

Horton Parish Council

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

You are hereby summoned to attend the **MEETING** of **HORTON PARISH COUNCIL** being held at **CHAMPNEY HALL** on **Tuesday 16TH December 2025** at **7.00pm** for the purpose of transacting the business specified in the following agenda.

Date: 9th December 2025

Ms Harley Spillane *Harley Spillane* (Clerk To Horton Parish Council)

Members of the Public. In accordance with the Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Members of the General Public will be granted the opportunity to address the meeting on planning applications under consideration without the legal requirement to suspend the meeting.

* Objectors and/or supporters a collective total time limit of 4 minutes.

* The applicant - 2 minutes.

ALL comments will be addressed to or asked through the Chairman of the Meeting.

Recording Notice

This meeting will be recorded in audio for documentation purposes; by participating in this meeting, you are consenting to be recorded.

(i) The Parish Council permits the filming, photography, recording, blogging or tweeting of the content of its public meetings. Should you wish to undertake any such reporting, please notify the Clerk prior to the start of the meeting.

(ii) Unless YOU notify the Clerk to the Council that you DO NOT wish to be filmed, photographed or recorded it will be assumed that your consent has been given.

Council Members will be required to make any declarations of interests and state the nature of that interest at the appropriate time and, where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

Where a matter arises at a meeting which directly relates to one of your Other Registerable or Non Registerable Interests, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

Council Members are reminded of their duty under the **Code of Conduct** and **Standing Orders**.

The 7 principles of public life: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

AGENDA

1. WELCOME AND APOLOGIES FOR ABSENCE

To receive members apologies for absence.

2. DECLARATIONS OF INTEREST

Members are required to declare and financial or personal interests arising from the agenda.

3. QUESTIONS FROM THE PUBLIC

(Limited to 3 minutes a person and 10 minutes maximum in total).

4. COUNCIL MINUTES

To receive approval for the minutes of the Parish Council meeting of Tuesday 18th November 2025.

5. MATTERS ARISING FROM THE MEETING HELD 18th NOVEMBER 2025

6. ADMINISTRATION

- i. Update On Standing Orders
- ii. To Approve Code Of Conduct Policy.
- iii. To Approve Financial Regulations
- iv. To Approve Co Option Policy.
- v. To Approve IT and Email Policy.
- vi. To Approve Retention Policy.
- vii. To Review and Update, If Necessary, Councillor Declaration Of Interest Forms.

7. PLANNING APPLICATION

- i. To discuss and make recommendations on planning applications as detailed in Appendix 'A' of this Agenda.
- ii. Enforcement Matters
- iii. Appeals

8. COMMUNICATION AND CORRESPONDANCE

- i. To appoint two members to the working group being set up Cllr D. Buckley.
- ii. To show support for the PSPO for Catapults.

9. REPORTS FROM WARD COUNCILLORS

10. CHAIRS REPORT

11. CLERKS REPORT

12. REPORTS

- i. Report From Flood Warden.
- ii. Lead For Waterways Report.
- iii. Playground Report and update on potential funding sources.
- iv. Defibrillator Report.
- v. War Memorial Update On Funding.

13. FINANCE AND ADMINISTRATION

- i. To approve of Orders Of Payments.

Date	Payee	Reference	Budget Line	Amount	VAT	Total
16/12/2025	Staff A	Month 9	Personnel/Admin	£880.50	0.00	£880.50
16/12/2025	HMRC	Month 9	Personnel	£315.04	0.00	£315.04
16/12/2025	Berkshire Pension	Month 9	Personnel	£402.97	0.00	£402.97
16/12/2025	Expenses	Dec 25	Event Costs	£60.00	£12.00	£72.00
16/12/2025	Expenses	Dec 25	Event Costs	£25.00	£0.00	£25.00
16/12/2025	Garden Designs	9392	Greens	£470.50	£94.10	£564.60
16/12/2025	Garden Designs	9451	Greens	£170.00	£34.00	£204.00
16/12/2025	RBWM	IJ3578220	Greens	£660.00	£0.00	£660.00
16/12/2025	Window Flowers	73416	Greens	£777.00	£155.40	£932.40

- ii. To approve payment to Champney Hall for £3,350.00 for the 2025/26 financial year.
- iii. To approve bank statement for the end of November 2025.
- iv. To review and discuss 2026/27 budget .
- v. To approve £2,165.00 being requested from the church for 26/27 financial year. 5% increase on this year.
- vi. To approve £4,450.00 being requested from Champney Hall Committee for 26/27 Financial year, and cost of living increase added in future years.
- vii. Increase for the Berkshire Pension associated employer in RBWM will be 32.6%
- viii. Councillor's Questions

14. EVENTS

- i. Review of Christmas Tree Blessing on Sunday 7th December, and changes for 2026.
- ii. Councillor Question's

15. ANY FURTHER QUESTIONS FROM THE PUBLIC

(Only for clarification relating to matters discussed on the agenda and limited to 3 minutes a person and 10 minutes maximum total).

16. COUNCILLORS QUESTIONS AND COMMENTS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

17. DATE OF NEXT MEETING

The Date of the next Parish Council monthly meeting will be Tuesday 20th January 2026 at 19:00.

Dates of future meetings: 2026 Third Tuesday of each month

Tuesday 17 th February 2026 – 19.00	Tuesday 17 th March 2026 – 19.00	Tuesday 21 st April 2026 – 19.00
Tuesday 19 th May 2026 – 19.00	Tuesday 16 th June 2026 – 19.00	Tuesday 21 st July 2026 – 19.00

Clerk to the Council: Ms Harley Spillane, c/o Champney Hall, Stanwell Road, Horton, Slough, SL3 9PA.
Email Clerk@HortonParishCouncil.Gov.Uk . Parish Phone 07957 588 277

Appendix A

PLANNING APPLICATIONS SUBMITTED
TO THE ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
FULL Applications submitted to RBWM to be considered by the Parish Council.

Application site	Application No.	Proposal