

Horton Parish Council Draft Minutes

#01		Councillors Summoned: Chair Cllr Hickley, Vice Chair Cllr Cole, Cllr Bovingdon, Cllr Buckley, Cllr Coogan, Cllr Larcombe, Cllr Patel
	A	Welcome, present, apologies and Declaration of interest: Apologies: Cllr Buckley campaigning as an MP candidate. Cllr Hickley welcomed everyone. Attending members of the public Richard and Ward Cllr Grove.
	B	Public Participation document and the Meetings Rules including recording of the meeting: There were no requests received so the meeting was not recorded. Cllr Hickley explained the rules of public participation.
	C	Questions from the public: None
	D	Membership of the Council update on vacancies – 2 vacancies.
#02		Statutory items:
	A	Minutes of previous meeting for approval: Proposed: Cllr Hickley Seconded: Cllr Larcombe
#03		Planning applications and Highways: (see Planning appendix for details re items A-C)
	A	Residential Planning Applications received: 1 for permitted development determination for RBWM to determine. Received after the agenda was published - 24/01435/FULL - 28 Coppermill Road, TW19 5NT 1no. detached outbuilding – Recommend no objection with conditions relating to flooding, permanent residents and drainage attached should RBWM approve the application.
	B	Industrial Planning Applications received: 1 request for storage of materials at Horton Brook Quarry - 24/00816/MINW – Horton Parish Council has no objection.
	C	Planning Enforcement and Complaints in progress: 4 136 Coppermill Road – Ground levels raised – flood risk, building beyond permitted development, change of use for garage to commercial vehicle repairs. The Crown – Still on going – the notices have been appealed but some things have been reversed. The Horton Arms – This has been slow but is being chased. The Forge – sewage and the ongoing parking problems
	D	Other planning issues and appeals: 0
#04		Communications:
	A	Clerk's Communications: HALC Member updates have been requested - Names and email addresses, council addresses only will be sent.

	<p>Milestone Statement – Clerk to request each October and April to know which paths are being inspected and then the condition will be shared with the Parish Council if any are in Horton. Cllr Hickley highlighted that there are aims to create 3 new paths in this statement which will affect Horton:</p> <ol style="list-style-type: none"> 1. footpath running from Horton Footpath 3 around northern part of lakes to Stanwell Road 2. bridleway from Horton Road, alongside the Queen Mother Reservoir to Majors Farm Road (B370) 3. Footpath from Stanwell Road, northeast along Mill Lane, running east along the Colne Brook. <p>Cllrs reported that the Bridleway 5 appears to be closed. Clerk to check.</p>
B	<p>Chairman’s Communications:</p> <p>The Mayor of RBWM will visit Horton Community Coffee Morning on 29th July 2024 between 10am and 1pm.</p> <p>The Coffee morning are working on a project, Horton in alternate bloom and flowers will be displayed on the outside of Champney Hall. Adverts for contributions have been displayed on social media and Frosts have been asked to support with distribution to each house in Horton. Cllr Hickley advised that Pumpkins given notice to leave the hall at the back of Champney Hall so the main source of income will cease but new tenants will be advertised for.</p> <p>Colne Valley Trust and Cemex have been working on a stretch of the Colne pulling up Himalayan balsam which is not good for the riverbank due to it’s short roots and ability to push out plants with more riverbank friendly roots. The volunteer scheme has been approached for further projects within Horton.</p>
C	<p>RBWM Communications:</p> <p>Affordable Housing Consultation closes Thursday 20th June 2024</p>
D	<p>Any other items received after the agenda has been published*</p>
#05	<p>To receive reports from Borough Councillors or Parish Councillors or others</p>
A	<p>Ward Councillors’ report:</p> <p>Cllr Grove – As we are currently in the Pre general election period everything is quiet at the moment. The Gardens in Bloom project continues and RBWM ward councillors would like lovely front gardens in the ward to be celebrated so please let them know if you see any whilst out and about.</p> <p>The Neighbourhood Action Group discussed Wildlife Crime which has increased so please do report anything. Hoping for good news soon from actions currently being taken. The ward has seen an increase in speeding, dangerous driving. Keyless entry car theft and Telephone scam numbers have increased again.</p> <p>Cllr Larcombe</p> <p>The outcome of the Liquid Leisure enquiry was an £80k fine plus £30k costs. The plea entered was guilty. A Planning application has now been submitted to legalise the activities on the site.</p> <p>The Windsor Hustings were sold out but the recording is on you tube. Datchet hustings, organised by Cllr Larcombe will take place on 2nd July 2024.</p> <p>Cllr Larcombe has been invited to go and have a look at the proposed Oxford Flood Alleviation Scheme.</p>

		A response to the River Thames scheme letter that the Parish Council has supported and signed has been received but it cannot be shared until after the election.
	B	DALC /BALC / HALC / NALC Report: To receive the latest updates. Nothing to report.
	C	Horton Waterways report: Flood Wardens report: Not present. Lead Councillor Report: A resident has written to the EA about the embankment at bottom of his garden and the culvert that enters the Ditch on Coppermill Road. Kingsmead quarry have built embankments near to the Welley Road entrance but this is the route for the river Thames scheme so Cllr Larcombe queried whether this was against the flooding regulations.
	D	VE-Day in Horton – Thursday 8 th May 2024: Datchet had a small but effective ceremony for D-Day which has inspired Cllr Cole to consider trying in Horton for VE Day. Cllr Cole assisted by Cllr Coogan and the Clerk to sort out a celebration in Horton. Proposed Cllr Hickley, seconded Cllr Coogan.
	E	Greens: Rural Cuts – Stanwell Road. The HPC part has not been done but Slough have done up to our bit but ours is overgrown so we will look out of step with Slough. Cllr Patel to ask Mark Sleep.
	F	Neighbourhood Action Group Meeting – The neighbourhood action group requested that all DHW ward Parish councils sign and support a letter that they wish to send to TVP asking for the reinstatement of PC Matthew Gleaves speed gun ticket as a matter of priority as there has been an increase in speed in the village. The Clerk for the NAG has written the letter and sent to all 3 Parish Councils. It was proposed by Cllr Hickley that the letter is supported and signed and seconded by Cllr Patel.
	G	Playground Equipment, Inspections and Maintenance Report: Report on Equipment: Recent inspections have shown up some pitting on the slide. The Clerk has found someone for the minor repair required. Cost of Repair: The Clerk and Chair had spoken to the volunteering group about a scheme for painting the equipment. Inspection: The Clerk has a quote from ARD playgrounds and is working through the inspection reports to suggest a schedule for repairs.
	H	Defibrillators: <ul style="list-style-type: none"> • Champney Hall Defibrillator status check – all still in working order. • Second Defibrillator Project – can use CIL money. Coppermill Road has been identified as a place in need but it needs to be a public location. Businesses at the bottom of Coppermill Road were discussed.
	I	Pickens Piece Working Party: The working party and some volunteers delivered 460 Housing Needs Surveys. There were 22 returned which is not enough for a response so the clerk is chasing more through the Health Hub in Wraysbury and has been offered some DBS checked volunteers to support knocking door to door in some areas. Looking to achieve 20% response by the end of August. WAMCLT – are looking at may be some publicity around the project to boost interest in both that and the Housing needs survey.

J	Staffing Committee – Nothing to report. A meeting will be called around September time to complete the Clerks appraisal process.																																			
K	Councillor Training – Cllr Cole – Breaking the mould of local councils Cllr Cole – Decoding the future of AI in local governance. Proposed – Cllr Hickley, seconded Cllr Cole. Cllr Hickley – Mastering Emergency Planning Proposed Cllr Patel, seconded Cllr Cole.																																			
L	S106 Agreement Colne Valley Trust Consultation on Works: Cllr Hickley explained s106 funds that Horton will benefit from. The money from the Jayflex s106 agreement will go to Groundworks who work for Colne Valley Trust via RBWM. The first £6k instalment has now gone to RBWM and CVT have made proposals for projects that they will use the money for <ol style="list-style-type: none"> 1. some improvements to ANJR access, 2. the project that Cllr Hickley spoke about in #04B, maintenance at Crown Meadow and; 3. they have also asked if Horton Parish Council need any green works around the Church or Champney Hall. <p>It was noted that the obligation goes with the site even if the site changes hands. Cllr Cole asked about Horton Manor wall and its current state.</p>																																			
M	Any other information to share that is relevant to council business* Cllr Larcombe brought to the attention of the Parish Council that the Welley Corner Poplars have been felled by the RBWM tree department. Cllr Larcombe also highlighted that there has been some encroachment on land in Datchet which had resulted in the Clerk to Datchet Parish Council issuing a notice. The Clerk of Horton Parish Council is to contact the property company and Abri about encroachment into Pickens Piece by residents. Councillor Coogan asked about the filling of potholes on Horton Road. The highways team have been in the area filling potholes. Cllr Patel to report. There was a discussion on the Christmas tree blessing taking place on 8 th December at 4pm in particular safety improvements that can be made in relation to the hot oil drum.																																			
N	Items for future agenda: Nothing suggested.																																			
#06	Financial Report:																																			
A	Income: NAG to be recharged, VAT reclaim to be completed																																			
B	Approval of payment: <table border="1" data-bbox="288 1664 1316 1960"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Invoice Number</th> <th>Budget Line</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>18/06/2024</td> <td>Staff</td> <td>Month 3</td> <td>Personnel/Admin</td> <td>£1,115.61</td> </tr> <tr> <td>18/06/2024</td> <td>HMRC</td> <td>Month 3</td> <td>Personnel/Admin</td> <td>£113.68</td> </tr> <tr> <td>18/06/2024</td> <td>Berkshire Pension</td> <td>Month 3</td> <td>Personnel</td> <td>£430.60</td> </tr> <tr> <td>18/06/2024</td> <td>Garden Designs</td> <td>8152,8161</td> <td>Greens</td> <td>£</td> </tr> <tr> <td>18/06/2024</td> <td>JRB Enterprises</td> <td>26995</td> <td>Other</td> <td>£42.84</td> </tr> <tr> <td>18/06/2024</td> <td>ICO Direct Debit</td> <td>June 24</td> <td>Subscriptions</td> <td>£35.00</td> </tr> </tbody> </table> <p>Proposed Cllr Hickley, seconded Cllr Patel</p>	Date	Payee	Invoice Number	Budget Line	Amount	18/06/2024	Staff	Month 3	Personnel/Admin	£1,115.61	18/06/2024	HMRC	Month 3	Personnel/Admin	£113.68	18/06/2024	Berkshire Pension	Month 3	Personnel	£430.60	18/06/2024	Garden Designs	8152,8161	Greens	£	18/06/2024	JRB Enterprises	26995	Other	£42.84	18/06/2024	ICO Direct Debit	June 24	Subscriptions	£35.00
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C	Finance Report: The Clerk has submitted the signed AGAR to PKF-Littlejohn, the small authority auditor.	
D	IT Report: The Internal auditor recommended an accounting package rather than an excel sheet for the finances. The clerk is looking at Demos with Rialtus, Scribe and also investigating what Unity Bank might offer. The Council confirmed it was happy for the Clerk to use their own IT as the laptop is now beyond its useful life. The Clerk need to look at electronic file storage suggested by Cllr Cole and have a conversation with Cllr Cole.	
E	Section 137 / Chair's fund payments: None. (S137 limited by legislation, Chair's fund limited to £250 without meeting approval)	
	Any other Finance information to share*	
#07	Policies to be reviewed and adopted:	
	Financial Regulations – Deferred until July	
#08	Questions from the public: (If appropriate)	
	Dates of future meetings: 2024, Third Tuesday of each month	
	Please read the "Meetings Rules and Public Participation at Meetings" document	
	Tuesday 16 th July 2024 – 19:30	Tuesday 20 th August 2024 – 19:30
	Tuesday 17 th September 2024 – 19:30	Tuesday 15 th October 2024 – 19:30
	Tuesday 19 th November 2024 – 19:30	Tuesday 17 th December 2024 – 19:30

Meeting Closed 20:47

Meeting minuted by the Clerk to the Council:
Mrs Jayne Kennedy,
c/o Champney Hall, Stanwell Road, Horton,
Slough. SL3 9PA
Email: Clerk@HortonParishCouncil.Gov.uk.
Parish Phone: 07957 588 277
Website: www.hortonparishcouncil.gov.uk

Planning Appendix (as at 2024/06/18)								
Ref	date	address	details	No action from HPC	HPC to respond	HPC responded	awaiting RBWM decision	Decided
4A: New applications received since last meeting								
24/0143 5/FULL	Mon 17 Jun 2024	28 Coppermill Road, TW19 5NT	1no. detached outbuilding					
24/01191 /PDXL	Fri 17 May 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.					
24/00816 /MINW	Wed 22 May 2024	Horton Brook Quarry Horton Road Horton Slough	Storage of Materials ancillary to principle use of site as a Recycling Facility					
4B: Applications awaiting decision from RBWM								
4C: Applications decided since last meeting								
24/00704 /LBC	Thu 28 Mar 2024	Brookfield Park Lane Horton Slough SL3 9PR	Consent to relocate the bell, chimney caps and for parapet treatment.					21 st May 2024 – Application permitted
24/00867 /FULL	Tue 09 Apr 2024	20 Milton Close Horton Slough SL3 9PP	First floor side extension			✓	✓	4 th June 2024 – Application Refused