

## Minutes of the Meeting held at 7:00pm Monday 20<sup>th</sup> January 2025 at the Braywood Memorial Hall

### Present:

Bray Ward:	Cllr S Cross, Cllr K Elvin (Chairman), Cllr J Filipczak-Korczak, Cllr M Pierce
Fisheries Ward:	Cllr J Phillips
Holyport Ward:	Cllr L Kneen, Cllr R Tavinor, Cllr L Walters, Cllr Wilson
Dedworth Ward:	Cllr J Glover, Cllr Pellew
Oakley Green and Fifield Ward:	Vacant seat
Press:	None present
Members of the public:	Nine members of the public and Mr J Davey (Deputy Clerk)
Clerk:	Mrs Louise Steele (Locum)

### 084/2024 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 and advised that the meeting was being recorded

### 085/2024 Apologies for absence, declarations of Interest and Dispensations

There were no apologies for absence, all members being present

Declaration of interests were made as follows:

A personal interest in agenda item 093.001 was declared by Cllr Wilson on the grounds that he is the parish council's representative to the Holyport Community Trust;

A personal interest in agenda items 091.001 and 095.007 was declared by Cllr Korczak on the grounds that she is Chair of the Bray Parish Fete;

A personal interest in agenda item 093.001 was declared by Cllr Kneen on the grounds that she is a trustee of the Holyport Community Trust; and

A personal interest in agenda item 093.001 was declared by Cllr Pellew on the grounds that he knew a member of the Holyport Community Trust present at the meeting to speak to that agenda item

### 086/2024 Health and Safety

Council received the ARD playground report of the annual inspection carried out in December 2024

### 087/2024 Minutes from previous meeting

A question was raised about a discrepancy between the draft minutes circulated after the meeting and the draft uploaded to the website. No-one present was able to answer the question raised.

The minutes of the meeting held on Monday 23<sup>rd</sup> September 2024 were agreed as an accurate record of the meeting and signed as such by the Chairman

Proposed: Cllr Elvin    Vote 7 For    2 Against

### 088/2024 Public Question Time

In the absence of members of public wishing to ask questions or address the Council about matters of local concern there was no adjournment at this point in the meeting. The Chairman indicated that those individuals present to

make representations about items on the agenda would be given the opportunity to speak at the relevant agenda item

### **089/2024 Proposal from the Chairman**

The meeting considered a proposal to establish a local protocol that, for all future Main Council and Planning Committee meetings, abstentions would be recorded. The proposal was carried.

Proposed: Cllr Elvin Vote For unanimous

### **090/2024 Proposal from the Chairman**

The meeting considered a proposal to establish a local protocol that at all future Main Council and Planning Committee meetings there will be a named vote when recording abstentions. The proposal was not carried.

Proposed: Cllr Elvin Seconded: Cllr Wilson Vote 4 For 5 Against

Councillors Pellew and Tavinor abstained

### **091/2024 Bray and the Fisheries**

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

Cllr Korczak gave a brief oral report about Christmas events completed and upcoming events including Burns nights and spring fair. The problem of vehicles parking on Priors Way was raised. The date of this year's fete was confirmed as 7 September 2025 (and a typo in agenda item 091.001 was corrected)

091.001 To consider application from Bray Village Fete to hire the green for the purposes of a village fete, 7<sup>th</sup> September 2025

It was agreed that Bray Village Fete was permitted to hire the green for the purposes of a village fete on 7<sup>th</sup> September 2025

Proposed: Cllr Elvin Seconded: Cllr Glover Vote unanimous with one abstention

### **092/2024 Fifield, Oakley Green and Dedworth**

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

Cllr Glover indicated that she would give a full report at the next meeting and Cllr Pellew raised an issue with traffic, specifically HGVs, on Oakley Green Road Cllr Glover raised another traffic concern and she and Cllr Pellew were advised to share the respective details with Cllr Cross

### **093/2024 Holyport**

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

Cllr Walters referred to the construction of a roundabout on the A308 at Holyport that he believes to be unnecessary, he is asking RBWM for more information and seeks the parish council's support. The Chair advised that there could be no vote on this issue. Cllr Cross explained that the contract to construct the compact roundabout was awarded subsequent to a decision of RBWM's cabinet on 23 October 2023. Other councillors echoed Cllr Walters concerns and there was extensive discussion about the decision and the perceived paucity of information made available

Cllr Kneen reported on successful Christmas carol singing; commented that HGVs on Ascot Road are a problem

Cllr Kneen raised a question relating to the 2024/25 budget and asked that it be minuted; she asked why she only received 20% of the planning enquiry budget that she had requested. The Chair of the Finance Committee explained that the Committee had considered all requests and was responsible for recommending a fair and balanced budget for the whole parish. The budget was considered and agreed by main council

Cllr Tavinor reported on flooding in Holyport and also referred to traffic issues on the Ascot Road

093.001 To consider application from Holyport Community Trust to hire the green for the purposes of a village fair, 7<sup>th</sup> June 2025

It was agreed that Holyport Community Trust was permitted to hire the green for the purposes of a village fete on 7<sup>th</sup> June 2025

Proposed: Cllr Walters Seconded: Cllr Wilson Vote For unanimous

093.002 To consider application from Horton's Steam Fair to hire the green for the purpose of vintage fairground rides and games, Autumn weekend, date to be agreed

Two members of the public spoke in support of the application and answered councillors' questions. The likely date is to be the weekend at 4-5 October 2025

It was agreed that Horton's Steam Fair was permitted to hire the green for the purposes of a vintage fairground rides and games at an autumn weekend date to be agreed.

Proposed: Cllr Walters Seconded: Cllr Wilson Vote 8 For 0 Against 3 abstentions

Cllrs Kneen, Cross and Korczak asked that their abstentions be recorded because they would like to see the map referred to in discussion but not circulated to councillors

093.003 To consider application from Paul Archer Show Productions Ltd to hire the green for the purposes of a circus, 11<sup>th</sup> to 15<sup>th</sup> September 2025

A member of the public spoke in support of the application and answered councillors' questions

It was agreed that Paul Archer Show Productions was permitted to hire the green for the purposes of a circus from 11<sup>th</sup> to 15<sup>th</sup> September 2025

Proposed: Cllr Walters Seconded: Cllr Tavinor Vote 10 For 1 Against

#### **094/2024 To receive a report from the Land Management Committee Meeting, Wednesday 4th December 2024**

094.001 To consider the recommendation of the Land Management Committee to approve the increase in cost of £5,400. + vat to complete the allotment path

It was agreed to approve the increase in cost of £5,400 + vat to complete the allotment path

Proposed: Cllr Elvin Seconded: Cllr Wilson Vote For unanimous

#### **095/2024 To receive a report from the Finance Committee Meeting, Thursday 9<sup>th</sup> January 2025**

095.001 To receive the internal and external auditor reports for FY2023/24

The meeting considered the internal and external auditor reports for FY2023/24 and noted in respect of the internal audit report that there were no concerns or issues giving rise to recommendations for action and the internal auditor had noted that previous recommendations had been satisfactorily addressed. It was further noted that the report of the external auditor dated 31 August 2024 was an entirely clear audit report with no findings or recommendations for the Committee to consider.

At this point Cllr Korczak asked to make a personal statement which is recorded below:

"In the Review of Expenditure, the auditor states:

*"We have discussed with the Clerk the arrangements for processing payments, confirming that invoices are subject to member review and online release, with the Clerk setting them up online."*

Since May 2024, this statement applies only to a selected group of councillors and not to all members of Bray Parish Council.

In the section on Budgetary Control and Reserves, the report states:

*"We note members continue to be provided with detailed financial information regularly during the year to facilitate budget monitoring."*

This statement is incorrect as of January 2025. I have not been provided with such information despite this procedure being clearly outlined in the Council's adopted Financial Regulations."

The internal and external auditor reports for FY2023/24 were received

Proposed: Cllr Glover Seconded: Cllr Phillips Vote For unanimous

095.002 To consider the recommendation of the Finance Committee to approve the increase in rent for Bray village car park and allotment site from £350. To £480. Per annum

A recommendation to approve the increase in rent for Bray village car park and allotment site from £350 to £480 per annum was accepted

Proposed: Cllr Elvin Seconded: Cllr Walters Vote For unanimous

095.003 To consider the recommendation of the Finance Committee to approve the continuation of the air-quality monitoring for FY2025/26 at a cost of £577.20

A recommendation to approve the continuation of the air-quality monitoring for FY2025/26 at a cost of £577.20 was accepted

Proposed: Cllr Cross Seconded: Cllr Wilson Vote For unanimous

095.004 To consider the recommendation of the Finance Committee to approve the addition of Civic.ly to the Scribe accounting package at an annual cost of £39.00 per month

A recommendation to approve the addition of Civic.ly to the Scribe accounting package at an annual cost of £39.00 per month was accepted

Proposed: Cllr Glover Seconded: Cllr Korczak Vote For unanimous

095.005 To consider the recommendation of the Finance Committee to approve the increase in Cemetery fees for the period 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026

A recommendation to approve the increase in Cemetery fees for the period 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026

Proposed: Cllr Glover Seconded: Cllr Pellew Vote For unanimous

095.006 To consider the recommendation of the Finance Committee to approve the increase in green hire fees for the period 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026

A recommendation that there be no increase in green hire fees for the period 1st April 2025 to 31st March 2026 was accepted

Proposed: Cllr Elvin Seconded: Cllr Korczak Vote For unanimous

095.007 To consider the recommendation of the Finance Committee to approve the grant application from Bray Village Fete 2024 for £1,500.

Two members of the public spoke in support of the application and answered councillors' questions

A recommendation to approve the grant application from Bray Village Fete 2024 for £1,500 was not accepted but a counterproposal to award a grant of £1,000 was agreed on the understanding that it was to be a one-off which would not be repeated in 2026

Proposed: Cllr Glover Seconded: Cllr Elvin Vote For unanimous

095.008 To consider the recommendation of the Finance Committee to approve the grant application from Holyport Community Trust for £499.23. for Pickle Courts

095.009 To consider the recommendation of the Finance Committee to approve the grant application from Holyport Community Trust for £780. For Security devices

Two recommendations concerning grant applications from Holyport Community Trust were considered together. The recommendations were not agreed in full but a counterproposal to award a single grant of £1,000 to cover both applications was agreed.

Proposed: Cllr Pellew Seconded: Cllr Korczak Vote unanimous with one abstention

Councillor Kneen abstained

095.010 To approve the budget FY 2025/26

The meeting considered the budget for the financial year 2025/26 as prepared by the Finance Committee. The meeting received advice that some of the information supporting certain budget figures would need to be

considered in confidential session. Further advice was that the budget and precept would have to be decided in open session and that the meeting would need to enter confidential session and then come back into open session.

Upon the proposal of the Chair and agreed unanimously by the meeting it was resolved, under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public from the meeting by reason of the confidential nature of the business to be transacted. While in confidential session the meeting also addressed the items set out in Part II of the agenda. Upon conclusion of the confidential session the members of the public were invited back into the meeting room and open discussion of the budget continued

The budget was considered in some detail and the budget recommended by the Finance Committee was approved

Proposed: Cllr Glover    Seconded: Cllr Elvin                      Vote For: unanimous

#### 095.011 To approve the precept FY2025/26

A recommendation from the finance committee to set a precept of £284,920 for the financial year 2025/26 was considered and rejected by majority vote

Proposed: Cllr Pellew    Seconded: Cllr Kneen    Vote 3 For 8 Against

On the grounds that the budget contained provision for some expenditure that might not arise it was agreed that the precept could be set at a lower sum with the balance of expenditure (if required) being met from reserves.

A counter-proposal to set a lower precept was accepted and it was resolved to set the precept for the financial year 2025/26 at £255,806

Proposed: Cllr Glover    Seconded: Cllr Elvin    Vote For unanimous

#### 095.012 To approve for the Clerk to submit the precept request to RBWM

A proposal that the Clerk should submit the precept request to RBWM was approved.

Proposed: Cllr Glover    Seconded: Cllr Elvin    Vote For unanimous

### **096/2024 RBWM Update**

This item was taken before agenda item 095/2024

To receive a report from RBWM Ward Councillors Cllr Cross and Cllr Walters

Cllrs Cross and Walters gave a brief update on the financial position at RBWN and encouraged all to respond to public consultation (closing 30 January 2025) on the proposed increase in the Council Tax

### **101/2024 Next Meeting**

The date of the next meeting is Monday 17<sup>th</sup> February 2025 at 7:00pm

There being no further business the meeting closed at 9:55pm