor proposes to attend the Parish Office to carry out the Audit on Wednesday 11<sup>th</sup> March 2009. The Parish Office will therefore be closed that morning.

## 6. REPORTS FROM OTHER WORKING GROUPS

### STRATEGY WORKING GROUP

Proposal to adopt a policy on "Fix and Focus" – **Councillors, please refer to the note prepared by Cllr Monks attached.**

### PROJECTS WORKING GROUP

Consideration of quotations in respect of various projects proposed to be carried out by the Projects Working Group CW  
**Councillors – please see the note** from Projects Working Group giving a background of proposed work to be carried out at various sites in the Parish. Quotations for all work will be presented in a separate paper to be tabled at the meeting for members' consideration.

### OPERATIONS WORKING GROUP

Consideration of a proposal from the Operations Working Group relating to conditions for both allotment sites HH  
The Working Group proposes a change in the current annual rental period (which runs from 1<sup>st</sup> April each year) to run from 1<sup>st</sup> October 2010 and the same date annually thereafter. This is in keeping with the renewal date of the land lease the Parish Council currently holds on the Bray allotment site with the Clothworkers Guild. It will allow a new allotment holder the winter months to prepare their site ready for the growing season and is also along similar terms to the allotment tenancies issued by RBWM. Commencing this new arrangement in 2010 would give existing allotment holders appropriate notice of the changes. Once accepted, the Working Group proposes to alter the existing allotment tenancy agreement to be in line with the terms of the Borough's current allotment tenancy agreement and would also include a clause prohibiting dogs onto the allotment plots with the exception of "hearing dogs". Members who wish to read this proposed new tenancy agreement may obtain a copy by e mail from the Clerk.

### IT WORKING GROUP

No report.

### NEWSLETTER PRODUCTION WORKING GROUP

Production for the Spring 2009 Newsletter is underway and a final draft will be available for Councillors to comment on at the next Planning Meeting. It is anticipated that delivery will take place during the month of March. The Police initiated NAG group is proposing to issue its own newsletter which could be delivered at the same time as the Parish newsletter if timing for production allows.

## 7. GENERAL MATTERS

### The Parish Council's Annual Electors' Meeting

DC

The Annual Electors' Meeting is scheduled to take place on Monday 27<sup>th</sup> April 2009 in the Braywood Memorial Hall.

**Members are requested to consider the invite of a speaker and any proposed change in format for this occasion.**

### A Local Resident's request for Street Lighting in Upper Bray Road

DC

Members will recall that the Parish Council adopted a policy recently not to install any more Parish street lights. This policy is worded in the Council's Standing Orders as follows:

*No additional Street Lighting will be implemented by the Parish Council unless a significant safety case is presented to the Parish Council.*

**A request has been received for consideration of street lighting in Upper Bray Road and Members are asked to consider our existing policy with regard to requests such as this.**

### Police Surgery at Holyport War Memorial Hall

Forthcoming dates:

Thursday 26<sup>th</sup> February

Thursday 26<sup>th</sup> March

Thursday 30<sup>th</sup> April

Tuesday 26<sup>th</sup> May

Tuesday 30<sup>th</sup> June

Tuesday 16<sup>th</sup> July

To be held in the shared area of the Holyport Memorial Hall between 18.00 hours and 20.00 hours.

## RBWM –Parish Conference

The next Parish Conference takes place on Wednesday 25<sup>th</sup> February 2009 at 7.00pm in the Guildhall, Windsor.  
Councillors are asked to submit possible items for the agenda to the Clerk no later than 2<sup>nd</sup> February.

## **8. BRAY**

### CCTV in Bray Car Park

The CCTV system is now in operation and 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.

### 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.

### Flood Preparation

The stock of sandbags previously supplied by the Borough and kept to the side of Bray village hall, is no longer there so the Clerk may order up to 50 sandbags from RBWM provided to seek a dry store to keep them in. **Bray village ward Councillors are asked to consider a possible alternative venue for these sandbags as well as a suitable dry store.**

## **9. HOLYPORT**

### The Service Road on Holyport Green

Cllr Coppinger met with the Manager of Holyport Lodge Nursing home to discuss lorry visits to and from their premises. A subsequent meeting was then held with Tony Carr RBWM, with Cllrs Coppinger, Janikoun, Walters and the Clerk in attendance, in order to discuss issues raised at the last Main Council meeting. After discussion it was agreed that it was not feasible to block off the entrance to the service road from the Ascot Road, since this would force lorries to turn in the road and over The Green. The original proposed gateway features at this point were therefore confirmed with improved signage and Mr Carr also promised to install a No Through Road sign on the right hand side at the pond end of the service road.

### Urgent Fencing work in Aysgarth Park

Urgent work was carried out this month on damaged fencing abutting the motorway, by Just Fencing at a cost of £850 + VAT. Approval had been sought and given by e mail as an urgent matter.

### Traffic Speed in Holyport

Tony Carr’s (RBWM) report on the Borough’s speed survey recently carried out along the Ascot Road is still awaited.

### Use of Gays Lane field for Football by local Junior teams

Further to the approach to the Parish Council by another team to increase the use of Gays Lane field for youth football, Holyport ward Councillors and the Clerk had met with managers from both teams to discuss this proposal. After consideration of the fixtures and arrangements required by both teams, Ward Councillors are concerned that since Gays Lane field is a recreation ground for the use and enjoyment of the community and not a sports field and until such time as improvement to the drainage of the field takes place, any additional football played there would have an adverse effect on the state of the field.

### Holyport Green Reinstatement

S E Water has been given an ultimatum to complete all reinstatement work on the Green by Monday 9<sup>th</sup> February 2009. If this is not done, Mr P Taylor (grass cutting contractor) will carry out the work and the charge will be passed onto S E Water.

## **10. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH**

### The Community Plan for Fifield and Oakley Green

Cllr G Annetts to report.

**GA**

## **11. CHAIRMAN’S BUSINESS**

A Part 11 item seeking the agreement from members to approve the salary increase to the Clerk and Deputy Clerk, in accordance with NALC’s revised scales for the 2008/09 National Interim Salary Award for Local Council Clerks.

**DC**

## **12. CORRESPONDENCE AND COUNCILLORS’ QUESTIONS**

## **13. DATE OF NEXT MAIN COUNCIL MEETING**

The next meeting of the Parish Council will be held at 7.30pm on Monday 9<sup>th</sup> March 2009 in the Braywood Memorial Hall, Fifield.