



Bray Parish Council

MINUTES OF THE GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.30PM ON MONDAY 14th DECEMBER 2009 IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS

PRESENT:	Cllr D Coppinger (Chairman)
Alexander Ward:	Cllr H Howard
Bray Village Ward:	Cllrs M Pierce, C Aspey, C Graham, K Elvin
Holyport Ward:	Cllrs L Walters, M Hornby, C Langridge, P Janikoun
Oakley Green and Fifield:	Cllrs G Annetts, J Foulger
	Mrs J Eden-Bagley – The Clerk
	2 Members of the public

208/2009. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllr Monks and Cllr Basterfield. Cllr Janikoun declared a personal interest as a Trustee of the Memorial Hall in respect of the proposed expenditure to install Hot Water into the area adjacent to the Parish Office.

209/2009. HEALTH AND SAFETY

A reminder to all in attendance of the fire safety regulations for the venue of the meeting. The Clerk confirmed there is one entry in the Parish Council Accident Book which relates to the Clerk tripping over in the Parish Office on 2nd December 2009.

The Clerk read a Summary Report on the Play Areas which is taken from ADR's November's Inspection Report.

Aysgarth Park

The Play Area is satisfactory with no priority 1 items.

There are two ongoing priority 2 items to remove moss growth/graffiti and sanding panels on the play mobile.

Springfield

The Play Area is satisfactory with no priority 1 items.

Priority 2 and 3 items remain as previously reported and ARD have highlighted the pathway to the site which was very muddy at the time of inspection.

Jubilee Fields

The Play Area has one outstanding priority 1 item with a missing bolt from the Slide Tower. This was due to be replaced at the time of the inspection 20/11/09 but was delayed until w/c 1/12/09.

There are a number of priority 2 items which are being monitored and include the Wet Pour area, Timber Posts, and Benches.

210/2009. MINUTES OF THE GENERAL MEETING

The Minutes of the General Meeting held on 9th November 2009 were then signed as a true record.

PUBLIC QUESTION TIME

The meeting was opened to members of the public to address the Council. Geoff Hayes highlighted the poor condition of BT Telephone Kiosks around the Parish which have not been maintained. The Clerk confirmed that specific issues with 3 of the Kiosk have been logged with BT for corrective action. The Clerk will follow up on the status.

Robert Noble, the new Community Warden introduced himself to the Council and gave an overview of his responsibilities and the areas that he covers.

211/2009. PARISH FINANCE

Investment Strategy 2009/2010 (please refer to Appendix A)

Cllr Graham referred to the Investment Strategy Report which was distributed in advance of the meeting and proposed for approval. This was seconded by Cllr Hornby and unanimously AGREED.

Agreement is sought for delegated approval of the following projects, details of the expenditure can be found on the Spending Decision Report (refer to Appendix B)

4.1 Install Hot Water supply to Memorial Hall Office Space

The cost to install Hot Water of £200 will be split between Bray Parish Council and the Memorial Hall. Therefore, approval is sought for the Clerk to incur expenditure up to £100 for the installation. This was proposed by Cllr Walters, seconded by Cllr Pierce and unanimously AGREED.

4.2 Purchase Dell Vostro 1510 Replicator and Monitor Stand for Clerks Laptop

Cllr Hornby reported this equipment is required as due to a lack of space the Clerk has to keep the Laptop under the desk, which is not an ideal situation. The Replicator would enable the Laptop to be situated on the desk and connect to the Peripheral equipment. Therefore, Cllr Hornby proposed the expenditure which was seconded by Cllr Langridge and unanimously AGREED.

Approval to pay accounts on the Payments List (please refer to Appendix C)

The Payments list had been circulated to Councillors in advance of the meeting. The Clerk reported on 6 new items added to the list and confirmed the revised total of £12,332.36. Cllr Graham proposed approval of the list, which was seconded by Cllr Pierce and unanimously agreed.

212/2009. REPORTS FROM OTHER WORKING GROUPS

STRATEGY WORKING GROUP

No report.

PROJECTS WORKING GROUP

No report.

OPERATIONS WORKING GROUP

No report

Addition to the Parish Standing Orders

As agreed at the previous meeting Cllr Coppinger proposed the following addition to the Parish's Standing Orders on the Chairman's vote which is in line with those of the RBWM and NALC. The addition is as follows:

'Where a vote is taken at any meeting of Bray Parish Council the Chairman of that meeting will have their own vote. The Chairman, like any other Councillor, can vote for, against or may abstain. Should the vote be tied then the Chairman will have the casting vote which will be to repeat his earlier vote. Should the Chairman have abstained in the first round then the motion will be deemed to have failed'.

Cllr Janikoun raised objections to this proposal and felt it was unnecessary and incorrect. Further discussion took place and the issue with the Chairman repeating his earlier vote was raised. It was felt the Chairman should abstain to maintain the status quo. Cllr Graham reminded the council this change had been agreed at the last meeting and is standard practice in the Borough. The proposal to make the change was put forward by Cllr Walters and seconded by Cllr Langridge. The motion was AGREED on a vote of 7 in favour, 3 against.

Parish Cemetery Fees (please refer to Appendix D)

Cllr Howard referred to the paper on Parish Cemetery Fees which shows that the Parish fees are significantly lower than the RBWM. To bring these fees in line, the Operations Working Group is seeking the Council's approval to increase the Parish Fees with effect from 1 April 2010. Cllr Howard made the proposal which was seconded by Cllr Langridge and AGREED on a vote of 11 in favour and 1 against.

IT WORKING GROUP

No report.

213/2009. GENERAL MATTERS

BT Phone Box Scheme

The Clerk reported that whilst the Parish Council have recommended that 2 Kiosk's can be removed, BT has advised they will remain in place for another year. The Clerk has also reported faults with the remaining 3 Kiosks to BT for repair.

Autumn/Winter Newsletter

Cllr Annetts reported that due to the recent recruitment drive and proximity to Christmas we will not be able to produce the Autumn/Winter Newsletter. Therefore the next publication will be in the New Year.

Oldfield & Bray Nag Newsletter

Cllr Graham reported the Oldfield & Bray NAG Newsletter group asks if, given the right timing and sharing of costs, the NAG Newsletter could be distributed with the BPC Newsletter. This is likely to be with the next BPC Newsletter, not the one currently in production. This distribution would represent the majority of households within the NAG Area. The remainder would be distributed by Residents Associations, Maidenhead Housing Association and Community Wardens/PCSOs. This was unanimously AGREED.

214/2009. BRAY

Bray Lich Gate Trust

Cllr Pierce reported that Mr Copcutt's term is coming to an end. As Mr Copcutt has been very helpful to the trust Cllr Pierce proposed putting Mr Copcutt forward for another term. This was seconded by Cllr Walters and unanimously AGREED.

215/2009. HOLYPORT

Holyport Pond

The Clerk reported that the Tree work around the Pond has been completed. The work to the bottom of the Pond has been delayed due to problems obtaining the required exemption to the Waste Licence. The Environment Agency has advised this will take at least 30 days and may require further samples from the Rinders.

The Rinders are also restricted as to when they can move material around the farm during the Winter months, therefore work can not start until the New Year. In the meantime, the Pond water level is almost back to a normal level, so the Clerk requested the Orange Netting be taken down. This was unanimously AGREED. It was also suggested that a notice be put up to advise the Public of the possible hazard and delay in the work.

216/2009. FIFIELD, OAKLEY GREEN, FIFIELD, ALEXANDER AND DEDWORTH

Manor Grove

The Clerk reported no further contact had been received since advising the resident that Bray Parish Council were not responsible for replacing the collapsing fence.

The Chapel Hedge

The Clerk reported that the RBWM are in the process of serving notice to have the hedge cut back. If the work is not carried out within a specified timeframe the RBWM will take the necessary action to cut the hedge back.

217/2009. CHAIRMAN'S BUSINESS

Councillor Resignation

Cllr Coppinger reported that Cllr Moores has taken the decision to resign from Bray Parish Council for personal reasons. The vacancy will be advertised and filled in the New Year.

Holyport Bins

Cllr Coppinger reported that a letter and petition had been received from local residents requesting more Bins around the area. This request will be reviewed by the Ward Councillors.

218/2009. CORRESPONDENCE AND COUNCILLORS' FORUM

Correspondence (please refer to Appendix E)

The Correspondence List was distributed to the Councillors and the Clerk gave a verbal update of items on the list.

Oakley Green, Fifield & District Community Action Plan

Cllr Annetts distributed copies of the Community Plan to each of the member of the Council.

The Rails, Ease of Access Agreement

Cllr Langridge asked for an update on the draft Ease of Access Agreement. The Clerk will follow up with Peter Simpson, Lovegrove Solicitors on the completion of the document.

219/2009. DATE OF NEXT MAIN COUNCIL MEETING

The next Meeting of the Parish Council will be held at 7.30pm on Monday 25th January 2010.

The meeting closed at 20.35

**THE GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD ON
MONDAY 9TH NOVEMBER 2009**

PART II

Grass Cutting Quotes

Cllr Coppinger gave an overview of the 3 Contractors selected for tender and the costs that have been submitted. This information has been analysed by the Operations Working Group and careful consideration has been given to ensure we achieve 'Best Value'. Therefore the proposal is to continue using P J Taylor for the Parish Grass Cutting Contract. This proposal was put forward by Cllr Walters, seconded by Cllr Howard and AGREED on a vote of 11 in favour and 1 abstention.

YTD Finance and 2010 Budget (Please refer to Appendix)

Cllr Graham outlined the YTD Finance and notes from the RFO relating to the 2010 Budget. Further discussion took place with a number of questions on the detailed figures. Cllr Graham proposed acceptance of the Budget as stated. This was seconded by Cllr Langridge and AGREED on a vote of 8 in favour, 2 against and 1 abstention.

Recruitment

Cllr Coppinger gave an overview of the recruitment process to fill the Assistant Clerks position. Out of 80 applications, 12 were interviewed and 3 were short listed (1 applicant failed to attend the interview). Debbie Norley, who lives locally, has been selected by the Interview Panel and the proposal is to offer her the position of Assistant Clerk. This proposal was put forward by Cllr Walters, seconded by Cllr Langridge and unanimously AGREED.

The Council would like to extend a vote of thanks to Cllr Basterfield for organising the recruitment process.

Deputy Clerk Salary

Subject to review, the current Deputy Clerks Salary was subject to a scale increase in September. As a result of a review meeting attended by Cllr Coppinger, Cllr Basterfield and the Clerk, the proposal is to reject the increase due to on-going performance issue. This includes the Parish Council having to make a refund of £125.00 to a Funeral Director due to the mishandling of Burial Fees. In addition, the Deputy did not bring to the Council's attention that the salary increase had been processed in September and reversed out in October. The proposal to reject the increase was put forward by Cllr Walters, seconded by Cllr Langridge and AGREED on a vote of 5 in favour, 4 against and 3 abstentions.

Correspondence – Decision Notice

Cllr Coppinger referred to the complaint that had been made to the RBWM by Cllr Janikoun on the conduct of Cllr Langridge and reported there was no case to answer.