

Horton Parish Council Tuesday 21st March 2023 Minutes

#01		Councillors Invited: Chair Cllr Hickley Vice Chair Cllr Crame, Cllrs Gibbons, Cllr Cole, Cllr Coogan, Cllr Patel, Cllr Bovingdon, Cllr Larcombe
	A	Present and apologies and Declaration of interest: Chair – Cllr Hickley, Cllr Larcombe, Cllr Bovingdon, Cllr Coogan, the Clerk. Cllr Crame absent with apologies. Cllr Gibbons, Cllr Patel, Cllr Cole absent
	B	Public Participation document and the Meetings Rules: Cllr Hickley went through the meeting rules and then reminded Cllrs of their Code of Conduct and the Nolan principles contained within it. Questions from the public: There were no members of the public present.
#02		Statutory items:
	A	Recording of the meeting: No request was received prior to the meeting so the meeting was not recorded.
	B	Minutes of previous meeting for approval: Proposed Cllr Coogan, seconded Cllr Bovingdon. The minutes are to be signed by Cllr Crame who chaired the meeting.
#03		Planning applications and Highways: (see Planning appendix for details re items A-C)
	A	Planning Applications received: 2 Planning applications received since the publication of the last Agenda. A response was discussed and sent and ratified at this meeting.
	B	Planning applications awaiting a decision: 6 applications
	C	Planning Applications decided by RBWM since last HPC meeting: 4 applications
	D	Planning Enforcement and Complaints: None
	E	Other planning issues and appeals: No appeals pending
	F	Other Planning related items: None
#04		Communications:
	A	Clerk's Report: Communications received: The Monitoring Officer at RBWM has left. A thank you was received for the message sent to the Monitoring Officer on behalf of Horton Parish Council. Election: The deadline for candidate nominations to be at the Town Hall is 4 th April 2023 at 4pm. Appointments are required to take the forms to the Town Hall. It is recommended you submit the forms in person. All forms and information can be found on the Electoral Commission website.

		<p>Audit 2022-2023 Accounts The Clerk advised that the Audit letter from PKF Littlejohn has been received and that the deadline for the accounts is 3rd July 2023. Cllr Hickley will bring the completed Chairs statement to the next meeting.</p> <p>Planning Slough Multifuel Project – this was shown as information for Councillors as the project is on the other side of Slough from Horton. The information is received as Horton is a neighbour to the Slough Borough.</p> <p>Signs on Horton Road: Emails have been received about the temporary signs on Stanwell Road. The Clerk is liaising with RBWM.</p> <p>Meetings attended: Thames Water, Datchet Sailing Club and PCSO Led Bradfield Report from Jayflex meeting.</p> <p>Reports made: Liaised with the Community Wardens and PCSO Les Bradfield over various issues arising.</p> <p>Play Park: New swing seat received.</p>
	B	Chairman’s Communications: None
	C	RBWM Communications:
	D	Any other items received after the agenda has been published*
#05		To receive reports from Borough Councillors or Parish Councillors or others
	A	<p>Ward Councillors’ report: To receive reports from Ward Councillors: Cllr Larcombe asked for the Annual Parish Meeting date – 23rd May 2023. RBWM has had a few officers leaving. The Election process has begun, the notice of election has been published. EL will stand again. He shared his understanding of the current situation. The two other ward representatives have not sought nominations from their party and are not believed to be putting themselves forward for nomination. There are believed to be at least 3 independent candidates and 3 conservative nominated candidates contesting the 3 ward councillor positions. Cllr Larcombe talked about nitrous oxide cannisters. Piles had been cleared from by Sunnymeads Bridge next to Cemex and also Green Lane in Datchet. Planning Committee took place on March 1st 2023 – Cllr Larcombe talked about the process for a planning development in Windsor and highlighted things to look out for and make comment on when local designated land up for sale receives applications. Cllr Johnson has written to the department of Levelling Up to say that they acted as requested and brought in a Borough Local Plan but now the Government has decided it is only guidance that one was needed. Pickins Piece is being looked at for Development. Cllr Coogan has written to Abri but there is no reply as yet. Clerk is to find out whether CIL applies to social housing and what percentage.</p>
	B	<p>DALC /BALC / HALC / NALC Report: To receive the latest updates: The Clerk has circulated the latest NALC Newsletter.</p>

	C	Flood Warden's report: To receive updates from the Flood Warden – The flood warden was not present.
	D	Waterways report: To receive updates on the waterways in Horton – No further updates.
	E	Greens Report
	i	Removal of tree in front of Champney Hall. Quotes to be considered and a tree surgeon to be selected. The Councillors considered the quotes. Landmark Trees was proposed to do the work. Proposed Cllr Hickley, seconded Cllr Coogan. All in favour.
	ii	Hanging Baskets – Quote to be considered It was decided to go ahead with the Window flowers quote: Proposed Cllr Bovingdon, seconded Cllr Coogan.
	F	Kings Coronation: To receive a proposal for the plan for Horton and to approve the crown design for Horton. The Final plan for Horton was proposed as: The Crown designed by an artist with local connections will be used on mugs and a lamp post design. Proposed: Cllr Coogan, Seconded: Cllr Bovingdon Mugs will be distributed to all children in the village (Under 18). The Census and population data indicates that there should be about 250 children in Horton. It was proposed that 250 mugs are purchased. Proposed: Cllr Bovingdon Seconded: Cllr Coogan Mugs to contain the wording King Charles III Coronation, 6 th May 2023 Gift from Horton Parish Council and St Michaels Church. Proposed Cllr Hickley, seconded Cllr Coogan. Cllr Hickley proposed that a leaflet drop will request the number of children per house to be sent to the Parish Council. Security, litter and child safety concerns had been raised about the original plan to have a picnic so it was proposed that there would be an afternoon tea in Champney Hall instead. Proposed Cllr Hickley, seconded Cllr Coogan.
	G	Highways: To receive a report about parking around the village green. Cllr Patel was not present but the clerk reported that the parking company were still parking excess vehicles around the village memorial green. Cllr Hickley will chase planning enforcement for an update on legality of businesses using the premises and surrounding highway. Cllr Coogan reported that pavements were muddy. She will report it to RBWM by attending coffee morning.
	H	Bus Service: To receive a report on the latest bus service plans from RBWM and agree a response. The 305 will continue for another year as per the RBWM bus review The number 5 bus from Cippenham in Slough is extending its route once an hour to London Heathrow Airport and will travel along Stanwell Road through Horton.
	I	Local Access Forum – Milestone Statement The RBWM Parks and Countryside Access Officer has responded to the Clerks feedback on the Milestone Statement. The Council raised that it could not see the benefits to Horton. The Officer has offered to meet with Councillors to discuss the issues surrounding the public rights of way in Horton. This will need to take place after the election. The clerk will arrange it.

		Clerk to ask the Officer why the bridleway has been removed from the signpost at the bottom of Foundry Lane.																																								
J		<p>Playground Equipment and Maintenance Report: To receive an update on the playground. A visual inspection is carried out each week. A new swing cradle has arrived and will be installed in April. The Matting is growing moss again and needs cleaning. It was proposed the clerk looks into brushing the matting and then finding someone to treat it. Proposed Cllr Hickley, seconded Cllr Coogan.</p>																																								
K		<p>Defibrillator Report: To receive a report on the Defibrillator operating status. Cllr Coogan reported that the defibrillator was still in place in working order. Cllr Larcombe raised the issue of people stealing defibrillators and the steps the council needed to take. The Clerk to look into a procedure and liaise with PCSO's on notices to be displayed and bring a procedure to the next meeting. Proposed Cllr Hickley, seconded Cllr Larcombe.</p>																																								
L		War Memorial Refurbishment and Funding: To receive an update on the progression of the funding application. No update available.																																								
M		Any other updates received after the agenda has been published*																																								
N		Items for future agenda: Cllrs to advise Clerk of any items to be added																																								
#06		Financial Report																																								
A		Income: £80.80 reimbursement from Wraysbury Parish Council for the cost of the Clerk for the NAG meeting.																																								
B		<table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Invoice Number</th> <th>Budget Line</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>21/03/2023</td> <td>Staff member</td> <td>Month 12</td> <td>Clerk</td> <td>£992.34</td> </tr> <tr> <td>21/03/2023</td> <td>HMRC</td> <td>Month 12</td> <td>Clerk</td> <td>£40.64</td> </tr> <tr> <td>21/03/2023</td> <td>Berkshire Pension</td> <td>Month 12</td> <td>Clerk</td> <td>£368.69</td> </tr> <tr> <td>21/03/2023</td> <td>Clerk expenses</td> <td>Month 12</td> <td>Admin</td> <td>£52.50</td> </tr> <tr> <td>21/03/2023</td> <td>Metrosigns - Noticeboard</td> <td>MS/20509</td> <td>One-off</td> <td>£1,044.00</td> </tr> <tr> <td>21/03/2023</td> <td>Windowflowers</td> <td>53398</td> <td>Maintenance</td> <td>£294.00</td> </tr> <tr> <td>21/03/2023</td> <td>Fenland Leisure Products Ltd – Swing Cradle</td> <td>SIN051228</td> <td>Maintenance</td> <td>£131.00</td> </tr> </tbody> </table> <p>Approval of payment: Expected payments – Total Payments £2,923.17</p>	Date	Payee	Invoice Number	Budget Line	Amount	21/03/2023	Staff member	Month 12	Clerk	£992.34	21/03/2023	HMRC	Month 12	Clerk	£40.64	21/03/2023	Berkshire Pension	Month 12	Clerk	£368.69	21/03/2023	Clerk expenses	Month 12	Admin	£52.50	21/03/2023	Metrosigns - Noticeboard	MS/20509	One-off	£1,044.00	21/03/2023	Windowflowers	53398	Maintenance	£294.00	21/03/2023	Fenland Leisure Products Ltd – Swing Cradle	SIN051228	Maintenance	£131.00
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C		Section 137 / Chair's fund payments (S137 limited by legislation, (Chair's fund limited to £250 without meeting approval): None.																																								
D		Insurance – Council to consider Insurance quotes Hiscox is coming out more expensive than the BHIB quote. Clerk to compare and obtain a quote from Zurich. A decision will be made and payment approved at the April meeting.																																								
E		Q3 Accounts Approval – To approve the accounts for the end of Q3 – Deferred until April meeting.																																								

	F	Financial year 22-23 – To receive a report on the year ending 31 st March 2023 The Responsible Finance Officer/Clerk reported on the expected financial position for the year ending 31 st March 2023. The Council are not expected to have exceeded the annual budget but will add about £1,600 to reserves mainly due to less maintenance than expected on the Play Park.	
	G	Any other Finance items received after the agenda has been published*	
#07		Policies to be reviewed and adopted	
		Data Protection Policy – approved	
		Communications Policy – approved with paragraph on 2 nd phase of the website development removed.	
		Meeting Rules and Public Participation – approved.	
#08		Questions from the public: (If appropriate)	
#09		Dates of future meetings: 2022, Third Tuesday of each month	
		Please read the “Meetings Rules and Public Participation at Meetings” document	
		Tuesday 18 th April 2023 – 19:30	Tuesday 16 th May 2023 – 19:30
		Tuesday 20 th June 2023 – 19:30	Tuesday 18 th July 2023 – 19:30

Meeting Closed 21:03

Website: 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.

Parish Phone 07957 588 277

Planning Appendix (as at 2023/03/13)								
Ref	date	address	details	No action from HPC	HPC to respond	HPC responded	awaiting RBWM decision	Decided
4A: New applications received since last meeting								
23/00385 /FULL	Mon 13 Feb 2023	Brookfield Lodge Datchet Road Horton Slough SL3 9PS	Single storey side extension to link the main dwelling to the detached Summer Room with new mansard roof providing habitable accommodation within the roofspace.			✓		
23/00386 /LBC	Mon 13 Feb 2023	Brookfield Lodge Datchet Road Horton Slough SL3 9PS	Consent for a single storey side extension to link the main dwelling to the detached Summer Room with new mansard roof providing habitable accommodation within the roofspace.			✓		
4B: Applications awaiting decision from RBWM								
23/00269 /FULL	Tue 07 Feb 2023	Chesills Stanwell Road Horton Slough SL3 9PE	Detached garage with habitable accommodation above, 2no. front dormers and external staircase following demolition of existing garage and shed.			✓	✓	
22/02544 /FULL	Tue 20 Sep 2022	Brookfield Lodge Datchet Road Horton Slough SL3 9PS	Single storey side extension to link the main dwelling to the detached Summer Room.		✓	✓	✓	
22/02545 /LBC	Tue 20 Sep 2022	Brookfield Lodge Datchet Road Horton Slough SL3 9PS	Consent for a single storey side extension to link the main dwelling to the detached Summer Room.		✓	✓	✓	
22/01547 /FULL	Thu 09 Jun 2022	18 Coppermill Road Wraysbury Staines TW19 5NT	Retention of rear single storey extension at a reduced size following demolition of part of the existing garage and the rear most part of the existing extension.		✓	✓	✓	
22/01475 /VAR	Tue 31 May 2022	Land East of Horton Road Horton Slough	Variation (under Section 73) of conditions 12 (scheme of restoration and landscaping), 39 (mineral extraction and infilling) and 40 (linked to condition 13) of planning permission 17/03850/VAR for the		✓	✓	✓	

			variation of condition 40 (under Section 73) to allow for continued extraction, infilling and restoration of site for the extraction of sand and gravel and restoration to agricultural land using imported inert fill, creation of a site access road onto Horton Road, erection of a gravel processing plant, site offices and facilities, and formation of settlement ponds approved under (07/00590) (allowed on appeal).					
21/01923 /EIASCR	21/06/2021	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								
22/02089/FULL	Wed 26 Oct 2022	Sunnyside Stanwell Road Horton Slough SL3 9PE	New electric entrance gates, brick boundary wall and hardstanding (Retrospective).			✓	✓	23/01/2023 - Refused
22/02732/FULL	Thu 27 Oct 2022	The Hermitage Stanwell Road Horton Slough SL3 9PE	Replacement porch and alterations to fenestration.			✓	✓	17/01/2023 - Application permitted