

Minutes of the Meeting held at 7:00pm Monday 19th February 2024 at the Braywood Memorial Hall

Present:

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| Bray Ward: | Cllr K Elvin (Chairman), Cllr J Filipczak-Korczak, Cllr C Graham, Cllr M Pierce |
| Fisheries Ward: | Cllr J Phillips |
| Holyport Ward: | Cllr R Tavinor, Cllr L Walters (arrived 7:06pm), Cllr D Wilson |
| Dedworth Ward: | Cllr J Glover, Cllr N Pellew |
| Oakley Green and Fifield Ward: | Vacant seat |
| Members of the public: | Mr John-Cox, Mr Lee James, Mr James Camplin and 3 others |
| Clerk: | Ms. E Cope |

143/2023 Chairman's request

The Chairman requested that all mobile devices be switched off for the duration of the meeting, reminding all in attendance of the fire safety regulations for the venue of the meeting.

144/2023 Apologies for absence, declarations of Interest and Dispensations

Apologies were received from Cllr Cross and Cllr Kneen.

Cllr Korczak declared an interest in item 157.001 as a Committee member. Cllr Graham declared an interest in item 157.002 as a Committee member.

The Chairman paused the meeting at 7:05pm to allow members of the public to attend an incident in the car park. The Chairman recommenced the meeting at 7:09pm.

The Chairman advised of the recent passing of Mr John Foulger, a Fifield Ward Councillor for 26 years until his retirement in 2013. Cllr Graham is to attend the funeral along with another previous Councillor Mr Grenville Annetts. Cllr Elvin gave his apologies due to holiday arrangements. Those present were invited to observe a minute's silence.

The Chairman advised that as requested by Cllr Walters, item 156/2023 would be deferred to Part II.

145/2023 Health and Safety

The Clerk advised no reported accidents since the January 2024 meeting.

[145.001 To receive the ARD Playground reports January and February 2024](#)

The ARD Playground reports for January and February were shared prior to the meeting. The Clerk noted that maintenance jobs had now been completed, resulting in a greatly reduced report.

146/2023 Minutes from previous meetings

The minutes of the meeting held on Monday 15th January 2024 were approved as a true and accurate record.

147/2023 Public Question Time

There were no questions from the public, so the meeting continued without adjournment.

148/2023 Co-Option

The Clerk advised no new applications for co-option.

Cllr Pellew introduced resident Mr John Cox to the meeting.

149/2023 Clerks Briefing

The Clerk provided a report.

The Council approved an offer from the War Graves Commission to install signage at Bray Cemetery. Any costs associated for installation and ongoing maintenance to be covered by the Commission.

The Council approved an offer to accept a free portrait of His Majesty King Charles III. The portrait to be displayed in the Parish office.

The Clerk advised that Volker Highways had attended Manor Grove, Fifield on Saturday 17th February to clear the culvert. However, on inspection it appears that no improvement has been made. Action: Clerk to report back to RBWM Flood Officer, Ben Crampin.

Clerks' Assistant, Dawn Hampshire recently met with Barbara Frame from OGAFCA to discuss the refurbishment of the disused BT phone box, Oakley green along with the proposed installation of a community defibrillator, which currently sits in the Parish office.

BT kindly offered to disconnect the box in 2022, however RBWM Highways have been delaying progress citing difficulties in removing from the concrete plinth. It is hoped to complete the project before the end of 2024.

149.001 Payment of salaries and direct debits/standing orders

The Chairman approved the Clerk's request to defer to the next meeting.

149.002 Clerk's request to lease office printer

Councillors approved for the Clerk to sign a 5-year lease, for a desk top printer/scanner to be supplied by Print Sense. Action: Clerk to complete necessary paperwork and direct debit.

Proposed: Cllr Graham Seconded: Cllr Wilson Vote: All

149.003 To receive dates for Councillor training events and courses

The Clerk shared handouts for training events and courses, along with SLCC guidance, Roles and Responsibilities, Clerk, Council and Councillors. The Chairman requested that those unable to attend were provided with the same information. Action: Clerk to distribute to Cllrs Cross and Kneen via email/post.

149.004 To consider the RBWM proposal for a community emergency plan toolkit

Councillors considered the document dated 2016 to be outdated, noting links to website no longer function. Action: Cllrs to submit comments to Cllr Elvin who will collate prior to submission by the Clerk.

150/2023 Councillor Surgeries

Councillors considered the Clerk's suggestion to hold Councillor surgeries at local community events, and clubs, approving for Ward Councillors to contact organisers directly.

Action: Clerk to circulate information to Ward Councillors, with an update at the next meeting.

151/2023 Annual Electors Meeting 2024

Council approved for the Clerk to complete further research, a report to be provided at the next meeting. Suggestions for suitable topics included flooding, green belt concerns, planning enforcement and CIL. Councillors to consider requirement for speakers and suitable topics, to be submitted to the Clerk as soon as possible.

152/2023 Annual Meeting 2024

Councillors approved to hold the Annual Meeting on Monday 20th May 2024 at Braywood Memorial Hall.

153/2023 Main Council meetings

Councillors approved to continue the current format of meeting on a 6-weekly basis.

Proposed: Cllr Graham Seconded: Cllr Glover Vote: All

154/2023 To receive a report from the RBWM Flood Liaison Meeting, Tuesday 23rd January 2024

As Cllr Kneen was unable to attend the Chairman deferred to the next meeting.

155/2023 Parish Council consultation on public rights of way milestone statement 2024-25

Councillors to consider and approve response, to be submitted to the Chairman prior to the 29th February.

156/2023 Planning Matters

To consider Councillor Kneen's request for planning advice to a maximum of £1,000.

Deferred to Part II.

Cllr Graham asked for his disapproval of the Chairman's decision to be minuted.

157/2023 Bray and the Fisheries

Ward Councillors provided a report.

157.001 Councillors to consider application to use Bray Green for a village fete

Cllr Korczak presented the request for use of Bray green for Sunday 8th September 2024 between 11:00am to 4:00pm.

Councillors approved the application, advising that full information be provided to the Clerk for approval in advance of the proposed date. As all funds raised return to the community it was approved to allow use of the green free of charge.

Proposed: Cllr Elvin Seconded: Cllr Glover Vote: 5 For 1 Abstain

157.002 Grant request from Bray Enhancement Committee

Cllr Graham answered questions as a Committee member, then leaving the room to allow consideration by Council.

Councillors approved to award £2,000. from the approved FY2024-25 budget, to be paid after the 1st April 2024.

Proposed: Cllr Glover Seconded: Cllr Pierce Vote: 5 For 3 Against

Actions: Clerk to share other funding opportunities.

Cllr Graham was invited to rejoin the meeting.

158/2023 Fifield, Oakley Green and Dedworth

Ward Councillors noted ongoing flooding issues.

Cllr Walters requested an item be brought to the next meeting regarding the Fi.Fest event, Forest Green Road.

Action: Clerk

159/2023 Holyport

Cllr Wilson provided a report of the Holyport Memorial Hall, advising the next cinema club film, to be One Life to be aired Friday 9th March.

159.001 Applications to use Holyport Green

Councillors to consider the following applications

Saturday 1st June 2024, Holyport village fair

Councillors approved the application, advising that full information be provided to the Clerk for approval in advance of the proposed date. As all funds raised return to the memorial hall it was approved to allow use of the green free of charge.

Proposed: Cllr Elvin Seconded: Cllr Walters Vote: All

Saturday 10th and Sunday 11th August 2024, Lee James children's fair

Councillors approved the application, advising that full information be provided to the Clerk for approval in advance of the proposed date. The Clerk reported a successful and well received event held in 2023.

The hire amount was approved at £300. per day payable to the Parish office.

Proposed: Cllr Elvin Seconded: Cllr Wilson Vote: All

160/2023 Chairman's Business

The Chairman noted that RBWM CEO Stephen Evans is yet to contact the Parish office to rearrange the three previously cancelled meetings.

161/2023 RBWM Update

Cllr Walters provided a report.

162/2023 BALC/DALC Update

Cllr Wilson provided a report of the recent BALC meeting, noting the next meeting at Shinfield village hall, 29th April 2024.

The Chairman advised that DALC reports, and financial information had been received, however he is yet to evaluate the information.

163/2023 Correspondence and General Matters

The Clerk reported on recent correspondence and general matters.

164/2023 Date of the next meeting Monday 15th April 2024