



Horton Parish Council Meeting
20th August 2024 at 19:30
Champney Hall, Horton
Draft Minutes

#01		Councillors Summoned: Chair Cllr Hickley, Vice Chair Cllr Larcombe, Cllr Bovington, Cllr Buckley, Cllr Cole, Cllr Coogan, Cllr Patel
	A	Welcome, present, apologies and Declaration of interest: Present: Cllr Cole, Cllr Buckley, Cllr Larcombe, Cllr Coogan, Cllr Hickley, A Member of the public, Clerk Jayne Kennedy Absent: Cllr Patel, Cllr Bovington Declaration of Interest: None.
	B	Public Participation document and the Meetings Rules including recording of the meeting: No requests received so the meeting will not be recorded. CCTV present in the Hall records imagery.
	C	Questions from the public: Member of the public – A flooding concern was expressed due to the drainage ditch between 106 and 104 being blocked over the years and no longer effective. Neighbours raising garden levels since the recent flood will have a negative impact on the surrounding properties during future flood events. The member of the public asked what they do to have the problem looked at by the flooding authority. Cllrs offered advice about riparian ownership and advised reporting to the local flood authority which is RBWM. The Parish Council asked the Clerk to report to RBWM using the photographic evidence from the member of the public.
	D	Membership of the Council update on vacancies – 2 vacancies.
#02		Statutory items:
	A	Minutes of previous meeting for approval: Proposed Cllr Hickley, second Cllr Larcombe
#03		Planning applications and Highways: (see Planning appendix for details re items A-C)
	A	Residential Planning Applications received: <ul style="list-style-type: none">• 24/01690/FULL Thu 25 Jul 2024 - 21 Coppermill Road Wraysbury Staines TW19 5N - Construction of 2no. dwellings, cycle storage and a new drop kerb following the demolition of the existing dwelling – The council has no objection but will ask for permanent restriction on subdivision and non-residential occupation, off street parking provision and gate opening restrictions, a minimum 1 1/2m from boundary as per the neighbourhood plan and adequate provision for drainage of displaced flood waters.• 24/01789/FULL Mon 29 Jul 2024 - 20 Milton Close Horton Slough SL3 9PP –First floor side extension following demolition of existing elements – The council has no objection but will ask for measures relating to Flood zone 2, 1.5m boundaries, subdivision and non-residential. The following came in after the agenda was published so will be included on the agenda next month to ratify the proposed comments.• 136 Coppermill Road – Certificate of lawfulness – Parish Council object to the changes based on over development in Flood zone 3. Cllr Cole to look at Jayflex.



	B	Industrial Planning Applications received: 0
	C	Planning Enforcement and Complaints in progress: 4
	D	Other planning issues and appeals: 0
#04		Communications:
	A	<p>Clerk’s Communications:</p> <ul style="list-style-type: none"> The Clerk had received a request from a resident for higher speed humps on Coppermill Road. The Council asked the clerk to request a speed strips that can be placed across the road and that it was add to the NAG agenda list for the Horton Parish Council slot. The council confirmed that an order should be placed for 3 poppy wreaths.
	B	<p>Chairman’s Communications</p> <p>Library – The invoice has been received from RBWM.</p>
	C	<p>RBWM Communications</p> <p>Sustainable supplementary planning document adopted by RBWM Council. RBWM Climate Conference invitation– no takers</p>
	D	<p>Any other items received after the agenda has been published*</p> <p>Parish Councils have been asked to pay an equal share of the Health Hub kiosk rental following an unexpected withdrawal of initially expected funds. The Clerk advised this would be s137 spend. A discussion was had around the equal parish share which means Horton residents pay a lot more for the service due to the population size. The council felt a pro rata approach with a proportionate representation of costs was something they could look at discussing on the agenda next month.</p>
#05		To receive reports from Borough Councillors or Parish Councillors or others
	A	<p>Ward Councillors’ report:</p> <ul style="list-style-type: none"> Cllr Buckley reminded of concerns that continue over funding and officer resources at RBWM. Cllr Buckley advised that all parish councils need to look at medium to long term planning and work out what can be contributed if RBWM has to revert to statutory level services. The Clerk is to talk to other parish councils and work towards a strategic plan. Cllr Larcombe added that additional loans and refinancing of assets have been actioned with central government. The message is prepare for the worst. Cllr Larcombe felt that the Council was not holding its promise of working with business as they were turning down business opportunities that would benefit RBWM. He questioned the priorities of the planning department which are not being challenged by Councillors. They are not taking the risks to approve beneficial plans. Currently things at RBWM have not improved and may get worse. Horton Parish Council expressed that concerns should be shared with residents so that there are no surprises if precepts have to be raised. The Clerk to use public documents to evidence a possible higher precept need for the Horton and Wraysbury News Magazine as the Council is mindful of the already high precept level. A CIPFA report is due to be published soon which may provide insight.
	B	DALC /BALC / HALC / NALC Report: Nothing to report



C	<p>Horton Waterways report: Flood Wardens report: Not present. Lead Councillor Report:</p> <ul style="list-style-type: none">• Summerleaze Community Liaison Group date is being arranged• The original RTS letter (minutes21032024 #05) did receive a reply from the Government in power at the time but it was not published due to the election. The letter has now been rewritten to the new government and a response is awaited.• Datchet to Hythe End Flood Improvement Measure Community Liaison Group – The Chair of the group was told they are not considering the right aspects. 3 or 4 consultations are expected in the next in the next few months including in Horton. There are no clear proposals as yet.• RBWM own the wooden footbridges over jubilee river. In Taplow, Buckinghamshire a new steel bridge has had to be built to replace the original wooden one at a huge cost.• There is a new chair of the regional flood and coastal committee who has experience of flooding in the Somerset Levels.• Councillor Larcombe is meeting with Ben Crampin about ditches around the local villages. The Thames back waters no longer work so no longer support the main rivers.
D	<p>Greens: Turkey Oak: The Clerk confirmed that RBWM had looked at the tree and found it to be structurally sound. The tree will be trimmed in the next 4-6 weeks. Cllr Cole to look into whether or not the tree has a TPO.</p>
E	<p>War Memorial Maintenance:</p> <ul style="list-style-type: none">• Cllr Cole distributed a copy of the War Memorial Maintenance Guidance from the Charity from whom he is trying to get a grant. No detergent or pressure washers are to be used. Grant approval will not be given where damage has occurred due to incorrect maintenance methods. The War memorial was approved for Maintenance in October 2023 but with a low priority.• An 84-page form was filled in using the 68-page guidance document and returned in December. The outcome was chased in February 2024 when another form had to be completed and returned.• It was chased again and now another form has now been filled in which requires the Clerk to sign and it will be emailed it back again. Cllr Cole will chase every 2-3 days to receive an answer. The outcome will provide a list of experts to maintain, clean and improve the war memorial.• Clerk to ask Datchet Clerk the cost for cleaning a war memorial. <p>On behalf of the Council Cllr Hickley to politely decline a volunteers offer of cleaning.</p>
F	<p>Playground Equipment, Inspections and Maintenance Report</p> <ul style="list-style-type: none">• Weekly checks: Completed• Maintenance reports – Defer to next month and add in new quotes.
G	<p>Defibrillators:</p> <ul style="list-style-type: none">• Champney Hall Defibrillator - in working order.• There are no further updates for a new one. A suitable location is yet to be found. A discussion was had around the telephone box on Coppermill Road.• Cllr Larcombe will take on the project if the Council can find the funding for it.• It was noted that CIL can be used.



H	<p>Pickens Piece Working Party: The Council had a passionate discussion about the loss of green belt land. The Clerk briefed on a Community Engagement event timeline.</p> <ul style="list-style-type: none"> • Ward Cllr briefing – Monday 2nd September 2024 at 12 noon. • The following two weeks Community Engagement events and boards. • End of September RBWM Councillor Briefing 																																								
I	<p>Community Liaison Group Reports:</p> <ul style="list-style-type: none"> • 13th August RTS Surrey Channel Community Engagement Group – No Horton representative present. Clerk to request the minutes. • Cllr Larcombe will be providing the CEO at RBWM a private tour of the state of the watercourses in the ward. • The Summerleaze Community Liaison Group is arranging a date • The Jayflex Community Group meeting was postponed and a new date to be advised. • Coffee Morning – The Mayors visit was good. • NAG meeting to take place in Horton on 2nd September. 																																								
J	<p>Any other information to share that is relevant to council business* The new RBWM website is up and running.</p>																																								
K	<p>Items for future agenda:</p> <ul style="list-style-type: none"> • Councillor Cole asked for Welley Road Bridge to be put on the agenda and a motion for the parish to support the request for replacement of the footway over the bridge. • Apologies from Cllr Buckley for next meeting. 																																								
#06	Financial Report:																																								
A	Income: £0																																								
B	<p>Approval of payment – £8,135.24 - proposed Cllr Hickley, second Cllr Cole, all in favour.</p> <table border="1" data-bbox="288 1335 1355 1668"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Invoice Number</th> <th>Budget Line</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>20/08/2024</td> <td>Staff</td> <td>Month 4</td> <td>Personnel/Admin</td> <td>£1,130.21</td> </tr> <tr> <td>20/08/2024</td> <td>HMRC</td> <td>Month 4</td> <td>Personnel/Admin</td> <td>£91.83</td> </tr> <tr> <td>20/08/2024</td> <td>Berkshire Pension</td> <td>Month 4</td> <td>Personnel</td> <td>£430.60</td> </tr> <tr> <td>20/08/2024</td> <td>Garden Designs</td> <td>8337</td> <td>Greens</td> <td>£1,104.60</td> </tr> <tr> <td>20/08/2024</td> <td>RBWM Library</td> <td>In3241366</td> <td>RBWM</td> <td>£3000.00</td> </tr> <tr> <td>20/08/2024</td> <td>St Michaels Church</td> <td>Donation</td> <td>From Reserves</td> <td>£2000.00</td> </tr> <tr> <td>20/08/2024</td> <td>PKF Littlejohn LLP</td> <td>SB20240965</td> <td>Audit</td> <td>£378.00</td> </tr> </tbody> </table>	Date	Payee	Invoice Number	Budget Line	Amount	20/08/2024	Staff	Month 4	Personnel/Admin	£1,130.21	20/08/2024	HMRC	Month 4	Personnel/Admin	£91.83	20/08/2024	Berkshire Pension	Month 4	Personnel	£430.60	20/08/2024	Garden Designs	8337	Greens	£1,104.60	20/08/2024	RBWM Library	In3241366	RBWM	£3000.00	20/08/2024	St Michaels Church	Donation	From Reserves	£2000.00	20/08/2024	PKF Littlejohn LLP	SB20240965	Audit	£378.00
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C	<p>Finance Report:</p> <ul style="list-style-type: none"> • Bank Statement presented by the RFO and signed by the Chair to state that it ties into the Q1 end figures on the cashbook. • Banking signatories – two old previous councillors have appeared on the bank account as signatories. Clerk has raised the paperwork to remove them. • The council has received notification of bank charges which are expected to remain the same but paid monthly rather than quarterly. • The Audit process has been completed and will be displayed on the website. 																																								



	D	Section 137 / Chair's fund payments: (S137 limited by legislation, Chair's fund limited to £250 p.a. without meeting approval) The Clerk will produce the powers to spend for each budget line so an informed decision can be made for spending against the health hub.	
		Any other Finance information to share*	
#07		Policies to be reviewed and adopted:	
		Risk Assessment for the Recreation ground and playpark equipment Proposed Cllr Hickley, Seconded Cllr Buckley.	
#08		Questions from the public: (If appropriate)	
		Member of the public raised that waste lorries travelling through Coppermill Road seem to have increased in numbers. Cllr Hickley proposed that the Clerk writes to All Waste, Berkyn Manor Farm and Fowles to ask that muffles are placed on chains when travelling through residential areas.	
		Dates of future meetings: 2024, Third Tuesday of each month	
		Please read the "Meetings Rules and Public Participation at Meetings" document	
		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
		Tuesday 21 st January 2025 – 19:30	Tuesday 18 th February 2024 – 19:30

Meeting Closed 21:07

Minutes taken by: The Clerk to Horton Parish Council

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

Website: www.hortonparishcouncil.gov.uk



Planning Appendix (as at 2024/08/20)								
Ref	date	address	details	No action from HPC	HPC to respond	HPC responded	awaiting RBWM decision	Decided
4A: New applications received since last meeting								
24/01690 /FULL	Thu 25 Jul 2024	21 Coppermill Road Wraysbury Staines TW19 5NU	Construction of 2no. dwellings, cycle storage and a new drop kerb following the demolition of the existing dwelling.		✓			
24/01789 /FULL	Mon 29 Jul 2024	20 Milton Close Horton Slough SL3 9PP	First floor side extension following demolition of existing elements.		✓			
24/01662 /CLD	Thu 01 Aug 2024	136 Coppermill Road Wraysbury Staines TW19 5NR	Certificate of lawfulness to determine whether the existing front boundary wall, detached outbuilding and rear patio is lawful.		✓			
24/01946 /EIASCR	Mon 19 Aug 2024	Land East of Horton Road Horton Slough	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 Extraction of sand and gravel and restoration to agricultural land using imported inert fill, creation of a site access road onto Horton Road, erection of a gravel processing plant, site offices and facilities, and formation of settlement ponds.		✓			
4B: Applications awaiting decision from RBWM								
24/01702 /CONDIT	Mon 15 Jul 2024	Brookfield Park Lane Horton Slough SL3 9PR	Details required by Conditions 4 (New windows and doors), 5 (External materials) and 6 (Connection between new and existing) of listed building consent 22/01899/LBC for Listed Building Consent for the erection of a first floor extension to the West elevation and new solar panels above the existing single storey element on the North/West elevations.	✓			✓	
24/00816 /MINW	Wed 22 May 2024	Horton Brook Quarry Horton	Storage of Materials ancillary to principle use of site as a Recycling Facility				✓	



4C: Applications decided since last meeting								
24/01526 /FULL	Mon 24 Jun 2024	166 Coppermill Road Wraysbury Staines TW19 5NR	166 Coppermill Road Wraysbury Staines TW19 5NR		✓	✓	✓	Refused. Monday 19 th August 2024
24/01435 /FULL	Mon 17 Jun 2024	28 Coppermill Road Wraysbury Staines TW19 5NT	1no. detached outbuilding.		✓	✓	✓	Refused. Monday 12 th August 2024