



Bray Parish Council

MINUTES OF THE ANNUAL GENERAL MEETING OF THE BRAY PARISH COUNCIL HELD AT 7.00PM ON MONDAY 17th May 2010 IN THE BRAYWOOD MEMORIAL HALL, FIFIELD ROAD, FIFIELD, BERKS

PRESENT:	Cllr Coppinger (Chairman)
Alexander Ward:	Cllr H Howard
Bray Village Ward:	Cllrs M Pierce, C Graham, M Hornby
Dedworth Ward:	Cllr G Smith
Holyport Ward:	Cllrs N Basterfield, A Monks, P Janikoun
Oakley Green & Fifield Ward:	Cllrs G Annetts, J Foulger Mrs J Eden-Bagley – The Clerk

88/2010. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Cllr Aspey and Cllr Walters. Cllr Annetts declared a personal and prejudicial interest in respect of a payment to S Symons for the AEM Catering. Cllr Coppinger also declared a personal and prejudicial interest in respect of a payment to M Coppinger for the AEM Catering.

Cllr Coppinger reported that Cllr Langridge has made the decision to resign as a Holyport Councillor due to work commitments. Cllr Coppinger thanked Cllr Langridge on behalf of the Parish Council for his support and commitment in the role and wished him every success in the future.

89/2010. HEALTH AND SAFETY

A reminder to all in attendance of the fire safety regulations for the venue of the meeting. The Clerk confirmed there were no new entries in the Parish Council Accident Book.

NO PUBLIC QUESTION TIME

Cllr Coppinger handed the Chair to Cllr Howard (Vice-Chairman) to proceed with the Election of the Chairman for the forthcoming year.

90/2010 ELECTION OF CHAIRMAN FOR THE FORTHCOMING YEAR AND SIGNATURE OF DECLARATION OF ACCEPTANCE

Cllr Howard called for nominations for the post of Chairman for the forthcoming year. Cllr Monks proposed Cllr Coppinger and as there were no further nominations this was put to the vote and unanimously AGREED. Cllr Coppinger accepted the Chairmanship and duly signed the Declaration of Acceptance to this post. Cllr Coppinger then resumed chairing the meeting.

91/2010 ELECTION OF VICE-CHAIRMAN FOR THE FORTHCOMING YEAR AND SIGNATURE OF DECLARATION OF ACCEPTANCE

Cllr Coppinger called for nominations for the post of Vice-Chairman for the forthcoming year. Cllr Hornby proposed Cllr Howard and as there were no further nominations this was put to the vote and unanimously AGREED. Cllr Howard accepted the post of Vice-Chairman for the forthcoming year and signed the Declaration of Acceptance.

92/2010 ELECTION OF CHAIRMAN AND VICE CHAIRMAN OF THE PLANNING COMMITTEE FOR THE FORTHCOMING YEAR

Cllr Pierce nominated Cllr C Graham as Chairman of Planning for the forthcoming year. As there were no further nominations, this was put to the vote and unanimously AGREED.

Cllr Graham accepted this post. Cllr Graham nominated Cllr Hornby as Vice-Chairman of Planning for the forthcoming year. As there were no further nominations, this was put to the vote and unanimously AGREED. Cllr Hornby accepted this post. Cllr Graham thanked Cllr Foulger for his commitment and contribution as the previous Vice Chairman of Planning.

The remainder of the Finance Working Group was confirmed as:

Finance

Cllr H Howard
Cllr Coppinger (ex officio)
Cllr Graham
Cllr Smith
The Clerk/RFO

93/2010 ELECTION OF MEMBERS TO OTHER PARISH WORKING GROUPS

Disciplinary

Cllr M Pierce
Cllr Basterfield
Cllr Janikoun

Grievance

Cllr M Pierce
Cllr Basterfield
Cllr Janikoun

Operations

Cllr Howard
Cllr M Hornby
Cllr Coppinger
Cllr Basterfield

Strategy

Cllr Coppinger
Cllr Monks
Cllr Annetts

IT

Cllr Graham
Cllr M Hornby
Cllr Smith
The Clerk

Newsletter Production

Cllr Annetts
Cllr Elvin
Cllr M Pierce
Cllr Smith
Cllr Janikoun

PlayBuilder Project Group

Newly formed group in 2010
Cllr Janikoun
Cllr Howard
Cllr C Aspey
Cllr M Hornby
Cllr G Smith

It was agreed that Project Working Groups (PWG) would be formed as required to meet the needs of specific projects. Councillors will be advised when PWG's are formed and will be given the opportunity to participate. Ongoing maintenance will be the responsibility of the Land Management Team which is a subset of the Operations Working Group.

94/2010. REGISTRATION OF MEMBER INTERESTS

The Clerk reminded Councillors to update the Registration of Members Interests with any changes.

95/2010. MINUTES OF THE GENERAL MEETING

One amendment was made to the minutes of the previous meeting to identify a member of the public. The Minutes of the General Meeting held on the 26th April 2010 were then signed as a true record.

96/2010. PARISH FINANCE

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

The Payments List had been circulated to Councillors in advance of the meeting. The Clerk reported on 4 new items added to the list and confirmed the revised total of £11,669.73.

Cllr Hornby asked for clarification of cheque no. 003340 and a large payment to Viking Direct. The Clerk explained that this was a number of invoices that had been combined into one cheque for payment. The Clerk will ensure that in the future each item is listed individually when payment is made on one cheque. Approval of the list was proposed by Cllr Basterfield, seconded by Cllr Monks unanimously AGREED.

97/2010. REPORTS FROM OTHER WORKING GROUPS

STRATEGY WORKING GROUP

No meeting to report.

PROJECTS WORKING GROUP

The group met on 12th May 2010 when it was agreed that going forward Project Working Groups will be formed as and when required.

OPERATIONS WORKING GROUP

No Meeting to report.

IT WORKING GROUP

No meeting to report.

98/2010. GENERAL MATTERS

Office Equipment/Furniture

The Clerk reported there are a number of redundant pieces of furniture and equipment stored in the Chapel. It was agreed the Clerk will make a list of the items and identify the method of disposal to be approved at a Council Meeting.

Parish Newsletter

Cllr Annetts confirmed the Spring Newsletter has been produced and is ready for distribution.

Play Builder Project

Cllr Janikoun gave an overview of the project and confirmed the RBWM are planning a site meeting. The RBWM are also in the processes of producing a short list of nominated contractors.

99/2010. Bray

No items to report.

100/2010. HOLYPORT

Holyport Pond

The Clerk reported on additional maintenance work that needs to be carried out. Details and costs will be presented at the next main council meeting.

The Rails

Cllr Coppinger requested approval to sign the Ease of Access across Holyport Green. This was proposed by Cllr Monks seconded by Cllr Janikoun and AGREED on a vote of 10 in favour and 1 abstention.

101/2010. ALEXANDER, DEDWORTH AND OAKLEY GREEN & FIFIELD

Verge adjacent to Manor Grove

The Clerk reported that Gerry Sleep from the RBWM is away on holiday. However, another member of the team will conduct a site visit to review the situation.

102/2010. CHAIRMAN'S BUSINESS

Cllr Coppinger gave an overview of a BALC meeting for Large Councils which he attended.

Becoming a member will provide the Parish Council direct access to NALC. Therefore, Cllr Coppinger has applied for the application forms which will be completed by the Clerk.

103/2010. CORRESPONDENCE AND COUNCILLORS' FORUM

Correspondence (please refer to Appendix B)

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

Bray Phone Box

The Clerk read out a request from local residents who would like to retain the phone box. However, Cllr Graham reported that the removal of the box has been scheduled by BT and in fact the box was due to be removed last Friday 14th June.

Cllr Janikoun – reported that the Parish website was very out of date and suggested the Newsletter Group should be tasked with reviewing the content. Cllr Graham explained the IT Working Group initiated updates which are currently taking place. Cllr Graham also agreed with Cllr Janikoun suggestion that going forward the content should be reviewed by another group, possibly the Newsletter Production Working Group. Cllr Graham also reminded Councillors the software used to manage the website is very dated and the Council would benefit from a new website. Cllr Hornby agreed to look at a new structure and will provide initial feedback at the next Council Meeting.

104/2010. DATE OF NEXT MAIN COUNCIL MEETING

The General Meeting of the Parish will be held at 7.30pm on Monday 21st June in the Braywood Memorial Hall, Fifield.

The meeting closed at 8.20pm