**Horton Parish Council**

**VIRTUAL MEETING of the COUNCIL of the Parish of Horton**

on **Tuesday 16th February 2021**

**MINUTES**

(Note: these are more comprehensive than the recording as some items were shared by email in advance of the meeting)

|  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **#01** |  | **Councillors** | | | | | | | | | |  |
|  | A | **Present:** ParishCllrs Crame, Cole, Patel, McAuley, Gibbons, and the Chair Cllr Bovingdon; Ward Cllrs Muir and Larcombe and two members of public, and the clerk, Benta Hickley. Cllr Cannon joined the meeting after his conflicting appointment ended  **Apologies:** Ward Cllr Cannon and Cllr Coogan  **Declaration of Interest:** None | | | | | | | | | |  |
|  | B | The clerk read a summary of the Public Participation document and the Meetings Rules. Cllr Cole reminded the council of the existing legislation which regarded borough councillors as members of the public with the same rights and no automatic right to speak.  **Questions from the public:** None | | | | | | | | | |  |
| **#02** |  | **Statutory items:** | | | | | | | | | |  |
|  | A | **Recording of the meeting:** The meeting was recorded | | | | | | | | | |  |
|  | B | **Minutes of previous meeting for approval:** Proposed and seconded (Cllrs Patel and Crame) | | | | | | | | | | BH |
| **#03** |  | **Matters arising from previous meetings of the Parish Council (unless due to be covered later):** | | | | | | | | | |  |
|  | A | **Broadband**: see Broadband document on shared drive for recent info <https://tinyurl.com/HortonBroadband> | | | | | | | | | |  |
|  | B | **Lighting on Memorial Green**: awaiting quotes for either a taller post where the one way sign is (opposite Derby cottages) and an additional light there, or a solar powered light (low level light which increases when motion is detected) between the one way post and the flagpole/flag staff, or lights in the tree. Councillor McAuley asked if a light pattern map could be provided to show how the different suggestions would look. Clerk to chase quotes. | | | | | | | | | | BH |
|  | C | **Any other matters arising from the previous minutes\*** None | | | | | | | | | |  |
| **#04** |  | **Planning applications and Highways:** | | | | | | | | | |  |
|  | A | **Planning Applications received:** Cllr Crame to reply on Parish Councils’ behalf | | | | | | | | | |  |
|  |  | **i** | **21/00104 8 Horton Gardens:** single storey side extn and rear extn and front porch canopy following demolition of existing building | | | | | | | | |  |
|  |  | **ii** | **21/00197 144 Coppermill Road**: certificate of lawfulness to determine whether the proposed single story detached outbuilding is lawful | | | | | | | | |  |
|  | B | **Planning Enforcement and Complaints:** Cllr Crame reported that a number of applications and subsequent enforcements relate to retrospective applications: HMO applications, changes to facilitate subletting, subdivision and outbuildings being used as separate accommodation (“beds in sheds”). When these are refused enforcement is then required. Cllr Crame and the clerk have created a spread sheet available on the shared drive. Both had recently attended a Chairs and Clerks Local & Parish Councils Update meeting where the Planning Manger was also present. We have asked for a meeting with the Planning Manager but have not yet been successful. Clerk to ask Ward Cllrs Muir and Larcombe to facilitate this. Cllr Muir asked that this be shared with him and Cllr Cannon. Please ask Clerk for access link | | | | | | | | | | GM  DC  BH |
|  |  | **i** | **19/01702 & 19/50048/ENF (Listed building) Horton Arms (Prev 5 Bells):**  ENF Team currently drafting 3 LB Enforcement Notice reports covering timber structure to rear, flue and extract system, and internal works. | | | | | | | | |  |
|  |  | **ii** | **Foundry Lane –** RBWM ENFORCEMENT RESPONSE: - Case Closed. Breach of planning control resolved. 2 drums in ditch does not constitute breach of planning control. Please advise ENF Team if matters become worse | | | | | | | | | close |
|  |  | **iii** | **19/03224 18 Coppermill Road:** RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) - Enforcement notice due to be issued in next two weeks. | | | | | | | | |  |
|  |  | **iv** | **22 Milton Close:**  Resident has advised that owner is carrying out unauthorised building works. RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) - Officer unable to gain access onto land despite written requests to occupant. Investigation into landownership is taking place. Officer also considering warrant but unlikely due to COVID. | | | | | | | | |  |
|  |  | **v** | **24 Milton Close:** RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) Provide further details re. alleged car sales. Clerk has replied 4/2/21 | | | | | | | | |  |
|  |  | **vi** | **20/50278/ENF Beggar’s Roost:** “gym and cinema” is now an annex being offered for rent on www.Hotelmix.co.uk . RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) - PCN served but response not yet received. A second PCN will be served. | | | | | | | | |  |
|  |  | **vii** | **33 + 35 Coppermill Road:** Change of grass verge (to brick paving) outside the front boundary. Clerk raised query with planning and Highways. Also See 4C/iii/H | | | | | | | | |  |
|  |  | **viii** | **20/02579 21 Coppermill:** Certificate of lawfulness to determine whether the proposed dormers and roof lights to facilitate a loft conversion is lawful. RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) - PCN issued and response received re alleged subdivision. Response currently being considered by the ENF Team. A social distance/COVID compliant site visit currently in process of being arranged with landowner. | | | | | | | | |  |
|  |  | **ix** | **20/00569: 70 Coppermill Road:** whether the existing use of the detached outbuilding as a separate residential dwelling is lawful– Refused. RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) - No active case. Resend concerns. Clerk replied with concerns | | | | | | | | |  |
|  |  | **x** | **20/50306: 141 Coppermill Road: advertising 1 bedroomed flat**. RBWM ENFORCEMENT RESPONSE: (2nd Feb 2021) - PCN issued and response received. Response currently being considered by the ENF Team. | | | | | | | | |  |
|  |  | **xi** | **Other Planning issues:** Cllr Crame reported that there had been an issue regarding the stables application at Brookfield. A misunderstanding and an email sent in error caused an email exchange between the applicant, the clerk and Cllr Crame, but has now been resolved. This also caused an exchange of emails between Cllrs Cole and Crame. Cllr Crame acknowledged Cllr Cole’s comments but reminded him that she has attended recent training and that her responses are not personal opinions but instead are endorsing neighbours’ complaints and other interested parties’ comments etc. RBWM Planning and have not raised any concerns over Cllr Crame’s approach on behalf of the Parish Council. Cllr Muir & Cllr McAuley commended Cllr. Crame on how she is handling planning on behalf of the Parish Council.. | | | | | | | | |  |
|  | C | **Other planning issues, decisions and appeals:** | | | | | | | | | |  |
|  |  | **ii** | **Planning applications awaiting decision** | | | | | | | | |  |
|  |  |  | **A** | | | **20/01928/CLD Vine Cottage, Horton Road.** Certificate of lawfulness to determine whether the existing use of the building as a large HMO is lawful. | | | | | |  |
|  |  |  | **B** | | | **20/02946 Horton Arms** Change of use of the ground floor from Sui generis (Public House) to Class E (Cafe/Restaurant). **CONSENT GIVEN** | | | | | | close |
|  |  |  | **C** | | | **20/03204 DaisyMead/7B Horton Gardens:** Single storey rear extension. **REFUSED**: increase of 60% or original floor space | | | | | | close |
|  |  |  | **D** | | | **20/03319: 58 Coppermill Road** certificate of lawfulness re existing use of two annexes as separate dwellings. **REFUSED** | | | | | |  |
|  |  |  | **E** | | | **20/03366: Maple Corner** (replaces 20/03313) now single storey rear extension AND side & rear extension AND front porch extension **REFUSED** (loss of light to neighbour) | | | | | | close |
|  |  |  | **F** | | | **21/00041: Brookfield** new stable building. Decision awaited | | | | | |  |
|  |  |  | **G** | | | **20/02509 183 Coppermill Road:** Certificate of lawfulness to determine whether the proposed outbuilding is lawful. Replaces almost identical application 20/02509 which was refused. **REFUSED**: Planning permission is required | | | | | | Close |
|  |  |  | **H** | | | **21/00034 Miyajama** Single storey rear extension no greater than 6.00m in depth, 3.00m high with an eaves height of 2.80m (replaces 20/03020, refused) | | | | | |  |
|  |  | **iii** | **20/02381 165 Coppermill Road**: Planning Team advises that use of the outbuilding as hobby workshop is lawful. Ward Cllr Muir and Cllr Crame advised that the outbuilding has been built to different measurements than those approved. Not significantly different that enforcement action would be taken, but a certificate of lawfulness could not be issued so the owner may have problems on future sale. | | | | | | | | |  |
|  |  | **iv** | **20/02132 211 Coppermill Road -** appeal submitted by owner | | | | | | | | |  |
|  | D | **Other Planning related items** | | | | | | | | | |  |
|  |  | **i** | **CIL update:** no current update | | | | | | | | |  |
| **#05** |  | **Clerk’s report / Chairman’s Communications / RBWM Communications:** | | | | | | | | | |  |
|  | A | **Clerk’s Report:** | | | | | | | | | |  |
|  |  | **i** | **Parish noticeboard:** Request that Cappagh finance this as part of their CSR is being considered | | | | | | | | |  |
|  |  | **ii** | Land owner to be asked to clear mud on footpath between church and 5 Bells / Horton Arms. Cllr Bovingdon advised that KE and RT had cleared it. Clerk to thank them | | | | | | | | | BH |
|  |  | **iii** | Footpath from #1 Milton Close to Stanwell Road. Abri have been asked to return the verge back to grass | | | | | | | | |  |
|  | B | **Tree inspection:** Fox Tree Consultants have responded to request for tree report. Clerk liaising with Toby Fox and RBWM to establish which trees are our responsibility | | | | | | | | | | BH |
|  | C | **Any other items received after the agenda has been published\*** None | | | | | | | | | |  |
| **#06** |  | **To receive reports from Borough Councillors or Parish Councillors** | | | | | | | | | |  |
|  | A | **Ward Councillors’ report**: See individual items below | | | | | | | | | |  |
|  | B | **Borough Local Plan / Neighbourhood Plan:** Cllr Crame advised that there are three key national policy changes that will affect neighbourhood planning - that NP bodies should play a key role in creating new local design codes, a new national body will be set up to help community groups develop local design standards, and National Planning Policy Framework has been revised to remove the suggestion that NP can only allocate small or medium sites. | | | | | | | | | |  |
|  | C | **Corona Virus / COVID19:** Cllr Crame reported that the volunteers who work with WHVC have now mostly had their first vaccination as they are working with vulnerable residents. Ward Cllr Cannon advised that Datchet Horton and Wraysbury were all behind the rest of the borough as regards infection rates. David Scott at RBWM would be contacting social media volunteers in all three parishes to liaise as to how to get appropriate messages out to the residents. Cllr Gibbons and the Clerk are already posting reminders regularly and are happy to support all RBWM initiatives. WHVC have also worked with RBWM & NHS to get many of the vulnerable and housebound people vaccinated in their homes | | | | | | | | | |  |
|  | D | DALC /BALC / HALC / NALC updates: Please see recent newsletters etc saved in [shared drive](https://tinyurl.com/HPCCllrsDrive) | | | | | | | | | |  |
|  | E | **ECO / Climate Change Committee:** No update available | | | | | | | | | |  |
|  | F | **Flood Warden’s report**: There had been a serious risk of flooding in the village. RBWM had originally advised that sand and sand bags would not be provided, but they did contact the clerk to offer deliveries of both as a one-off. As Horton Parish council does not have a locked compound, there was nowhere immediately obvious for the delivery to be stored and it was agreed Horton’s allocation would be added to Wraysbury’s and we would share resources. Ward Cllr Cannon and Cllr Crame praised the work of all involved, especially the two flood Wardens, Dave Francis (Wraysbury) and Duncan Parker (Horton) | | | | | | | | | |  |
|  |  | **i** | | **Letter to Ward Cllr Cannon re Colne brook:** EA acknowledge that the Colne struggles with high flows. They are clearing trash screens, blockages in rivers and channels and inspecting flood defences. Their incident room is open and will be available whilst water courses are high. They are exploring how best to remind riparian owners of their responsibility and are re-assessing the flood model for the catchment. They have removed trees that were causing problems after storm Alex and are working their way through reports following storm Christoph. They are reviewing regular maintenance for the Colne and are looking to make sure it is considered as part of the works being considered as alternatives to Channel 1 of the RTS | | | | | | | |  |
|  |  | **ii** | | **Our Flood Warden’s response to the above letter:** Duncan Parker responded to the above that these plans have been in place for the past ten years | | | | | | | |  |
|  |  | **iii** | | **EA Signage in Horton:**  Clerk has been chasing EA re an obsolete flood warning noticeboard at the top of Coppermill Road, | | | | | | | | BH |
|  |  | **iv** | | **Waste / land grabbing (land east of McAllisters):** Clerk reminded the Ward Cllrs that they had been asked to look into what action should be taken next | | | | | | | | BH DC GM EL |
|  | G | **Greens Report:** | | | | | | | | | |  |
|  |  | **i** | **Horton Road benches:** Cllr McAuley has been reviewing the quotes for buying and for installing the benches. He proposed two benches be installed along Horton Road (one about ¼ way to the Jayflex entrance, and one about ¾ along (at £259 each) and these be installed by Garden Designs as per their previous quote £360 for 3) Proposed and seconded (Cllrs McAuley and Patel) | | | | | | | | | BH  BH |
|  |  | **ii** | **Greens maintenance**: Roses on Memorial Green - Cllr Crame reported the existing roses had been pruned by a volunteer, and some removed. New roses have been ordered and should arrive next week. Cllrs Crame and Bovingdon are providing the roses, work to be carried out by Garden Designs as per their previous quote and local volunteer professional gardener | | | | | | | | |  |
|  |  | **iii** | **Preserving treatment for posts on memorial green:** no update | | | | | | | | |  |
|  |  | **iv** | **Memorial Stone:** Resident has cleaned the memorial – all agreed it looks great. Clerk to write letter of thanks on behalf of Parish Council, and to purchase replacement chemicals. Proposed and seconded (Cllrs McAuley and Gibbons) | | | | | | | | | BH  BH |
|  |  | **v** | **Quotes for greens maintenance for 2021/22L** Cllr Gibbons suggested we approach a gardener in Wraysbury for a quote so the decision has been deferred until next month | | | | | | | | | BH |
|  |  | **vi** | **Ditch on Horton Road:** Cllr Cannon reported that RBWM have acknowledged that this ditch is their responsibility and it is now on their schedule. It has been inspected and has been deemed not urgent for now but will be kept under review. | | | | | | | | |  |
|  |  |  | **Any other Green items:** If applicable | | | | | | | | |  |
|  | H | **Devolved Services**: No update | | | | | | | | | |  |
|  | I | LEFT BLANK | | | | | | | | | |  |
|  | J |  | | **River Thames Scheme report and Waterways reports** | | | | | | | |  |
|  |  | **i** | | Cllr Larcombe reported that Cllr Cannon and EA had sent out a letter asking residents to make suggestions for flood defence. Cllr Larcombe recommends re-profiling the river to give extra capacity; this means more than dredging – to give a greater cross-sectional area, which may include widening it). However in 1995 all the chain buckets were scrapped and there has been no dredging since then. The flooding that occurs locally is “bed rise flooding”: sediment gets washed downstream, and banks breakaway depositing sediment in the river causing the river bed to rise. The Colne also suffers as the Colne backs up when the Thames is full. He recommends we write to the EA and RBWM asking that they attend to the land drainage infrastructure (this could involve the EA dredging the Thames, and RBWM clearing the ditches and the other water courses: Flood and Water Management Act 2010 clarified responsibility for water courses and management: The EA is responsible for main rivers, and locally RBWM is the designated lead responsible for ordinary water courses and ground water). Local ditches are still flooded as the Feathers Lane ditch need clearing | | | | | | | | BH  JC |
|  |  | **ii** | | **Ward Cllr Larcombe’s request for historical information regarding the River Thames Scheme:** Cllr Larcombe has been trying to get un-redacted minutes from past meetings from the sponsoring group regarding funding the RTS, but with no success. He believes that RBWM never made provision to fund the £50m, and that Ward Cllr Cannon knew in July 2019 that RBWM could not fund its section, but it wasn’t announced until August 2020. Cllr Cannon was happy to answer Horton Parish Council’s questions but felt this was a discussion that had been had many times. Cllr Larcombe advised that Welley Corner is one of the first places to flood in Horton – that water comes from the Thames via the ditches. Horton is also at risk from the Colne not being able to flow into the Thames | | | | | | | |  |
|  |  | **iii** | | **Letter from Cllr Cannon and Environment Agency:** Please see #06/J/I Ideas to Cllr Cannon and Environment Agency please. The letter has been sent to both Flood Wardens | | | | | | | |  |
|  | K | LEFT BLANK | | | | | | | | | |  |
|  | L | **Liaison Meeting (Parish & RBWM):** Wednesday 17th March. Any issues to be brought up? Any Cllrs interested in attending? Please advise Clerk | | | | | | | | | |  |
|  | M | LEFT BLANK | | | | | | | | | |  |
|  | N | **NAG Report / Police issues:** | | | | | | | | | |  |
|  |  | **i** | **NAG group**: NAG group meeting due for early March. | | | | | | | | |  |
|  |  | **ii** | **Other Police / NAG issues** – Cllr Cannon asked to be copied on information, and that we raise any issues in advance of the meeting [agenda will hopefully cover this]. Cllr Patel asked if local officers could make themselves known at the shop when they are passing. Clerk to message them with the request | | | | | | | | | BH |
|  |  | **iii** | **Request for increased lighting on Memorial Green:** See #03B | | | | | | | | |  |
|  |  | **iv** | **Quad bikes:** Update: Police advise that the recent Quad bike ‘round up’ is part of a regular process, not a one-off. Complaints were raised about quad bikes using Dawn Redwood Close and Park Lane late at night. PCSO Les had phoned the clerk to ask about the lakes footpath at the end of Park Lane as this is regularly used by quad bikes and off road bikes. Who owns the land? Would they install a barrier to prevent the bikes getting through? Who would pay? Cllrs believe this is RK Leisure land. Clerk & Cllr Crame to write to them asking if we can discuss the issue with them. [Park Lane confirmed as adopted road] | | | | | | | | | BH  JC |
|  | O | LEFT BLANK | | | | | | | | | |  |
|  | P | **Parking, Speeding and other Highways issues:** Any current issues | | | | | | | | | |  |
|  |  | **i** | **Speeding in Coppermill Road**: Info from RBWM: Clerk expressed concern that works on traffic measures hadn’t started yet and she was not getting answers to her questions but Ward Cllr Cannon confirmed that not only is there a firm start date in March but the monies for the permanent structures (subject to positive consultation) will be held from this year’s budget to next years. Consultation letters will be distributed soon. Cllrs raised concerns about the southernmost obstacle as it is very close to the bed. Clerk to forward emails to Cllr Cannon: this concern will be assessed against safety criteria. The results from the speed assessment show that appx 2400 vehicles used the road per day: 5% of these (120 vehicles) were exceeding 40mph and an average 3 or 4 per hour were exceeding 60mph | | | | | | | | | BH |
|  |  | **ii** | **Pavement parking (Milton Close)**: The Parish Councillors are concerned that adding double yellow lines will simply move the problem somewhere else.  Pavement parking is the subject of a Gov paper to outlaw it. RBWM would then be responsible for enforcing, not the police. They would really like to meet with RBWM advisor in the village to look at parking alternatives - his experienced eye may see places where spaces can be opened up so people are encouraged to move from un-approved parking to suitable parking whilst still providing verge protection (ie posts or barriers). Clerk and Cllr Patel to look at area behind 12 Milton Close. | | | | | | | | | BH  BH JP |
|  |  | **iii** | **24677-13016 Damaged fence outside Berkyn Manor Farm:** No update | | | | | | | | |  |
|  |  | **iv** | **24677-42831 Flooding between 5 Bells / St M Reported** No update | | | | | | | | |  |
|  |  | **v** | **Flooding on Stanwell Road near Champney Close –** No update | | | | | | | | |  |
|  |  | **vi** | **Other parking, speeding and highways issues:**  The state of Stanwell Road was raised as a concern: RBWM has the road on a 3 weekly scheduled cleanse. The last time it was swept was last week commencing 8th Feb 2021, it is due again week commencing 1st Mar 2021, then week commencing 22nd Mar 2021 etc. Cappagh also clean the road from their gates towards the motorway but there are concerns that the stones are being swept into drains: these need to be emptied Cllr Cannon will raise this concern | | | | | | | | | DC |
|  | Q | **Flytipping & Waste:** Any current issues | | | | | | | | | |  |
|  |  | **i** | **24677-23181 Fly tipping outside Asquith Court:** Skip has been removed | | | | | | | | | close |
|  |  | **ii** | **Fly Tipping prosecution and monitoring:** Tony Robinson at RBWM arranging for District Enforcement to visit Park Lane and AJNR to check for evidence of origin of fly tipped waste. He will also look into legislation and costs regarding us installing our own CCTV, and dummy CCTV. Chased 8/12 and 12/01 | | | | | | | | |  |
|  | R | **Parish Council Reps:** Updates if applicable | | | | | | | | | |  |
|  |  | **i** | **Play equipment Rep: Report from Cllr Gibbons:** No apparent further deterioration | | | | | | | | |  |
|  |  |  | **a** | | **Maintenance quotes**:  Quote for Wooden play equipment: £1602.42: proposed and seconded (Cllrs McAuley and Gibbons)  Quote for remaining play equipment: £1455.60 proposed and seconded (Cllrs McAuley and Gibbons) | | | | | | | BH  BH |
|  |  |  | **b** | | **Play equipment inspection qualification:** No update | | | | | | |  |
|  |  |  | **c** | | **New Risk Assessment for play equipment:** No changes were suggested | | | | | | |  |
|  |  |  | **d** | | **Cleaning equipment?** Cllrs agreed that this was a moot suggestion as we do not have the staff to ensure users maintain the on-going hygiene recommendations. | | | | | | |  |
|  |  | **ii** | **Policies to be proposed for adoption:** (available from <https://tinyurl.com/HPCCllrsDrive> )  None at present | | | | | | | | |  |
|  |  | **iii** | **Defibrillator Guardians:** Cllrs Gibbons and Clerk reported equipment checked and all in order | | | | | | | | |  |
|  |  |  | ***Weekly****: Check the defibrillator is inside the cabinet.* | | | | | | | | *Checked* |  |
|  |  |  | ***Weekly****: Check the “green” ready light is on.* | | | | | | | | *Checked* |  |
|  |  |  | ***Monthly****: Check pad expiry. (If less than one month order new pads via the defib supplier).* | | | | | | | | *09/2021* |  |
|  |  |  | ***Monthly****: The keypad lock may need spraying with WD40 or similar.* | | | | | | | | *Checked* |  |
|  |  |  | ***Monthly****: Check the battery is okay.* | | | | | | | | *checked* |  |
|  | S | **Parish Summit:** No update available | | | | | | | | | |  |
|  | T | Left blank | | | | | | | | | |  |
|  | U | **Training update:** See BALC newsletter January 2021. Clerk recommends Cllrs attend training | | | | | | | | | | ALL |
|  | V | **Horton Village as a Conservation Area:** Cllr Cole had not been able to finish looking into this | | | | | | | | | | NC |
|  | W | **Website:** New Website up and running – comment and feedback? | | | | | | | | | |  |
|  | X | LEFT BLANK | | | | | | | | | |  |
|  | Y | **Community Right To Buy**: Chased 8/2/21. Cllr Cannon reported that David Scott at RBWM was still COVID lead and had not been able to work on the CRTB application forms | | | | | | | | | |  |
|  | Z | **Any other updates received after the agenda has been published\***  Cllr Patel asked the clerk top contact Royal Mail to see if the letter box can be repainted – with other improvements carried out on the green it is now looking shabby in comparison | | | | | | | | | | BH |
| **#07** |  | **Other Communications or Consultations:** | | | | | | | | | |  |
|  | A | **Complaints re Cemex field east of Welley Road:** Clerk has asked Cemex about their plans regarding this eyesore | | | | | | | | | |  |
|  | B | **Any communications received after the agenda has been published**\* None | | | | | | | | | |  |
| **#08** |  | **Financial** | | | | | | | | | |  |
|  | A | **Any receipts:** to advise the Councillors of any receipts over & above the precept and the compensating grant: none | | | | | | | | | |  |
|  | B | **VAT Update:** No update available | | | | | | | | | |  |
|  | C | **Payment of invoices:** to receive for approval a list of invoices received. Proposed and seconded (Cllrs Crame and Bovingdon) | | | | | | | | | |  |
|  |  | **Date** | | | **Payee** | | **Invoice** | **Description** | | **Value £** | |  |
|  |  | 16/02/01 | | | Neil Cole | | 67497105 | zoom | | 11.99 | | BH |
|  |  | 16/02/01 | | | B & B Hickley | | Month 11 | Use of home and “petty cash” purchases | | 50.00 | | BH |
|  |  | 16/02/01 | | | B & B Hickley | | Month 11 | Wages (132.91 + 807.66) | | 940.57 | | BH |
|  |  | 16/02/01 | | | HMRC | | Month 11 | B & B Hickley | | 26.34 | | BH |
|  |  | 16/02/01 | | | Berkshire Pension | | Month 11 | B & B Pension | | 303.11 | | BH |
|  | D | **Accounts For previous Q submitted for approval.** Proposed and seconded (Cllrs Patel and Cole) | | | | | | | | | |  |
|  | E | **Audit Status & Actions:** None to report | | | | | | | | | |  |
|  | F | **Signatories at Unity bank:** All signatories confirmed they were happy to remain | | | | | | | | | |  |
|  | G | **Budget & Precept:** No further action | | | | | | | | | |  |
|  | H | **Any other Finance items received after the agenda has been published\*** None | | | | | | | | | |  |
| **#09** |  | **Questions from the public: (If appropriate):** | | | | | | | | | |  |
|  |  | **Any questions from the public:** Ward Cllr Cannon asked (on behalf of RBWM democratic services) whether we anticipated needing an election for Parish Councillors in May: Given that there is a long standing vacancy the clerk advised this was unlikely to be required | | | | | | | | | |  |
| **#10** |  | Dates of future meetings: 2020, Third Tuesday of each month Face to face meetings are temporarily suspended on advice from Local and National Government: Until advised it is safe to meet in person the Cllrs will hold a virtual meeting on the dates previously agreed. | | | | | | | | | |  |
|  |  | Meetings to be held on Zoom. The link is available from the Parish website (meetings page). Please read the “Meetings Rules” and the “Public Participation at Meetings” documents | | | | | | | | | |  |
|  |  | Tuesday 16th March 2021 | | | | | | |  | | |  |
|  |  | Tuesday 20th April 2021 | | | | | | | Tuesday 17th August 2021 | | |  |
|  |  | Tuesday 18th May 2021 | | | | | | | Tuesday 21st September 2021 | | |  |
|  |  | Tuesday 25th May 2021 (APM & APCM\*) | | | | | | | Tuesday 19th October 2021 | | |  |
|  |  | Tuesday 15th June 2021 | | | | | | | Tuesday 16th November 2021 | | |  |
|  |  | Tuesday 20th July 2021 | | | | | | | Tuesday 21st December 2021 | | |  |

END OF MINUTES

The meeting finished at 9:12pm

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**](http://www.hortonparishcouncil.gov.uk)