



The Jubilee Room  
Braywood Memorial Hall  
Fifield Road  
Fifield  
SL6 2NX

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9<sup>th</sup> May 2022

**To: All Members of the Council**

Cllr S Cross, Cllr K Elvin, Cllr J Glover, Cllr C Graham, Cllr L Kneen, Cllr N Marsh, Cllr N Pellew, Cllr J Phillips, Cllr M Pierce, Cllr L Walters, Cllr D Wilson.

Dear Sir/Madam,

You are hereby summoned to attend a meeting of Bray Parish Council which will be held at Braywood Memorial Hall, Fifield Road, Fifield at 7:30pm on Monday 16<sup>th</sup> May 2022 where the following business will be transacted.

Members of the Public and the Press are welcome to attend.

Yours faithfully

*Esther Cope*

Ms Esther Cope

Clerk to the Council

Filming/Recording of Meetings – The Council permits the filming, recording and photography of its public meetings. By attending the meeting, you are consenting to being filmed / recorded unless you notify the Clerk in advance that you do not wish to be.

## Agenda

**001/2022 Chairman's request**

That all mobile devices are switched off for the duration of the meeting.

A reminder to all in attendance of the fire safety regulations for the venue of the meeting.

**002/2022 Election of the Chairman for the forthcoming year and the signing of the Acceptance of Office**

**003/2022 Election of the Vice-Chairman for the forthcoming year and the signing of the Acceptance of Office**

**004/2022 Apologies for absence, declarations of Interest and Dispensations**

**005/2022 Health and Safety**

**006/2022 Minutes from previous meeting**

To approve the minutes of the meeting held on Monday 11<sup>th</sup> April 2022.

**007/2022 Public Question Time**

The meeting will be adjourned for a maximum of 15 minutes to allow members of the public, if present, to make representations, ask questions and address the Council about matters of local concern.

**008/2022 Co-Option**

Councillors to consider any applications received.

**009/2022 Clerks Briefing**

To receive a report from the Clerk.

## **010/2022 Strategy Committee**

### 10.1 Statutory Governance Documents

To consider and approve the recommendation of the Strategy Committee and Finance Committee to adopt the following documents.

- Standing Orders
- Code of Conduct – including Appendix 5 of RBWM Part 7A – The Codes, Protocols and Advice
- Terms of Reference Committees
- Financial Regulations

### 10.2 Policy Approval

To consider and approve the recommendation of the Strategy Committee to adopt the following documents.

- Publication and Freedom of Information Policy
- Complaints Policy
- Co-Option Policy

### 10.3 Committees and Working Groups

Councillors to consider and approve the recommendation of the Strategy Committee to stand down the Jealotts Hill Working Group until the Bracknell Local Plan is agreed, the BLP working group as the BLP is currently following the approval process by RBWM and the BPNP Working Group until an appropriate time to restart the process is agreed. The remaining Committee and Working Groups are to continue in their current formats.

### 10.4 Membership of Committee and Working Groups

Councillors to confirm their continuing participation on their current committees and working groups.

### 10.5 Membership of DALC and BALC

To consider which Councillors should represent the Parish Council on the above bodies.

### 10.6 Meeting dates for the Council Year

Councillors to consider the recommendation of the Strategy Group for the meeting dates for Council and all committees for the upcoming Council year.

## **011/2022 Parish Finance**

To receive a report from the Finance Committee of the meeting held on 4<sup>th</sup> May 2022.

### 11.1 Accounts for the year to 31st March 2022

### 11.2 Report of the Annual Auditor for the year to 31st March 2022

### 11.3 Annual Governance Statement Section 1 2021/2022

Councillors to consider the recommendation of the Finance Committee to approve the Annual Governance Statement Section 1 2021/2022

### 11.4 Annual Governance Statement Section 2 2021/2022

Councillors to consider the recommendation of the Finance Committee to approve the Annual Governance Statement Section 2 2021/2022.

### 11.5 Direct Debit Payments

Councillors to consider the recommendation of the Finance Committee to resolve to continue use of Direct Debits for existing payees per items 6.7 and 6.8 of the Financial Regulations

### 11.6 BACS payments

Councillors to consider the recommendation of the Finance Committee to resolve to continue use of BACS to pay suppliers per item 6.9 of the Financial Regulations.

### 11.7 Financial Risk Assessment

Councillors to consider the recommendation of the Finance Committee to resolve to adopt the Financial Risk Assessment.

### 11.8 Grant Requests

Councillors to consider for approval the request from Holyport Community Trust for a grant of £4,500.

Councillors to consider for approval the request from Fifield Fun Day for a grant of £1,000.

### 11.9 Capital Expenditure

Councillors to consider and approve the recommendation of the Finance Committee to purchase an upgrade to the existing single basket swing, situated on Aysgarth Park.

### **012/2022 General Matters**

RBWM 'Here to Help campaign'

Thames Valley Police, Firearms Amnesty 12<sup>th</sup> to 29<sup>th</sup> May

### **013/2022 Bray and the Fisheries**

To receive a report from Ward Councillors of events in the Ward

### **014/2022 Holyport**

To receive a report from Ward Councillors of events in the Ward

### **015/2022 Chairman's Business**

To receive a report from the Chairman

### **016/2022 RBWM Update**

To receive a report from Cllr Walters in his capacity as RBWM Ward Councillor

### **017/2022 Correspondence**

To inform Councillors of the details of correspondence received

### **018/2022 Local Government Act 1972 Exclusion of the public**

The Chairman will move that under Section 100(A)(4) of the Local Government Act 1972, the public shall be excluded from the remainder of the meeting whilst discussion takes place on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of Part 1 of Schedule 12A of the Act.

## Part II Agenda

### **019/2022 HR Staffing**

To receive a report from the HR Committee of its meeting on 10<sup>th</sup> May.

Councillors to resolve on future staffing of the office based on the recommendation of the HR Committee following interviews held.

### **020/2022 Date of next meeting**

Date of next meeting Monday 27<sup>th</sup> June at 7.30pm