

Horton Parish Council

To: Every Member of the Council for the Parish of Horton,

YOU ARE HEREBY SUMMONED TO ATTEND THE ANNUAL MEETING of the PARISH COUNCIL of Horton
at 7.30pm on Tuesday 20th May 2025 to transact the business specified in the agenda set out hereunder

Dated this the 13th day of May 2025, Jayne Kennedy, Clerk to the Council.

Summoned Councillors: Cllr Bovingdon, Cllr Buckley, Cllr Cole, Cllr Coogan, Cllr Hickley, Cllr Larcombe, Cllr Patel

1	The election of the Chair of the Parish Council Chair to sign the Acceptance of Office form
2.	The election of the Vice Chair of the Parish Council Vice Chair to sign the Acceptance of Office form
3.	Apologies
4.	To consider Co-options to fill vacant seats – Current Vacancies 2
5.	Councillors' Declarations of Pecuniary Interest: Cllrs with changes to their interests to re-sign.
6.	Declarations of Interest for this Agenda
7.	Open session for members of the public
8.	Committees and responsibilities: <ul style="list-style-type: none">To consider whether any committees are appropriate for the forthcoming year – Currently there is a working party for Pickens Piece and a Staffing Committee.Terms of Reference for Committees and Working Parties
9.	To Appoint Lead Councillors <ul style="list-style-type: none">9.1 Planning – Currently Cllr Cole, Cllr Hickley9.2 Finance – Currently Cllr Cole9.3 flags – Currently Cllr Cole9.4 policies – Currently Cllr Cole9.5 fly tipping – Currently Cllr Hickley9.6 parking issues – Currently Cllr Patel9.7 play equipment – Currently delegated to the Clerk9.8 Greens – Currently delegated to the Clerk9.9 water course and flooding – Currently Cllr Larcombe9.10 staffing and training – Currently Cllr Cole9.11 Defibrillator Guardian – Currently Cllr Coogan, Cllr Cole
10.	To appoint representatives to other parish bodies: <ul style="list-style-type: none">Champney Hall Management Committee – Currently Cllr Bovingdon, Cllr Hickley and the Clerk
11.	To appoint representatives to appropriate bodies and / or to agree to subscribe where applicable: <ul style="list-style-type: none">11.1 DALC – Currently Cllr Cole11.2 BALC – Currently Cllr Cole

	<ul style="list-style-type: none"> • 11.3 NALC – Currently Cllr Cole • 11.4 Neighbourhood Action Group – Currently Cllr Hickley • 11.5 RBWM Flood Forum – Currently Cllr Larcombe • 11.6 Jayflex Community Liaison Meetings – Currently Cllr Buckley • 11.7 Summerleaze Liaison Meetings Poyle Quarry – Currently Cllr Larcombe • Local Access Forum – Currently Cllr Hickley
12.	<p>To note the following annual or long-term contracts have been awarded:</p> <ul style="list-style-type: none"> • 12.1 Greens maintenance – Garden Designs • 12.2 Internal Auditor for 2025-2026 • 12.3 Payroll Services – My Controller • 12.4 Web hosting – Vision ICT • 12.5 Insurance – Zurich Insurance
13.	Approval of Minutes of the April meeting on 8th April 2025
14.	<p>Planning Applications:</p> <p>25/01024/FULL - 136 Coppermill Road Wraysbury Staines TW19 5NR Part change of use of the existing car park to mixed use to park minibuses overnight for business use (part retrospective)</p> <p>25/01111/FULL - 1 Ashgood Cottages Foundry Lane Horton Slough SL3 9PB Part single part two storey side extension</p> <p>25/01094/FULL - 24 Coppermill Road Wraysbury Staines TW19 5NT New front porch.</p> <p>25/00915/FULL - 90 Coppermill Road Wraysbury Staines TW19 5NS Single storey front extension, single storey side/rear extension and alterations to existing rear steps.</p> <p>25/00884/FULL - Purbeck Bells Lane Horton Slough SL3 9PW Single storey front extension, 3no. front dormers, 3no. rear dormers and 1no. rear dormer with enclosed balcony, single storey rear extension, alterations to fenestration and enlargement of the existing raised terrace following the demolition of the existing elements.</p>
15.	<p>To receive reports from:</p> <ul style="list-style-type: none"> • 17.1 The Clerk • 17.2 The Chairman • 17.3 RBWM Ward Councillors • 17.4 Pickens Piece Working Party • 17.5 Staffing Report from Cllr Hickley • 17.6 Feedback received on the new Bus Service 10/10A
16.	<p>Meeting schedule for 2025-2026</p> <ul style="list-style-type: none"> • Tuesday 17th June 2025 • Tuesday 15th July 2025 • Tuesday 19th August 2025 • Tuesday 16th September 2025 • Tuesday 21st October 2025 • Tuesday 18th November 2025 • Tuesday 16th December 2025 • Tuesday 20th January 2026 • Tuesday 17th February 2026

	<ul style="list-style-type: none">Tuesday 17th March 2026																																													
17.	<p>Finance</p> <ul style="list-style-type: none">19.1 Receipts – SLA payment from RBWM, VAT refund from HMRC19.2 Payment Approval – Invoices received to date <table><tr><th>Date</th><th>Payee</th><th>Invoice Number</th><th>Budget Line</th><th>Amount</th></tr><tr><td>20/05/2025</td><td>Staff</td><td>Month 2</td><td>Personnel</td><td>£1,063.11</td></tr><tr><td>20/05/2025</td><td>HMRC</td><td>Month 2</td><td>Personnel</td><td>£113.68</td></tr><tr><td>20/05/2025</td><td>Berkshire Pension</td><td>Month 2</td><td>Personnel</td><td>£430.60</td></tr><tr><td>20/05/2025</td><td>Staff WFH Allowance</td><td>Month 2</td><td>Admin</td><td>£52.50</td></tr><tr><td>20/05/2025</td><td>Roger Hoare</td><td>0075</td><td>Events</td><td>£150.00</td></tr><tr><td>20/05/2025</td><td>Garden Designs</td><td>8909/8956</td><td>Greens</td><td>£687.00</td></tr><tr><td>20/05/2025</td><td>BALC</td><td>7406</td><td>Subscriptions</td><td>£259.25</td></tr><tr><td>20/05/2025</td><td>Windowflowers</td><td>68345</td><td>Greens</td><td>£932.40</td></tr></table> <ul style="list-style-type: none">19.3 Final Budget Report for 2024-2519.4 Internal Audit verbal report19.5 Banking Arrangements19.6 Chairs Allowance19.7 Approval of the current level of reserves19.8 AGAR Annual Governance Statement19.9 Expected Public inspection timeline	Date	Payee	Invoice Number	Budget Line	Amount	20/05/2025	Staff	Month 2	Personnel	£1,063.11	20/05/2025	HMRC	Month 2	Personnel	£113.68	20/05/2025	Berkshire Pension	Month 2	Personnel	£430.60	20/05/2025	Staff WFH Allowance	Month 2	Admin	£52.50	20/05/2025	Roger Hoare	0075	Events	£150.00	20/05/2025	Garden Designs	8909/8956	Greens	£687.00	20/05/2025	BALC	7406	Subscriptions	£259.25	20/05/2025	Windowflowers	68345	Greens	£932.40
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18.	<p>Documents:</p> <ul style="list-style-type: none">20.1 Standing Orders20.2 Financial Procedures20.3 Members code of Conduct20.4 CCTV Policy20.5 Communications Policy																																													

www.hortonparishcouncil.gov.uk

Clerk to the Council: Mrs Jayne Kennedy, c/o Champney Hall, Stanwell Road, Horton,
Slough. SL3 9PA

Email Clerk@HortonParishCouncil.Gov.uk.

Parish Phone 07957 588 277

Planning Appendix (as at 2025/05/13)								
Ref	date	address	details	No action from HPC	HPC response	HPC response	awaiting RBWM decision	Decided
4A: New applications received since last meeting								
25/01142/CPD	Fri 02 May 2025	164 Coppermill Road Wraysbury Staines TW19 5NR	Certificate of lawfulness to determine whether the proposed single storey side extension and alterations to fenestration is lawful.					
25/01143/CPD	Fri 02 May 2025	164 Coppermill Road Wraysbury Staines TW19 5NR	Certificate of lawfulness to determine whether the proposed hip to gable, 3no. front rooflights, 1no. rear dormer with 2no. Juliet balconies to accommodate a loft conversion is lawful.					
25/01141/PDXL	Fri 02 May 2025	164 Coppermill Road Wraysbury	Single storey rear extension no greater than					

		Staines TW19 5NR	8.00m in depth, 3.05m high with an eaves height of 2.65m.					
25/01146/CPD	Fri 02 May 2025	164 Coppermill Road Wraysbury Staines TW19 5NR	Certificate of lawfulness to determine whether the proposed single storey front porch and 1no. detached outbuilding ancillary to the main dwelling is lawful.					
25/01024/FULL	Wed 07 May 2025	136 Coppermill Road Wraysbury Staines TW19 5NR	Part change of use of the existing car park to mixed use to park minibuses overnight for business use (part retrospective)					
25/01111/FULL	Wed 30 Apr 2025	1 Ashgood Cottages Foundry Lane Horton Slough SL3 9PB	Part single part two storey side extension					
25/01094/FULL	Mon 28 Apr 2025	24 Coppermill Road Wraysbury Staines TW19 5NT	New front porch.					
25/00915/FULL	Wed 23 Apr 2025	90 Coppermill Road Wraysbury Staines TW19 5NS	Single storey front extension, single storey side/rear extension and alterations to existing rear steps.					
25/00884/FULL	Mon 07 Apr 2025	Purbeck Bells Lane Horton Slough SL3 9PW	Single storey front extension, 3no. front dormers, 3no. rear dormers and 1no. rear					

			dormer with enclosed balcony, single storey rear extension, alterations to fenestration and enlargement of the existing raised terrace following the demolition of the existing elements.					
4B: Applications awaiting decision from RBWM								
25/00579/VAR	Mon 10 Mar 2025	28 - 30 Coppermill Road Wraysbury Staines	Variation (under Section 73a) of planning permission 18/02046/VAR to remove Condition 10 (removal of PD).					
25/00568/CLU	Fri 07 Mar 2025	Land To The West And Adjacent 1A The Bungalow Datchet Road Horton Slough	Certificate of lawfulness to determine whether the existing use of the land for a residential caravan site is lawful.					
4C: Applications decided since last meeting								