

# MEETING of the COUNCIL of the Parish of Horton

## Tuesday 16<sup>th</sup> April 2019

### Minutes

<b>#01</b>	<b>Present, and apologies and declaration of interest</b>	
	<b>Present:</b> Cllrs Cole, Patel, Bovingdon, Crame and Coogan <b>Apologies:</b> Cllr McAuley	
	(and questions from the public if appropriate): none	
<b>#02</b>	<b>Statutory items:</b>	
	A	<b>Recording Requests received:</b> none so recording was not permitted
	B	<b>Minutes of previous meeting for approval:</b> Cllr Cole had a different recollection of the question from the public but agreed the minutes regarding this could stand. However he pointed out the clerk had made an error in referring to Scotland's flag being flown for St David's day. Clerk to correct. The remainder of the minutes were approved (Cllrs Patel and Crame) and signed by Cllr Bovingdon. <span style="float: right;">BH</span>
<b>#03</b>	<b>Matters arising from previous meetings of the Parish Council (unless due to be covered later):</b>	
	A	<b>Defibrillator:</b> (see #06 below)
	B	<b>Parking outside St Michael's church:</b> The church PCC has not met since this message was forwarded
	C	<b>Cappagh / mud and stones on the road:</b> Clerk to ask Cappagh to sweep as far as the memorial green at least once a day <span style="float: right;">BH</span>
	D	<b>Jayflex:</b> No update received from Susan Sharman at RBWM
	E	<b>Flagpole &amp; Flags:</b> Cllr Cole advised that the flagstaff was purchased by monies from HPC and three village individuals (NC, DD and DB) and is on Parish Council land. Cllr Crame said that it was very kind of Cllr Cole to take on the responsibility of raising and lowering flags, but this should be approved by the PC. This would mean that any complaints come to the PC not to him as an individual. It was agreed flags would be flown for St David's day (1 <sup>st</sup> March), St Patrick's Day* (17 <sup>th</sup> March) (*the flag for Northern Ireland rather than the tricolour), St George's Day (23 <sup>rd</sup> April) and St Andrew's Day (30 <sup>th</sup> November) each year. Additionally the Help for Heroes flag could be flown between Remembrance Sunday and 11 <sup>th</sup> November, and the Romany flag flown if there is a Travelling Home service in the village. Other than Help For Heroes, the flags are to be flown for 24 hours (or as close as is reasonably practicable). Any variation to be agreed by PCC. Proposed and seconded Cllrs Patel and Crame
	E	<b>Any other matters arising from the previous minutes :</b> none
<b>#04</b>	<b>Planning applications and Highways:</b>	
	A	<b>Planning Applications received:</b> see appendix
	i	<b>19/00862 Garages at 1 to 12 Milton Close:</b> demolition of garages, construction of 2 houses. This application is submitted for the housing association. The garages have been left to decay so the proposals could be seen to improve the area. However the plans indicate that the houses will be sold on the open market rather than become part of the social housing stock or sold as affordable housing. The Cllrs agreed that this was inappropriate use of the land and if the building works are permitted the dwellings should be social /affordable housing. They are concerned that they will be sold to private landlords and rented out with high rents being charged. The area already suffers from lack of parking

		(residents' parking blocking the path to pedestrians).	BH
B	<b>Planning Enforcement Complaints:</b>		
	i	<b>22 Milton Close: fencing.</b> Still no update. To be removed from agenda (Proposed and seconded Cllrs Crame and Cole)	BH
	ii	<b>Brookfield:</b> Mr and Mrs Rockett have written to Cllr Crame and have contacted RBWM. RBWM state that it is not outside the planning rules as it is still a domestic dwelling. They have agreed to look into the issues of the hard standing and the CCTV.	
C	<b>Other planning issues, decisions and appeals:</b>		
	i	<b>5 Bells / Horton Arms:</b> Works are being carried out inside the property without the benefit of planning consent. This is a grade 2 listed building (1117645 22/4/1984) and works can only be carried out with the appropriate consents. Additionally there is concern over the waste in the carpark. It is not known whether this is due to renovation work or fly tipping but the fear is that it will become a fly tipping site.	JC
	ii	<b>19/01034. Horton Garage Datchet Road Horton Slough SL3 9PS. Certificate of lawfulness to determine whether the existing use of the site for car and vehicle repairs (B2), including the use of the site for MOT testing is lawful:</b> Cllrs stated that to their combined certain knowledge the site had been used for car and vehicle repairs for the last 50 years and had been an MOT testing station between the 1970s and the 2000s. They had no complaints about the garage being used for such, and quoted the NP/BUSEC2 ( <i>Proposals for the redevelopment of existing employment and commercial premises, or their extension or alteration for continued employment generating uses will be generally approved subject to the proposals also complying with other relevant policies in the Development Plan.</i> )	BH
<b>#05</b>	<b>Chairman's Communications / RBWM Communications:</b>		
	A	<b>RBWM and cheques:</b> RBWM will no longer accept cheques for payment for Council tax and other services. They will be writing to people who usually pay by cheque.	
	B	<b>Any communications received after the agenda has been published:</b> none	
<b>#06</b>	<b>To receive reports from Borough Councillors, Parish Councillors or Clerk:</b>		
	A	<b>Dog mess poster competition:</b> HPC has been thanked for its donation of £100 towards prize monies. The Horton money will be used as prize money for the under 4s section	
	B	<b>Neighbourhood Plan and Borough Plan:</b> Horton and Wraysbury NP has reached examination status and work should start on 29 <sup>th</sup> April. RBWM BP is not being acted on until after 2 <sup>nd</sup> May elections	
	C	<b>Assets of Community Value:</b> The clerk's proposed nomination was approved and Cllrs agreed that info about the shop being centre of village communication should be added.	BH
	D	<b>Pickins Piece:</b> Cllr Crame advised that she has discussed the lack of action with the new MD, Duncan Sharkey. It has been added to the proposed housing sites in the village as it is only being used for dumping rubbish.	
	E	<b>NAG Report:</b> No meeting recently.	
	F	<b>Defibrillator:</b> update from clerk. We have received £1000 from Jayflex and the offer of £2000 from Cappagh. The Cappagh surplus can be used for benches in the village. Cllr Patel advised that Jayflex had been happy to fund the full cost of the defibrillator - clerk to contact them to explain that Cllrs had reconsidered the position and would happily accept any donations and all donations would be spent to the benefit of the village. Proposed and seconded Cllrs Patel and Crame	BH
	G	<b>Victorian Style Lights (Village green) update:</b> The borough have been asked to place the order	

H	<b>Ward Councillors' report:</b> No ward Cllr present																															
I	<b>BALC / HALC / NALC updates:</b> Available from <a href="https://tinyurl.com/HPCCLrsDrive">https://tinyurl.com/HPCCLrsDrive</a>																															
J	<b>Flood Warden's report / River Thames Scheme report:</b> Nothing to report																															
K	<b>Municipal (additional) Grave Yard update:</b> Cllr Crame has discussed this matter with the new RBWM MD, Duncan Sharkey, and he advises that RBWM will not object to this proposal, but are unable to contribute funding. It may be that the church can fund this on the understanding that someone independent will have to be appointed to administer it	BH																														
L	<b>Traveller Local Plan &amp; Parish Community working group:</b> Nothing to report																															
M	<b>European Parliamentary Elections:</b> Timetable and information. The election is confirmed for Thursday 23 <sup>rd</sup> May. Clerk to advise Hall caretaker and pre-school	BH																														
N	<b>Parish Council Reps:</b> To be appointed at next meeting																															
O	<b>Play equipment report:</b> Cllr McAuley was absent from the meeting. Clerk and RFO met the Zurich appointed inspector for the annual inspection. There is some minor damage to the wooden equipment (one horizontal rope and one horizontal wooden bar), to the metal equipment (one twirly base) and one toddler swing is showing signs of perishing. To be actioned once report received.																															
P	<b>CCTV:</b> <b>RBWM System:</b> Clerk to ask RBWM to confirm how much they would fund <b>Portable equipment:</b> Clerk to chase RBWM to see when this will be installed in Park Lane. Councillors also raise the issue of fly tipping outside the entrance to Queen Mother Reservoir: Clerk to ask Thames Water if they deal with problems or should it be referred to RBWM	BH BH BH																														
Q	<b>Any communications received after the agenda has been published:</b> The clerk will inform the Councillors but no discussion or vote will take place until the next meeting.  Councillors reported that the railings along Horton Road towards Colnbrook have been damaged. Clerk to report the damage to RBWM	BH																														
<b>#07</b>	<b>Other Communications or Consultations:</b>																															
A	<b>Waste bins on Coppermill Road:</b> Clerk has emailed RBWM to request these. Cllrs approved purchase of dog waste bags dispenser if bins are approved	BH																														
B	<b>Design a Poster Competition:</b> See #06A																															
C	<b>Insurance renewal:</b> this is year 3 of a three year agreement																															
D	<b>Affinity water consultation:</b> Clerk gave Cllrs info. <a href="https://stakeholder.affinitywater.co.uk/have-your-say.aspx">https://stakeholder.affinitywater.co.uk/have-your-say.aspx</a>																															
E	<b>Summer hanging baskets:</b> Quote £574.00 nett for 7 hanging baskets. Proposed and seconded Cllrs Bovingdon and Coogan	BH																														
F	<b>Any communications received after the agenda has been published:</b> none																															
<b>#08</b>	<b>Financial</b>																															
A	<b>Payment of invoices:</b> to receive for approval a list of invoices received. Proposed and seconded Cllrs Crame and Patel. Cllr Bovingdon signed the list, Cllrs Bovingdon and Patel signed the cheques																															
	<table border="1"> <thead> <tr> <th>DATE</th> <th>PAYEE</th> <th>INVOICE</th> <th>CHEQUE NO.</th> <th>VALUE</th> </tr> </thead> <tbody> <tr> <td>16-Apr</td> <td>Garden Designs</td> <td>2932</td> <td>300501</td> <td>£501.00</td> </tr> <tr> <td>16-Apr</td> <td>Garden Designs</td> <td>2844</td> <td>300502</td> <td>£441.00</td> </tr> <tr> <td>16-Apr</td> <td>Michael Williams (poster prizes)</td> <td>Email 0104</td> <td>300503</td> <td>£100.00</td> </tr> <tr> <td>16-Apr</td> <td>B &amp; B Hickley</td> <td>Mth1</td> <td>300504</td> <td>£753.18</td> </tr> <tr> <td>16-Apr</td> <td>HMRC</td> <td>Mth1</td> <td>300505</td> <td>£83.60</td> </tr> </tbody> </table>	DATE	PAYEE	INVOICE	CHEQUE NO.	VALUE	16-Apr	Garden Designs	2932	300501	£501.00	16-Apr	Garden Designs	2844	300502	£441.00	16-Apr	Michael Williams (poster prizes)	Email 0104	300503	£100.00	16-Apr	B & B Hickley	Mth1	300504	£753.18	16-Apr	HMRC	Mth1	300505	£83.60	
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	16-Apr	B & B Hickley	Expenses	300506	£762.07	
B	<b>Any receipts:</b> to advise the Councillors of any receipts over and above the precept and the compensating grant: <ul style="list-style-type: none"> <li>£1000 received from Jayflex towards the defibrillator</li> <li>£1894.78 for the support grant (aka equalising grant) that was paid early due to an RBWM administrative error</li> </ul>					
C	<b>VAT report:</b> Ask clerk for a full copy of RFO's report but in summary: April 2018 RFO applied for a VAT refund of £2494.49. The UB number did not work, and we were advised to complete a VAT126 and send by post. A partial payment of £343.24 was received in August 2018 with the reference HMRC VTR. We tried to access the on line system and eventually accessed it, but could not process the rest of the VAT claim. HMRC have one member of staff who can assist - and his automatic reply advises he hopes to answer within 15 days. At present we do not know what the £343.24 credit represents, and have not started to claim 2018/19 VAT until 2017/18 is sorted.					RFO
D	<b>To adopt Standing Orders:</b> Proposed and seconded Cllrs Crame and Coogan					
E	<b>Any other Finance items received after the agenda has been published:</b> none					
#09	<b>Questions from the public:</b> (If appropriate)					
#10	Dates of future meetings: 2018 & 2019, Third Tuesday of each month <i>(other than * as agreed 20/11/18 Item #06 A.. **The APM has been combined with the AMPC on 14<sup>th</sup> May, see minutes 2019/03/19#10</i>					
	<del>Tuesday 30<sup>th</sup> April 2019: Annual Parish Meeting*</del>					
	<b>Tuesday 14<sup>th</sup> May 2019 Annual Meeting of Parish Council and Annual Parish Meeting**</b>					
	<del>Tuesday 21<sup>st</sup> May 2019</del> This meeting cancelled and replaced by 14th May due to election rules					
	Tuesday 18 <sup>th</sup> June 2019					
	Tuesday 16 <sup>th</sup> July 2019					
	Tuesday 20 <sup>th</sup> August 2019 (only if required for planning purposes)					
	Tuesday 17 <sup>th</sup> September 2019					
	Tuesday 15 <sup>th</sup> October 2019					
	Tuesday 19 <sup>th</sup> November 2019					
	Tuesday 17 <sup>th</sup> December 2019 (only if required for planning purposes)					

## END OF MINUTES

The meeting finished at 8:38pm

All votes were unanimous unless specified.

\*\* Draft Minutes – not for distribution outside Horton Parish Council until signed by the Chair \*\*

Minutes prepared by Clerk to the Council.

Mrs Benta Hickley, 4B Bells Lane, Horton, SL3 9PW

Note: Personal callers by appointment only.

Email [Clerk@HortonParishCouncil.Gov.uk](mailto:Clerk@HortonParishCouncil.Gov.uk).

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