



Bray Parish Council

MINUTES OF A MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 9th MARCH 2009 IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS

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

42/2009. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllrs C Langridge, K Elvin and L Walters.

43/2009. HEALTH AND SAFETY

A reminder to all in attendance of the fire regulations relating to the venue of this meeting. There was a new entry recorded in the Parish Council Accident Book, relating to a runner at Aysgarth Park running into wet concrete being laid by Parish Council contractors to refurbish parts of the path..

The Clerk presented a review of the Parish Play Areas as prepared by the Deputy Clerk as follows:

Last inspection report from 13/2/2009. Aysgarth and Springfield both are satisfactory standard with only priority 2 and 3 items outstanding.

However on examination of the Springfield site a concern is raised over the recent work done, specifically grab handle and swing D ring correction. Withholding payment is recommended, of the grab handle £148. ARD have now been in contact and apologised for the delay and will be sending an engineer to look at the work done and report back.

Jubilee is not at satisfactory standard due to 3 items. Sutcliffe roundabout –has been removed and so made safe and chasing for update. ARD have now confirmed that this work will not be done until week commencing 23/3/09 as there is a 6 to 8 week delay for specialist parts. Rubber seat has been damaged on small equipment and it is being investigated as to who can repair this and at what cost and the gate is not closing fully but this was the same gate that ARD fitted a spring close to so again recommend non payment while this is discussed and rectified.

44/2009. MINUTES OF THE GENERAL MEETING HELD ON 26th JANUARY 2009

It was agreed to remove a sentence from Min. No.14/2009 under the heading “Reinforcement of entrance way to Springfield Park Play Area and Open Space” since it was felt that the quotation given was misleading. The Minutes of the Meeting held on 26th January 2009 were then signed as a true record.

NO PUBLIC QUESTION TIME

45/2009. PARISH FINANCE

FINANCE WORKING GROUP

Notes of the last meeting of this Working Group had been circulated to Councillors in advance of the meeting.

Approval for funding of training costs for the Deputy Clerk

Approval was sought to incur expenditure for training the Deputy Clerk up to the sum of £250. Cllr Monks proposed approval, seconded by Cllr Foulger. AGREED.

Renewal of the Domain name held by the Maidenhead Advertiser.

The IT Working Group sought Parish Council approval of the cost of £265 + VAT for the renewal of the domain name held under the control of The Maidenhead Advertiser made up as follows:

Renewal of www.brayparishvillages.com 1 year = £20

Renewal of Zone Forwarding for brayparishvillages.com 1 year = £30

Administration charges 1 year = £50

Hosting and Support for 1 year 2009/2010 = £165

Total = £265 + VAT of £39.75 = £304.75

Cllr Annetts proposed approval, seconded by Cllr Monks. AGREED.

Approval to pay accounts on the Payments List

Approval was sought to pay the accounts listed as at Appendix A. Cllr Mrs Aspey queried payment for Mr Siddon's services. No claim has yet been made for this year.

Cllr Annetts pointed out that the four items relating to the Oakley Green and Fifield Community Plan (OGAFCAP) all fell within the previously approved budget.

It was agreed that approval to pay the bill for Landmark Tree Surgery with the proviso that the Clerk ensures that the work is completed in accordance with the specification. Cllr Mrs Pierce proposed payment of accounts, seconded by Cllr

Monks. AGREED.

46/2009. REPORTS FROM OTHER WORKING GROUPS

STRATEGY WORKING GROUP

No meeting to report.

PROJECTS WORKING GROUP

Work has been carried out to the trees at Aysgarth Park and path work will commence shortly. Upon completion of all work, the Clerk will make an application to RBWM for S.106 funding which has been set aside for Aysgarth Park open space work.

The Bray Allotments Path Extension work has been ordered and is due to commence around the middle of March and patching outside The George Pub, Holyport Green has also been ordered and should be completed around this time also.

Reinforcement of entrance way to Springfield Park playarea and open space – a more detailed specification has yet to be agreed by the Working Group.

Repairs to the 'Glass' on two Bus Shelters has been completed at a cost of £1140.00 + VAT.

Quotes for Vertidrain work on Holyport Green are currently being sought.

OPERATIONS WORKING GROUP

At the request of the Berkshire Pension Fund, the Working Group will be considering a proposed Pension Fund Service Level Agreement and will make a proposal to adopt the same at the next Main Council meeting.

IT WORKING GROUP

It Working Group members have worked to install the Clerk's new laptop and the Clerk is now using it.

NEWSLETTER PRODUCTION WORKING GROUP

The Spring 2009 edition has been completed and printed and volunteer deliverers have started their deliveries. Thanks were given to Councillors for their suggestions on articles and layout.

47/2009. GENERAL MATTERS

Eton Environment Trust

Eton Environment Trust have made a new award to the Parish Council of £800 toward the reinstatement work to the paths at Bray Allotments and have confirmed that they are carrying forward to the forthcoming financial year their original awards towards the cost of clearing the Holyport Pond as well as the landscaping work at the open space land at the former Hare and Hounds site in Fifield.

The Parish Council's Annual Electors' Meeting

The Annual Electors' Meeting is scheduled to take place on Monday 27th April 2009 in the Braywood Memorial Hall. The Clerk is making approaches to speakers and hopes to have confirmation of this at the meeting.

Tenders for Maintenance and Gardening Contracts in the Parish

An advertisement was placed for tenders, in the local press at a cost of £363 + VAT for two week cover (approval given by e mail). There has been over 50 enquiries for this and a few tenders have so far been lodged. The closing date is 6th March 2009. Volunteers were sought in order to appoint a selection committee. Cllrs Coppinger, Graham, Walters and Janikoun put forward their names for this.

Police Surgery at Holyport War Memorial Hall

Forthcoming dates:

Thursday 26th March

Thursday 30th April

Tuesday 26th May

Tuesday 30th June

Tuesday 16th July

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

Proposed Amendment to Standing Orders – Planning Process

Cllr Graham has proposed the following alterations to the wording of the Standing Orders – Planning Process as follows:

To Replace the existing paragraph:

Where plans are received by the Clerk at a time when it will be impossible to bring before the full Planning committee then they should be given to the Councillor presenting at the next meeting, with the exception of plans relating to a major development when an Extraordinary General Meeting of the Parish Council will be called. The Councillor should operate within the agreed guidelines except they should consult with other Ward Councillors instead of the full Planning committee. If there is a disagreement, The Ward Councillors will vote and in the event of a split vote, the application is to be referred to the Chairman of the Planning Committee to make a casting vote. The decision will then be passed to the Clerk who will advise the Borough.

With the following paragraph:

Where plans are received by the Clerk at a time when it will be impossible to bring them before the full Planning committee for a decision within RBWM timescales, then the Clerk is given delegated Authority to respond on behalf of the Planning

Committee. In compiling the response the Clerk must consult with the Councillor presenting at the next meeting and with other Ward Councillors, who, operating within the agreed guidelines, will vote. In the event of a split vote, the application is to be referred to the Chairman of the Planning Committee to make a casting vote. The decision will then be communicated to RBWM by the Clerk.

Where these plans relate to a major development an Extraordinary General Meeting of the Planning Committee of the Parish Council will be called.

Cllr Janikoun proposed an amendment to alter the description of Ward Councillors to Ward Group and it was then proposed that a sentence is then added to define the meaning of Ward Group. Cllr Graham therefore proposed acceptance of this amendment as discussed, seconded by Cllr Hornby. To be ratified at the next Main Council meeting.

48/2009. BRAY

CCTV in Bray Car Park

The Clerk is hoping to be given a date for a visit to the CCTV centre in order to view the effectiveness of the system in Bray Car Park.

Memorial Tree on Bray Green

Cllr Mrs Pierce requested Parish Council permission to plant a tree on Bray Green in memory of the respected and popular Bray resident Pricilla Wade who died last Autumn. This would be at no cost to the Parish Council. Cllr Graham had produced photographs of two possible sites on the Green and then proposed acceptance of this request, seconded by Cllr Mrs Aspey. AGREED with the proviso that, the wording of any plaque placed at the tree would be approved by the Parish Council.

Possible Pipeline scheme from the Windsor Road into Maidenhead.

It has been noted in the local press that S E Water is intending to submit a planning application to run a water pipeline from the water treatment works in Bray to St Cloud Way in Maidenhead commencing in February 2010 for 11 months. Cllr Coppinger confirmed that no more details have been released as yet.

49/2009. HOLYPORT

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.

Holyport Green Service Road

Work on the new scheme to highlight the One Way system of the service road is scheduled to commence this Thursday 5th March and is programmed to last 4 days.

Holyport Green Reinstatement

S E Water have now completed the infilling on Holyport Green to a suitable standard.

Holyport Green Risk Assessment for Events

The Clerk met with Mr D Firth RBWM, Cllr Leo Walters as well as Cllr P Janikoun in his capacity as an Organiser of the Holyport Fair and Mrs Marysia Stone to discuss the safe management of events held on Holyport Green. As a result, the Clerk is hoping to put together a simple template as a guide to management structure and planning details suitable for use for all events carried out on Parish Council land and which can be used as a guidance document by Holyport Fair Committee. BALC has forwarded details of an Open Space and Green Management Training day next month and it was AGREED that the Clerk attends to assist her with this task.

Once agreed by the Parish Council, this will be submitted to RBWM's Safety Advisory Group for future use as a working document.

Lights out at Gallifords, Springfield Park

A resident reported lights out near the play area and SEC has been instructed to effect repairs.

Grass Verge at The Surgery, Holyport

A letter has been received from a local resident regarding the bad state of the grass verge outside the Doctors' Surgery in Stroud Farm Road. This land belongs to RBWM as highway land. The Clerk is taking up the matter with RBWM proposing that part of this verge be made up to prevent cars from churning up the grass.

50/2009. OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH

The Community Plan for Fifield and Oakley Green

Cllr G Annetts reported that preparations for the Plan were well under way and a draft is expected to be ready by 1st June 2009 when it will be forwarded to the Parish Council for comment. It is expected to engage with key stakeholders from the Borough as well as the Headmistress from the Oakley Green Primary School as to the use of the school hall which is currently under-used. There will then be a consultation process to check on the draft plan and It is planned to finalise this by the Autumn. Cllr Annetts reported that there had been many visits to the Plan's website and a volunteer had offered to pay for a colour version of their next newsletter. It was asked whether there would be another fair at the Fifield Inn this year. It is probable but is not necessarily a Community Plan activity, although other events are planned. Cllr Coppinger reported that Cllr Annett's presentation of the Plan at the Parish Conference had been professional and very well received and Officers had been impressed with the 73% response rate to the survey. Cllr Annetts is due to talk to Sunningdale Parish Council about the Plan.

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

Cllr Mrs Howard gave a report on progress so far. The fencing had been repaired and paid for out of the agreed £5000 budget for the site. The turnout at a public meeting to discuss a provisional landscaping plan had been disappointing, so it will fall to the Parish Council to agree on landscaping. It was therefore agreed to support Cllr Mrs Howard in a proposed landscaping plan in order to go out to tender, for approval by the Parish Council.

51/2009. CHAIRMAN'S BUSINESS

RBWM –Parish Conference

Cllr Coppinger gave a report on the attendance by Councillors and the Clerk of the Parish Conference which took place on 25th February 2009 in the Guildhall, Windsor and covered topics on S.106 agreements, Borough Council Re-structure and Cold Calling Control Zones, the notes of which had been circulated to the Parish Council in advance of this meeting.

Parish Charter

Cllr Coppinger then made reference to the Parish Charter (a copy of which had been circulated to Councillors in advance of the meeting) sought to be entered into between RBWM and all Parish/Town Councils in the Borough. It was explained that the Charter came into existence a number of years ago but disappeared in the last Borough administration. The latest Charter had been presented to Councils as members of DALC, however since some Parishes had not been represented at the

relevant DALC meeting, Cllr Coppinger had pressed for each Parish/Town Council to consider it independently. Cllr Coppinger therefore proposed that Bray Parish Council accepts and signs the Parish Charter in its current form. AGREED.

Bray Parish Annual Electors' Meeting – Monday 27th April 2009

Cllr Coppinger reminded members of details of this year's forthcoming Annual Electors' meeting and informed the meeting that Mr Tony Carr, RBWM had been invited to attend in order to speak on road safety and traffic speed control in the Parish.

52/2009. CORRESPONDENCE AND COUNCILLORS' QUESTIONS

RBWM – Parish Paths Initiative – new pack and membership form. Ideas sought for spending the PPI grant for Bray Parish in the new financial year – a new Health Walk leaflet to cover a round route over the Biffa land between Holyport and Fifield.

RBWM – Minutes from the Flood Warden meeting held on 4th February 2009 covering all aspects of the work.

LINK for Health and Social Services in Windsor, Ascot and Maidenhead – invitation to put forward a nomination for election onto the Steering Group.

Letter from resident in Moneyrow Green reporting another accident along Forest Green Road on 11 February 2009 reinforcing his call for safety measures along that road. It was agreed that the Clerk follows this up with RBWM supporting this resident's concerns and pressing for a solution to make safe the bridge and junction by the Jolly Gardener Pub.

Letter from resident in Hibbert Road, calling for Parish Council support to press RBWM to relax their dog walking bylaw in Braywick Park. It was agreed that the Clerk responds pointing out that this area is outside the Parish jurisdiction and that dog walkers should abide by Borough Byelaws.

E mail from a Holyport resident highlighting problems of FPs 41, 49, 50 and 51 (from Holyport to Fifield) to RBWM and assurance from the Borough in addressing them.

E mail from RBWM in response to the Clerk's enquiry about action over drainage issues along the Oakley Green Road, outside the Cricket Club, reporting a break or partial collapse of the drainage pipe and measures being taken to address it.

E mails from Fifield residents regarding their approaches to BT to fix the phone kiosk in Fifield Road. A phone connection has recently been established in the box but can only be used for emergency and reverse charge calls (no cash box or credit card machine).

The Berkshire Echo – Newsletter for Spring 2009 from Berkshire Records Office.

The Standard Board for England – February 2009 Newsletter.

The Village Spring 2009 Magazine produced by Holyport C of E School PTA.

S E Water – Planning Future Water Supplies Stakeholder Update Feb 2009.

Cllr Graham – reminded members of the opportunity to comment on the Borough's Local Development Framework Consultation and invited Councillors to forward their comments to the Clerk in order that they may be collated as a Parish Council response to be submitted before the 20th April deadline.

Cllr G Annetts – informed members that the Fifield and Oakley Green Residents Association had invited Tony Carr RBWM to their last meeting in order to discuss a "wish list" for the A308 Windsor Road from Squires Garden Centre to the junction with the Fifield Road. Mr Carr had informed the association that a recommendation is about to be made to RBWM regarding road proposals in several areas across the

Borough. Discussion took place on how Parishes should be involved and it was agreed that Mr Carr be asked at what point will consultation with the Parishes be made.

Cllr P Janikoun – informed members that the Holyport Youth Club has recently achieved more funding for its new premises and will not therefore be making a further funding application to the Parish Council.

53/2009. DATE OF NEXT MAIN COUNCIL MEETING

The next meeting of the Parish Council will be held at 7.30pm on Monday 20th April 2009 in the Braywood Memorial Hall, Fifield.

The meeting closed at 9.00pm.