



Bray Parish Council

MINUTES OF A GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 15th DECEMBER 2008 AT THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS

PRESENT:	Cllr D Coppinger (Chairman)
Alexander:	Cllr Mrs H Howard
Bray Ward:	Cllrs Mrs C Aspey, Mrs M Pierce, C Graham
Dedworth:	Cllr D Moores
Fifield and Oakley Green:	Cllrs J Foulger, G Annetts
Holyport Ward:	Cllrs C Langridge, A Monks, L Walters
	The Clerk – Mrs C Woodley
	The Deputy Clerk – Miss P King
	Three members of the Public

229/2008. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllrs M Hornby, N Basterfield, K Elvin and P Janikoun. Cllr Graham and Cllr Mrs Pierce signed the register for Declarations of Interest.

230/2008. HEALTH AND SAFETY

The Deputy Clerk gave a short report relating to the current Playground Inspection Report. ARD have already been instructed to carry out minor repairs but it has been requested that they do this prior to the production of the Annual Inspection Report. The Clerk reported that there are no current entries in the Parish Council Accident Book.

231/2008. MINUTES OF THE GENERAL MEETING HELD ON 10 NOVEMBER 2008

The Deputy Clerk drew attention to an error in Min No.208/2008 under Consideration of Grant Applications re: The MS Therapy Grant which is for a sum of £130 instead of £120 as quoted. The Minutes of the meeting held on Monday 10th November 2008 were then signed as a true record.

PUBLIC QUESTION TIME

Mr Robin Howard requested that the Parish Council endeavours to improve **relationships between the Royal Borough** and its residents and cited a number of unsatisfactory instances when Fifield residents have struggled to communicate with RBWM of such matters as disruption caused by the SE Water Pipeline project, liaison with the Footpaths Officer, Planning matters including the smoking shelter at The Fifield Inn and various enforcement matters. Mr Howard proposed that a meeting is called with the Chief Executive and relevant Borough Ward Councillors to discuss concerns or invite them to the next Annual Electors' meeting in order to answer questions. Cllr Graham reported that a meeting is due to be held shortly, with Mr T Slaney, Head of Planning RBWM on various Planning issues. Cllr Coppinger commented that the Borough is working on the production of a Service Charter to improve the level of service given.

Mr Rob Lord reiterated that he too had communication problems with RBWM since he had tried to obtain **information on the Flood Plain owing to recent flood issues in Coningsby Lane** and in order that this information could be included in the new Community Plan for Fifield and Oakley Green. Cllr Graham informed him that the Parish Council had recently obtained a licence free of charge from Ordnance Survey who may be able to help with this information.

Mr Andy Spence enquired about the Borough's proposals to **control traffic direction in the service road on Holyport Green**. Cllr Coppinger proposed bringing forward the agenda item reporting on RBWM's proposals for junction realignment of the service road. Agreed. The plan and supporting photographs were shown to members. The Clerk explained proposals which included extension of the verge at either end of the road in order to limit the approaches, together with additional No Entry signs. After discussion, it was **AGREED** that Cllr Coppinger talks to the Manager of the Holyport Lodge Residential Home about delivery vehicle movements to and from the site and a further meeting is organised with Mr Carr RBWM to discuss alternative proposals such as the blocking off of this road and/or particular sign changes.

232/2008. PRINCIPALS REGARDING GRANTS AND USE OF PARISH COUNCIL CONTRACTORS

Cllr Coppinger explained that Cllr Janikoun had requested this item for discussion. Cllr Janikoun had had a bereavement in the family and Cllr Coppinger felt that it would not be in order to discuss this item in Cllr Janikoun's absence. Legal advice was being sought from NALC and from the Parish Council's Internal Auditor and Cllr Coppinger proposed that this subject be discussed in a meeting of the Finance Working Group with himself and the Clerk in attendance with a view to making a final recommendation at the next Main Council meeting. It was acknowledged that this meeting would be open to any Parish Councillor who wishes to attend.

233/2008. PARISH FINANCE

FINANCE WORKING GROUP

Notes on the Working Group Meeting held on 28th November 2008 as at Appendix B, had been circulated to Councillors with the agenda.

Presentation of the Parish Council's Budget for review and consideration.

A Draft as at Appendix C, had been prepared by the Deputy Clerk and was circulated in advance, for Councillors' consideration. Cllr Annetts made the point that the budget should reflect a consideration of the current national economic crisis and it was acknowledged that this would be considered when the precept requirement is set at the next Main Council meeting.

Consideration of Grant Applications

The Deputy Clerk had circulated to Councillors a presentation and recommendation for each application recently received. It was agreed that presentations in this form were useful to assist with a decision. Cllr Moores commented that it would also help to see a history of previous grants given to organisations.

Holyport Darby and Joan Club – recommended as at Appendix D, to be fit for consideration by the Parish Council.

Cllr Walters proposed a grant of £300 (as requested), seconded by Cllr Coppinger. AGREED on a vote of 9 in favour. Cllr Mrs Howard felt that local organisations should be encouraged to advertise in the Parish Newsletter.

The Holyport Youth Club – recommended as at Appendix E, that this application did not meet all criteria to be considered by the Parish Council. Cllr Walters therefore proposed rejection of this application with encouragement to the Club to re-apply, seconded by Cllr Moores. Unanimously AGREED.

Rent paid by Bray Parish Council for allotment land in Bray

The Clerk had responded to the Clothworkers Guild that a proposed rent increase from £100 to £350 was unacceptable. The Guild has returned to propose an increase to £200 which they wished the Parish Council to confirm is acceptable as a fair and proper rent. It was queried whether the lease gave any guidance as to how the rent review should take place or what factors should be considered in any calculation. The deputy Clerk will check this and it was agreed that if satisfactory, the rental increase to £200 would be approved. 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. Cllr Walters proposed acceptance of this cost and purchase of a new laptop, seconded by Cllr Langridge. AGREED.

Parish Subscriptions

A Part 11 discussion.

Approval to pay accounts on the Payments List

A List as at Appendix A, was circulated to Councillors at the meeting. Cllr Walters recommended approval of payment of accounts as listed, seconded by Cllr Mrs Pierce. AGREED. Cllr Moores expressed concern over this rise in pensions in the current economic climate and Cllr Graham assured him that the Finance Working Group will be addressing this matter.

234/2008. 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

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.

A Part 11 discussion.

IT WORKING GROUP

No report.

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.

235/2008. 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 presenting Councillor recommends acceptance

All tree plans

All internal listed building changes

All applications for Certificates of Lawfulness.

Cllr Graham proposed acceptance, seconded by Cllr Mrs Howard. AGREED.

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.

Cllr Monks proposed acceptance, seconded by Cllr Walters. AGREED.

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

Parish Councils are obliged to adopt a model scheme by 1st January 2009 and information had been previously circulated to Councillors as at Appendix G. Cllr Mrs Pierce therefore proposed that the Parish Council adopts and maintains the new model publication scheme as approved by the Information Commissioner, to be effective from 1st January 2009, seconded by Cllr Mrs Aspey. AGREED with two abstentions. It was 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

The Police are 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.

The Oldfield and Bray Neighbourhood Action Group

Cllr Graham and Jeff Pick (Neighbourhood Watch Co-ordinator for T V Police) attended a conference on Community Payback and Cllr Graham explained it as a form of Community Service. Placements are sought and it was reported that the Bray Environmental Enhancement team were hoping to use this service for Britain in Bloom next year. It was proposed that the Projects Working Group may consider use of this service. Cllr Graham put forward the idea of clearance along The Causeway at Bray. Minutes of the last NAG meeting were available to Councillors at the meeting.

CPRE – Stop the Drop Litter and Fly Tipping Parish Toolkit

Cllr Annetts reported that this "Toolkit" was provided by the CPRE in order to engage local communities in projects to help their areas. Fifield is already following up on this initiative and Cllr Annetts suggested that other wards in the Parish could register a similar interest with the Clerk. RBWM is carrying out a similar initiative to "Adopt a Street" and Cllr Mrs Pierce informed members that Bray EEC have "Adopted a Conservation Area" to keep the village tidy.

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

A new schedule which includes a Main Council meeting in August, was circulated.

Police Surgery at Holyport War Memorial Hall

A new list of dates for 2009 has been requested.

236/2008. 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 have indicated that they are willing to stand again. Cllr Langridge proposed acceptance, seconded by Cllr Walters. AGREED.

237/2008. 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.

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.

238/2008. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH

The Community Plan for Fifield and Oakley Green

Cllr G Annetts tabled a copy of the latest Community Plan newsletter. A new group has been set up to cover the local business community. A set of reports from the various groups has been lodged at the Parish Office. Residents have been asked for ideas on possible "quick wins" for matters that can be resolved swiftly. So far the budget for the Plan has been under spent.

239/2008. CHAIRMAN'S BUSINESS

Cllr Coppinger made a Presentation to Cllr Mrs Howard of garden vouchers to thank her for her hard work in the past on the preparation and presentation of the Parish accounts.

Cllr Coppinger reported on the DALC Meeting held on Thursday 4th December 2008. The new Police Commander Tim De Mayer addressed that meeting and gave a good talk on the history of his career and his proposed direction in his new role. He was very supportive of Neighbourhood Watch and Jeff Pick's work. Cllr Coppinger reminded members that they were all welcome to attend future DALC meetings and it was agreed that a meeting schedule would be made available.

240/2008. CORRESPONDENCE AND COUNCILLORS' QUESTIONS

RBWM – November 2008 News Release on the setting up of an independent regulator to assess the environmental consequences of further growth of Heathrow.

RBWM – next Parish Conference scheduled for Wednesday 25 February 2009. Items for the agenda requested for no later than Monday 2 February 2009.

Windsor and Maidenhead Voluntary Action News Winter 2008.

E mail from local resident in Windsor Road about street clutter. Signs noticed around the Borough.

Letter from Messrs Lovegroves – no definitive confirmation on boundaries at the former Hare and Hounds pub site in Fifield. The Clerk has written to the neighbour in Meadow Way to confirm that the Parish Council is taking on responsibility for the boundary fence to the rear of the site, which borders their property. Comment had also been made in the letter about the parking of cars on the verge next to this site.

RBWM – Standards Committee nominations sought onto a Parish Sub-Committee.

RBWM – confirmation of election of nominated representatives onto the RBWM Rural Forum

CPRE – December edition of their Fieldwork Magazine.

CCB – Community Newsletter issue 6 of 2008.

Cllr Mrs Aspey and Cllr Foulger– raised the issue of street clutter by signs etc. which is now a Borough initiative.

241/2008. 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.

The meeting closed at 9.15pm.

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BERKS**

PART 11

Parish Subscriptions

The Deputy Clerk presented a document detailing annual subscriptions for possible inclusion in the Budget. This list included subscription to SLCC on behalf of the Clerk and Deputy Clerk and payment of the annual subscription to ICAEW on behalf of the Deputy Clerk.

The Clerk and Deputy were asked to leave the meeting whilst this was discussed.

All subscriptions were **APPROVED FOR PAYMENT** with the exception of the annual subs to ICAEW.

Councillors' Allowances

Cllr Coppinger had prepared a proposal as at Appendix F, based on recommendations from the RBWM Remuneration Panel. After discussion Cllr Graham proposed that the Parish Council adopts as its policy, the said document as written, seconded by Cllr Monks. All IN FAVOUR with one abstention.