

Horton Parish Council Minutes Tuesday 20th June 2023 – 7:30pm

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| #01 | |
| A | <p>Present and apologies and Declaration of interest: Present: Cllr Hickley (Chair), Cllr Cole (Vice Chair), Cllr Bovingdon, Cllr Buckley, Cllr Larcombe, Mrs Jayne Kennedy (Clerk) Apologies: Cllr Coogan, Mr Jaimin Patel</p> |
| B | <p>Public Participation document and the Meetings Rules: There were no members of the public present. Questions from the public: None present</p> |
| C | <p>Membership of the Council: Motion to co-opt Mr Jaimin Patel as a Parish Councillor: Mr Patel had offered apologies so Cllr Cole stated a view that Mr Patel should be co-opted when present which was supported by Cllr Buckley. The Clerk could not find anything stating that Mr Patel had to be present. Proposed Cllr Hickley, seconded Cllr Bovingdon. A named vote was requested. For: Cllr Bovingdon, Cllr Hickley, Cllr Larcombe. Against: Cllr Buckley, Cllr Cole. Clerk to ask Mr Patel to sign the forms prior to the next meeting.</p> |
| #02 | Statutory items: |
| A | <p>Recording of the meeting: None requested so other than the CCTV (images only) the meeting was not recorded.</p> |
| B | <p>Minutes of previous meeting for approval: Proposed Cllr Hickley, seconded Cllr Larcombe, all in favour.</p> |
| #03 | Planning applications and Highways: (see Planning appendix for details re items A-C) |
| A | <p>Residential Planning Applications received: 5 Planning applications received: 23/01197/CLU – 16th May 2023 - Annexe Beggars Roost Stanwell Road Horton Slough SL3 9PE - Certificate of lawfulness to determine whether the existing use as residential dwelling is lawful. Response sent pointing out greenbelt policies and previous enforcement. 23/01205/FULL – 16th May 2023 - 193 Coppermill Road, Wraysbury - New boundary treatment and entrance gate. (Retrospective) – Enforcement had been contacted about gates. A retrospective application was received so now in the hands of planning department. Parish Council comments – Not 7m from the carriageway and not appropriate for the locality. 23/01325/TPO – 30th May 2023 - Berkyn Manor Farm Stanwell Road Horton - T1 - Ash - Fell, T2 - Ash - Reduce crown by half, from 25m height to 15m height (004/1990/TPO) – Defer to the RBWM tree officers for an opinion and recommend a replacement planted. 23/01387/FULL – 5th June 2023 - Broom Lodge and Land at Broom Lodge Stanwell Road Horton - Subdivision of existing residential dwelling into 5 flats (including partial demolition and extension of the dwelling) and erection of 10no. detached and semi-detached dwellings together with revised access, driveways and landscaping. – A discussion was had leading to a council vote, concluding that overall but not unanimously they are in favour of development</p> |

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| | | but there are objections to the current plans and mitigations are needed. For this proposal as is 0, For with amendments to provide mitigations: 3, Against: 2 23/01309/FULL – 12th June 2023 - Whites Manor Bells Lane Horton - Part first floor, part two storey front/side/rear extension, single storey side/rear extension, garage conversion, first floor rear terrace with undercroft, solar panels and alterations to fenestration – Parish Council objects due to overdevelopment and flooding concerns. |
| | B | Industrial Planning Applications received: 0 |
| | C | Planning Applications decided by RBWM since last HPC meeting: 1 application refused |
| | D | Planning Enforcement and Complaints: A referral has been made for one application raising concerns involving stables at Brookfield House. The Councillor with responsibility for planning enforcement will be visiting Horton on Sunday 25 th June. Other enforcement concerns raised were the Horton Arms internal changes that required amendment. Concerns about airport parking at the Heathrow Cattery were raised. |
| | E | Other planning issues and appeals: Brookfield House have lodged an appeal against a planning permission refusal. Plans for Pickins Piece raised: The site is now up for sale with Lambert Smith Hampton in Maidenhead. Cllr Buckley expressed concern due to RBWMs need to invest in social housing development. Clerk to search history of communications with RBWM and share with Cllr Buckley. |
| #04 | | Communications: |
| | A | Clerk's Report: Communications received: Resident concerns about dead tree outside 4 Milton Close – RBWM contacted and photos sent. Resident concerns about land grab outside 12 Milton Close – Clerk will investigate, photograph and work with correct authority. No new requests for mugs – Schools/nurseries to be sent a poster and requested that they distribute to parents. Meetings attended: Jayflex: Attended on behalf of the parish council. The main concerns were around water safety – Fire Brigade and councils were trying to get communications to schools. The Headteacher at Churchmead was present and visitors were due in the school to talk about water safety. Jayflex were concerned about the ditch along the main road as it is overgrown and now has trees and fly tipping in. I have contacted the RBWM officer again and asked about plans to tidy up the ditch. |

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| | <p>Thames Water: due to a communication mix up I missed the meeting but will be sorted for the September meeting.</p> <p>NAG meeting minutes will be out this week.</p> <p>Consultations received:</p> <p>Aircraft noise strategy see below. Ask a councillor to respond on behalf of Horton.</p> <p>PSPO for BBQ's, Fires and public space outdoor drinking</p> <p>Highways questionnaires to residents</p> <p>Reports made:</p> <p>Fly tipping – RBWM say on private land but collected it on Friday morning (16th June).</p> <p>Traffic Light issues both sides of Sunnymeads Bridge.</p> <p>Play Park:</p> <p>Due for an annual inspection – quotes to be obtained for next meeting.</p> <p>Audit:</p> <p>External Audit submission deadline 3rd July 2023, paperwork will be sent this week.</p> <p>Inspection period is now open (from 15th June 2023) and will end Wednesday 26th July 2023.</p> <p>Bank Mandate:</p> <p>The request for Carly Gibbons to be removed has been made. Form to be signed.</p> <p>Website:</p> <p>Will update this week.</p> <p>DPI's</p> <p>Have been scanned and sent over to democratic services.</p> <p>Policies:</p> <p>Health and Safety Policy – No recommended changes at this time.</p> <p>Training and Development Policy – Recommended by CILCA to have one.</p> |
| B | <p>Chairman's Communications:</p> <p>White Railings by gates on Horton Road damaged – Clerk to send images to RBWM.</p> |
| C | <p>RBWM Communications:</p> |

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| | | RBWM have consultations out for Public Space Protection Orders for street drinking and one for Barbecues and Fires in public parks and open spaces. |
| D | Liquid Leisure: | Cllr Cole was approached by the Operations Manager at Liquid Leisure asking for support as they have not yet been allowed to reopen following a fatal accident in August 2022. After a discussion about what is allowed and what is not and what happened with planning permissions the council came to the conclusion that the action Liquid Leisure needs to take is to work with RBWM on what is needed, engaging with the ward councillors if necessary. |
| E | Heathrow Consultation: | The clerk explained about the Aircraft noise survey and will fill in a response on behalf of the council. |
| F | LAANC Membership – Invoice received. Is the council rejoining | It was decided not to rejoin currently. The clerk will respond on behalf of the council. |
| G | Any other items received after the agenda has been published* | |
| #05 | To receive reports from Borough Councillors or Parish Councillors or others | |
| A | Ward Councillors’ report: | To receive reports from Ward Councillors Extraordinary meeting of the RBWM cabinet next week. (w/c 26 th June 2023). There is new leadership of the council sharing responsibilities which is more inclusive of the independent candidates. There have been officer changes in Leadership positions too: CEO and Head of Finance have changed. Outside body representation has not officially happened yet. 3 Independent Ward Councillors working together for the benefit of the ward. Priorities are: Enforcement and Planning, Waste and Highways. |
| B | DALC /BALC / HALC / NALC Report: | To receive the latest updates – Nothing to report. |
| 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 The new ward Cllr for Environment has taken a tour of ditches in Horton. Cllr Larcombe has requested he obtain a map of watercourses and ditches. |
| E | Greens Report: | Flower Planters on Stanwell Road – Advice from contractor to plant shrubs later in the year. Proposed: Cllr Hickley, seconded: Cllr Cole. Slow growing shrubs to be requested so that they do not screen off Champney Hall and attract anti-social behaviour. |
| F | Discussion on status of the Churchyard with a decision on council position should the Church yard be closed. | This item was deferred until a decision has been made by the Church Council. The previous plan to have an independent Cemetery behind the churchyard was raised. Cllr Hickley stated that RBWM and the landowner had vetoed the idea. |

| G | <p>Highways: To receive a report on highways actions and issues including parking around the Memorial Green. Red Recycling blocking the pavement should be reported to RBWM. Clerk to obtain photographs and report.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| H | <p>Bus Service: To receive an update on bus services 305 and the 5 are running a reliable service. Concerns have been raised about the 5 being diverted to Wraysbury following the petition from the residents there about a lack of bus service.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I | <p>Playground Equipment and Maintenance Report: To receive an update on the playground. The Clerk reported the trees on the recreation ground were now resting on the wooden equipment. Cllr Hickley proposed the greens contractors Garden Designs are asked to quote to trim them back. Second Cllr Cole. Playground inspection quotes to be brought to the next meeting. Clerk to look at the surfaces in Datchet Recreation ground and liaise with the Clerk at Datchet Parish Council. Clerk to investigate playground grants.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| J | <p>Defibrillator Report: To receive a report on the Defibrillator operating status. The Defibrillator battery has been replaced. The Council thanked Cllr Cole.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| K | <p>War Memorial Refurbishment and Funding: To receive an update on the progression of the funding application. No further forwards but the War memorial charity is being chased. Next year is the commemoration of 80 years since D-Day.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| L | <p>Any other updates received after the agenda has been published* The Clerk asked about a Horton Parish Council email for Cllr Buckley. Cllr Buckley explained the reason he had requested one and the request was unanimously approved. Cllr Hickley raised that the repayment of grants given by RBWM was slow.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| M | <p>Items for future agenda: It was requested that the meeting start time be moved forward to 7pm.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| #06 | Financial Report: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A | <p>Income: No income received.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B | <p>Approval of payment: Total amount approved: £5,165.65</p> <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>20/06/2023</td> <td>Staff member</td> <td>Month 3</td> <td>Clerk</td> <td>£992.34</td> </tr> <tr> <td>20/06/2023</td> <td>HMRC</td> <td>Month 3</td> <td>Clerk</td> <td>£40.64</td> </tr> <tr> <td>20/06/2023</td> <td>Berkshire Pension</td> <td>Month 3</td> <td>Clerk</td> <td>£368.69</td> </tr> <tr> <td>20/06/2023</td> <td>Clerk expenses</td> <td>Month 3</td> <td>Admin</td> <td>£52.50</td> </tr> <tr> <td>20/06/2023</td> <td>Windowflowers</td> <td>54679</td> <td>Greens</td> <td>£848.40</td> </tr> <tr> <td>20/06/2023</td> <td>Garden Designs</td> <td>7387,7419,7443</td> <td>Greens</td> <td>£2,854.08</td> </tr> </tbody> </table> <p>It was decided not to pay the LAANC invoice for the moment as the benefits to the council from being a member are unclear.</p> | Date | Payee | Invoice Number | Budget Line | Amount | 20/06/2023 | Staff member | Month 3 | Clerk | £992.34 | 20/06/2023 | HMRC | Month 3 | Clerk | £40.64 | 20/06/2023 | Berkshire Pension | Month 3 | Clerk | £368.69 | 20/06/2023 | Clerk expenses | Month 3 | Admin | £52.50 | 20/06/2023 | Windowflowers | 54679 | Greens | £848.40 | 20/06/2023 | Garden Designs | 7387,7419,7443 | Greens | £2,854.08 |
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| C | <p>Funding for a Playscheme: This was no longer considered necessary.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| D | Section 137 / Chair's fund payments (S137 limited by legislation, Chair's fund limited to £250 without meeting approval Nothing spent at the Chairs discretion. | |
| E | Any other Finance items received after the agenda has been published* - None. | |
| #07 | Policies to be reviewed and adopted | |
| | Training and Development Policy – to be produced for July meeting. | |
| | Health and Safety Policy - adopted | |
| #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 July 2023 – 19:30 | Tuesday 15 th August 2023 – 19:30 |
| | Tuesday 19 th September – 19:30 | Tuesday 17 th October 2023 – 19:30 |

Meeting Closed 21:27

Minutes prepared by Clerk – Mrs Jayne Kennedy

Email Clerk@HortonParishCouncil.Gov.uk.

Parish Phone 07957 588 277

| Planning Appendix (as at 2023/06/13) | | | | | | | | |
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| Ref | date | address | details | No action from HPC | HPC to respond | HPC responded | awaiting RBWM decision | Decided |
| 4A: New applications received since last meeting | | | | | | | | |
| 23/01197 /CLU | Tue 16 May 2023 | Annexe Beggars Roost Stanwell Road Horton Slough SL3 9PE | Certificate of lawfulness to determine whether the existing use as residential dwelling is lawful. | | | | | |
| 23/01205 /FULL | Tue 16 May 2023 | 193 Coppermill | New boundary treatment and entrance gate. (Retrospective) | | | | | |

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| | | Road Wraysbury Staines TW19 5NW | | | | | |
| 23/01325 /TPO | Tue 30 May 2023 | Berkyn Manor Farm Stanwell Road Horton Slough SL3 9PE | T1 - Ash - Fell, T2 - Ash - Reduce crown by half, from 25m height to 15m height (004/1990/TPO). | | | | |
| 23/01387 /FULL | Mon 05 Jun 2023 | Broom Lodge and Land At Broom Lodge Stanwell Road Horton Slough | Subdivision of existing residential dwelling into 5 flats (including partial demolition and extension of the dwelling) and erection of 10no. detached and semi-detached dwellings together with revised access, driveways and landscaping. | | | | |
| 23/01309 /FULL | Mon 12 June 2023 | Whites Manor Bells Lane Horton Slough SL3 9PW | Part first floor, part two storey front/side/rear extension, single storey side/rear extension, garage conversion, first floor rear terrace with undercroft, solar panels and alterations to fenestration. | | | | |
| 4B: Applications awaiting decision from RBWM | | | | | | | |
| 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. | | | | |
| 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. | | ✓ | ✓ | ✓ |

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| 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 | 21/06/202 1 | 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 | | | | | | | | |
| 23/00927 /FULL | Mon 17 Apr 2023 | 167 Coppermill Road, Wraysbury | First floor rear extension and alterations to fenestration. | | ✓ | ✓ | ✓ | 12 th June 2023 – Application refused |