

Minutes of the Parish of Horton Annual Meeting of the Parish Council - 16th May 2023

Horton Parish Council
Draft Minutes
Annual Parish Council Meeting
16th May 2023 at 19:30

1.	Present: Cllr Cole, Cllr Coogan, Cllr Hickley, Cllr Larcombe, Clerk Jayne Kennedy, Ward Cllr Jodie Grove, Mrs Freda Bovingdon, Absent - Apologies were received from Cllr Buckley.
2.	The election of the Chair of the Parish Council: Cllr Hickley was nominated by Cllr Cole as Chair. This was seconded by Cllr Larcombe. All in favour. Cllr Hickley signed the acceptance form in the presence of the proper officer.
3.	The election of the Vice Chair of the Parish Council: Cllr Cole was nominated by Cllr Hickley, seconded by Cllr Larcombe. All in favour. Cllr Cole signed the declaration of acceptance form as a councillor in front of the Proper Officer.
4.	To consider Co-options to fill vacant seats – Mrs Freda Bovingdon has expressed that she would be willing to be co-opted to the council. The Councillors discussed it. Cllr Hickley proposed Mrs Freda Bovingdon as a member of the council. Seconded by Cllr Cole. All in favour.
5.	Councillors’ Declarations of Pecuniary Interest: This included the acceptance of office form that was signed by all councillors in front of the Clerk (Proper Officer). The Clerk will send the DPI forms to RBWM.
6.	Declarations of Interest: No declarations of interest in the meeting agenda were made.
7.	Open session for members of the public No one addressed the meeting.
8.	Committees and responsibilities: No committees were set up for the coming year.
9.	To Appoint Lead Councillors – This was proposed by Cllr Hickley, Cllr Larcombe seconded and all were in favour. <ul style="list-style-type: none">• 9.1 Planning – Cllr Hickley – Residential, Cllr Cole – Business/Industrial• 9.2 Finance – Cllr Cole• 9.3 flags – Cllr Cole• 9.4 policies – Cllr Cole• 9.5 fly tipping – Cllr Hickley• 9.6 parking issues – this was left unfilled.• 9.7 play equipment – This was delegated to the Clerk• 9.8 Greens – This was delegated to the Clerk• 9.9 water course and flooding – Cllr Larcombe• 9.10 staffing and training – Cllr Cole• 9.11 Defibrillator Guardian – Cllr Coogan, Cllr Cole.
10.	To appoint representatives to other parish bodies: Champney Hall Management Committee Cllr Bovingdon and Cllr Hickley. Proposed Cllr Hickley, seconded Cllr Cole. The Clerk has a role as a custodian trustee as part of her job.
11.	To appoint representatives to appropriate bodies and / or to agree to subscribe where applicable:

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	<ul style="list-style-type: none"> • 11.1 DALC – Cllr Cole • 11.2 BALC – Cllr Cole • 11.3 LAANC – Cllr Cole • 11.4 Neighbourhood Action Group – Cllr Hickley, the Clerk will continue minuting the meetings, Mrs Janet Crame will act as a Horton Parish Council Liaison. • 11.5 RBWM Flood Forum – Cllr Larcombe. <p>This was decided following a council discussion. Proposed Cllr Hickley, seconded Cllr Coogan. All in favour.</p>
12.	<p>To note the following annual or long-term contracts have been awarded:</p> <ul style="list-style-type: none"> • 12.1 Greens maintenance – Garden Designs • 12.2 Internal Auditor – Auditing Solutions • 12.3 Payroll Services – Payroll Services • 12.4 Web hosting – Vision ICT • 12.5 Insurance – Zurich Insurance
13.	<p>Approval of Minutes of the April meeting on 18th April 2023 Cllr Coogan proposed, Cllr Cole seconded. All in favour.</p>
14.	<p>Planning Applications</p> <ul style="list-style-type: none"> • 23/00927/FULL - validated Monday 17th April 2023 - 167 Coppermill Road - First floor rear extension and alterations to fenestration. It was proposed that the application was not contentious with local policy. It was proposed that a standard response was sent to RBWM. Proposed Cllr Hickley, seconded Cllr Cole. All in favour. • 23/01007/CONDIT - Monday 24th April 2023 - Brookfield Park Lane Horton Slough SL3 9PR Details required by Condition 3 (roof tile sample) and Condition 4 (Lead work) of Listed Building Consent 22/02507/LBC for Consent for works to the existing roof including removal of the existing roof finishes and replacement of roof tiles, leadwork and parts of the roof structure. This was a listed application so the council felt there was no need to comment. <p>Cllr Coogan asked about the closed public house – The Horton Arms and whether before it was sold would they have to put right the non-compliant work done to the listed building. The Clerk is to ask RBWM planning enforcement.</p>
15.	<p>Neighbourhood Plan – A review had been chased earlier in the year but the councillor has since resigned. It was decided to leave chasing a review at the moment.</p>
16.	<p>Correspondence: None received through the clerk that need reporting.</p>
17.	<p>To receive reports from:</p> <ul style="list-style-type: none"> • 17.1 The Clerk – The Clerk asked all councillors with personal email addresses for permission to send council paperwork to them at these addresses. Permission was granted by all councillors. • 17.2 The Chairman - Received a request from Cllr Buckley for a Horton Parish Council email address. This led to a wider discussion about council email addresses. The current set up is all correspondence through the clerk if a Councillor does not have a council email address. Cllr Buckley's request will be considered at the next meeting once he has signed the Acceptance of Office and is present to ask questions to. • 17.3 RBWM Ward Councillors – Mayor Making at RBWM is Tuesday 23rd May 2023. Both ward councillors present issued apologies for the Horton Annual parish meeting.

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	<p>Ward Cllr Jodie Grove</p> <p>Cllr Grove is working closely with the ward councillors and they are looking at a first 3 month strategy. Councillors elected made promises on collaboration and are part of the second biggest group – independents. They are looking for things that can be solved immediately as well as bigger longer term issues.</p> <p>Cllr Cole thanked Cllr Grove for attending the meeting.</p> <p>Cllr Grove is committed to working with parish councils and will be holding local drop in sessions. Cllr Grove requested she is copied in on all issues sent to RBWM.</p> <p>Ward Cllr Larcombe</p> <p>Cllr Larcombe noted that there are 22 Liberal Dems but the mayor would not necessarily come from the lead party.</p> <p>140 voters voted in Horton – the need for further engagement was noted.</p> <p>Cllr Johnson and Cllr Raynor lost seats.</p> <p>Cllr Larcombe had canvassed using leaflets through doors rather than door knocking.</p> <p>Wraysbury Parish Council (part of the ward) has 8/11 new councillors.</p> <p>Rural Crime – Several cases of guilty pleas for poaching and hare coursing associated with the ward.</p> <p>Flooding – Cllr Larcombe hopes to be reinstated on Thames Regional Flood and Coastal committee.</p>																																																																						
18.	<p>Meeting schedule for 2023-2024</p> <p>Tuesday 20th June 2023</p> <p>Tuesday 18th July 2023</p> <p>Tuesday 15th August 2023</p> <p>Tuesday 19th September 2023</p> <p>Tuesday 17th October 2023</p> <p>Tuesday 21st November 2023</p> <p>Tuesday 19th December 2023</p> <p>Tuesday 16th January 2024</p> <p>Tuesday 20th February 2024</p> <p>Tuesday 19th March 2024</p>																																																																						
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	<p>Cllr Hickley asked that St Michaels Church Horton be invoiced £200 for their contribution to the mugs as agreed. Cappagh donated £500 towards the Coronation Events in the Village. The Parish Council thanks Cappagh for their continued support of Village Life.</p> <ul style="list-style-type: none">• 19.2 Budget Report – The final budget outcome for year ending March 2023 added £795 to the reserves.• 19.3 Internal Audit Report Auditing solutions have provided two points for the council to consider:<ol style="list-style-type: none">1. The fixed asset register was not approved in year ending 31st March 2023. The Council actually approved it in April minute reference 18/04/2023 #06G2. When issuing cheques back up should be kept. This is in relation to a payment made by cheque in December to the MacMillan Charity.• 19.4 Approval of the 2022/23 Governance Statement• Cllr Hickley proposed that the Annual Governance Statement was approved. Cllr Coogan seconded, all in favour.• 19.5 Approval of the 2022/23 Accounts Following the internal audit report the AGAR accounts were approved – proposed Cllr Hickley, seconded Cllr Cole. All in favour• 19.6 Banking Arrangements The Clerk recommended that councillors no longer in post should be removed from the accounts. C Gibbons will be removed. Proposed Cllr Cole, seconded Cllr Hickley.• 19.7 Chairs Allowance Nothing has been spent from the Chairs allowance.• 19.8 Insurance Cover The payment to Zurich was arranged and the documents have been received.• 19.9 Approval of the current level of reserves The Council approved the current level of reserves having received the internal auditors comments. Current level of Reserves £37,371. Proposed Cllr Hickley, seconded Cllr Cole.
20.	<p>Documents:</p> <ul style="list-style-type: none">• 20.1 Standing Orders – The change was to the statutory standing order 18 due to a change in legislation following Brexit.• 20.2 Financial Procedures – has been reviewed and no changes required.• 20.3 Members code of conduct – this is an RBWM document and as yet no update is available so it was proposed to readopt as is. <p>Proposed Cllr Hickley , seconded Cllr Bovingdon.</p>
	<p>A request was made relating to the Agenda for the June meeting to include: Churchyard closure and a discussion on whether the parish council wishes to take it on. Playschemes in Horton and funding from Parish council.</p>

Meeting Closed 21:07

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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 2023/05/09)								
Ref	date	address	details	No action from HPC	HPC to respond	HPC responded	awaiting RBWM decision	Decided
4A: New applications received since last meeting								
23/00927 /FULL	Mon 17 Apr 2023	167 Coppermill Road Wraysbury TW19 5NX	First floor rear extension and alterations to fenestration.					
23/01007 /CONDIT	Mon 24 Apr 2023	Brookfield Park Lane Horton Slough SL3 9PR	Details required by Condition 3 (roof tile sample) and Condition 4 (Lead work) of Listed Building Consent 22/02507/LBC for Consent for works to the existing roof including removal of the existing roof finishes and replacement of roof tiles, leadwork and parts of the roof structure.					
4B: Applications awaiting decision from RBWM								
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.		✓			
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.		✓	✓	✓	

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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								
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.			✓		12/04/2023 Refuse
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.			✓		12/04/2023 Refuse
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.			✓	✓	02/05/2023 Refuse