



The Jubilee Room  
Braywood Memorial Hall  
Fifield Road  
Fifield  
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22<sup>nd</sup> February 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 B Millin, 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 28<sup>th</sup> February 2022 where the following business will be transacted.

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

Yours faithfully

*Susan Cook*

Mrs Susan Cook,  
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

**095/2021 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.

**096/2021 Apologies for absence, declarations of Interest and Dispensations**

**097/2021 Health and Safety**

**098/2021 Minutes from previous meeting**

To approve the minutes of the meeting held on 17<sup>th</sup> January 2022.

**099/2021 Co-Option Interviews**

Councillors to interview candidates for the role of Councillor.

**100/2021 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. All attendees wishing to ask a question are requested to email the Clerk their questions prior to the meeting.

**101/2021 Clerks Briefing**

To receive a report from the Clerk.

**102/2021 Ratification of Decisions delegated to the Clerk**

To ratify the following decisions delegated to the Clerk.

Payment of the January payments list at a total of £13,554.07 which included VAT of £610.32.  
The sharing of the Air Quality report as requested by the Traffic and Highways Committee on 31<sup>st</sup> January.

### **103/2021 Strategy Committee**

To receive a report of the meeting held on 8<sup>th</sup> December 2021.

#### 103.1 Approval of policies

Councillors to consider the recommendation of the Strategy Committee to approve the following policies.

- Hire of Village greens
- General Data Protection Policy
- Training and Development Policy
- Community Engagement Strategy

### **104/2021 Parish Finance**

To receive a report of the meeting held on 15<sup>th</sup> December 2021.

#### 104.1 Approval of policy

Councillors to consider the recommendation of the Finance Committee to approve the Investment Strategy.

#### 104.2 Accounts to December 2021

To receive a copy of the accounts to December 2021.

#### 104.3 Expenditure requests

Proposal for the Clerk to incur expenditure of £3,830 for tree safety works at Holyport Green, Springfield Park and Lonsdale Gardens.

### **105/2021 HR Committee**

#### 105.1 Office staffing

To confirm the appointment of Ms Esther Cope as replacement Clerk and the resignation of Mrs J Bailey.

#### 105.2 Approval of Policy

Councillors to consider the recommendation of the HR Committee to approve the Sickness Policy.

### **106/2021 Land Management Committee**

To receive a report of the meeting held on 24<sup>th</sup> January 2022

### **107/2021 Traffic and Highways Committee**

To receive a report of the meeting held on 31<sup>st</sup> January 2022

#### 107.1 Air Quality Monitoring Report

To receive a copy of the report and an update from the Clerk.

### **108/2021 Flood Working Group**

To receive a report of the meetings held on 10<sup>th</sup> January 2022 and 21<sup>st</sup> February 2022.

### **109/2021 General Matters**

#### 109.1 Annual Electors Meeting

Councillors to consider topics for the Annual Electors Meeting and the date for the meeting to be held.

### 109.2 Remote/Hybrid Meetings

To consider passing the following motion and writing to the Secretary of State to show support to Lawyers in Local Government (LLG) and the Association of Democratic Services (ADSO).

*'This Council supports the petition launched by ADSO and LLG on 5<sup>th</sup> January with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.'*

### 109.3 Return to face-to-face committee meetings

Councillors to consider returning to face-to-face committee meetings with effect 1<sup>st</sup> April 2022.

### 109.4 The Queen's Platinum Jubilee

Councillors to consider projects to celebrate the Queens' Platinum Jubilee.

## **110/2021 Bray and the Fisheries**

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

### 110.1 Bray Cut – Maidenhead to the Thames

To receive a report from Cllr Graham on proposed plans by Friends of Maidenhead Waterways.

### 110.2 Applications to use Bray Green

To consider approval for use of Bray Green for parking by attendees of the Littleme pre-school Carnival on 22<sup>nd</sup> May 2022.

To consider approval for the use of Bray Green for an event to celebrate the Queens' Platinum Jubilee on Thursday 2<sup>nd</sup> June.

## **111/2021 Holyport**

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

### 111.1 Applications to use Holyport Green

To consider approval for the use of Holyport Green (Pebblescourt area only) for overflow parking on Saturday 4<sup>th</sup> June between 11:30am and 18:00pm during an event to be held at Holyport Community Trust.

To consider approval for the use of Holyport Green for a picnic on Friday 3<sup>rd</sup> June 2022.

## **112/2021 Fifield and Oakley Green**

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

## **113/2021 Chairman's Business**

To receive a report from the Chairman.

## **114/2021 DALC Update**

To receive an update from Cllr Graham in his capacity as DALC representative and to bring to his attention topics for consideration by DALC.

## **115/2021 RBWM Update**

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

## **116/2021 Correspondence**

To inform Councillors of the details of correspondence received.

**117/2021 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****118/2021 HR Committee**

To receive a report from the HR Committee of the meetings held on Thursday 10<sup>th</sup> February 2022 and Thursday 17<sup>th</sup> February 2022.

[118.1 Office staffing](#)

To consider the recommendation of the HR Committee regarding job descriptions and advertising for new staff.

**119/2021 Land Management Committee**

To receive a report from the Land Management Committee of the meeting held on 2<sup>nd</sup> February 2022.

[119.1 Contracts](#)

To consider the recommendation of the Land Management Committee regarding the awarding of contracts.

**120/2021 Date of next meeting**

The date of the next meeting will be Monday 11<sup>th</sup> March 2022.