

**At the Meeting of the  
COUNCIL for the PARISH of HORTON  
held in Champney Hall at 7.00pm  
Tuesday 19<sup>th</sup> August 2025**

**Present:** Cllr Benta Hickley, Cllr Ewan Larcombe, Cllr David Buckley, Cllr Eleen Coogan, Cllr Freda Bovingdon, Cllr Jaimin Patel, Cllr Ginella Petrassi

**In attendance:** Clerk – Harley Spillane

**1. WELCOME AND APOLOGIES FOR ABSENCE**

Cllr Benta Hickley has welcomed everybody to the meeting, Cllr Neil Cole has sent his apologies.  
Harley Spillane has been formally appointed as Horton Parish Council Clerk.

**2. DECLARATIONS OF INTEREST**

None

**3. QUESTIONS FROM THE PUBLIC**

None

**4. COUNCIL MINUTES**

**Proposed:** Cllr Ginella Petrassi, **Seconded** Cllr Freda Bovingdon. **Vote: All In Favour (Unanimous )**

**5. ACTIONS AND MATTERS ARISING**

- i. **To Consider a policy for recording of the meeting** – Clerk Has advised that this needs to be covered in a retention policy for how long recordings will be kept. – will be put together and produced by the next meeting.
- ii. **Policy for CCTV** – Needs to also link into a retention policy for how long recordings are kept for. Access form also needs to be generated. – Deferred to the next meeting.
- iii. **Standing Orders** – Need to check that the financial policy and standing orders amounts correlate, there are parts highlighted with a X that need to be filled in. – Differed to the next meeting.
- iv. **Financial Procedure** – To check that is matches with Standing Orders. – Differed to the next meeting.
- v. **Code Of Conduct** – Differed to the next meeting
- vi. **I.T Policy** – Council decided on what I.T needs to be provided. Policy will be put together for the next meeting.

**6. PLANNING APPLICATION**

Application Site	Application No.	Proposal	Parish Comments
193 Coppermill Road, Wraysbury, Staines Upon Thames, TW19 5NW	25/01869/FULL	New boundary treatment and entrance gate. (Part Retrospective )	Objection- Not in keeping with the village.
94 – 96 Coppermill Road, Wraysbury, Staines Upon Thames, TW19 5NS	25/0176/FULL	Single storey rear extension with steps and 1no. detached outbuilding following demolition of existing elements (retrospective )	No Objections.

\*Due to recent enforcement issues, it is important that all breaches are reported immediately for the borough to be able to follow up on, so we do not have the same problem as previously encountered with permission being given due to passage of time and no enforcement complaints previously received.\*

**7. COMMUNICATION AND CORRESPONDENCE**

- i. **Planning proposal For Heathrow Airport** – Two proposals have been put in for the third runway at Heathrow Airport.
- ii. **Letter to Jack Rankin MP** – Datchet Parish Council have sent a letter to Jack Rankin MP with regards to the Jubilee River, and have asked if we would like to also send a letter . They have already received a reply.

They are putting together a new letter addressing the matter, Horton Parish Council will wait till the new letter has been completed.

- iii. **Adopted Supplementary Planning Documenting by RBWM** – In accordance with Regulations 11 and 14 of the Town and County planning (Local Planning)(England) regulations (2012) (as amended) notice is given that on the 22nd July 2025 the Royal Borough of Windsor and Maidenhead Council Adopted the Ascot Placemaking Supplementary Planning Document (SPD)
- iv. **War Memorial** – War Memorial Trust, advice on maintenance of war memorials pdf has been downloaded and printed. Their website offers a lot of advice on the maintenance of war memorials dependant on memorial type. They are also able to give advice on the maintenance of memorials, I will be sending over pictures to them of ours.  
Grants can also be applied for, this is not normally awarded for maintenance as it is down to the custodians to maintain, but can be applied for repairs, and any additions that may be need adding. Cllr Cole has previously raised concerns over how it has been cleaned previously. Cllr Benta Hickley has advised that we have volunteers that are willing to do the work, once the information is received from the War Memorial Trust on how best to maintain the War Memorial is everybody happy for Terry Doe is asked if he will do the work. **Vote: All In Favour (Unanimous)**
- v. Communications received from Residents –  
**Resident A** – Has voiced concerns over what has been happening over at the corner of Welly Road – they have asked if there are any plans for a fence to be put in place as it is an eye sore, if there are no plans from the owner, are the parish able to put one up or the royal borough? – **Currently no plans put in for a fence, this would be down to RBWM as the land the over side of property boundary belongs to them.**  
**Resident B** – Complaint received about part of the verge down Coppermill Road being missed when cut – **this has now been resolved.**  
**Resident C** – Complaint received about a verge for Colne Bank (Stanwell Road) due to people using the verge for parking it is now just dirt and during wet weather becomes a mud puddle, residents have previously tried to re seed and plant wildflowers – they have requested if they can do what has been done down Coppermill Road and place rocks there to discourage people from parking on it? – **Resident will be directed towards highways to seek permission.**  
**Resident C** – Has also asked if Horton Parish Council will help support a litter pick of the village by providing a skip to get rid of the waste collected. – **It has been proposed that as litter is an issue across all 3 villages (Horton, Datchet and Wraysbury) We should work together – Clerk to reach out to the Clerks of the Wraysbury and Datchet Parish Councils.**  
**Resident D** – Resident has raised concerns over the verge on the corner of Mill Lane, it becomes so over grown residents cannot see oncoming traffic to the left. Resident have even taken to cutting it themselves. - **-This is currently on a rural cut (3 times a year). Clerk has requested that a picture be sent as soon as the verge becomes a problem.**  
**Resident E** – Has made a complaint about lighting on Datchet Road, on to Park Lane, Horton Gardens - **Resident has been sent the link for report it via RBWM.**  
**Resident F** -Complaint about the bus stop in the direction of Datchet, there is a lot of litter dropped there as there is no bin. – **Clerk to look into if we can get one sponsored will RBWM empty it.**  
**Resident G** – Concerns raised over the tree by the playpark, branches are hanging rather low and causing an obstruction– **Clerk to liaise with contractor.**

## 8. REPORTS FROM WARD COUNCILLORS

- i. **Ward Cllr David Buckley** – A list of HMOs has been requested. More money has been requested from central government as there is still a 35 million shortfall in funds at RBWM for the next few years. Waiting for them to come back.
- ii. **Ward Cllr Ewan Lacombe** – Changes to postal voting, anybody that votes this way will need to re - apply. This will start from September – October.

## 9. REPORTS

- i. **Report From Flood Warden** – Reeds from Wraysbury station bridge, downstream has had a lot of reeds removed. The EA going back to Cemex to get some of the work done that backs of their land. Picture shown to Cllrs of the weir where the water should come down from the Colnebrook to the splash is damaged, so water is unable to go through there. Letters are being sent out to residents that have riparian

ownership of the drain to keep their section clear, a lot of the older residents are unable to look after the parts of the drain that backs on to their property.

- ii. **Waterways** – Nothing further to add.
- iii. **DALC/BALC/HALC/NALC Update** – The Clerk will now save important updates to and circulate to Councillors.
- iv. **Playground Report** – Parallel Bars needs to be kept an eye on due to a split in the wood. This is being monitored weekly along with all other play equipment.
- v. **Defibrillator** – The defibrillator is in good working order, and has not been used recently. – Clerk looking into locations for the second defibrillator.

## 10. CHAIRS REPORT

- i. The agreement for the funding towards the cuts of the grass at the church has now been changed as voted on. Horton Parish Council will now pay a fixed amount towards the costs by means of a grant that the church will apply for, proof will be provided to show the money is being spent on where it has been requested as per the terms of us being able to provide the grant.
- ii. A letter was sent out due to a complaint received, Abri have also been contacted to help deal with issues. It has been forwarded to the community safety team.
- iii. A Cherry Tree was reported by contractor as a branch had fallen off, the tree is dying. It was reported to the borough who will remove it, they have suggested to replace it with 2 new Cherry Trees, they have provided quotes for costs.
- iv. The car that has been parked on the corner by the entrance at Champney Hall, the car now gone, quotes have been received to turn the space into a flower bed to prevent it from happening again.
- v. A wall at Westerley on the corner of Lavender Cottages has been reported as being unsafe as it has been hit, concerns raised over if it comes down, it could cause an accident and someone to get hurt. – **Clerk to write a letter to the owner.**

## 11. FINANCE AND ADMINISTRATION

- i. **Approval of Order Of Payments** – Proposed: Cllr Benta Hickley **Seconded:** Cllr David Buckley. **Vote:** All In Favour (Unanimous) .

Date	Payee	Month	Budget Line	Amount	VAT	Total
19/08/2025	Staff	Month 6	Personnel/Admin	£858.93	0.00	£858.93
19/08/2025	HMRC	Month 6	Personnel	£283.77	0.00	£283.77
19/08/2025	Garden Designs	9159	Greens	£732.00	£146.40	£878.40
19/08/2025	Garden Designs	9172	Greens	£260.50	£52.10	£312.60
19/08/2025	Horton Church	2025-001	Grant	£2,061.00	0.00	£2,061.00
19/08/2025	Vision ICT	20526	IT	£23.33	£4.67	£28.00
			<b>Total</b>	<b>£4,219.53</b>	<b>£203.17</b>	<b>£4,422.70</b>

- ii. **Approval of Clerk Hourly Rate Of - £18.35** - Cllr Cole has pointed out that increasing the meetings from 10 to 12 it did affect the wages as it gains an extra point on the Clerks role. – There are no objections to 12 meetings a year as it is more effective.  
**Proposed:** Cllr Benta Hickley, **Seconded:** Cllr David Buckley **Vote:** All In Favour (Unanimous)
- iii. Working from home allowance of £52.50 - **Proposed:** Cllr Benta Hickley, **Seconded:** Cllr David Buckley. **Vote:** All In Favour (Unanimous)
- iv. **To consider approval of quote from Garden Designs to repair two existing planters £45.00 + VAT. And to either create raised flower bed with wooden boards £495.00 + VAT or repurpose two large tires for flower beds £265.00 + VAT** – Cllrs have decided agreed on the fixing of existing planters and have gone for the second option of repurposing the 2 tires for flower beds.  
**Proposed:** Cllr Benta Hickley **Seconded:** Cllr Gina Petrassi. **Vote:** All In Favour (Unanimous)
- v. **To consider approval to sponsor a Cherry Tree £660.00 per tree from RBWM– another quote has been sourced that has come in at £300.00 per Cherry Tree** – Clerk to speak with RBWM on if we are able to use our own contractor and look into if Abri would also contribute.
- vi. **NALC have put a pay rise in to be backdated to start from April – This means the previous Clerk is owed a sum of £40.20** – Clerk to send through to payroll for approval at the next meeting.

**12. ANY FURTHER QUESTIONS FROM THE PUBLIC**

None.

**13. COUNCILLORS QUESTIONS AND COMMENTS**

Cllr Ewan Larcombe has asked if we have a policy for Co Opt Cllrs - do we have one? - **Clerk to look into it.**

**14. MOTIONS SUBMITTED TO THE MEETING**

None – Remove from the next Agenda.

**15. DATE OF THE NEXT MEETING**

Tuesday 16<sup>th</sup> September 2025 at 7pm.

Meeting Closed 20.38