



# Bray Parish Council

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## MINUTES OF THE ANNUAL GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 18<sup>th</sup> MAY 2009 IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS

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

### **87/2009. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Cllr L Walters. Cllr Janikoun as a Committee member of the Holyport Fair, declared an interest in respect of discussion over the proposed Events Notice for Holyport Green.

### **88/2009. HEALTH AND SAFETY**

A reminder to all in attendance of the fire safety regulations for the venue of the meeting. There were no developments to report as to the status of the Parish Play Area and the Clerk confirmed that there were no new entries in the Parish Council Accident Book.

### **89/2009. ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR AND SIGNATURE OF DECLARATION OF ACCEPTANCE**

Cllr Monks as current Vice Chairman, called for nominations to the post of Chairman for the forthcoming year. Cllr Langridge proposed Cllr D Coppinger, seconded by Cllr Graham. No further nominations. Proposal **AGREED**. Cllr Coppinger accepted the Chairmanship and duly signed the Declaration of Acceptance to this post.

### **90/2009. ELECTION OF VICE-CHAIRMAN FOR THE FORTHCOMING YEAR AND SIGNATURE OF DECLARATION OF ACCEPTANCE**

The current Vice-Chairman Cllr A Monks indicated that he wished to step down from this role owing to work commitments. Nominations were then called. Cllr Coppinger nominated Cllr Mrs Howard to the post, seconded by Cllr Foulger. No further nominations. Proposal **AGREED**. Cllr Mrs Howard accepted the post of Vice-Chairman for the forthcoming year and signed the Declaration of Acceptance.

### **91/2009. ELECTION OF CHAIRMAN AND VICE CHAIRMAN OF THE PLANNING COMMITTEE FOR THE FORTHCOMING YEAR**

Cllr Langridge nominated Cllr C Graham as Chairman of Planning for the forthcoming year, seconded by Cllr D Moores. No further nominations. Nomination **AGREED**. Cllr Graham accepted this post.

Cllr Annetts nominated Cllr J Foulger as Vice-Chairman of Planning for the forthcoming year, seconded by Cllr M Hornby. No further nominations. Nomination **AGREED**. Cllr Foulger accepted this post.

### **92/2009. ELECTION OF CHAIRMAN OF THE FINANCE WORKING GROUP AND ELECTION OF MEMBERS**

Cllr Monks proposed Cllr C Graham to the post of Finance Chairman for the forthcoming year, seconded by Cllr Langridge. No further nominations. Nomination **AGREED**. Cllr Graham accepted this post. The remainder of the Finance Working Group was confirmed as:

Cllr Mrs Howard  
Cllr Coppinger (ex officio)  
Cllr Moores  
Cllr Langridge  
The Deputy Clerk/RFO

### **93/2009. ELECTION OF MEMBERS TO OTHER PARISH WORKING GROUPS**

#### Strategy

Cllr Coppinger  
Cllr Monks  
Cllr Langridge  
Cllr Annetts  
The Clerk

#### Operations

Cllr Mrs Howard  
Cllr Moores  
Cllr Coppinger  
Cllr Basterfield  
Cllr M Hornby

#### Grievance

Cllr Mrs Pierce  
Cllr Basterfield  
Cllr Janikoun

#### Newsletter Production

Cllr Annetts  
Cllr Elvin  
Cllr Mrs Pierce  
The Clerk

#### Projects

Cllr Mrs Aspey  
Cllr Foulger  
Cllr Mrs H Howard  
Cllr Elvin  
Cllr Janikoun

#### Disiplinary

Cllr Mrs Pierce  
Cllr Basterfield  
Cllr Janikoun

#### IT

Cllr Graham  
Cllr Hornby

### **94/2009. PARISH FINANCE FINANCE WORKING GROUP**

A report of the meeting of the Group held on 8 May 2009 had been circulated to Councillors in advance of the meeting.

Cllr C Graham requested that the following accruals in respect of accounts for 2008/2009 are recorded in the minutes:

Grass Cutting	£2613.64
Dog bin emptying (half year)	£ 500.00
Bray Allotments Path	£1290.00

Patching of surface outside  
The George Pub, Holyport £ 600.00  
Speed Indication Device £1300.00  
Masars Audit Fee £ 578.00

The Clerk will circulate copies of the Parish Council's Income and Expenditure Account and Balance Sheet and of the External Audit Return for the financial year 2008/2009 at the next meeting for signature by the Chairman and RFO, to include a report on the Actual versus the Forecast for 2008/2009. This will be done within the External Auditor's deadline for Council approval by 30<sup>th</sup> June 2009.

#### Bins at Jubilee Play Area

Cllr Mrs Pierce has requested replacement bins since it is felt that the open and uncovered bins currently there are proving inadequate. She has also expressed concern about the state of the boundary fencing around the field. Costs will have to include installation as well as purchase price of the bins. Cllr Elvin and Cllr Mrs Aspey have already carried out a photo survey of existing bins and it had been agreed that the current bins are too small and may need covering. RBWM empty the bins weekly on Tuesdays or Wednesdays. The Working Group will continue to look into this and will include the bins around Holyport Green. Cllr Janikoun queried whether there should be dog bins on Holyport Green and concern was expressed about cost implications for extra bins.

Cllr Mrs Howard enquired about the terms of the lease and sub-lease of Jubilee field to establish responsibility for maintenance of boundaries.

#### Tennis court at Jubilee Field

Colourcourt has quoted £425 + VAT (the same price as last year) to come and carry out the annual clean of the surface of the tennis court in Bray village. Cllr Langridge proposed acceptance of this quote, seconded by Cllr Elvin. AGREED. Cllr Mrs Pierce informed the meeting that Mrs Jones (booking clerk) was concerned about the diminished use of the court and Mrs Pierce therefore advocated more publicity of this facility. The Clerk will put an advert in the next Newsletter. Cllr Mrs Aspey will look into finding a person who can teach tennis to children at a reduced rate.

#### Improvement of pathway into Gays Lane field

A disabled resident in Lindores Road has requested that the Parish Council improves the surface to a pathway that has been created from the corner, into the field, in order that he and his disabled friend can use it to get their wheelchairs through to Gays Lane. The Clerk asked the Parish Council's new Land Maintenance contractor to provide a quote with suitable surfacing which has been quoted at £63.50 including labour. After discussion it was agreed that the Projects Working group meet on site to assess the matter since concern was expressed that it may interfere with a ditch by the Lane. It was agreed that authority could be given by the Finance Working Group to spend on this if suitable.

#### Grass Cutting

Cllr Mrs Howard pointed out that the Parish Council needs formal agreement of the current contract. It was noted that there had been a 4% increase in our current contractor's costs making the total sum for the year £23,844. This percentage was also used for an increase last year. It was agreed that the Chairman will talk to the current contractor requesting a review of this increase to 2.5% or 3% instead. The Clerk will ask Mr Crusefix for a quote to cut the grass at the new open space in Fifield village to compare with Mr Taylor's quote of £30 per **monthly** cut.

Approval to pay accounts on the Payments List

Cllr Coppinger requested amendment of the cheque made payable to him for Chairman's costs to reflect the amount of Councillors' allowances already approved. He does not wish to claim a larger sum. Cllr Annetts then proposed acceptance of the Payments listed, seconded by Cllr Hornby. AGREED.

**95/2009. REPORTS FROM OTHER WORKING GROUPS**

**STRATEGY WORKING GROUP**

No meeting to report.

**PROJECTS WORKING GROUP**

Cllr Mrs Howard referred to the report of the meeting held on 24 April which had been circulated to Councillors prior to the meeting. The idea of a Multi Use games area would be expensive and would be considered if felt it was justified.

**OPERATIONS WORKING GROUP**

Cllr Coppinger referred to the report of the meeting held on 6<sup>th</sup> May circulated to Councillors in advance of this meeting.

Temporary Events on Open spaces and Greens

The Working Group put forward a recommendation to the Parish Council to approve a new temporary events form to cover events on The Greens and open spaces under Parish Council control. After discussion, it was agreed to a few amendments and the document would then be used for future events to be held on any open space area under the Parish Council's control.

**IT WORKING GROUP**

No report.

**NEWSLETTER PRODUCTION WORKING GROUP**

Work is about to commence on the planning and production of the summer newsletter. The first meeting of the Group was held today.

**96/2009. GENERAL MATTERS**

Police Surgery at Holyport War Memorial Hall

Forthcoming dates:

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.

The Parish Tour this summer

The Clerk has requested that the Tour visits Holyport Memorial Hall for three days of the allocated week commencing 24<sup>th</sup> August 2009 and spends the remaining two days at Braywood Primary School, Oakley Green. Mr Camp-Overy RBWM is visiting this venue to assess its suitability for the Tour and will report back. A query was raised about provision of activities for the younger age group. RBWM are also arranging for the SPLATT team to be in attendance with activities for the 8 – 13 age range.

Contracts with R Siddons and R Crucefix

It was confirmed that Insurance documentation had been received from both contractor, as required under each contract. Mr Crucefix is possibly planning to work in the Parish on Tuesday mornings.

## **97/2009. BRAY**

### Bray Allotments

The Clerk confirmed that work to provide a new surface on part of the path near the entrance to the site, has now been completed.

A skip was provided for clearance of allotment rubbish during the weekend of 9/10<sup>th</sup> May at a cost of £175.

It was confirmed that this year's allotment Competition for both sites would be held on the evening of Monday 15<sup>th</sup> June.

### CCTV Camera in Bray Car Park

The Clerk is pressing for a date for a visit to the CCTV centre in order to view the effectiveness of the system in Bray Car Park. Mr Eric Livingstone has promised to fix a date once he is confident that the system is running smoothly.

## **98/2009. HOLYPORT**

### Surfacing at The George Pub

Surfacing work on Parish Council land outside The George Pub was carried out on 11<sup>th</sup> May 2009. The Deputy Clerk has written to the Landlord about putting tables on the frontage which is Parish Council land. Cllr Langridge gave a short report on the circumstance of the property "Rails" on Holyport Green, which has been unoccupied for some time now. He is in contact with the Conservation team at RBWM.

## **99/2009. FIFIELD, OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH**

### S E Water Bray Pipeline Scheme

Cllr Annetts gave a short history about the scheme and reported on S E Water's response to the Clerk's letter of complaint about the scheme. Completion is likely to take two years instead of the anticipated one year.

### The Community Plan for Fifield and Oakley Green

Cllr G Annetts reported that they have been able to get the Community Plan newsletter printed free of charge. It is anticipated that a draft Plan will be ready in June and will be followed by a consultation process during the summer.

### Open Space in Fifield (at former Hare and Hounds site)

Cllr Mrs Howard reported that landscaping at the site had now been finished. Cllr Foulger expressed concern over the resident's van which continues to be parked on the verge next to the site. It is believed to be highway land and should therefore be policed by the Borough.

It was also reported that the landlord of the Fifield Inn will once more be donating two hanging baskets for the bus shelter in the village.

## **100/2009. CHAIRMAN'S BUSINESS**

RBWM – Next Parish Conference Thursday 21 May 2009 at 7pm in Windsor Guildhall.

Cllr Coppinger informed members that he is now a director of the Community Council for Berkshire who have helped with the Fifield and Oakley Green Community Plan.

**Part 11 item reported separately.**

**101/2009. CORRESPONDENCE AND COUNCILLORS' QUESTIONS**

E Mail from Gays Lane allotment holder for higher fencing at the rear of the site to keep out deer. To be investigated by the Projects Working Group.

E Mail from CPRE - litter problems in the Parish and ways to tackle them.

RBWM Parks Team – List of events from May to September 09.

RBWM – Planning Matters publication Spring 2009.

LINK Newsletter April 2009.

RBWM Parish Conference Agenda and previous minutes. Conference on Thursday 21<sup>st</sup> May 2009, Windsor Guildhall.

RBWM – Planning and Development Stakeholders Meeting – Tuesday 14<sup>th</sup> July 2009, Town Hall.

RBWM – Public Rights of Way Milestones Statement 2009/10 – approved.

CPRE Annual Report 2008. Cllr Monks queried whether Mr Martin Cox remains as the Parish's unofficial Footpath Warden. The Clerk will talk to him.

Highways Agency – Motorway Lighting to be switched off between J.7 and J.8/9 between midnight and 5am from 21<sup>st</sup> May 2009 onwards.

**102/2009. DATE OF NEXT MAIN COUNCIL MEETING**

The next Meeting of the Parish Council will be held at 7.30pm on Monday 29<sup>th</sup> June 2009 in the Braywood Memorial Hall, Fifield.