

## Horton Parish Council Minutes for the meeting on 19<sup>th</sup> March 2024

<b>#01</b>		<b>Councillors Invited: Chair Cllr Hickley, Vice Chair Cllr Cole, Cllr Bovingdon, Cllr Buckley, Cllr Coogan, Cllr Larcombe, Cllr Patel</b>
	A	<p><b>Welcome, present, apologies and Declaration of interest:</b>  <b>Present:</b> Cllr Hickley, Cllr Bovingdon, Cllr Buckley, Cllr Coogan, Cllr Larcombe, Ward Cllr Grove and the Clerk.  <b>Absent:</b> Cllr Patel – sent work related apologies, Cllr Cole.  <b>Declarations of Interest:</b> None declared.</p>
	B	<p><b>Public Participation document and the Meetings Rules including recording of the meeting:</b>  Cllr Hickley explained the meeting rules.</p>
	C	<p><b>Questions from the public:</b> None.</p>
	D	<p><b>Membership of the Council update on vacancies – 2 vacancies.</b> No further interest has been expressed.</p>
<b>#02</b>		<b>Statutory items:</b>
	A	<p><b>Minutes of previous meeting for approval:</b>  Put the date on and then Approved – all in favour.</p>
<b>#03</b>		<b>Planning applications and Highways: (see Planning appendix for details re items A-C)</b>
	A	<b>Residential Planning Applications received: 0</b>
	B	<b>Industrial Planning Applications received: 0</b>
	C	<p><b>Planning Enforcement and Complaints in progress: 3</b>  Ward Councillors are supporting with one case.  The Clerk is to provide the Ward Councillors with the enforcement number for the Horton Arms.</p>
	D	<b>Other planning issues and appeals: 0</b>
<b>#04</b>		<b>Communications:</b>
	A	<p><b>Clerk's Communications:</b></p> <ul style="list-style-type: none"> <li>• Horton Parish Council is requested to send a representative to the Jayflex meeting on Tuesday 26th a 11:30am – Cllr Buckley to attend</li> <li>• Datchet to Hythe End Scheme meeting with EA – Thursday 18th April 14:00 – 16:00</li> <li>• Email received from PKF Littlejohn about the audit process for 23-24 – Internal Audit booked for Wednesday 1st May 2024.</li> <li>• Clerks' forum attended during the month.</li> </ul> <p>Wraysbury and Horton News article topics:</p> <ul style="list-style-type: none"> <li>• Vacancies</li> </ul>

		<ul style="list-style-type: none"> <li>• Community engagement</li> <li>• Coffee morning and Library</li> <li>• Defibrillators</li> <li>• Arthur Jacobs Nature reserve</li> <li>• Housing Needs Survey</li> </ul>
	B	<b>Chairman's Communications:</b> <ul style="list-style-type: none"> <li>• None</li> </ul>
	C	<b>RBWM Communications:</b> <ul style="list-style-type: none"> <li>• Misuse of drains – Cllr Grove has spoken about Stanwell Road with Cappagh and will speak to them about Kingsmead which is leased out.</li> </ul>
	D	Any other items received after the agenda has been published*
<b>#05</b>		<b>To receive reports from Borough Councillors or Parish Councillors or others</b>
	A	<p><b>Ward Councillors' report:</b>  <b>Ward Cllr Larcombe:</b>  £10m is required for the DHE scheme but RBWM cannot afford to spend it.</p> <p>To date there are 1200 signatures on the petition created by Cllr Larcombe. We the undersigned petition the Royal Borough of Windsor &amp; Maidenhead to confirm their support for the equitable planning, construction, maintenance, and management of the existing and proposed land drainage infrastructure and unblock the Wraysbury Drain at Hythe End, which has not been dealt with, after having been reported to the previous Council Administration 4 years ago.</p> <p>Datchet, Horton and Wraysbury are at severe risk of flooding at all times, the Jubilee River is used by the Environment Agency to protect Windsor, Eton and Maidenhead.</p> <p>The chance of flooding is rising, and we urge the new Council Administration of Windsor &amp; Maidenhead to demonstrate their commitment to the fair and effective planning, building, upkeep, and oversight of our current and future drainage systems, by firstly unblocking the Wraysbury Drain at Hythe End to protect the residents of Wraysbury.</p> <p>Cllr Lacombe's motion for land drainage infrastructure maintenance was passed unanimously. The motion was <i>"That this council takes immediate action to ensure that the probability of flooding is minimised by ensuring that land drainage infrastructure is maintained in a condition fit-for-purpose."</i></p> <p>Jubilee River visit – The Coastal Committee visited to look at Jubilee River to see for themselves what it does. It was acknowledged that it carries less than was expected.</p> <p>River Thames Scheme managers met with Cllr Larcombe in Maidenhead and requested further information.</p> <p>CEO and CFO of council now overseeing the property company following performance management issues.</p> <p>Training session run by DHW good.</p>

	<p><b>Ward Cllr Grove:</b> Nothing further to add.</p> <p><b>Ward Cllr Buckley:</b> Cllr Buckley gave a finance update. RBWM have no money to spend on services in communities. 77% of the budget is now adult and child services and 13% is interest payments for debt. That leaves around 8% for services. RBWM pay the lowest for children's services in the country whilst providing a gold star service. Parish Councils need to engage with residents about services that they wish to see in the village whilst needing to highlight the issues at RBWM. Parish Councils should ask what residents want in an open and honest conversation. The best place for this is a public meeting. The APM is a good start point. Parishes are the way forward and will need to become involved.</p> <p>Community Infrastructure Levy (CIL) – In Maidenhead new contracts are being charged CIL after years of exemption.</p> <p>The full extent of under resourcing of Officers is now being revealed and opting out of the salary scheme to keep the Officers' salaries down has meant new resources are hard to attract. There are problems but ideas and solutions are being discussed and Cllr Jones, lead for finance has taken the necessary steps to ensure issues are identified so they can be resolved.</p>
B	<p><b>DALC /BALC / HALC / NALC Report: To receive the latest updates.</b> Newsletters are circulated by the Clerk.</p>
C	<p><b>Horton Waterways report:</b> <b>Flood Wardens report:</b> Flood Warden not present. <b>Lead Councillor Report:</b> No concerns in Horton at the moment. Wraysbury green is still flooded. The Clerk is to forward an email from Cllr Coe to DEFRA ministers for signing. The Datchet to Hythe End scheme is still being pushed but there is no funding for it.</p>
D	<p><b>D-Day Celebrations for Horton:</b> There is no beacon in Horton but the Council will look at commemorating the event. 9<sup>th</sup> June – everyone to think of ideas for the next meeting. It was requested by the council that the Clerk keeps the item on the agenda.</p>
E	<p><b>Housing Needs Survey: To approve recommended changes and the survey.</b> Cllr Hickley explained the Housing Needs Survey. Cllr Coogan expressed her wish not to build on the green belt. Cllr Buckley explained the decision to stop the sale of land to developers and the Windsor, Ascot and Maidenhead Community Land Trust proposals. Cllr Hickley proposed we use the survey. Cllr Coogan seconded. Unanimous vote for.</p>
F	<p><b>Proposal to donate to St Michaels Church roof repair fund:</b> Discussion on methods of collecting donations. Clerk to look at a parish council donation and work with the council to create a proposal.</p>
G	<p><b>ASB in Horton and measures Parish Council can take:</b> Clerk to contact TVP and ask for recommendations that can be made to reassure residents.</p>
H	<p><b>Datchet Road:</b> 30mph sign covered by a tree. Clerk to write to the resident. Clerk to ask highways about the signage and cc ward councillors.</p>

I	<p><b>Playground Equipment, Inspections and Maintenance Report:</b> The clerk is to contact the play park maintenance company recommended to Datchet Parish Council. The inspection report has been received and is available for councillors to read in their monthly documents folder for March 2024.</p>																																								
J	<p><b>Defibrillators:</b></p> <ul style="list-style-type: none"> <li>• Champney Hall Defibrillator status check Still in working order.</li> <li>• Second Defibrillator Project Clerk to talk to Sonia at Datchet Parish Council about installing the defibrillator and suitable sites. Cllr Hickley to contact Windsor Lions about who to contact to install electricity to a defibrillator cabinet.</li> </ul>																																								
K	<p><b>Christmas Tree Lights</b> The council chose to go for the Warm white lights. Clerk to email Windowflowers.</p>																																								
L	<p><b>Lighting on the Green</b> Quotes invited and received one quote from Allen Electricals for £208.80 including VAT. Proposed Cllr Hickley, seconded Cllr Larcombe.</p>																																								
M	Any other information to share that is relevant to council business* - None																																								
N	Items for future agenda: None																																								
<b>#06</b>	<b>Financial Report:</b>																																								
A	<b>Income:</b> VAT return to be submitted before end of March																																								
B	<p><b>Approval of payment:</b> Invoices received: Proposed Cllr Hickley, Seconded Cllr Bovington.</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>19/03/2024</td> <td>Staff</td> <td>Month 12</td> <td>Personnel</td> <td>£1,782.21</td> </tr> <tr> <td>19/03/2024</td> <td>HMRC</td> <td>Month 12</td> <td>Personnel</td> <td>£553.69</td> </tr> <tr> <td>19/03/2024</td> <td>Berkshire Pension</td> <td>Month 12</td> <td>Personnel</td> <td>£804.58</td> </tr> <tr> <td>19/03/2024</td> <td>Garden Designs</td> <td>8001,8008</td> <td>Greens</td> <td>£765.12</td> </tr> <tr> <td>19/03/2024</td> <td>Viking Direct</td> <td>3909000</td> <td>Admin</td> <td>£186.71</td> </tr> <tr> <td>19/03/2024</td> <td>St Michaels Church</td> <td>2024/001</td> <td>Clock</td> <td>£806.40</td> </tr> <tr> <td>19/03/2024</td> <td>Datchet Parish Council</td> <td>2323039</td> <td>Training</td> <td>£55.00</td> </tr> </tbody> </table>	Date	Payee	Invoice Number	Budget Line	Amount	19/03/2024	Staff	Month 12	Personnel	£1,782.21	19/03/2024	HMRC	Month 12	Personnel	£553.69	19/03/2024	Berkshire Pension	Month 12	Personnel	£804.58	19/03/2024	Garden Designs	8001,8008	Greens	£765.12	19/03/2024	Viking Direct	3909000	Admin	£186.71	19/03/2024	St Michaels Church	2024/001	Clock	£806.40	19/03/2024	Datchet Parish Council	2323039	Training	£55.00
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C	<p><b>Section 137 / Chair's fund payments:</b> (S137 limited by legislation, Chair's fund limited to £250 without meeting approval) None.</p>																																								
D	<p><b>Any other Finance information to share*</b> Fixed Asset register needs to be approved. Nothing to add. Asset register to be brought to the next meeting.</p>																																								

#07	<b>Policies to be reviewed and adopted:</b>	
	<ul style="list-style-type: none"> <li>• Annual leave Policy</li> <li>• Grant Awarding Policy</li> <li>• Communications Policy</li> <li>• Data Protection Policy</li> <li>• Risk Assessment</li> </ul> <p>Cllr Hickley proposed. Cllr Buckley seconded. All in favour.</p>	
#08	<b>Questions from the public: (If appropriate)</b>	
	<p>A member of the public raised a question about Parking on the pavements – Cllr Hickley explained measures taken but it is outside of the powers of the parish council. Cllr Buckley explained the legal status is that the legal place to park is on the road not half on, half off the pavement. It is not illegal to park on the pavement but it is illegal to obstruct the pavement for pedestrian users. An article for the Horton and Wraysbury news about parking on the road rather than the pavements was suggested. Cllr Hickley to write article.</p> <p>A question about the design of the new speed humps on Stanwell Road was asked – Cllr Buckley will talk to highways and ask how highways calculate the speed humps height.</p> <p>It was noted that the meeting dates clash with RBWM meetings:  16th April 2024 – No ward councillors due to RBWM council meeting,  18th June 2024 – There is a clash with the flood liaison meeting with 2 ward councillors involved.</p>	
	<b>Dates of future meetings: 2024, Third Tuesday of each month</b>	
	Please read the “Meetings Rules and Public Participation at Meetings” document	
	Tuesday 16 <sup>th</sup> April 2024 – 19:30	Tuesday 30 <sup>th</sup> April 2024 Annual Parish Meeting
	Tuesday 7 <sup>th</sup> May 2024 – 19:30 Annual Meeting of the Parish Council	Tuesday 18 <sup>th</sup> June 2024 – 19:30
	Tuesday 16 <sup>th</sup> July 2024 – 19:30	Tuesday 20 <sup>th</sup> August – 19:30

### Meeting closed 21:11.

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

Planning Appendix (as at 2024/03/11)								
Ref	date	address	details	No action from HPC	HPC to respond	HPC responded	awaiting RBWM decision	Decided
4A: New applications received since last meeting								
4B: Applications awaiting decision from RBWM								
24/00289 /FULL	Thu 01 Feb 2024	Sunnyside Stanwell Road Horton Slough SL3 9PE	Replacement of existing boundary wall with new pedestrian gate, electric entrance gates and hardstanding.			✓	✓	
23/02919 /FULL	Wed 06 Dec 2023	Chesills Stanwell Road Horton Slough SL3 9PE	Replacement garage.			✓	✓	
4C: Applications decided since last meeting								
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.			✓		Mon 26 Feb 2024 – Application Permitted
23/02946 /PDXL	Fri 19 Jan 2024	24 Coppermill Road Wraysbury Staines TW19 5NT	Single storey rear extension no greater than 6.00m in depth, 3.23m high with an eaves height of 2.95m.	✓				Wed 28 Feb 2024 – Prior Approval Required and Refused
24/00125 /CONDIT	Fri 12 Jan 2024	Brookfield Park Lane Horton Slough SL3 9PR	Details required by Condition 5 (schedule of works) 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.	✓				Thu 29 Feb 2024 – Approve Discharge of Condition