



Horton Parish Council  
MEETING of the COUNCIL of the Parish of Horton

On Tuesday 17th May 2022

## MINUTES

#01		Councillors: Invited: Chair Cllr Bovingdon, Vice Chair Cllr Gibbons, Cllrs Crame, Cllr Cole, Cllr Coogan, Cllr Patel, Cllr Hickley	
	A	Present and apologies and Declaration of interest: Chair Cllr Bovingdon, Cllr Coogan, Cllr Hickley Apologies received from Cllr Cole and Cllr Crame	
	B	Public Participation document and the Meetings Rules: Questions from the public: Question received from Ward Cllr Larcombe about the annual meeting – Could the annual meeting be combined with the May meeting? Cllr Hickley responded that both methods had been tried and the annual meeting of the Parish council had been combined with the Annual Parish meeting. El offered his apologies for next week as the meeting clashes with Mayor making at RBWM.	
#02		Statutory items:	
	A	Recording of the meeting: No recording requests received so the meeting was not recorded.	
	B	Minutes of previous meeting for approval: Minutes approved proposed Cllr Hickley, seconded Cllr Coogan	
#04		Planning applications and Highways: (see Planning appendix for details re items A-C)	
	A	Planning Applications received: 1 application received Milton Close – no objection from the Parish Council, standard response will be sent. Cllr Hickley has chased RBWM about sending out paperwork as nothing has been received for this application.	
	B	Planning applications awaiting a decision: 3 applications	
	C	Planning Applications decided by RBWM since last HPC meeting: 5 applications	
	D	Planning Enforcement and Complaints: The Parish council have had a back garden building on Coppermill Road bought to their attention Champney Close land grabbing is ongoing Sunnyside cottage – RBWM has designated it as medium concern but will be out within a week to assess.	
	E	Other planning issues and appeals: Nothing to report	



	F	Other Planning related items Mineral Plan – Nothing to report Graveyard – Nothing to report	
#05		Clerk's report / Chairman's Communications / RBWM Communications:	
	A	<p>Clerk's Report:</p> <p>Insurance has been renewed with Hiscox as per April meeting minutes. £1,294.97</p> <p>Ditches – Cllr Hickley believes that RBWM acknowledged they owned the ditches so the clerk has emailed RBWM in response to the email from RBWMs new flood manager.</p> <p>Tree Inspection – Companies have been recommended by other clerks and the Clerk is trying to get quotes from 3.</p> <p>Expression of Interest to fill a vacancy – Person has been invited to meetings. Clerk to send a form to both candidates</p> <p>Perceived Reduced visibility at Coppermill Road roundabout – Cllr Hickley is liaising with RBWM.</p> <p>CILCA – The mentoring course has started and the Clerk has registered for the CILCA course with SLCC.</p> <p>SLCC membership is also recommended by the mentors and the Clerks employment contract. Clerk to join at Parish Council expense as benefits all. Proposed Cllr Hickley, seconded Cllr Bovingdon</p>	Clerk
	B	Chairman's Communications: None	
	C	RBWM Communications: None	
	D	Any other items received after the agenda has been published*	
#06		To receive reports from Borough Councillors or Parish Councillors or others	
	A	<p>Ward Councillors' report:</p> <p>Cllr Christine Bateman will be the new Mayor and Cllr Gary Muir the Deputy Mayor. Mayor making is Tuesday 24<sup>th</sup> May 2022.</p> <p>Election in 2023, Horton Parish Council should be thinking about membership.</p> <p>RBWM have cleared rubbish on privately owned land at their expense. Ward Cllr Larcombe has requested information around costs for the clearance but it has been deemed a freedom of information request so Ward Cllr Larcombe has written to the Auditor.</p> <p>Cllr Larcombe has not been included on any committees for the third year running and is seeking advice from the Local Government Association.</p> <p>Cllr Larcombe mentioned a single vehicle accident in Datchet that had happened recently.</p> <p>Cllr Larcombe left the meeting at 19:57</p>	
	B	<p>DALC /BALC / HALC / NALC updates</p> <p>The Clerk enquired about access to the BALC website.</p>	



	C	Parish Council membership Deferred until next meeting. Clerk to send both candidates a form.	
	D	Flood Warden's report – Nothing to report from the flood warden but the clerk reported he was assisting someone with a problem in the Colne at the end of their garden.	
	E	Greens Report:	
	ii	Tree inspection: Quotes being sought	
	iii	<p>Any other greens items:</p> <p>Electric Box - FMJ – Problem has been diagnosed. The council asked the clerk to go back to the company confirming no one has tampered with the box and ask for it to be fixed. Pre-approved spend up to £200. Proposed Cllr Hickley, seconded Cllr Coogan.</p> <p>Flags – Review of flags up. Jubilee flag was requested and a pre-approved £50 limit approved. Proposed Cllr Coogan, seconded Cllr Hickley</p> <p>Second light string has not yet gone into the Turkey Oak.</p> <p>Cllr Hickley asked if St Michaels had been billed for groundworks. Clerk to raise 2 years invoices for 2020,2021.</p>	
	F	<p>Queen Elizabeth II Platinum Jubilee Celebrations  <a href="https://www.royal.uk/platinum-jubilee-central-weekend">https://www.royal.uk/platinum-jubilee-central-weekend</a>            It was decided that bunting would be put up around the green area. Next week at Coffee morning there will be the opportunity for residents to make bunting to hang from their windows.</p>	
	G	River Thames Scheme report & Waterways reports: Update from Cllr Larcombe – Nothing to report	
	H	<p>Pop up Library and Coffee morning            The coffee morning has now been going since January. 1 in 2 has a community warden, 1 in 4 receives a visit from TVP and the repair café preparation is underway expected to start June 2022.            The volunteers hope to run children's activities in the school holidays and a jigsaw swap too.            Library services have been out to measure up with the start date pushed back to July 2022.</p>	
	I	NAG Report / Police issues:	
		i Collaboration with Colnbrook – no further update	



		ii	General Update on issues – Nothing to report. Next meeting 7 <sup>th</sup> June 2022.	
	J		Parking, Speeding and other Highways issues:	
		i	Coppermill Road Traffic calming scheme Council approved the scheme following the resident comments. 3 residents in support, 2 against. Proposed Cllr Hickley, seconded Cllr Coogan.	
	K		Parish Council Reps:	
		i	Play equipment	
		a	Report from Cllr Hickley: Cllr Hickley does an inspection of the play equipment but feels it's not yet an official report. The clerk had been talking with the Old Windsor Clerk who had recommended the clerk having playground inspection training to make the inspections more official. Clerk to look into and make a proposal. Proposed Cllr Hickley, seconded Cllr Bovingdon.	
		b	Crimson Playground Report – The clerk has put it into the councillor's electronic file. One missing bolt was a red that is believed to have been replaced. Cllr Hickley to confirm this by email to the Clerk.	
		C	Playground Risk assessment Review The Clerk has produced a risk assessment which has been checked by Cllr Crame and the Clerk needs to ensure that the measures in the risk assessment are carried out.	
		d	Maintenance Cllr Hickley to email clerk to confirm bolt has been replaced. Garden Designs have filled in the gaps in the flooring.	
		ii	Defibrillator Guardians: report All indicators show that the defibrillator is functional.	
	L		War Memorial Refurbishment and Funding Clerk to enquire.	
	M		Community Right to buy – Horton Arms Draft Form Clerk to send in. Proposed Cllr Hickley, seconded Cllr Bovingdon.	
	N		RBWM draft local cycling and walking infrastructure plan: Cllr Hickley commented that not enough research had been done in the area around Horton which was backed up by Stewart Pomeroy at Colne Valley Trust.	
	O		Any other updates received after the agenda has been published*	



#07	Other Communications or Consultations:				
	A	Items for future agenda: Cllrs to advise Clerk of any items to be added			Clerk
#08	Financial				
	A	Income: VAT return receipt 22 <sup>nd</sup> April 2022 £330.67			
	B	Approval of payment of invoices: £2,933.56 total expenditure was approved.			
		Date	Payee	Budget line	Invoice e Amount
		17/05/2022	Garden Designs	Greens	5753 £530.40
		17/05/2022	Garden Designs – Playground Maintenance	Playground Maintenance	5758 £84.00
		17/05/2022	JRB Enterprises – Dog waste bags	Other	23906 £102.60
		17/05/2022	HALC – CILCA	Training	5163 £408.00
		17/05/2022	BALC Annual subscription	Subscriptions	0338 £249.26
		17/05/2022	Auditing Solutions Ltd	Audit	A7439 £348.00
		17/05/2022	Clerk Wages	Clerk	Month 2 £909.68
		17/05/2022	Pension cost	Clerk	Month 2 £345.88
		17/05/2022	HMRC	Clerk	Month 2 £55.74
	C	Parish Council electronic document storage: Cllr Hickley and the Clerk to research how to transfer document storage to Horton Parish Council. Google storage currently paid for by Cllr Hickley. Proposed Cllr Hickley, seconded Cllr Bovingdon. IT should be a future pre-budget council discussion once Clerk has researched and made recommendations.			
	D	Audit Report and Accounts Approve the internal audit report To approve the Internal Audit report from Auditing Solutions Limited – Proposed Cllr Hickley, Seconded Cllr Bovingdon To approve the Annual Internal Audit report (page 3 of the AGAR) - Proposed Cllr Hickley, Seconded Cllr Bovingdon			



	<p>Approve the 21/22 Annual Accounts          To approve the Annual Governance Statement (page 4 of the AGAR) - Proposed Cllr Hickley, Seconded Cllr Bovingdon          To approve the Accounting Statements (page 5 of the AGAR) - Proposed Cllr Hickley, Seconded Cllr Bovingdon          To approve the 2020/21 Annual Accounts - Proposed Cllr Hickley, Seconded Cllr Bovingdon</p> <p>Exercise of rights of Inspection period to be notified 1<sup>st</sup> June 2022 with the period starting on Monday 6<sup>th</sup> June.</p>	
E	Section 137 / Chair's fund payments (S137 limited by legislation, Chair's fund limited to £250 without meeting approval) Update. - None	
F	Any other Finance items received after the agenda has been published*	
#09	Policies to be reviewed and adopted	
	Meeting Rules and Public Participation – Proposed Cllr Hickley seconded Cllr Bovingdon	
#10	Questions from the public: (If appropriate)	
#11	Dates of future meetings: 2022, Third Tuesday of each month	
	Please read the “Meetings Rules and Public Participation at Meetings” document	
	APM Tuesday 24 <sup>th</sup> May 2022 – 19:30	AMPC Tuesday 24 <sup>th</sup> May 2022 – 20:00
	Tuesday 21 <sup>st</sup> June 2022 – 19:30	Tuesday 19 <sup>th</sup> July 2022 – 19:30
	Tuesday 16 <sup>th</sup> August 2022 - 19:30	Tuesday 20 <sup>th</sup> September 2022 – 19:30

## Meeting Closed 20:50

For information (not included as an agenda item):

Newsletters from BALC HALC & NALC are available from the HPC Google Drive.

Website reports and RBWM press releases are available from the clerk.

NOTE Meeting Rules apply - circulated to Members February 2019 and available from the clerk and at Parish Meetings.

I have arranged for this agenda and the previous minutes to be added to the Parish Council Website:

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

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

Note: Meetings by arrangement only

Email [Clerk@HortonParishCouncil.Gov.uk](mailto:Clerk@HortonParishCouncil.Gov.uk).

Parish Phone 07957 588 277



2022 05 11 Planning Appendix (as at 2022/05/10)								
Ref	date	address	details	No action from	HPC to respond	HPC responded	awaiting RBWM	Decided
4A: New applications received since last meeting								
22/010 34/FUL L	Tue 26 Apr 2022	25 Milton Close Horton Slough SL3 9PP	Single storey front extension, following demolition of the existing single storey front element.		✓			
4B: Applications awaiting decision from RBWM								
22/004 16/FUL L	Fri 18 Feb 2022	24 Coppermill Road Wraysbury Staines TW19 5NT	Single storey detached outbuilding.				✓	
21/015 91	24/05/20 21	121 Coppermill Road	Replacement Dwelling				✓	
21/019 23	21/06/20 21	Horton Brook Quarry Horton Road	Screening Opinion from the Council under Regulation 6 (1) of the Environmental Impact Assessment Regulations 2017 ("the EIA Regulations"), to confirm whether or not there is a requirement for an Environmental Impact Assessment ("EIA") in respect of the proposed use of land at Horton Quarry for a permanent waste and recycling facility processing only inert wastes. Open for comment.				✓	



4C: Applications decided since last meeting				No action	HPC to	HPC	awaiting	Decided
22/008 07/PDX L	Fri 25 Mar 2022	166 Coppermill Road Wraysbury Staines TW19 5NR	Single storey rear extension no greater than 8.00m in depth, 3.30m high with an eaves height of 3.00m.					05/05/22 Application refused
22/004 17/CPD	Fri 18 Feb 2022	24 Coppermill Road Wraysbury Staines TW19 5NT	Certificate of lawfulness to determine whether the proposed 4no. front rooflights, hip to gable and 1no. rear dormer is lawful.					14/04/22 Application permitted
22/061 9/FULL	Mon Mar 2022	120 Coppermill Road	Part First floor rear extension					29/04/22 Application Permitted
22/002 08/CPD	Thu 27 Jan 2022	8 Horton Gardens Datchet Road Horton Slough SL3 9PX	Certificate of lawfulness to determine whether the proposed single storey side extension, single storey rear extension and alterations to fenestration following the demolition of the existing single storey side/rear element is lawful.					03/05/22 Permitted development
21/035 43	01/12/20 21	193 Coppermill Road	Single storey front, side and rear extension and alterations to fenestration					11/04/22 Application Permitted