

Horton Parish Council

Minutes

18th April 2023

#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 Present: Cllr Hickley, Cllr Larcombe, Cllr Bovingdon, Cllr Cole, Cllr Coogan, Cllr Patel, the Clerk Mrs Jayne Kennedy and 3 members of the public including the flood warden. Absent: Cllr Gibbons Cllr Crame has resigned with a letter to the Chair of the Parish Council. No declarations of interest were made.
	B	Public Participation document and the Meetings Rules: These were explained to the members of the public. Questions from the public: 2 residents asked about increased parking around the memorial green.
#02		Statutory items:
	A	Recording of the meeting: No requests have been received so the meeting is not recorded although CCTV is running in the hall recording images not sound.
	B	Minutes of previous meeting for approval: Proposed: Cllr Hickley, seconded Cllr Patel.
#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. Response for ratification. 23/00236/TPO - Councillors do not have Indepth knowledge about trees but would like it stipulated that the cut-offs are cleared up afterwards. 23/812/NMA - No comments from Councillors at the meeting. The planning lead will come up with a suitable response and report back at the next meeting.
	B	Planning applications awaiting a decision: 7 applications The planning lead has chased some outstanding decisions and enforcements.
	C	Planning Applications decided by RBWM since last HPC meeting: 1 application withdrawn 21/01923/EIASCR - the application has been withdrawn.
	D	Planning Enforcement and Complaints: Councillors queried the car for sale at the roundabout at the top of Coppermill Road. The Clerk will check for Tax and MOT.

	E	Other planning issues and appeals: No appeals pending
	F	Other Planning related items: None.
#04		Communications:
	A	<p>Clerk's Report:</p> <p>Census data is now available from the 2021 census. Communications received: Slough Multifuel Project – email version Resident concern about parking around the green – on the agenda later Resident concern about hump signs – Highways have responded that they will be there until the road surface is improved. Communications sent out: An article for Wraysbury and Horton News. Meetings attended: None Consultations received: None Reports made: Poyle Poplars/Arthur Jacobs Nature Reserve – damaged fencing and entry metal structure Play Park: Due for an annual inspection – quotes to be obtained. Audit: Requested Electronic file submission has been made to the Internal auditor. Paperwork to go to Old Windsor 26-04-2023 External Audit submission deadline 3rd July 2023 AGAR to be approved at the May meeting. Bank Mandate: Paperwork for changes to the list of approvers – Mrs Janet Crame and Mr Brian Hickley to be removed. On the Bank account mandate with varying levels of access are: Cllr Hickley - Authorised and has working access Cllr Bovingdon - Authorised and has working access Cllr Gibbons - Authorised access but access does not work Cllr Cole - Authorised working access Cllr Patel - Authorised access but access does not work Clerks access works. In May Cllr Cole and Cllr Hickley are the only two remaining councillors to authorise the payments electronically. It was decided to amend any accesses after the May Annual Parish Council meeting when we know who is remaining on the council. Everyone will need to do their Acceptance of Office and Pecuniary Interest form again at the next meeting.</p>
	B	Chairman's Communications: Nothing to report

	C	<p>RBWM Communications: Communications have been received about the elections. Horton Parish Council has five councillors decided from an uncontested election: Cllr Hickley, Cllr Cole, Cllr Coogan and Cllr Larcombe will be joined by Cllr Buckley from Datchet. The RBWM election for the Datchet, Horton and Wraysbury ward is being contested by 11 candidates for 3 vacancies.</p>
	D	<p>Any other items received after the agenda has been published* None.</p>
#05		<p>To receive reports from Borough Councillors or Parish Councillors or others</p>
	A	<p>Ward Councillors' report: To receive reports from Ward Councillors: Cllr Larcombe - Locally in the ward there are two councils elected in uncontested elections Horton has filled 5 from 9 positions and Datchet 10 from 15. Wraysbury is having an election for the first time in 20 years, 17 candidates for 11 Councillor positions. Cllr Larcombe is standing again as an independent candidate for the ward but the other two ward councillors are not seeking election for another term. There are 11 candidates for 3 positions. The next RBWM council meeting has been cancelled and the planning meeting in Windsor is cancelled. Cllr Larcombes questions will be answered but not in public. Parking Charges – weekend and bank holiday parking charges have been included as part of the budget but have now been removed in Maidenhead. Everywhere else including Datchet they are still in place.</p>
	B	<p>DALC /BALC / HALC / NALC Report: To receive the latest updates. Newsletters being circulated.</p>
	C	<p>Flood Warden's report: To receive updates from the Flood Warden. Parts of the Colnebrook have been cleared but not all of it. A Coppermill Road annexe development has meant large amounts of concrete being poured on the edge of the colnebrook. It has been deemed ok by an independent expert.</p>
	D	<p>Waterways report: To receive updates on the waterways in Horton Ditches have not been effectively maintained and are now in a poor state for water to flow.</p>
	E	<p>Greens Report: Tree contractor to remove tree outside Champney Hall and cut back trees overhanging the play park on 20th April 2023. The grass on the recreation ground has been cut.</p>
	F	<p>Kings Coronation: Events based in Horton: St Michaels Church service on Sunday 6th May at 9:30am and Afternoon tea at Champney Hall 2pm-4pm on Monday 7th May 2023. A flag has been purchased by Councillor Cole for the memorial green. All children with an address in Horton will receive a mug from the Parish Council and St Michaels Church.</p>

	<p>Crowns will be displayed on lamp posts. The Parish COuncil wish to thank Cappagh for their donation to the Horton decorations and activities. The Flag and Crowns will be put up on Friday 5th May.</p>
G	<p>Highways: There is an ongoing issue of inconsiderate parking around the Memorial green and an issue of speeding was raised. Cllr Hickley advised that anything appearing to be 7.5 tonne or over that was passing through rather than accessing can be reported to companies transport managers. The Police should be contacted for dangerous parking or speeding. The Parish council can make a request to RBWM to monitor the speed. Not all cars on the Green are airport parking some are from local garages lacking space within their premises. Councillors asked the clerk to write to Simpsons Skips to express that the parking from their Datchet Road depot is causing an issue on the highways for the community.</p>
H	<p>Bus Service: The 305 is continuing as is for another 12 months. The number 5 is a welcome addition to the village and reports suggest it is running well so far. There is a £2 capped fair under the Government scheme running until The council have received a communication from a Wraysbury resident asking to support a petition to have the bus rerouted through Wraysbury. Cllr Hickley has responded that the Council will be unable to support a petition that seeks to remove services from Horton.</p>
I	<p>Playground Equipment and Maintenance Report: The swing seat has arrived and will be installed soon. It meets the expected standards for a public playground. The weekly inspections are up to date.</p>
J	<p>Defibrillator Report: It was confirmed by Cllr Coogan that the Defibrillator is still in working order.</p>
K	<p>War Memorial Refurbishment and Funding: The application has been chased on 17th April 2023 and is being looked at.</p>
L	<p>Any other updates received after the agenda has been published: Double gates installed on a bend on Datchet Road were raised. The planning lead will look into.</p>
M	<p>Items for future agenda: Flooding was requested.</p>
#06	<p>Financial Report</p>
A	<p>Income: Precept payment has been received - £22,780. Churchyard invoice has been issued to St Michaels - £1,322.50 VAT Returns done for Q3 and Q4. Payment for £1,910.25 has been received.</p>

	<p>B Approval of payment: Payments Total: £2,586.90</p> <table border="1" data-bbox="343 331 1422 689"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Invoice Number</th> <th>Budget Line</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>18/04/2023</td> <td>Staff member</td> <td>Month 1</td> <td>Clerk</td> <td>£992.34</td> </tr> <tr> <td>18/04/2023</td> <td>HMRC</td> <td>Month 1</td> <td>Clerk</td> <td>£40.64</td> </tr> <tr> <td>18/04/2023</td> <td>Berkshire Pension</td> <td>Month 1</td> <td>Clerk</td> <td>£384.44</td> </tr> <tr> <td>18/04/2023</td> <td>Clerk expenses</td> <td>Month 1</td> <td>Admin</td> <td>£62.50</td> </tr> <tr> <td>18/04/2023</td> <td>Expenses – Cllr Cole</td> <td>Month 1</td> <td>Admin</td> <td>£15.16</td> </tr> <tr> <td>18/04/2023</td> <td>Garden Designs</td> <td>7284</td> <td>Greens</td> <td>£299.82</td> </tr> <tr> <td>18/04/2023</td> <td>My Controller – Payroll Services</td> <td>SI-18318</td> <td>Admin</td> <td>£792.00</td> </tr> </tbody> </table> <p>Payments April 2023 – Total £2,586.90 Proposed: Cllr Larcombe, second: Cllr Coogan Bank approvals: Cllr Hickley and Cllr Bovingdon. Approval for the insurance payment of £676.59 was also given – see 18042023/06D Proposed Cllr Hickley. Seconded Cllr Cole.</p>	Date	Payee	Invoice Number	Budget Line	Amount	18/04/2023	Staff member	Month 1	Clerk	£992.34	18/04/2023	HMRC	Month 1	Clerk	£40.64	18/04/2023	Berkshire Pension	Month 1	Clerk	£384.44	18/04/2023	Clerk expenses	Month 1	Admin	£62.50	18/04/2023	Expenses – Cllr Cole	Month 1	Admin	£15.16	18/04/2023	Garden Designs	7284	Greens	£299.82	18/04/2023	My Controller – Payroll Services	SI-18318	Admin	£792.00
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	<p>C Section 137 / Chair’s fund payments (S137 limited by legislation, (Chair’s fund limited to £250 without meeting approval) No S137 payments.</p>																																								
	<p>D Insurance – The Council decided to go with the cheapest quote from Zurich - £676.59 Proposed Cllr Cole, second Cllr Patel. All in favour.</p>																																								
	<p>E Q3 and Q4 Accounts Approval – Deferred until May meeting.</p>																																								
	<p>F Financial year 22-23 –The Governance statement has not been requested by the internal auditor this year due to the Election so no action needed. The Internal audit is underway.</p>																																								
	<p>G To agree Asset Register Proposed: Cllr Hickley. Seconded: Cllr Cole.</p>																																								
	<p>H Any other Finance items received after the agenda has been published* Nothing.</p>																																								
<p>#07</p>	<p>Policies to be reviewed and adopted</p>																																								
	<p>Privacy Policy Equality and Diversity Policy Freedom of Information Complaints Policy All policies remain unchanged apart from the Freedom of Information where the Data Protection Act needs changing to the 2018 Act. All policies were adopted with the recommended changes.</p>																																								
<p>#08</p>	<p>Questions from the public: (If appropriate) An observation was made that water meters are being installed in Coppermill Road was made.</p>																																								

#09	Dates of future meetings: 2022, Third Tuesday of each month.	
	Please read the “Meetings Rules and Public Participation at Meetings” document	
	Tuesday 16th May 2023 – 19:30	Tuesday 20th June 2023 – 19:30
	Tuesday 18th July 2023 – 19:30	Tuesday 15th August 2023 – 19:30

Meeting Closed 20:37

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

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Planning Appendix (as at 2023/04/11)									
Ref	date	Address	details	No action from HPC	HPC to respond	HPC responded	awaiting RBWM decision	Decided	
4A: New applications received since last meeting									
23/00236 /TPO	Thu 26 Jan 2023	Land At Junction of Welley Road And Datchet Road Horton Slough	T1 - T9 - Poplar Trees - Crown reduction to a final height of 20m and spread of 5.5m and Crown lifting to 5m above ground level, T10 - Poplar - fell (126/2002/TPO).		✓				
23/00812 /NMA	Thu 30 Mar 2023	Land East of Horton Road Horton Slough	Non-material amendments to planning permission 17/03850/VAR to revise conditions requiring the removal of raised screening bunds and the existing plant, machinery, buildings and structures (including hard surfacing constructed for any purpose) and related to restoration, landscaping and aftercare scheme.		✓				
4B: Applications awaiting decision from RBWM									
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.			✓		
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.		✓	✓	✓	

21/01923 /EIASCR	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								
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		✓	✓	✓	6 th April 2023 – Application Withdrawn

			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).					
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