



# Bray Parish Council

---

## MINUTES OF THE MEETING OF BRAY PARISH COUNCIL HELD ON MONDAY 28<sup>th</sup> JANUARY 2008 AT 7.30PM IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS

---

<b>PRESENT:</b>	Cllr D Coppinger (Chairman)
Alexander Ward:	Cllr Mrs H Howard
Bray Village Ward:	Cllrs Mrs C Aspey, Mrs M Pierce, K Elvin, C Graham
Dedworth Ward:	Cllr D Moores
Holyport Ward:	Cllrs N Basterfield, P Janikoun, A Monks
Oakley Green and Fifield:	Cllr G Annetts, J Foulger Mrs C Woodley – The Clerk 1 member of the public

### 10/2008. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllr L Walters.

### 11/2008. HEALTH AND SAFETY

No entries in the Parish Council Accident Book. A number of Priority 1 tasks have been identified in the Parish Play areas and the Clerk has asked ARD Ltd to provide quotes to rectify them.

### 12/2008. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Parish Council meeting held on 17<sup>th</sup> December 2008, were signed as a true record.

### 13/2008. PUBLIC QUESTION TIME

Mr M Cox a resident in Stroud Farm Road, Holyport described the past three years of anti-social behaviour he and his family had experienced at their home. He has had regular contact with the police over these incidents and has approached Mr B Martin, the Anti-social Behaviour Co-ordinator from the Borough's Community Safety Partnership. A discussion took place on other anti-social behaviour incidents that have recently taken place in the area, including sites of graffiti. It was agreed that the Chairman writes to Mr Martin and the Chief Superintendent of Thames Valley Police to invite them to a meeting with the Parish Council to discuss this issue further. The Clerk will keep Mr Cox informed of events. Mr Cox then left the meeting.

### 14/2008. GENERAL MATTERS

#### Parish Council Vacancies

Cllr Coppinger has recently received notice of the resignation of two Parish Councillors, Mr M Singh and Mr R Howes. Since Cllr Howes has been with Bray Parish Council for a number of years, a tribute is planned to take place at the Annual Electors' Meeting in April. The Clerk has placed advertisements for the resulting vacancies in the Bray village ward and the Holyport ward. Interested parties have 14 working days to apply to the Borough after which the Parish Council will be free to co-opt a candidate for each ward. The closing date for to apply to be considered for co-option is 8 February 2008. So far one application has been received for the Bray ward and a two enquiries have been made for the Holyport ward vacancy. The interview procedure was discussed.

#### Update on the situation of the Assistant Clerk

Mrs Miles continues to make a steady recovery and in the mean time Mrs Carol Bennett has taken up a temporary post to assist the Clerk.

### A Grant from Eton Environmental Trust

The Clerk has received notification that the Parish Council's bid for a grant has been successful. It has been **awarded £500** towards the purchase of shrubs and trees on the land to be transferred to the Parish Council, at the former Hare and Hounds site in Fifield. It has also been **awarded £300** carried over from last year, towards the clearance of Holyport Pond. The Trust will welcome grant applications for the last time this year. After that, there will be no more funding available.

### The Parish's Own SID Unit

The Clerk has now placed an order for a new Parish SID with RBWM under the terms agreed at the last meeting. She has also sought their assurance that the Parish continues to receive their proportion of use of the existing six devices belonging to the Borough. A schedule of locations and timing has yet to be established by the Operations Working Group and will be given to members to comment on before it is sent to the Borough.

### Parish ID Badges

RBWM is able to provide Parish ID Badges in a similar style to those used by Borough Councillors and Officers, to include the Borough logo and a photo, at a cost of £10 per badge (£5 per replacement badge). Seven members expressed an interest in the provision of an ID badge. Cllr Graham proposed the purchase of badges for those who wished them, seconded by Cllr Basterfield. Agreed. The Parish Office phone number is to be incorporated in the badge.

### Annual Electors' Meeting

To take place on Thursday 17<sup>th</sup> April 2007 in the Bray Village Hall, when there will be an address from Borough Councillor David Burbage, a tribute to ex-Councillor Robert Howes, an update on the progress of a Parish Plan for Fifield and Oakley Green and the Planning Awards for 2008.

## **15/2008. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH**

### Water Pipeline from Monkey Island, Bray to Bracknell via Fifield village

A letter has now been received from South East Water confirming that construction of the pipeline is now commencing, although no scheduled dates are given. A new contact number has been given for further information – Principal Engineer Robin Wills on 01444 884048.

### Open Space next to Hare and Hounds site, Fifield Road

The Clerk has written to all parties in strong terms, in an effort to speed up the transfer of the land to the Parish Council.

### Re-siting and cleaning of War Memorial in Braywood Hall

Yet to be discussed with the Hall Committee.

### The Entrance to Braywood Memorial Hall

Further discussions with the Hall Committee are anticipated.

## **16/2008. BRAY**

### Bray Sports Club Lease

The final document was presented at the meeting for approval and signature. Cllr Graham proposed that this document is signed by the Chairman and Clerk in completion, seconded by Cllr Mrs Pierce. AGREED.

### Tree Work in St Michael's Churchyard

Cllr Mrs Pierce reported on the site meeting she attended with Mrs Aspey and the Clerk, together with Mr Dudley Good, Mr J Blaxland a representative from the PCC and the proposed contractor, to review the tree work proposed around the churchyard.

Attending Councillors agreed that the work proposed was beneficial to the churchyard and in some cases necessary, albeit that the ivy on the boundary wall with Chantry House raised concerns. The Clerk is due to contact the owners of Chantry House to discuss this. Mr Good has given confirmation that he is prepared to cover the cost of all work in this instance. Mr Good and the PCC has sought an indication from the Parish Council that they would be prepared to carry out an audit of the churchyard every three years, to identify work

to be done to trees, ivy and shrubs on site and that such audit should include the attendance of members of the Parish Council, the PCC and the Contractor and Borough Tree Officer if necessary. All work then agreed upon should be carried out at the expense of the Parish Council.

Cllr Mrs Howard proposed that the Parish Council undertakes the proposed audit every two years, making it clear that any subsequent work identified will require the sanction of the Parish Council and subsequent expenditure agreed upon, seconded by Cllr Mrs Pierce. AGREED.

#### The Bund at Bray Car Park

Cllr Mrs Pierce requested that the Parish Council provides funding for the regular maintenance of new shrubs planted on the bund as part of its ongoing improvement to this site (two days' work per annum in the spring and autumn). It was confirmed that this had already been approved.

### **17/2008. HOLYPORT**

#### Police Surgery at Holyport War Memorial Hall

New dates for forthcoming Police Surgeries are:

Tuesday 26<sup>th</sup> February 2008

Thursday 13<sup>th</sup> March 2008

Tuesday 29<sup>th</sup> April 2008

Tuesday 20<sup>th</sup> May 2008

Tuesday 24<sup>th</sup> June 2008

Tuesday 29<sup>th</sup> July 2008

Each surgery will be attended by PC Pete John and PCSO Amy Shah. PCSO Gillian Hayes has now been allocated to the Fifield and Oakley Green area and hopes to attend some of these dates.

#### Holyport Green

Work continues by South East Water for a new water pipeline across the Green and down Ascot Road and bad weather has extended the completion date to the end of January. The Clerk has sought assurances from the land maintenance contractor as to reinstatement of the Green from damage caused by their JCBs.

The Clerk has pressed RBWM to cure the drainage problem of surface water outside the BUPA Nursing Home who in turn has called on the Water Board to mend a fresh water leak. The Borough is also due to reinstate some dislodged verge stones. Cars have been parking on the Green by the village pond so new signs have been ordered to keep them off.

#### Gays Lane Allotments

The Clerk awaits an estimate for a deer proof fence as instructed and is also investigating an alternative to the problem.

#### Concrete Path at Aysgarth Park

The Clerk is due to meet an officer from RBWM shortly to seek advice over the uneven and subsided concrete path.

### **18/2008. REPORTS FROM WORKING GROUPS**

#### STRATEGY

Notes from the last meeting of the Group whop met on 17 January 2008, were circulated at the meeting and included reports on:

The Communications Questionnaire which has so far had limited circulation, is to be sent out with the Spring newsletter to allow all parish residents to comment. The Clerk is seeking a quote for the printing cost of the Questionnaire and the application fee for a Freepost licence which will be reported for approval at the Planning meeting next week.

The proposed Community Plan currently steered by Cllr Annetts who has now organised two public open "days" at Braywood Memorial Hall on 25<sup>th</sup> February and 1<sup>st</sup> March to promote a Community Plan for Fifield and Oakley Green. Advertising flyers will go to households in the area and posters will be displayed at key locations.

The Parish Council has already approved expenditure for this project. Cllr Annetts encouraged Councillors to come along to the Open Days and assist in proceedings which will also be attended by representatives from CCB. Cllr Coppinger thanked Cllr Annetts for the time and effort he is putting into the launch of this Plan.

#### MAJOR PROJECTS

The Group met on 11<sup>th</sup> January and a report was circulated to members in advance of the meeting. Particular reference was made to the group's proposal to remove the redundant lighting bollards in Bray car park. This cost had not been included in the budget for next year and so the group sought approval to spend up to £1500 for the removal of the bollards and making safe, as well as the repair of the electricity meter box on site. Cllr Mrs Howard proposed this expenditure in the current year, seconded by Cllr Janikoun. AGREED.

#### IT WORKING GROUP

This group had met to discuss matters including:

Broadband costs – no specific proposal as yet. Still under review.

Parish Website – looking into a change in system to update more easily than the current Dreamweaver package.

The Advertiser was unable to assist with this but is happy to continue hosting the site.

#### OPERATIONS AND FINANCE

The Group met on 23 January 2008 and a report was given.

A Finance Meeting is to be held tomorrow night to discuss future Finance procedures. Cllr Mrs Howard put forward the proposal to open a second deposit account for the Parish Council. To be with Lloyds TSB, with whom the Parish Council already hold a current account in order to transfer funds from the Halifax Asset reserve Account since under the terms of our Finance regulations, it is not possible to comply with Halifax's signatory requirements. The new deposit account would be an interim measure until the group has had time to explore other account options. Seconded by Cllr Moores. AGREED.

Parish Fixed Assets - it was proposed that a Councillor from each ward undertakes to make a proper list of all assets in their ward together with the Clerk in order to hold a more comprehensive Asset Register. Cllr Mrs Pierce will carry this out in Bray ward, Cllr Coppinger will cover Holyport and Cllr Annetts will cover Oakley Green and Fifield etc.

Parish Council Contracts – the group is undertaking preparation work for future contracts. Existing contracts will remain in place over the next 12 months to allow their review and includes grass cutting and handyman contracts.

#### NEWSLETTER PRODUCTION

The Group met on 10 January 2008 and agreed to produce a Spring 2008 Newsletter. It is also intended to deliver the Communications Questionnaire with this edition of the Newsletter. The Newsletter has more content this time and will be produced on an A3 sheet folded in booklet style. Approval was sought for the printing of the newsletter at a cost of £580 from the usual printer used. AGREED.

#### **19/2008. FINANCE**

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

In accordance with the recommendation put forward at the Finance Meeting held prior to this meeting, Cllr Mrs Howard proposed a precept requirement of £122,250, seconded by Cllr Monks. AGREED UNANIMOUSLY.

##### Approval of Accounts

A cheque list as at Appendix A was circulated to Councillors for approval of expenditure. Cllr Monks proposed acceptance of accounts, seconded by Cllr Graham. APPROVED.

#### **20/2008. CORRESPONDENCE AND COUNCILLORS' QUESTIONS**

##### Proposed Expansion at Heathrow Airport

An e mail has been received from a local resident enquiring whether the Parish Council has plans to encourage the public to object to the proposed expansion of Heathrow Airport, by way of a public meeting. Cllr Coppinger pointed out to members that the Government had already agreed to this expansion in its White Paper in 2003.

Lengthy discussion took place on this matter and owing to the difference of opinions, concluded with Cllr Annetts proposing that no response is given by the Parish Council as a group, so that members could put forward their own views in person. Seconded by Cllr Graham. AGREED on a 7 to 3 majority vote.

#### Correspondence

Letter to Chairman from local Bray resident regarding the encouragement of natural areas within the churchyard of St. Michael's Church, Bray, with response.

BALC – change in administration arrangements with transfer of services from the Bucks ALC to a new Berks Office. An Executive Officer has yet to be appointed.

South East Water – Bray Pipeline Scheme update for construction this month.

RBWM – Updated Formulae and List of Projects wef 1<sup>st</sup> October 2007 of Developers' Contributions SPD (S.106)

Letters from Mr D Good, St Michael's Bray PCC and The Friends of St Michael's, Bray, confirming discussions at a meeting with the Clerk and Cllrs Mrs Pierce and Mrs Aspey on arrangements for tree work etc. at the Churchyard.

RBWM – New development at 18 Windsor Road – proposed new street name “Connaught Place”. Further proposals were made.

Dept for Communities and Local Government – Consultation on Orders and regulations relating to the Conduct of Local Authority Members in England.

RBWM – Public Rights of Way: Milestone Statements 2008/09 comments requested on targets and priorities by 21<sup>st</sup> February 2008. Cllr Mrs Howard reported the use of Hog Oak Lane off the Drift Road by 4x4 vehicles which have churned it up to a bad state.

BBOWT – notification of the Dorothy Morley Conservation Award 2008 – cash prizes for local projects accomplished.

Carters Team Fair – copy of latest promotion publication received and circulated at the meeting. Councillors, please note that Carters Steam Fair wishes to visit Holyport Green earlier this year on 13<sup>th</sup>/14<sup>th</sup> September. This is the weekend of Holyport Show and the organisers have confirmed that they do not expect the two events to clash. The Parish Council charges Carters £750 for the use of Holyport Green for the weekend. It was agreed to inform Carters that the cost will be reviewed for next year.

Parish Office Electrical Safety Check – Cllr Janikoun reported that the Hall Committee had arranged for an appliance safety check throughout the Memorial Hall on 11 February next at a cost of £3.50 per item.

#### **21/2008. DATE OF NEXT MAIN COUNCIL MEETING**

Monday 10<sup>th</sup> March 2008 at 7.30pm in the Braywood Memorial Hall.

The meeting closed at 9.22pm.