

Horton Parish Council meeting

Tuesday 15th October 2019

MINUTES

#01	Councillors		
	A	Present: Cllrs Coogan, Crame and the Chair Cllr Bovingdon and the clerk. Also Ward Cllrs Cannon and Larcombe and 4 members of the public	
		Apologies: Cllrs Patel, Gibbons and Sinclair Hill	
		Declaration of interest: None	
	B	(and questions from the public if appropriate): None	
	C	Cllr Gibbons to sign DPI and C of C forms: Did not attend	
#02	Statutory items:		
	A	Recording Requests received: none so recording was not permitted	
	B	Minutes of previous meetings (1st September) for approval: Proposed Cllr Crame, seconded Cllr Bovingdon, signed by the Chair	
	C	Minutes of previous meetings (17th September) for approval: Proposed Cllr Crame, seconded Cllr Coogan, signed by the Chair	
#03	Matters arising from previous meetings of the Parish Council (unless due to be covered later):		
	A	Assets of Community Value: No apparent action on CRTB for Convenience Store, and CRTB for The Crown has been submitted but not yet acknowledged. Cllr Crame asked if the owners were aware of the action being taken. Clerk advised both premises had been written to and the scheme explained: The Convenience Store responded with answers to questions raised but the Crown did not.	
	B	Parish CCTV: Two cameras have been installed and commissioned: they point in both directions along Stanwell Road. They have reasonable clarity but are not planned to be instead of RBWM CCTV	
	C	Victorian Style Lights (Village green) update: The lanterns should be delivered to the contractors mid-November and should be installed within 3 working days.	
	D	Pavement Parking: Ward Cllr Cannon asked the clerk to forward details of the three problem areas. He advised a combined solution would be better than tackling one problem at a time. He advised that RBWM has to enforce yellow line issues, but the police enforce obstruction of the highway. Enforced parking bays need time limited: ie limited waiting. Any reporting of parking issues can be done on the RBWM reporting site (scroll down to Parking and Transport where there are options to report abandoned vehicle or to request a parking enforcement)	BH
	E	Any other matters arising from the previous minutes : None	
#04	Planning applications and Highways:		
	A	Planning Applications received: None	
	B	Planning Enforcement Complaints:	
	i	18/50162/ENF: Tudor Cottage (between Stone Frigate & Chesils): Clerk to chase Enforcement and to CC Cllr Cannon	BH
	ii	154 Coppermill Road: A resident has expressed concern that there are unauthorised cabins in the garden. Enforcement and to CC Cllr Cannon	BH
	iii	Any other enforcement issues received in time to be discussed at the meeting: none	
	C	Other planning issues, decisions and appeals:	
	i	19/01945 Brookfield House: Listed building and forms completed indicating this. The Parish Council had previously commented that the paperwork claimed the property was not listed; the owner has raised this as a query. The Parish council has apologised for this (to the owner, CC to the Planning dept) as it appears to be an error, and does not believe the error will be detrimental to the application.	

	ii	Horton Municipal Graveyard: No update – We have been unable to contact anyone at Cemex who can assist. Clerk to chase	PH	
	iii	Gravel Extraction Ham Island: This is no longer proceeding		
	iv	CIL payments: (report must go on website): No update		
	v	Any other issues, decisions or appeals received in time to be discussed at the meeting: 19/02180/FULL Cllr Cannon advised that the retrospective application from Mitchell & Son (to create 9 new parking spaces) has been refused. Cllrs asked that (mature) trees be reinstated. Clerk to write to RBWM CC Cllr Cannon	PH	
	D	Highway Issues (as raised with Cllr Cannon) : None		
	E	Any other planning items received after agenda is published and before the meeting: None		
#05	Chairman's Communications / RBWM Communications:			
	A	Village Christmas Tree & Carol event –Thursday 5 th December proposed. Clerk to check with Vicar Colin. Clerk to ask Mayor's secretary if the Deputy Mayor will be available Christmas tree: Clerk to get a quote from Window Flowers, and to check who Datchet and Wraysbury use for their tree supply and erection. Christmas tree lights: Clerk advised these lights cost £279 two years ago, and we have now paid £180 for PAT testing. Will use the lights this Christmas and next but will be proposing solar power lights for 2021 as these are more economical, more eco-friendly and do not need testing.	PH PH	
	B	Mayor's Charity Christmas Wreath making workshop: Information available from the clerk		
	C	Mayor's Charity Christmas event (Traditional Christmas dinner): Information available from the clerk		
	D	Remembrance Service: Wreath: Representative from the church suggested Mr Galbraith (son of Mrs Violet Galbraith) to lay the village wreath. No other suggestion was made so Clerk to get contact details for him Refreshments: Cllr Crame is not available this year so Cllr Bovingdon will be doing them alone. If anyone is not planning to attend the church service at 10:30 could they please assist? Flags: As per previous discussions about flags (2019/04/16/#03/E) the Help for Heroes flag could be flown between Remembrance Sunday and 11th November. Cllr Cannon asked that this (or a British Legion Poppy flag) be in addition to (and flown below) the Union Flag. All in favour The Last Post: for the last few years this has been played by Nicky Bouch, she is unable to play this year but has found a scout who is happy to play and whose trumpet player says is good enough. However he is used to playing with other – can we provide music? Clerk to ask Cllr Cole	PH All NC PH NC	
	E	Any communications received after the agenda has been published: There are reports of many dead rabbits in AJNR. Unsure whether this is due to myxomatosis or hunting. Clerk has advised Groundwork Trust and RBWM Parks manager		
#06	To receive reports from Borough Councillors, Parish Councillors or Clerk:			
	A	Clerk's report:		
		Fit For Life free taster session	Unfortunately none in this area. RBWM sports development manager advises that if we feel there are gaps in sports and physical activity opportunities they will come and meet to see if we can be supported. Please contact clerk with suggestions	All
		Fly tipping Horton Road	Thames Water are removing the waste and plan to reinstate the fence	
		Fly tipping Welley Road	Cemex are looking into who is responsible for clean-up and re-securing of the fence.	
		Headed Paper	Proposal to use image of memorial stone as logo: Proposed (Cllr Bovingdon) and seconded (Cllr Coogan)	PH
		Mobile Library	Mobile Library has now returned to the village and will be outside Champney Hall every three weeks (27th October, 19th November and 10th December) from 1:10pm to 1:40pm	
		Rubbish – new contractors	New contractors started end of September. Small electrical items and batteries will be included, and the crew will be reporting blocked gullies, fly tipping, potholes and broken street lights etc.	
		Street Lighting (Wraysbury)	Installation will hopefully be completed by end of this month	

		Station bridge)		
		Thames Water	TW have cut back the trees and shrubs that they are responsible for along Horton Gardens. Clerk to write to neighbouring residents to ask if the next stretch can also be cut back	BH
		Website	Statistics show that there is very little traffic to the website. Clerk has removed her request for rep	
	B	<p>Ward Councillors' report:</p> <p>Cllr Cannon reported: Parking is being looked in (see #03D). Borough Local Plan: Some sites had been identified for removal, but no news could be shared until the information was on the borough website. Also EA flooding date has resulted in some additional potential sites being removed. There would be a full borough meeting on 23rd October and more information would then be available. Horton village is a rural parish but our Ward Cllrs are ensuring we are not ignored. He asked that people be reminded that problems should be reported via the RBWM reporting pages, not Facebook, and if there is no reply for him to be copied.</p> <p>Cllr Larcombe reported that The Land Enclosures Act (1799) put some waterways under the responsibility of the Lord of the Manor, but this now meant the local authority. However if they had been moved or had their course altered the responsibility now fell to the person or corporation responsible for the changes. This affects the Horton Drain (and the Wraysbury Drain) which have been moved due to reservoir constructions, gravel pit extraction, the construction of the Dive Centre, the repairs to Wraysbury station when one was encased in concrete (after the 1988 flood) etc. Lawyers have been instructed to sort out the confusion. In some cases the water course has been intentionally blocked and action will be taken against these owners. It does not appear that HPC will have any responsibility, but owners of industrial units in the village may have. The responsibility will be established, the courses will be inspected and action will be taken.</p>		
	C	<p>Heathrow Expansion update: Cllr Crame is coordinating a group representing Datchet, Horton, Old Windsor and Wraysbury (and possibly Bray) to ensure a coordinated response is delivered to the airport. These are the parishes which will be directly impacted by the proposed works</p>		
	D	<p>Traveller Local Plan & Parish Community working group</p> <p>RBWM (David Coppinger and Jenifer Jackson) held a meeting with Cllr Cannon and Cllr Crame. No real progress but the Borough agreed that Workgroup is a positive step and have agreed not to proceed on the Traveller Plan without further discussions with the group</p> <p>Neighbourhood Plan</p> <p>The inspector's amendments have been approved by Wraysbury and Horton Parish Councils and now forwarded to the Borough. If approved the next step will be the referendum. All Cllrs to please help get a good turnout for this.</p> <p>Borough Plan:</p> <p>The inspector's letter has been received by RBWM but at the time of the meeting was not available for inspection. Jenifer Jackson has arranged two meetings to advise (a) Stakeholders and (b) Action Group members as to its contents.</p>		
	E	<p>NAG Report: no meeting since last PC meeting</p>		
	F	<p>BALC / HALC / NALC updates: Available from https://tinyurl.com/HPCCLrsDrive</p> <p>DALC Parish Conference – 14th November. Please advise Clerk if you would like to attend</p> <p>BALC AGM – 13th November (Woodley). Please advise Clerk if you would like to attend</p>		
	G	<p>Flood Warden's report</p> <p>No update received form Flood Warden</p> <p>River Thames Scheme report:</p> <p>Cllr Larcombe advised that a budget of £1.1billion for the next 6 year' flood prevention works was close to being agreed – the works should protect thousands of home (including Datchet and Wraysbury, not many are at risk in Horton) but the works cannot start until partnership funding has been ring-fenced and this is currently short</p>		
	H	<p>Parish Council Reps: Updates if applicable</p>		
		i	<p>Play equipment Rep: Cllr Gibbons reports all is well but she has chased the borough for a replacement bin liner. The professional quote came in at £100 for an annual</p>	

		inspection. The Zurich policy also includes an annual inspection, and should cover Cllrs in the event that someone is injured due to defective equipment. Clerk to check this	BH																																								
	ii	Proof reading policies Rep: to be deferred																																									
	iii	Defibrillator Guardians: Cllrs Gibbons and Coogan and Clerk to report																																									
		<i>Weekly: Check the defibrillator is inside the cabinet.</i>	Checked																																								
		<i>Weekly: Check the "green" ready light is on.</i>	Checked																																								
		<i>Monthly: Check pad expiry. (If less than one month order new pads via the defib supplier).</i>	09/2021																																								
		<i>Monthly: The keypad lock may need spraying with WD40 or similar.</i>	Checked																																								
		<i>Monthly: Check the battery is okay.</i>	checked																																								
		<i>Weekly: Check the defibrillator is inside the cabinet.</i>	Checked																																								
	I	Council training: Clerk at Datchet PC is arranging for training to me held at Datchet Parish Offices																																									
	J	RBWM Bio Diversity: See Appendix A for Clerk's meeting notes. Cllr Crame asked that Pickin's Piece be registered as a neglected site. Seconded Cllr Bovingdon. Clerk to action	BH																																								
	K	Tree Survey: Clerk reported that only ownership of a few village trees had been identified (see appendix B for map): RBWM – no reply Jayflex (red) – no reply Thames Water (bright blue) – confirmed they own trees shown. They are inspected annually and recommendations are actioned (33421332) RK Leisure (lilac) – “None of the trees on your map are the responsibility nor are they on RK Leisure land” DRWMC (purple) – owned by DRCMC and “... I look at the trees occasionally...I don't get reports. ... we manage them as we see fit. None of the trees in our area have a TPO on them.” Groundwork Trust (or RBWM?) (navy) – awaiting reply																																									
	L	Any communications received after the agenda has been published: Quote from Window Flowers for winter hanging baskets £ 574.00 nett. Proposed (Cllr Bovingdon) and seconded (Cllr Coogan). Clerk to order	BH																																								
#07		Other Communications or Consultations:																																									
	A	Remembrance Service: Duplicated – see #05/D																																									
	B	Colne Valley Community Interest Company: They have advised that Parish Council usually pay between £1000 and £2500 but given the size of our parish they would suggest between £400 and £600. Cllr Crame proposed £500, seconded by Cllr Coogan																																									
	C	Annual review of Clerk's wages & pension: Clerk to establish position regarding work place pension and cost of living index for last 12 months.	BH																																								
	D	Dates to be set for 2020 – deferred to next meeting																																									
	E	Any communications received after the agenda has been published:																																									
	i	There has been a very positive Facebook response to the new dog waste bag dispenser on Coppermill Road. Dog walkers have asked if one could also be provided at AJNR: a volunteer is available to keep it stocked up. Proposed Cllr Crame, all in favour. Clerk to order	BH																																								
#08		Financial																																									
	A	Any receipts: to advise the Councillors of any receipts over and above the precept and the compensating grant. VAT £2494.49 received 17 th September																																									
	B	VAT Update: see #08/A																																									
	C	Payment of invoices: to receive for approval a list of invoices received																																									
		<table border="1"> <thead> <tr> <th>DATE</th> <th>PAYEE</th> <th>INVOICE / REF</th> <th>CHEQUE N^o 300</th> <th>Value £</th> </tr> </thead> <tbody> <tr> <td>15-Oct</td> <td>Inside Out Secure</td> <td>IOS240919</td> <td>545</td> <td>3495.00</td> </tr> <tr> <td>15-Oct</td> <td>B. Hickley</td> <td>15 Oct</td> <td>546</td> <td>529.78</td> </tr> <tr> <td>15-Oct</td> <td>B. Hickley</td> <td>Month 7</td> <td>547</td> <td>83.60</td> </tr> <tr> <td>15-Oct</td> <td>B. Hickley</td> <td>Month 7</td> <td>548</td> <td>753.18</td> </tr> <tr> <td>15-Oct</td> <td>Garden Designs</td> <td>3114</td> <td>549</td> <td>1411.00</td> </tr> <tr> <td>15-Oct</td> <td>Garden Designs</td> <td>3104</td> <td>550</td> <td>255.00</td> </tr> <tr> <td>15-Oct</td> <td>Garden Designs</td> <td>3195</td> <td>551</td> <td>525.00</td> </tr> </tbody> </table>	DATE	PAYEE	INVOICE / REF	CHEQUE N ^o 300	Value £	15-Oct	Inside Out Secure	IOS240919	545	3495.00	15-Oct	B. Hickley	15 Oct	546	529.78	15-Oct	B. Hickley	Month 7	547	83.60	15-Oct	B. Hickley	Month 7	548	753.18	15-Oct	Garden Designs	3114	549	1411.00	15-Oct	Garden Designs	3104	550	255.00	15-Oct	Garden Designs	3195	551	525.00	
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	15-Oct	Logic Electrical	20105	552	180.00
	15-Oct	Colne Valley Community Int	Receipt issued	553	500.00
	D	Any other Finance items received after the agenda has been published: The clerk will inform the Councillors but no discussion or vote will take place until the next meeting			
#09	Questions from the public: (If appropriate)				
	Mr Shiva Dunga asked to become a Parish Councillor. He told the Cllrs that he has lived in Coppermill Road for 6 years and works in Hospitality Management. He has a keen interest in the community especially the issues of speeding and littering. He was proposed (Cllr Crame) and seconded (Cllrs Bovingdon and Coogan)				
#10	Dates of future meetings: 2018 & 2019, Third Tuesday of each month				
	Tuesday 19 th November 2019				
	Tuesday 17 th December 2019 (only if required for planning purposes)				
	Proposed dates for 2020: to be confirm at next PC meeting				
	Tuesday 21 January 2020				
	Tuesday 18 th February 2020				
	Tuesday 17 th March 2020				

END OF MINUTES

The meeting finished at 8:52pm

All votes were unanimous unless specified.

** Un-adopted Minutes – these are not deemed to be a record of the meeting 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. Parish Phone 07957 588 277

Agendas and previous minutes are available from the Parish Council Website: www.hortonparishcouncil.gov.uk

Appendix A - Bio Diversity in RBWM

- This project covers verges, open spaces and neglected sites. Appropriate planting protects from pollution, flooding and climate change
- Borough Plan has been paused: added advantage is that bio-diversity can now be added
- Verges allow wildlife to travel from one area to the next
- UK has lost 97% of biodiversity since WW1
- Cuttings should be removed as leaving them results in richer soil but wild flowers need poorer soil.
- Biodiversity cycle: grow / flower / deed / mow
- Communication is a major requirement – Donna suggests a website that all PC websites link to.
- White Waltham has a bio-diversity farm funded by philanthropist – should donna or parishes approach corporates for funding / find philanthropists / use PC money / reply on volunteers (Datchet Wild doing great things, and one parish targeted themselves to plant 100 trees and people have volunteered to be ‘tree huggers’ – adopting a tree and making sure it gets three buckets of water three times a week. Should tree planting be exempt from needing a licence, or at least exempt from £60 licence fee? Can a target of one tree per so many residents be included in the parish charter?)
- Road to Maidenhead has 50 or so plastic planters planted with pretty but no bio diverse plants. Could every other one be replaced with natural planting?
- Hanging baskets should have hairy plants (to catch pollution) and other planting attracting invertebrate

- Govt Environmental bill (2020) will make any new build show a biodiversity net gain. This doesn't have to be on the building site: builders can still concrete over the whole site if they spend money on planting elsewhere.
- Concerns that natural planting will look like the verges etc haven't been cut. Should signs be put up telling people that this is a bio-diverse area? (Could maybe be funded from section 106 public arts monies?) Maybe start with one rural and one urban parish and learn from these before rolling out to all.
- RBWM can't spend CIL money on this, but parishes can
- Donna and Anthony Hurst (?) will visit all parishes. Donna has a list of all areas tended by the borough: parishes can help decide which ones should be maintained

Appendix B – tree owners in Horton

