

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 19th May 2026** at **7.00pm** for the purpose of transacting the business specified in the following agenda.

Date: 12th May 2026

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.

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

AGENDA

Current Chairperson opens the meeting

1. THE ELECTION OF THE CHAIR OF THE PARISH COUNCIL

- i. To elect a CHAIRPERSON of the PARISH COUNCIL for the ensuing Municipal Year 2026-27
- ii. To receive the Chairperson's declaration of acceptance of office or agree when it will be received.

2. THE ELECTION OF THE VICE CHAIR OF THE PARISH COUNCIL

- i. To elect a VICE CHAIRPERSON of the PARISH COUNCIL for the ensuing Municipal Year.
- ii. To receive the Vice Chair's declaration of acceptance of office or agree when it will be received.

3. APOLOGIES

To receive members apologies for absence

4. DECLARATIONS OF INTEREST

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

Dispensation requests should be made to the Clerk in advance of the meeting

5. LEAD COUNCILLOR'S ROLES

- i. Waterways & Flooding
- ii. Greens
- iii. Highways
- iv. Planning
- v. Community & Events

6. TO APPOINT REPRESENTATIVES TO OTHER PARISH BODIES

- i. Champney Hall Management Committee – Currently Cllr Bovingdon, Cllr Hickley, Cllr Petrassi-Beck and the Clerk

7. TO APPOINT REPRESENTATIVES TO APPROPRIATE BODIES AND / OR TO AGREE TO SUBSCRIBE WHERE APPLICABLE:

- i. DALC
- ii. BALC
- iii. NALC
- iv. Neighbourhood Action Group
- v. RBWM Flood Forum
- vi. Jayflex Community Liaison Meetings
- vii. Summerleaze Liaison Meetings Poyle Quarry
- viii. Local Access Forum

8. WORKING GROUPS

- i. To consider whether the Working Groups are required for the coming year, and if so, to appoint Members to those Groups

9. MEMBERS APPOINTMENT TO COMMITTEE

STAFFING COMMITTEE

- i. To appoint councillors to the Staffing Committee for 2026-27
- ii. To appoint a chairman for Staffing Committee for 2026-27
- iii. To appoint a vice-chair to the Staffing Committee for 2026-27

10. TERMS OF REFERENCE

- i. To approve TOR for Finance Working Group
- ii. To approve TOR for Staffing Committee

11. TO NOTE THE FOLLOWING LONG TERM ANNUAL CONTRACTS HAVE BEEN AWARDED FOR;

- i. Greens Maintenance – Garden Designs
- ii. Internal Auditor for 2026/27 – Still to be appointed.
- iii. Payroll Services – My Controller
- iv. Web Hosting – Vision ICT
- v. Insurance – Zurich Insurance

12. COUNCIL MINUTES

To receive approval for the minutes of the Parish Council meeting of Tuesday 21st April 2026.

13. MATTERS ARISING FROM THE MEETING HELD 21st April 2026

14. ADMINISTRATION

To review approve and adopt the following statutory documents

- i. Standing Orders
- ii. Financial Regulations
- iii. Code of Conduct
- iv. Annual Leave Policy
- v. Freedom of Information
- vi. Privacy Policy
- vii. To review play park risk assessment.
- viii. To Review Councils risk management policy and risk assessment.

15. MEETING SCHEDULE FOR 26/27

The Council agrees the meeting schedule for the year 2026-27 and meeting time.

16. PLANNING APPLICATION

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

17. COMMUNICATION AND CORRESPONDANCE

- i. Parking Supplementary Planning Document

18. REPORTS FROM WARD COUNCILLORS

19. CHAIRS REPORT

- i. Report From Chair.
- ii. Clerks Report.

20. REPORTS

- i. Waterways Report.
- ii. Report From Flood Warden.
- iii. Playground Report.
- iv. Defibrillator Report.
- v. War Memorial.

21. FINANCE AND ADMINISTRATION

- i. To approve of Orders Of Payments.
- ii. Second payment of the precept received in error by RBWM for £26,918.00.
- iii. VAT return has been received of £2,453.66
- iv. Final budget report for 2025/26
- v. Approval of current reserves and earmarked reserves
- vi. Internal Audit Report
- vii. Banking Arrangements
- viii. Chairs Allowance
- ix. AGAR Annual Governance Statement
- x. Expected public inspection timeline

22. EVENTS

23. 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).

24. 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.

25. DATE OF NEXT MEETING

The Date of the next Parish Council monthly meeting will be Tuesday 16th June at 19.00.

Dates of future meetings: 2026 Third Tuesday of each month

Tuesday 16 th June 2026 – 19.00	Tuesday 21 st July 2026 – 19.00	Tuesday 18 th August 2026 - 19.00
Tuesday 15 th September 2026 - 19.00	Tuesday 20 th October 2026 - 19.00	Tuesday 17 th November 2026 - 19.00

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
Kirkstone Horton Road Horton Slough SL3 9NU	26/00594/FULL	Replacement dwelling with 4no. parking spaces (Part Retrospective).
62 Coppermill Road Wraysbury Staines TW19 5NS	26/00984/FULL	New outbuilding following demolition of existing
Coppertops Mill Lane Horton Slough SL3 9PN	26/00886/FULL	Single storey rear extension and first floor rear/side extension following demolition of existing conservatory.

Appendix B
NOTICE OF RESULTS AS DETERMIND BY THE ROYAL BOROUGH OF WINDSOR AND
MAINDNHEAD.

Application Site	Application No	Proposal	Parish Council Response	RBWM Decision
Land East of Horton Road, Horton, Slough	26/00543/VAR	Application for the variation of condition 38 (time) of planning permission 07/00590/FULL as amended by planning permission Ref. 17/03850 dated 27 th December 2018, to extend the time allowed for the completion of extraction, infilling and restoration of the site.	Objection – Parish council will be requesting if the extension is granted that no further extensions be given after this.	Awaiting Decision
Park House, Park Lane SL3 9PR	26/00142/CLU	Certificate of lawfulness to determine whether the existing use of the former stables as residential accommodation ancillary an incidental to the main dwelling is lawful.	No Objection	Awaiting Decision
Land To The West and Adjacent 1A The Bungalow	26/00119/CPU	Certificate of lawfulness to determine whether the proposed use of the land as a residential caravan site for up to 9 caravans.	Objection	Awaiting Decision
The Divine Manor, 90 Coppermill Road	26/00057/FULL	New covered front entrance canopy, single story side/rear extension and alteration to fenestration	No Objection	Application Permitted
Land Rear of 38 to 80 Coppermill Road	25/03260/OUT	Outline application for access, appearance, layout and scale only to be considered at this stage with all other matters to be reserved for the erection of a mix of 33no. Dwellings with associated bins and cycle provision and access.	Objection	Awaiting Decision
24 Dawn Redwood Close	25/02542/TPO	T1 – Oak - Fell	No Objection	Awaiting Decision
Land West of Colne Brook Foundry Lane	25/02598/MINW	Winning and working of minerals (sand and gravel) in the form of two extensions to the existing quarry, with progressive restoration via infilling with imported inert material to agricultural use	No Objection	Awaiting Decision