

Minutes of the Meeting held at 7:00pm Monday 8th July 2024 at the Braywood Memorial Hall

Present:

Bray Ward:	Cllr S Cross, Cllr K Elvin (Chairman), Cllr J Filipczak-Korczak, Cllr C Graham, Cllr M Pierce
Fisheries Ward:	Cllr J Phillips
Holyport Ward:	Cllr L Kneen, Cllr R Tavinor. Cllr L Walters
Dedworth Ward:	Cllr J Glover
Oakley Green and Fifield Ward:	Vacant seat
Press:	Mr Sam Leech (Maidenhead Advertiser)
Members of the public:	11 members of the public
Clerk:	Ms. E Cope

023/2024 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, noting that the meeting was being recorded by the Council. The Chairman also advised of a secondary recording being made by a member of the public, but noted this was not connected to the Council

024/2024 Health and Safety

A copy of the ARD Playground reports for May and June 2024 were circulated prior to the meeting
The Clerk advised no reported accidents

025/2024 To approve the minutes of the meeting held on Monday 20th May 2024

The minutes of the meeting held on Monday 20th May 2024 were approved

Proposed: Cllr Elvin Seconded: Cllr Graham Vote: 5 For 3 Against

026/2024 Public Question Time

The Chairman adjourned the meeting 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

Mr Camplin spoke for 3 minutes

027/2024 Co-Option

The clerk advised no applications for co-option

028/2024 Clerks Briefing

The Clerk provided a report, noting the Councillor attendance register for 2023/24 had been updated and included within papers for the meeting. Cllr Korczak asked for the attendance record to be checked for accuracy, noting her attendance record seemed incorrect

Action: Clerk to check and recirculate to all Councillors

028.001 To consider the RBWM Innovation Fund

A copy of the proposal prepared by Admin Assistant Jon Davey was circulated prior to the meeting

It was approved for Cllr Graham and Cllr Pierce to work with Jon Davey to formulate projects for submission to RBWM latest 23rd July 2024

Proposed: Cllr Elvin Seconded: Cllr Glover Vote: All

[028.002 To approve renewal of the annual subscription - Clerks & Councils Direct magazine](#)

Approved

Proposed: Cllr Graham Seconded: Cllr Pierce Vote: All

029/2024 Strategy Committee

Brought forwards from the Annual Meeting of the Council, Monday 20th May 2024

Councillors received a report from the Strategy Committee meeting Wednesday 8th May 2024

[029.001 To approve the following policies as recommended by the Strategy Committee](#)

Copies of the policies were circulated prior to the meeting. The Clerk advised that policies had been checked against NALC, with no amendments required

- Code of Conduct
- General Data Protection Regulations
- Standing Orders
- Terms of Reference
- Lone working Policy
- Disciplinary and Grievance Procedures
- Sickness Policy
- Staff Appraisal Policy

Cllr Korczak proposed to defer approval of policies to the next meeting after Councillors had received training.

Cllr Graham advised that policies were reviewed annually by all Councils, and that any requests for amendments should be submitted to the Clerk for review. Reviews are directed through the appropriate Committee

Proposal to defer to the next meeting

Proposed: Cllr Korczak Seconded: Cllr Tavinor Vote: 4 For 6 Against

The motion having failed after discussion it was approved to accept the policies

Councillors were advised that all policies had been checked against The National Association of Local Councils (NALC), with no changes noted

The Chairman proposed a vote to approve, with any proposals from Councillors to be submitted to the Clerk.

Approved

Proposed: Cllr Graham Seconded: Cllr Glover Vote: 6 For 3 Against

Action: Clerk to update and circulate

[029.002 To approve Committee and Working Group Memberships for CY 2024/25](#)

The Chairman advised no changes to membership of Committee and working Group memberships

Approved

Proposed: Cllr Elvin Seconded: Cllr Pierce Vote: All

[029.003 To approve dates and times of Council and Committee meetings for CY 2024/25](#)

Approved

Proposed: Cllr Walters

Seconded: Cllr Elvin

Vote: All

029.004 To review the current list of approved policies and best practice documents

Approved

Proposed: Cllr Elvin

Seconded: Cllr Graham

Vote: All

030/2024 Finance Committee

Brought forwards from the Annual meeting of the Council, Monday 20th May 2024

030.001 Councillors to consider approval of the following grants

- Mr James Camplin for a grant of £205.

Approved in full

Proposed: Cllr Walters

Seconded: Cllr Phillips

Vote: 5 For

The Clerk advised approval of the application was against legal advice provided by Wellers Hedleys

- Thames Valley Hospice for a grant of £1,000.

Approved to provide a grant of £500.

Proposed: Cllr Elvin

Seconded: Cllr Walters

Vote: All

- Citizens Advice East Berkshire for a grant of £400.

Approved in full

Proposed: Cllr Tavinor

Seconded: Cllr Cross

Vote: 7 For

- OGAFCFA – Fifield Fun Day for a grant of £1,500.

Approved to provide a grant of £1,000.

Proposed: Cllr Walters

Seconded: Cllr Glover

Vote: 10 For

Action: Clerk to contact the grant applicants to confirm approval

030.002 To approve the following policies as recommended by the Finance Committee

Copies of the policies were circulated prior to the meeting, Councillors were advised no recommended changes

- Allotment Rent Review
- Cemetery Fees Review
- Cemetery Internment Notice
- Cemetery Terms and Conditions
- Financial Regulations
- Fixed Asset Capitalisation Policy
- Grants Policy and Application Form
- Investment Policy
- Social Media Policy
- Tennis Court Policy
- Website Accessibility Statement

Approved

Proposed: Cllr Graham

Seconded: Cllr Kneen

Vote: All

031/2024 To approve payment of Direct Debits and Standing Orders for FY2024/25

Approved

Proposed: Cllr Graham Seconded: Cllr Elvin Vote: 9 For

032/2024 Annual Electors Meeting

A copy of the unapproved minutes were circulated prior to the meeting and will be included for approval at the next meeting of Main Council

The Clerk noted that the second speaker, Cllr Hill had been omitted from the minutes, which would be noted when presenting for approval

Cllr Pierce reported a good meeting but felt disappointment at the limited number of residents who attended

033/2024 To receive a report from the RBWM Flood Liaison meeting, Tuesday 18th June 2024

Cllr Kneen reported that the minutes from the meeting were yet to be circulated, once available they would be circulated

034/2024 Traffic and Highways Committee

Cllr Cross provided a report from the Traffic and Highways Committee meeting, Wednesday 19th June 2024, thanking residents for attending the community speedwatch sessions.

RBWM have approved the proposal of BPC to reduce the speed limit from 40 to 30mph on the section of A308 within the Parish

Bray Parish Council has been working with residents and RBWM Highways to resolve parking issues within Hibbert Road

035/2024 Bray and the Fisheries

Bray Ward Councillors provided a report of events in the Ward

Cllr Graham reported that new play equipment was now installed at Jubilee playground, the slipway at Bray is now clear of waste material

Cllr Pierce advised 28th July at 3:00pm Jazz on the vicarage green, Bray all residents are welcome to attend

2 members of the public left the meeting

[035.001 To approve access request to Jubilee Field for car parking and children's fair during Bray village fete 8th September 2024](#)

Cllrs Korczak and Graham declared an interest as organisers of the fete, so took no part in the vote for item 035.001, 002, 003

Approved

Proposed: Cllr Elvin Seconded: Cllr Pierce Vote: 8 For

[035.002 To approve parking suspension, Causeway car park for Bray village fete](#)

Approved

Proposed: Cllr Elvin Seconded: Cllr Cross Vote: 8 For

1 member of the public left the meeting, then returned shortly afterwards

[035.003 To approve temporary toilet facilities on Bray green for the duration of the Bray village fete](#)

Approved

Proposed: Cllr Elvin Seconded: Cllr Kneen Vote: 8 For

[035.004 To consider approval for commercial filming within Bray Parish Cemetery](#)

Councillors approved to delegate authority to approve to the Land Management Committee. The request will therefore be considered at the meeting Wednesday 31st July 2024

Action: Clerk to circulate a copy of the request and contact applicant to confirm delay

2 members of the public left the meeting

036/2024 Fifield, Oakley Green and Dedworth

Cllr Glover advised that Fifield Fun Day will be taking place on Sunday 4th August 2024, all monies raised go to charity

The Clerk advised Thames Valley Police are completing a series of lorry watch sessions within Fifield/Oakley green

Cllr Cross advised that Fi-Fest is due to take place weekend 13th July 2024, noting that RBWM are happy with the licencing for the event.

Residents within Trenchard road have been contacted by the organiser, but that there may still be complaints from residents regarding noise. The Clerk advised that should Councillors receive noise complaints they should advise residents to contact Environmental Health directly

037/2024 Holyport

Councillors received a report from Ward Councillors of events in the Ward

British Telecom sent an engineer during preparations for the Holyport fair, to erect a telecoms unit on Holyport green. Cllr Kneen contacted RBWM Highways team to reminded that the land is owned by the Parish Council

[037.001 To consider residents request to erect two silent soldier statues on Holyport green](#)

Approved by all for Royal British Legion Holyport & District Branch to erect two silent soldier statues to be positioned either side of the Holyport war memorial for the period starting two weeks of the poppy appeal prior to remembrance Sunday until the end of November, and going forwards annually to include marking national remembrance events as they occur.

The Chairman proposed a motion for inclusion in the next meeting of Main Council to increase the approved grant of £150. per village hall for the purchase of a Tommy statue.

Action: Clerk to arrange

038/2024 Chairman's Business

The Chairman noted his report had already been covered within the meeting

039/2024 RBWM Update

Cllr Cross provided an update, reporting attending the RBWM armed forces day, 29th June, Holyport fair and Legoland for the opening of the new accommodation lodges

040/2024 Correspondence and General Matters

The Clerk provided a report of correspondence and general matters within the Parish

041/2024 Matters Arising

None

The Clerk noted the agenda posted to the Parish website was the incorrect version, noting that Councillors and noticeboards had the correct copy

042/2024 Date of the next meeting, Monday 12th August 2024 at 7:00pm

The remaining public left the meeting