**Horton Parish Council**

**VIRTUAL MEETING of the COUNCIL of the Parish of Horton**

**Tuesday 15th September 2020**

**MINUTES**

Actions and

time stamps

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **#01** |  | **Councillors** | | | | | | | |  |
|  | A | **Present, and apologies and declaration of interest**  **Present:** Cllrs Cole, Gibbons, Patel, Ward Cllrs Muir, Larcombe and Cannon, the Chair Cllr Bovingdon and the clerk  **Apologies:** Cllrs Crame and Coogan  Cllr Cole had noted that Cllr Gibbons and Cllr Dunga’s Declaration of Interest were incomplete. Clerk has asked them to update them. A query was raised as to what if the Cllr doesn’t want their address made public? Clerk to check | | | | | | | | SD CG  BH |
|  | B | (and questions from the public if appropriate): None | | | | | | | |  |
| **#02** |  | **Statutory items:** | | | | | | | |  |
|  | A | **Recording of the meeting:** The meeting was recorded from this item.This was not an intentional delay | | | | | | | |  |
|  | B | **Minutes of previous meeting for approval:** Proposed and seconded (Cllrs Cole and Gibbons) | | | | | | | | BH |
| **#03** |  | **Matters arising from previous meetings of the Parish Council (unless due to be covered later):** | | | | | | | |  |
|  | A | **Swan Radio funding request:** Clerk read out received information regarding costs incurred by SR (>£1000 pm) and numbers of listeners (8000 pm), and info as to how COVID19 has put fund raising plans on hold. Cllr Crame proposed between £250 and £500. £250 proposed for now and seconded (Cllrs Cole and Patel) proposed £250 now and the PC would be open to another request in six months. | | | | | | | | BH |
|  | B | **Community Right To Buy (CRTB)** Update: Previous administrator advises she believes it has been passed to another dept. She will liaise with DVS. Clerk to chase and to cc Cllr Cannon | | | | | | | | BH |
|  | C | **Bench (Horton Road):** See 6/G | | | | | | | |  |
|  | D | **Milton Close: Fence repairs:**  Quote £70.00 net Proposed and seconded (Cllrs Gibbons and Cole) Clerk has written to all maisonette residents asking that no works be carried out on Parish / Borough land without written approval | | | | | | | | BH |
|  | E | **Memorial Green: post repairs:** Quote received including resetting posts and repairing posts and chains where necessary, and 2 coats of wood preserve £715 net, another quote outstanding. Cllrs felt this quote was too high. Cllr Cole to forward details of another contractor. Cllr Cannon to find details of post supplier. Cllrs proposed and seconded (Cllrs Patel and Cole) pre-agreed-delegation / email vote proposed (Cllrs Patel and Cole) to enable the clerk to instruct the cheapest quote to get works completed by Remembrance Sunday | | | | | | | | NC  DC  BH |
|  | F | **Play Equipment / Covid19:** Datchet and RBWM have been asked to get their contractor to quote to clean and to repair. Clerk to chase and to ask other contractors to quote. | | | | | | | | BH  BH |
|  |  | **Signage suggestions:** signage suggestions [available here](https://drive.google.com/file/d/1ykWiSvtGd6l7x34tNZRHgghLm8JA_NtP/view?usp=sharing)**.** Under 8 area £58.11 net, Multi wall x 2 £116.21. Cllrs suggested that the reward be retained at £10 (proposed & seconded Cllrs Patel and Gibbons) and that the suggested signs be purchased (Cllrs Cole and Gibbons) | | | | | | | | BH |
|  | G | **Any other matters arising from the previous minutes:** None | | | | | | | |  |
| **#04** |  | **Planning applications and Highways:** | | | | | | | |  |
|  | A | **Planning Applications received:** | | | | | | | |  |
|  |  | **i** | Any application received before the meeting: None | | | | | | |  |
|  | B | **Planning Enforcement Complaints:** | | | | | | | |  |
|  |  | **i** | **19/01702 & 19/50048/ENF Koppa Kitchen (Prev 5 Bells):** No update | | | | | | |  |
|  |  | **ii** | **19/50206/ENF Mitchell & sons / Mill Lane – works at rear of property:** No update | | | | | | |  |
|  |  | **iii** | **19/03224 18 Coppermill Road: Appeal -** No update | | | | | | |  |
|  |  | **iv** | **Garage, Datchet Road, Horton – complaints about noise:** No update | | | | | | |  |
|  |  | **v** | **Foundry Lane waste sites and footpaths 4 + 5:** See appendix A | | | | | | |  |
|  |  | **vi** | **22 Milton Close:**  Resident has advised that owner is carrying out unauthorised building works. Clerk and Planning lead to look into this. Clerk has emailed Radian | | | | | | | BH |
|  | C | **Other planning issues, decisions and appeals:** | | | | | | | |  |
|  |  | **i** | **19/02092 6 Coppermill Road – single storey rear extension: Appeal** – No opportunity for us to comment | | | | | | |  |
|  | D | **Any other Planning items:** | | | | | | | | *15:50* |
|  |  | **i** | **Joint Minerals and Waste Plan**  Proposal to allow mineral extraction under the current site of Horton Bridleway 4 (Foundry Lane to Colnbrook). Cllr Crame has obtained a quote for professional assistance in responding to this - £325.00. Cllrs discussed this. Cllr Cole and Cllr Cannon feel that RBWM are responsible for any ‘technical’ or policy objections and the Parish Council is consulted in order that subjective and local knowledge and opinions can be provided - recognising the importance of local knowledge. This is negated if the PC uses a non-local professional to prepare a response. Consulting with the PC is optional and our thoughts are considered with the same gravitas as that of other consultees. It was proposed and seconded that the Parish Council does not appoint an agent to prepare the PC’s response (Cllrs Cole and Patel with the backing of Ward Cllr Cannon). Clerk to advise Cllr Crame. Also see appendix A | | | | | | | JC  BH |
|  |  | **ii** | **Community Infrastructure Levy (CIL):** No Update | | | | | | |  |
|  |  | **iii** | **Any planning matters received after the agenda has been published:** None | | | | | | |  |
| **#05** |  | **Clerk’s report / Chairman’s Communications / RBWM Communications:** | | | | | | | | *22:00* |
|  | A | **Clerk’s Report:** | | | | | | | |  |
| **i** | Clerk’s Forum meeting 9/9/20 mostly regarding possibility of RBWM devolving some responsibilities to Parishes – we should have a plan of what we are prepared to accept. Next (fact finding) meeting end of Sept | | | | | | |
|  |  | **ii** | To agree meeting dates for 2021: Cllr Cole asked if we needed to retain 12 meetings a year. Clerk explained there had been quite a build-up of items when we missed months, and meeting (particularly) in December was a great help to getting the financial and budget items sorted in time. 12 meeting pa on the 3rd Tuesday of the month was proposed and seconded (Cllrs Bovingdon and Patel) | | | | | | | BH |
|  | B | **Remembrance Day parade:** | | | | | | | |  |
|  |  | **i** | Nominations requested for resident to place the village wreath: Matty Doe was proposed and seconded (Cllrs Cole and Bovingdon). Clerk to invite him pending the event going ahead. | | | | | | | BH |
|  |  | **ii** | Cllr Cole confirmed sound equipment will be available and he has a recording of the last post if needed. Clerk to pass Cllr Cole’s details to Beryl. | | | | | | | NC  BH |
|  |  | **iii** | Church asking Diocese for advice as to whether the church can take park: Clerk will advise once reply is received. Cllr Muir advised that Datchet are planning an outdoor service, and will keep us informed. Cllr Cannon reported that Rule of 6 needs to be borne in mind: it was agreed that this will be assessed nearer the time | | | | | | |  |
|  |  | **iv** | Signage for the green - signage suggestions [available here](https://drive.google.com/file/d/1ykWiSvtGd6l7x34tNZRHgghLm8JA_NtP/view?usp=sharing)**.** £70 plus VAT for two.All in favour**.** Clerk to order | | | | | | | BH |
|  |  | **v** | Cllr Cole proposed flying the Help for Heroes flag with the Union Flag for the Remembrance period, and requested permission to fly the Royal Air Force flag below the Union Flag to commemorate the 80th anniversary of the Battle of Britain. Proposed and seconded (Cllrs Cole and Bovingdon) Cllr Cole was thanked for arranging this and for providing the flags | | | | | | |  |
|  | C | **Lights on Memorial Green** (not working, reported to RBWM): Contractors advise one repaired, one to be replaced next week | | | | | | | |  |
|  | D | **Pay Review for Clerk:** National Joint Council awarded 2.75% on all spinal column points back dated to April 2020. This has been passed onto My Controller and is reflected in this month’s pay for Clerk and RFO | | | | | | | |  |
|  | E | **“Technology Doctors”.** Cllr Cole can explain his concerns if anyone would like more info | | | | | | | |  |
|  | F | **Appointment of internal auditors for 2020/2021:** It was agreed that Auditing Solutions were retained for the next internal audit. All in favour | | | | | | | | BH |
|  | G | **Any communications received after the agenda has been published\***  **Library Consultation** – RBWM proposing to cut library hours. To have your say please use this link<https://www.rbwm.gov.uk/home/council-and-democracy/consultations/library-consultation> | | | | | | | |  |
| **#06** |  | **To receive reports from Borough Councillors or Parish Councillors (not all letters are used)** | | | | | | | | *32:00* |
|  | A | **Ward Councillors’ report**:  **Cllr CANNON:**  **Waste**: Cllr Cannon advised that bins and waste collection had been a major issue, with SERCO failing to deliver by not fulfilling their contractual obligations (and incurring fines for this). Monday’s collection was at 70% and roads were missed on Tuesday. They are bringing in 5 additional crews and vehicles on Wednesday so should be able to collect the backlog and hopefully reach 100% on Thursday. Cllr Cannon has been reporting missed roads on social media together with regular information on how to report missed bins (this info is needed to calculate fines). Part of the problem has been the smaller vehicles – when they are full they need to go to Stafferton Way to empty before continuing on their round.  **Tips**: Stafferton Way and Chalvey tips are now open to RBWM residents  **River Thames Scheme**: Channel 1 will not be constructed. RBWM is working with EA to defend residents from the river, ground water issues, and internal drains (these issues do not affect Horton)  **Flytipping:** Cllr Cannon advised that the Borough is soon to use contractors that will be funded through the fines paid by fly-tippers: they will investigate and prosecute to self-fund. There is a new reporting system in place, it has a few teething problems  **Cllr LARCOMBE:**  **CIPFA:**  Cllr Larcombe advised that the CIPFA report has resulted in training for Councillors and officers.  **Water Courses:** He has walked the channel from Horton to Wraysbury and found a lot of fly tipping beyond the end of Park Lane (on RK Leisure land?) which he will report. The water course between the railway line and Datchet Road Horton needs inspection and cleaning out  Also see GJ | | | | | | | | EL  EL |
|  | B | **Borough Local Plan:** Inspector’s review is on-going, Cllr Crame to represent Horton at the hearing | | | | | | | |  |
|  | C | **Corona Virus / COVID19:** No update | | | | | | | |  |
|  | D | **DALC /BALC / HALC / NALC updates**: Please see recent newsletters etc saved in [shared drive](https://tinyurl.com/HPCCllrsDrive) | | | | | | | |  |
|  | E | **ECO / Climate Change Committee:** Update if applicable | | | | | | | |  |
|  | F | **Flood Warden’s report**: EA planned to carry out works to remove six fallen trees from the Colne (between Wraysbury Station and Hythe End) during the middle of August but were unable to locate keys to access gates. Keys were then located but the land owners have advised they need to be on site when the works are carried out and will need to be paid for their time. The issue appears to be on Wraysbury's part of the River not Horton’s, but Cllr Cannon ask if Horton’s flood warden can please let him have details about the problem and who the EA contact is so he can take it further on behalf of Wraysbury Parish Council | | | | | | | | BH |
|  | G | **Greens Report:** | | | | | | | |  |
|  |  | **i** | **Horton Road benches & greens maintenance**: Clerk has some information from the other parties involved | | | | | | | BH |
|  |  | **ii** | **Any other Green items:** None | | | | | | |  |
|  | J | **River Thames Scheme report and Waterways reports** : Cllr Larcombe’s report dated 2020/08/31 is in the shared drive:  **Channel 1:** Cllr Larcombe expressed concern that information had not been officially released and that the Government and RBWM websites still suggested that it was going ahead. Cllr Cannon advised that the decision had been reported in the local press and on Social Media. Cllr Larcombe asked for a motion of no confidence to be recorded but Cllrs declined as the decision does not greatly effect Horton, so the Parish Council only has a minor interest | | | | | | | |  |
|  | L | **Liaison Meeting (Parish & RBWM):** No update | | | | | | | |  |
|  | N | **NAG Report / Police issues:** | | | | | | | |  |
|  |  | **i** | **Update re drugs and bikes issues:** another issue involving the named individual has been tied up with the information passed onto the police recently, and the local officer advises that he is on the radar of TVP and the local neighbourhood team | | | | | | |  |
|  |  | **ii** | NAG meeting is planned for 16th September by Zoom  Cllr Mrs Lenton’s notes from Overview and Scrutiny Committee for Law & Order meeting (03/09) are available in the shared drive | | | | | | |  |
|  |  | iii | Community Warden Report – please see shared drive | | | | | | |  |
|  | P | **Parking, Speeding and other Highways issues:** Any current issues | | | | | | | |  |
|  |  | **i** | **HIG020416: Drainage issues in vicinity of junction of Horton Road, Stanwell Road and Champney Close:** No Update | | | | | | |  |
|  |  | **ii** | **Parking on corner of Milton Close:** Still an issue with all footpath users generally having to go into the road. There is a serious lack of available parking and the closure of the garage block (believed to originally have been for the maisonette residents) made this worse. Cllrs asked if Clerk would write to Radian and ask that the area be cleared of rubbish as a health` hazard and reopened to allow parking (ideally removing the garages to create additional spaces) Clerk was also asked to contact environmental health dept as rats are an issue. | | | | | | | BH  BH |
|  |  | **iii** | **Damaged railings opposite Garage in Horton (**reported 6th September) No update | | | | | | |  |
|  |  | **iv** | **24677-13016 Damaged railings between Foundry lane and Berkyn Manor Farm** (last reported 14th Sept) | | | | | | |  |
|  |  | **v** | **Bins on footpath at Dawn Redwood Close** (last reported 14/9) | | | | | | |  |
|  |  | **vi** | **Double Decker bus** through Horton on 13/9/20 about 9:30am. Clerk has emailed Hop On Hop Off bus company | | | | | | |  |
|  | Q | **Flytipping:** Current issues | | | | | | | |  |
|  |  | **i** | **HIG021045: Skip outside Asquith Court, Horton Road** (last reported 1/9) Clerk to send info to Cllr Cannon | | | | | | |  |
|  |  | **ii** | **Furniture at Poyle Poplar’s carpark** (reported 3/9) | | | | | | |  |
|  |  | **iii** | **Furniture on Datchet Road** (reported 4/9) | | | | | | |  |
|  |  | **iv** | **HIG021869: Fly tipping opposite Asquith Court, Horton Road (reported 1/9)** | | | | | | |  |
|  |  | **v** | **HIG021835: Fly tipping at Poyle Poplar’s carpark (reported 31st August)** | | | | | | |  |
|  |  | **vi** | **Land between McAllisters and River Colne** (EA asked McA to clear this area 14/8/20) | | | | | | |  |
|  |  | **vii** | **Builders waste (?) in Park Lane (reported 6/9)** | | | | | | |  |
|  |  | **viii** | **Issues with location info not being passed on to contractors correctly.:** Will hopefully be addressed with the new system. | | | | | | |  |
|  |  | **ix** | **Issue with new login at RBWM – how does it link to issues reported?:** Will hopefully be addressed with the new system. | | | | | | |  |
|  |  | x | See #06/A for Cllr Cannon’s report on new arrangement re fly tipping | | | | | | |  |
|  | R | **Parish Council Reps:** Updates if applicable | | | | | | | |  |
|  |  | **i** | **Play equipment Rep:** Report from Cllr Gibbons (and see 3F): all OK | | | | | | |  |
|  |  | **ii** | **Policies to be proposed for adoption:** (available from <https://tinyurl.com/HPCCllrsDrive> ) None | | | | | | |  |
|  |  | **iii** | **Defibrillator Guardians:** Cllrs Gibbons and Clerk to report: Equipment checked and all in order | | | | | | |  |
|  |  |  | ***Weekly:*** *Check the defibrillator is inside the cabinet.* | | | | | | Checked |  |
| ***Weekly:*** *Check the “green” ready light is on.* | | | | | | Checked |
| ***Monthly:*** *Check pad expiry. (If less than one month order new pads via the defib supplier).* | | | | | | 09/2021 |
| ***Monthly:*** *The keypad lock may need spraying with WD40 or similar.* | | | | | | Checked |
| ***Monthly:*** *Check the battery is okay.* | | | | | | Checked |
|  | S | **Parish Summit:** Update if applicable | | | | | | | |  |
|  | U | **Training update:** see link in2020/08/18/06/D for training for new Councillors | | | | | | | |  |
|  | V | **Horton Village as a Conservation Area:** Update if available | | | | | | | |  |
|  | W | **Website:** Accessibility Statement: available at the bottom of each page of the website | | | | | | | |  |
|  | Z | **Any communications received after the agenda has been published\*** None | | | | | | | |  |
| **#07** |  | **Other Communications or Consultations:** | | | | | | | |  |
|  | A | **Any communications received after the agenda has been published**\*None | | | | | | | |  |
| **#08** |  | **Financial** | | | | | | | |  |
|  | A | Any receipts: to advise the Councillors of any receipts over and above the precept and the compensating grant: None | | | | | | | | |
|  | B | **VAT Update:** No update | | | | | | | |  |
|  |  | **Payment of invoices:** | | | | | | | | *1:05:*  *10* |
|  | C | i | | **ZOOM:** Cllr Cole has signed up to Zoom on behalf on the Parish Council and asked this this on-going payment be proposed and seconded by Cllrs (Patel and Gibbons). | | | | | |  |
| **ii** | | To receive for approval a list of invoices received: Proposed and seconded (Cllrs Gibbons and Patel) | | | | | |
|  |  | **DATE** | | **PAYEE / DETAILS** | | **REFERENCE** | **VALUE** | | |  |
|  |  | 16/09 | | Play Ground Inspection Co | | HOR20663 | £ | 300.00 | |  |
|  |  | 16/09 | | Berkshire Pension re Clerk | | Month 6 | £ | 343.67 | |  |
|  |  | 16/09 | | B&B Hickley salary C 902.95, RFO 150.70 | | Month 6 | £ | 1,053.65 | |  |
|  |  | 16/09 | | HMRC re Clerk & RFO tax/ national insurance | | Month 6 | £ | 56.27 | |  |
|  |  | 16/09 | | Neil Cole re Zoom for Sept meeting. | | Zoom 40122990 | £ | 11.99 | |  |
|  |  | 16/09 | | Champney Hall Management Committee re rent | | 7/9/20 Rent | £ | 350.00 | |  |
|  |  | 16/09 | | Champney Hall Management Committee re unpaid insurance and maintenance contribution | | 7/9/20 partial | £ | 6000.00 | |  |
|  |  | 16/09 | | Garden Designs regular greens works | | 3661 | £ | 525.00 | |  |
|  |  | 16/09 | | Garden Designs regular greens works | | 3675 | £ | 549.00 | |  |
|  |  | 16/09 | | B&B Hickley re use of home and phone top up | |  | £ | 60.00 | |  |
|  |  | 16/09 | | Swan Radio (see item #03/A above) | | request | £ | 250.00 | |  |
|  | D | **Accounts For previous Q submitted for approval**: This item was missed – to be added to next month’s agenda | | | | | | | | BH |
|  | E | **Audit Status & Actions:** Status of external audit – has been received by external auditors but no feedback yet received | | | | | | | |  |
|  | F | **Any other Finance items received after the agenda has been published**\*None | | | | | | | |  |
| **#09** |  | **Questions from the public:** (If appropriate) | | | | | | | |  |
|  |  | Mark McAuley had messaged the clerk to ask if he could re-join the Parish Council, and hoped to attend the meeting. As he is known HPC Cllrs Cole and Patel proposed and seconded that he be invited, despite being absent, to join. Clerk to ask him to prepare a brief introduction for the files | | | | | | | | BH |
| **#10** |  | Dates of future meetings: 2020, Third Tuesday of each month Face to face meetings are temporarily suspended on advice from Local and National Government: Until advised it is safe to meet in person the Cllrs will hold a virtual meeting on the dates previously agreed. | | | | | | | | |
|  |  | **On Zoom. Contact the clerk for the details** | | | Tuesday 17th November 2020 | | | | |  |
|  |  | Tuesday 20th October 2020 | | | Tuesday 15th December 2020 | | | | |  |

Appendix A

**Clerk’s notes from a meeting with a representative from Colne Valley Trust regarding the footpath from Foundry land to Colnbrook. 3/9/2020**

Clerk met with JU who is associated with Colne Valley Trust yesterday and walked the bridle way from Foundry Lane to Colnbrook. He was appalled at the state of Foundry Road and the footpath (two enormous vehicles parked beyond the 'no motorcycles' sign!).

He took lots of photos and I showed him the new road around two sides (East & south) of the site which appeared late last autumn He advised that enforcement's claim that the site ‘has been in operation for too long and is now legal’ isn't set in stone, and even if it was this would apply to the scale of the works ten years ago, not the increases since then.

We didn't see any Mightycrete lorries which is unusual as I've previously counted them as about 1 every ten minutes, but we had to stop walking and move to the side of the road close to a dozen time to allow skip lorries to pass us either leaving or entering the road. There are a large number of skips stored on the side or the road, and the large cylindrical metal pipe (for sorting stone sizes?) is still in the ditch where Cllr Larcombe photographed it some time ago.

The two bridle ways (4 and 5) are really not places people would chose to go for a walk - fly tipping and general rubbish, and overgrown trees and bushes as well as the issues of all the vehicles and the restricted access. CVT's vision is to link these to the planned riverside footpath once the Kingsmead (Cappagh) site is finished and to another planned / hoped for path from Colnbrook closer to the river.

JU is aware of the long promised bridge from AJNR towards the Memorial Lakes, and this could be included in the plan for the longer walk

He has asked me for timeline information: the Mighycrete Company started November 2019, and that ties in with local residents' feeling that their lorries started using the road last winter, and ties in with Google maps showing the new roads appears last autumn. The skip movements have certainly increased since lockdown - various neighbours remember commenting along the lines that people must be hiring skips rather than going to the dumps hence the extra traffic.

Please forward any other information to the clerk

END OF MINUTES

The meeting finished at 8:49pm

All votes were unanimous unless specified.

\*\* Un-adopted Minutes – these are not deemed to be a record of the meeting until signed by the Chair \*\*

Minutes prepared by Clerk to the Council.

Mrs Benta Hickley, 4B Bells Lane, Horton, SL3 9PW

Note: Personal callers by appointment only.

Email Clerk@HortonParishCouncil.Gov.uk.

Parish Phone 07957 588 277

**Agendas and previous minutes are available from the Parish Council Website:** [**www.hortonparishcouncil.gov.uk**](http://www.hortonparishcouncil.gov.uk)