

**Minutes of the Ordinary Meeting of Bray Town Council held in the Council Chamber,  
Town Hall, Bray on Tuesday 2<sup>nd</sup> November 2010 at 7.30 p.m.**

**Present:**

**Councillor David Grant, Cathaoirleach  
Councillor John Brady  
Councillor John Byrne  
Councillor Eugene Finnegan  
Councillor Mick Glynn  
Councillor Rossa Murray  
Councillor Ciaran O'Brien  
Councillor Tracy O'Brien  
Councillor Pat Vance  
Councillor Sarah Wray**

**Also present:**

**Mr. Des O'Brien, Director of Services  
Ms. Christine Flood, Town Clerk  
Mr. Marc Devereux, Town Engineer  
Ms. Triona Irving, Administrative Officer**

**Apologies:** **Councillor Ronan McManus**

**1. Confirmation of Minutes of the Ordinary Meeting Dated 5<sup>th</sup> October, 2010**

Councillor Rossa Murray proposed confirmation of the minutes of the Ordinary Meeting of 5<sup>th</sup> October, 2010 and Councillor John Byrne seconded the proposal.

**2. To Consider The Housing Progress Report**

The members raised the following points:

Sutton Villas

- Can this development be moved on, it has been 5 years and there is still not a brick on site.
- There is subsidence on this site.
- Could the Town Engineer outline the works to be carried out?

Cedar Court

- Representations have been received from residents, has Bray Town Council made any progress in relation to repairs?
- The residents deserve the units to be of a reasonable standard.
- Has Bray Town Council a report or an update from the National Building Agency?
- There is a garage/site to the side of Cedar Court could Bray Town Council investigate with a view to acquiring this and build an infill development. Could Bray Town Council have discussions with the owner?
- Could this site be acquired, 'build to lease', could this be joint venture between the Local Authority and Voluntary Housing?
- Could you explain 'build to lease'?
- The issues of Cedar Court have been raised consistently, surely Bray Town Council staff have carried out a survey/report and all units inspected at this stage.
- This development reflects poor quality workmanship. The fact that discussions with the developer to carry out works are still ongoing at this stage is concerning.
- We should be going down the legal route, the developer has washed their hands of this development.
- Pleased to see that an audit of the issues are being complied.

Oldcourt Park

- There was a fire in a semi-derelict house in Oldcourt Park, this is a serious problem, syringes etc are littering the site.
- Can Bray Town Council acquire this site?

### Old Conna Grove

- The windows are welcome, is this a one off scheme or will it extend to other Council estates?

### Vacant Houses

- Number 14 Ard Cualann, this is 10 weeks behind schedule, was this malicious damage?
- This property has been like a derelict site since May, the rubbish in the garden should be removed.
- The metal shuttering is unsafe, the shuttering on one window is propped up with a stick and bricks.

### Miscellaneous

- Is Bray Town Council taking advantage of Sustainable Energy Ireland scheme to insulate houses, people in private or council estates who are in receipt of fuel allowance can avail of this scheme. The insulation is fire proof and is equivalent to €1,000.
- Can the Town Engineer look into this?
- Why is the cost of repairs to houses that are relatively new so high?
- Are people vacating these houses leaving or just getting transferred?
- If items are removed from houses by the tenants, they should be told to replace them and move back in if they were transferred.
- We could nearly buy a house for what it costs to repair, I can understand why we are buying in private estates.
- Can an explanation be given as to why 8 Rowan Grove is taking so long to allocate at least 3 to 4 months?
- Bray needs housing, if someone refuses an allocation what happens in the future? What is Bray Town Council policy on this?

Triona Irving, Administrative Officer informed the members of the following:

- Cedar Court, Bray Town Council staff called to each house. To date we have not gained access to 4 houses, 1 will be available on Thursday and 3 have not made contact. A report will issue from the Architect NBA, who is only new to the job since September this year.
- In relation to Oldcourt Park a project appraisal has been prepared for the Department. The way forward for 2011 is a build to lease programme. A circular from the department will issue this month.
- There is no window programme for 2011.
- The allocation of 14 Ard Cualann should take place in the next fortnight. If someone refuses an allocation they will not be considered for another house for 12 months. The Community Welfare Officer would be informed if an individual refuses two offers of accommodation which is considered adequate and suitable for their needs.
- The grant from Sustainable Energy Ireland will be looked into.
- The cost of repairs/upgrading to houses is quite high. In order to qualify for Department of Environment funding these works are carried out to a high standard and BER rated as well as the electrics, saving energy costs for the tenant and the environment.
- Inspections are carried out before transfers are approved.
- Sometimes the key is given back at the housing counter before an inspection is carried out.
- Random inspections are carried out and if necessary a Notice to Quit will be served.
- Oldcourt Park; the technical staff will carry out an inspection and if necessary issue a Derelict Site Notice.
- Build to lease - The Department informed Councils that the social housing leasing will be extended to include build to lease projects from 2011. At present the Council can negotiate to lease houses for either a short or long term period. Build to lease

schemes are where approval can be obtained from the Department of the Environment in advance of building; this enables a developer to obtain financing to develop a scheme on the basis of guaranteed rental income for an agreed period of time for social housing units within the development. At the moment this scheme can also be availed of by voluntary housing bodies that may wish to obtain private financing and act with a developer to build units. A project appraisal has to be submitted to the Dept of Environment and include details of housing need, market value rent etc. If approval is granted by the Department the Council are given nomination rights to all the social housing units within the development. This means that housing applicant's long term housing needs are met. The Department have advised that a circular will issue shortly to enable Housing Authorities to avail of this scheme.

Marc Devereux, Town Engineer informed the members of the following:

Sutton Villas

- A meeting has been arranged with the builder on Thursday.
- In relation to diversion to services, no comment can be made at this time.

Cedar Court

- The infill site will be looked at but there is no funding from the department at the moment.
- No comment can be made in the public forum at this time in relation to other issues, but matters are being followed up with the NBA.
- Grant from Sustainable Energy Ireland, we have already received funding from the Department of Environment, Heritage and Local Government for upgrading voids. I will look in to SEI funding

**3. Notices Of Motion**

The members raised the following points:

- The Cathaoirleach advised of his intention to take three Notices of Motion at the start of each meeting and to take more at the end if time allows.
- Notices are repetitive and outdated
- Culture change needed
- The Notices of Motion are a waste of time
- Telephone call to a staff member/official of Bray Town Council is sufficient instead of playing to the press.
- It is like 'groundhog day'.
- It would take approximately 9 months to clear the list if 3 notices were taken at each meeting.
- It would be better to refer them to the Planning MPC Meeting.
- The Notices should be left on the agenda at present, as Cllr. McManus is not present to comment.

**4. To Consider the Draft Policy on Anti-Social Behaviour**

The Town Clerk invited Triona Irving, Administrative Officer, Housing and Planning to speak.

Ms. Irving informed the members of the following:

- Slight changes have been made on the document presented to members at the MPC meeting. Any observations/comments were incorporated, notes were taken and read back at the end of the meeting for agreement.
- The definition of anti-social behaviour, receiving, recording complaints were requested to be included in the document.
- Education is to be on going with refresher courses for tenants.
- Any changes in legislation will be discussed with members.

The members raised the following points:

- What is the difference between anti-social behaviour and criminal behaviour?

- Need to get the message that people can come forward anonymously.
- 90% is criminality.
- Work should be done in conjunction with the HSE Re (mental health issues) and the Gardaí.
- The length of time it takes to build up a case, its double standards, when rent is owed a letter issues immediately.
- It is a long process to building a case for those suffering from anti-social behaviour, records need to be kept.
- The rights of the victim are forgotten.
- We should be flexible to transferring people out of these situations.
- There were two cases in Oldcourt last week.
- One of the problems is that people don't complain to the right people.
- It requires co-operation between the Local Authority and the Gardaí.
- The Estate Development Officer should be commended for his work in this area.
- The answer is to deal with the problem and not transfer decent people.
- Councillor Ciaran O'Brien proposed to adopt the Draft Policy on Anti-Social Behaviour and was seconded by Councillor John Ryan.

Triona Irving, was congratulated and commended for her work in formulating the policy.

#### 5. **To consider Planning Matters**

The administrative officer, Ms. Triona Irving stated that no planning files had been requested.

The members raised the following points:

Planning Register Reference No. 10/16, park, the residents have no problem with this development except for the height. Two storey houses are not suitable development in this area.

There is a development that other members may not be aware of Planning Register Reference No. 10/96, application to removing existing signs and erecting 13 signs with lighting and 1 totem sign. What are the regulations regarding these type of signs, they are gaudy and bring down the tone of the area.

##### Mast on Bray Head

Planning Register Reference No. 10/82, granted with conditions, do they intend to appeal? Will they return again for retention?

What is the position of the unauthorised development?

The decision of the planner was a correct one.

**The administrative officer, Ms. Triona Irving informed the members of the following:**

##### Mast on Bray Head

The time frame is still open for the applicants to lodge an appeal with An Bord Pleanala.

The Final Grant will issue when this timeframe has expired.

If a councillor wishes to make a formal objection, they have to pay €20 like everybody else.

**The Town Manager, Des O'Brien informed the members of the following:**

##### Mast on Bray Head

The planner took the view that if this was not granted then the public would have no mobile service.

It could have been exempted development if the SAAO was not in place.

Enforcement action will be taken if necessary.

#### 6. **To discuss BETT (Bray Economic Think Tank)**

The Town Clerk presented the members with a draft structure of the BETT Committee following the workshop meeting on 14<sup>th</sup> September. The format of the committee would be as follows.

Cathaoirleach						
Town Manager/Town Clerk	Previous Cathaoirleach	Leas Cathaoirleach	Chamber Nominee	BETT Member	BETT Member	BETT Member

Three Councillors on each sub-committee in the interest of continuity.

<b>Brand Bray/Arts</b>	<b>Enterprise</b>	<b>Retail</b>	<b>Tourism</b>
Cllr. David Grant	Cllr. John Brady	Cllr. Tracy O'Brien	Cllr. Rossa Murray
Cllr. John Ryan	Cllr. Ronan McManus	Cllr. Sarah Wray	Cllr. Eugene Finnegan
Cllr. John Byrne	Cllr. Ciaran O'Brien	Cllr. Pat Vance	Cllr. Mick Glynn

Four members to be co-opted on to sub-group, relevant people with expertise.

Up to four members to be co-opted on to the sub-groups
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### Proposed Expenditure

- Website and DVD €5,000
- Bursary for Foreign Students €5,000
- Enterprise Fund €10,000

The Chamber of Commerce will have an input on the website.

The bursary for foreign students will help to promote Bray in towns abroad.

Wicklow County Enterprise Board, there may be money available, to kick start Bray Town Council will put money in.

The members raised the following points:

- Additional members of BETT should be added, also independent Artists/Architects.
- The Brand Bray aspect, someone is needed as a PR person, how will this be financed. Is there any progress on a Project Leader?
- It will be a task to the top tier committee to decide how to bring this forward.
- How would the committee work, its very Council orientated.
- It is crucial to get the right full time person.
- Wicklow County Council Enterprise Board are key from personal/financial point of view.
- Bray Partnership has a huge budget and man power, funding is key to success or failure.
- Utilise and look for European funding, Bray Tourism and the VEC also have useful knowledge.
- We should be self-sufficient, tap into local resources and be flexible to people joining.
- We have to be realistic in the current climate, it is our duty to meet our own requirements. I can't see a full time executive, how is this going to be carried out/implemented?
- The top tier is to political/Council heavy, it should be a 50/50 split.
- A business person should chair the 4 sub-groups.
- Wicklow County Enterprise Board has vast knowledge, the VEC are a professional organisation, and both of these would be of serious benefit.
- The top tier should meet to decide what bodies are brought on board and the sub-groups likewise.
- This should be open minded.
- The Bursary Fund should be 50/50.
- The DVD has to be cutting edge to get message across, simple ideas are best.

## **7. To consider the setting up of the Financial Sub-Committee.**

The Town Clerk informed the members that following a discussion with the Finance Officer members were invited to nominate to the committee. Terms of reference to be agreed.

The members raised the following points:

- One member from each group should be form part of the committee.
- A meeting should be held in two weeks, another in December and again before the Budget in January.
- An overview is needed and to tease things out, two members from a specific group are welcome if they have an interest.
- Meetings should be held 2/3 times during the year, revenue comes in all year round, it would be more focused.
- This committee would be more advisory rather than a decision body, it would make recommendations.

### **The Town Manager, Des O'Brien informed the members of the following:**

This is the biggest internal policy and this would help to keep a handle on it. Under BLG Councillors were provided with proper financial information. The Annual Financial Statement is interesting stuff. The Members should quiz the Statement more. This is an important committee, which should meet every 3 months. Each group should contact the Town Clerk before the next meeting with a nominee.

## **8. To discuss adverse weather conditions.**

The Town Clerk referred to previous report circulated at the meeting of 5<sup>th</sup> October and also the advertisement in the paper where members of the public are encouraged to sign up to the new text messaging system by texting "Bray" followed by their name and address to 51500. This system can be used in the event of an emergency to communicate with subscribers. This texting system is at no cost to the public, to date the response has been very poor. Bray Town Council has taken a number of initiatives the council operates 24 hour answering service, which works reasonably well. This system relies on a very small number of Council staff, the Town Clerk would like to put it on record her appreciation to all the staff involved. The website is also updated and people should be encouraged look on it.

A Flood Emergency Plan has been drawn up based on the OPW template and Wicklow County Councils plan. The Local Authority is the frontline body responsible for responding to flood situations, Community Volunteers role is not to rescue people but to build confidence/communication among the community particular the elderly. Primary response agencies work with Bray Town Council helping during snow getting people to hospital etc. Wicklow County Council grits the Regional Roads in the Bray Town Council area. Bray Town Council does minimal frost gritting we are not equipped, however, we do grit strategic local roads/footpaths. We rely on the co-operation of local residents 'helping people to help themselves'.

The members raised the following points:

- We need grit boxes at various points around the town and quickly. These should be removed outside the Wintertime as they may be used for rubbish being dumped.
- The public need clarification/information as to liability issues. Work should be continued with lime spreading.
- The purchase of a grit spreader was allowed for in last years budget, when are we going to purchase one?
- We have to drive the link between resident associations and Bray Town Council.
- Can we have clarity on the different codes for alerts?
- Education is important we must be aware of what damage salt does to the roads.
- We only seem to address problems when they are on our doorstep, we must identify areas where we can locate salt boxes.

- If Bray Town Council purchase boxes what are the cost implications?
- We should urge the media to get the message out.
- We must be practical, what amount of grit would be needed and what size would the boxes have to be.
- The provision of the boxes should be part funded not free.
- How easy would it be to replenish the boxes?
- Trees in certain areas are growing out of control.
- People are cleaning leaves into the street.
- What is Bray Town Council policy on cleaning gullies?
- What is the protocol on meeting in emergencies?
- The last time Bray Town Council could not get to Deepdales, Seacrest and Loreto Grange even after a couple of days. They were afraid if they went in they would not get out.
- Cars were abandoned on the Southern Cross.
- What about estates that don't have estate management? Can we identify someone who would be willing to have a box in their garden if it was big enough?
- Many residents associations are proactive, these salt boxes need to be locked.

**The Town Engineer Marc Devereux informed the members of the following:**

I am familiar with salt as I worked on the N11. Bray Town Council are better prepared, this year.

We have purchased a grit spreader, the small one to be used with a quad bike.

We receive regular weather up dates from Met Eireann.

Staff on the ground know the problem areas.

Estates come to us when boxes need to be replenished, although there could be a difficulty in getting to them to replenish during adverse weather conditions. Another issue could be that salt reserves could be commandeered for National Road usage.

**The Town Clerk informed the members of the following:**

The Senior Executive Engineer has identified estates in relation to salt boxes and would welcome the opportunity to talk to residents regarding access and location.

The suction sweeper is working full time around the town for the month of November, cleaning the leaves.

Different emergency codes are used for different areas/.

Greystones Emergency Plan is based on Bray's plan.

We will get a legal opinion on whether people can be held responsible if they clear footpaths.

Information on salt boxes can be accessed from the internet.

**9. Reports and Recommendations.**

Footpath collapse on the Upper Dargle Road

The Town Clerk informed the members of the following incident

Following a telephone call from Pageboy (the after hours callout service) The Senior Executive Engineer called to site at 18:10 on Friday 29<sup>th</sup> October and found that scouring by the River Dargle had washed out material from under the river wall and resulted in the collapse of about 10m section of footpath. A water main was also burst.

He arranged immediately for the following:

- The water was cut off
- A water tanker arranged for the area for Saturday 30<sup>th</sup> October.
- The ESB was called out.
- Nolan's were called out to secure site and put traffic management in place.

Saturday 30<sup>th</sup> October

When the water tanker arrived, it was found only two properties were without water. The ESB returned and put new stay on ESB pole. Eircom were called out and they identified cables, which were then made secure by Nolan's. The Trunk water main was also made secure. Opening was filled with lean-mix concrete to level of services and sand was packed around

trunk main. The Senior Executive Technician Roads had organised machinery to place boulders on riverside of wall to prevent scouring and also to construct weir and channel in river to divert fast flows away from the wall.

The site was left secure and ready for repairs to the water main and service ducts to be carried out this week. Investigations show that a substantial part of the river wall has been undermined and further works will be required.

The Town Clerk wishes to commend Liam Bourke, Senior Executive Engineer and Dominic Gillan, Senior Executive Technician Roads and all staff involved for their prompt and efficient response.

#### Christmas Parking

The Town Clerk informed the members that John Nolan, President of Bray and District Chamber of Commerce wrote to the Council on 8<sup>th</sup> September with regard to provision of free parking for shoppers on Saturdays during the run up to Christmas.

Having considered the loss of income from parking which could amount to €12,500 (depending on whether the scheme runs for three or four Saturdays), the following is proposed.

That retailers who wish to participate in the scheme, reimburse shoppers who spend more than €10 and who submit a valid parking stub to the retailer. Bray Town Council will at its absolute discretion reimburse the retailers in respect of all valid claims submitted.

All claims for reimbursement must be accompanied by a summary sheet, a valid ticket stub and proof of purchase where possible.

Claims to be submitted in one batch by 10<sup>th</sup> January.

Reimbursements will be issued by the end of the month.

To further assist in the promotion of business in the town, Bray Town Council is in the process of arranging pedestrian access to the Main Street from the Florentine car-park, the overflow car-park will be open from mid-November.

Retailers to co-operate with Bray Town Council in promoting the scheme by displaying posters.

Retailers and their staff are asked to co-operate with parking provisions generally by ensuring that parking nearest the retail area is reserved for paying customers, by ensuring that if parking in a paid parking area a valid ticket is displayed at all times, by co-operating with Bray Town Council Traffic Wardens, by refraining from parking in loading bays, and by ensuring that deliveries to businesses observe the parking regulations, and the normal courtesies to road users by loading and unloading in a safe and sensible manner.

The members raised the following points:

- This is too complicated a simpler system is needed.
- This could lead to the trader taking up the parking spaces on the road, tying up small traders.
- People will park all day in the town going to Dublin Shopping.
- It is traditional to give free parking at Christmas time on one or two Saturdays.
- It is a lot of extra work on Council staff and also a loss of revenue.
- We should revert to one or two Saturdays, if its not broken why fix it?
- Would this give us a profile of what is spent and where?
- We already have the cheapest parking on the East Coast.
- It is always available don't clog it up.
- The Florence Road car park would be full before 8.30am.
- This is a marketing tool, I am not convinced it would be of benefit to the traders.
- Key people will pay for parking on the road if it is available.
- What are needed in the town are good quality shops.

This item is to be placed on the Agenda of the next meeting dated 9<sup>th</sup> November 2010.

#### **10. Any Other Business.**

The Town Clerk informed the members of the following.

##### **Civic Honours**

Bray Town Council has been asked to consider conferring the Freedom of Bray on Katie Taylor, three times World Boxing Champion, in a joint ceremony with Wicklow County

Council. Wicklow County Council has bestowed this honour on Actor and local resident Daniel Day Lewis.

The members commented as follows.

Katie Taylor has brought great honour to the town.

It is only right that we recognise her achievements.

We need to agree criteria for such Civic Awards.

The Town Clerk could research this.

\* \* \* \*

This concluded the meeting.

**Signed:**

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**CATHAOIRLEACH**

**Signed:**

\_\_\_\_\_  
**TOWN CLERK**

**Dated:**

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