

## **Minutes of the Council Meeting**

**Held in the Council Offices, 102 High Street, Eton**

**Thursday 3<sup>rd</sup> March 2016 at 7.30pm**

**Present:** Cllrs D. Bishop (Mayor), M. Blightman, M. Cadwallader, Mrs S. Evans, P. Highy, D. Hill,  
P. Lawless, R. Lewandowski, J. Lovell, D. Reed, Mrs L. Tarbox & Mrs S.  
Warner

**In Attendance:** Mr R. Austen (Town Clerk), Cllrs. M. Alexander & Mrs S. Rayner (RBWM),  
Ms R. Rivaz (ECA) & Mr P. Griffiths (RBWM Community Warden)

**Apologies:** Cllrs P. Jackson & M. Leach, Mr M. Reynolds (Accountant)

The Mayor opened the Meeting by welcoming everyone present and the apologies were recorded.

The Mayor introduced Mr Griffiths, the new RBWM Community Warden, to the Members and Mr Griffiths informed the Meeting that he will be working part time on Tuesday and Wednesday one week, and Tuesday, Wednesday and Thursday alternate weeks.

### **CM 4592 Finance – Schedule of Payments & Monthly Accounts**

In the absence of Mr Reynolds, the Town Clerk presented the monthly and YTD accounts to the Meeting.

- The Town Clerk advised the Meeting that finances were in good condition and expenditure was in line with budget. Expenditure of note in February was the pension contribution to Berkshire Pension Fund for the Town Clerk, as agreed at a previous meeting, and the payment to Lamps & Tubes Illuminations which was offset by a contribution from Eton Community Association. There being no questions, the February schedule and the YTD accounts were approved.
  - Expenditure of £350 on a new dog bin for Stockdales Recreation Ground was approved. Town Clerk to organise.  
**Action: Town Clerk**
  - Expenditure of £7,500 had previously been ringfenced for the proposed Eton Heritage Walk from Section 106 funds. It was noted that this figure may need to be increased to £10,000 at a later stage. Councillor Mrs Rayner declared an interest.

### **CM 4593 RBWM Councillor Issues**

Cllr Mrs Rayner reported on the following:

- Animal Sanctuary – contracts were about to be signed. It was confirmed that the site is non residential. Members expressed concern over the state of the site; fly tipping and rats being evident everywhere. Cllr Mrs Rayner assured the Meeting that the situation is being monitored with Rob Large at RBWM. It was suggested that RBWM clean up the site before the Animal Sanctuary moves in.
  - Moores Lane Barrier – now handed over to Slough Borough Council, effective 3<sup>rd</sup> March.
  - Clean for the Queen – Cllr Mrs Rayner will be on duty in Eton Wick on Saturday 5<sup>th</sup> March.

Cllr Alexander reported on the following:

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- Meadow Lane Car Park – opened 3<sup>rd</sup> March. RBWM will be introducing a Pay on Exit system which will permit shoppers to stay beyond the current 2 hour maximum. RBWM will provide a transponder for the windscreens of permit holders.
- Eton Heritage Walk – Cllr Alexander advised Members that he had donated his Councillor's Allowance of £750 to the fund.
- FP 51, Brocas & Meadow Lane Car Park Planning Application – this goes to committee on 21<sup>st</sup> March. Cllr Alexander will call it in as there are sensitive issues regarding the times of the gate closure and the fencing.
- 53 High Street – at the ECA Meeting on 2<sup>nd</sup> March the poor condition of this property was highlighted. Cllr Alexander confirmed that RBWM will be investigating the situation.

#### **CM 4594 Thames Valley Police (TVP) Liaison**

In the absence of a representative from TVP there was nothing to report.

#### **CM 4595 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)**

##### **ECA:**

Ms Rivaz highlighted the following issues from her previously circulated report:

- Queen's 90<sup>th</sup> Birthday Street Party- Ms Rivaz requested that a sum of £750 be earmarked from ETC funds to underwrite any unforeseen expenditure. This was agreed. It was noted that the Street Party is for both Eton and Eton Wick communities.
- Neighbourhood Plan – A meeting of the Transport & Infrastructure Task Group was being held on 4<sup>th</sup> March when bicycle parking in Eton will be discussed.
- Fishcraft Restaurant – Ms Rivaz announced that the ECA was joining forces with the Windsor & Eton Society to oppose the window signs at Fishcraft. These signs do not need planning permission.
- Refuse Issues – There are several issues that are being taken up with RBWM by ECA and the Town Clerk, in Brocas Street and High Street.
- Post Office – It appears that there is no dedicated employee at the Post Office (PO) in Budgens. It was established that Eton PO is no longer a main Office and so lesser standards now apply which offers a diluted service. It was agreed that Ms Rivaz would provide the Town Clerk with supportive data and he will progress with Post Office Head Office.  
**Action: Ms Rivaz & Town Clerk**
- Eton Heritage Walk – Ms Rivaz confirmed that the ETA was very supportive of this.

##### **EWVA:**

Cllr Highy reported on the 3<sup>rd</sup> meeting of the Association on 25<sup>th</sup> February:

- Parking issues at EWFC need to be addressed, although it was pointed out the problem was due to a cup final and likely to be a one off incident. Cllr Mrs Rayner advised Members that RBWM is redesigning the car park.
- Parking issues at Eton Wick Road opposite the bakery also causing concern.

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- Cllr Highy advised members that he had attended a meeting with The Sandles developer over the obstructive parking and the situation was now markedly improved. The developer will make good the verges when the work has been completed. Cllr Highy asked for vigilance by Members and report to Town Clerk any further problems.
- Queens 90<sup>th</sup> Birthday on 21<sup>st</sup> April - Beacon Lighting – Eton Wick will be organising a beacon.
- The community will be supporting Clean for the Queen on Saturday 5<sup>th</sup> March.
- Cllr Highy advised Members that interest is high in the EWVA. The Association is looking at public liability insurance, the cost of which has been covered by donations from Cllr Mrs Rayner and Cllr Highy amongst others.

#### **CM 4596 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 4<sup>th</sup> February were approved and signed.

#### **CM 4597 Matters Arising from the Minutes**

#### **TOWN CLERK ACTIONS:**

1. **CM 4574: ADVISE ANN KEOHANE OF RBWM OF RESULT OF MYRKE BRIDGE VOTE & POST PETITION ACTIONED**
2. **CM 4576: ETC PLAY AREAS REPAIR SCHEDULE HAS BEEN ANALYSED & IS BEING PROGRESSED WITH RSS ACTIONED**
3. **CM 4578: REQUEST GREENTOUCH & CLLR LEWANDOWSKI TO MEET AND DISCUSS TRIMMING OF HEDGES AT BELL LANE ACTIONED**
4. **CM 4582: ADVISE MEMBERS OF AECOM NEIGHBOURHOOD PLAN CLIENTELE ACTIONED**
5. **CM 4583: ADVISE CRAIG MILLER OF RBWM OF NEW ETC FLOOD FORUM REPRESENTATIVE CLLR EVANS TO REPLACE CLLR LEWANDOWSKI ACTIONED**
6. **CM 4588: DISCUSS WITH CLLR JACKSON HIS CONTINUED ROLE AS ETC REPRESENTATIVE ON THE ETON POOR ESTATE – CLLR JACKSON RESIGNED ACTIONED**
7. **CM 4589: WRITE TO NEIL WALTER OF RBWM REGARDING BUSINESS PERMITS & SEASON TICKETS FOR MEADOW LANE CAR PARK, & ABSENCE OF PARKING WARDENS ACTIONED**
8. **CM 4589: WRITE TO PETER EATON TO THANK HIM FOR ALL HIS WORK ON MEADOW LANE CAR PARK ACTIONED**
9. **CM 4590: ADVISE MEMBERS OF INSURANCE POSITION WITH CLEAN FOR THE QUEEN ACTIONED**

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10. **CM 4590: RISK ASSESSMENT NEEDS TO BE ADAPTED FOR ETON ACTIONED**

11. **CM4590: REQUEST NEIL WALTER OF RBWM TO CHECK ON POSSIBILITY OF DISABLED BAY OUTSIDE BUDGENS ACTIONED**

12. **CM 4590: WRITE TO NEIL WALTER OF RBWM TO EXPRESS ETC & RESIDENTS' CONCERNS ABOUT TRAFFIC MANAGEMENT AT SANDLES DEVELOPMENT ACTIONED**

**OTHERS ACTIONS:**

1. **CM 4587: TO REPORT BACK TO ETC ON ETC OBLIGATIONS RE PARISH TRANSPARENCY CODE CLLR BLIGHTMAN**

2. **CM 4587: ADVISE MEMBERS OF PARISH COUNCILS THAT ARE USING THE PROPOSED PROVIDER CLLR BLIGHTMAN**

**CM 4598 Mayor's Report**

The Deputy Mayor had nothing to report from February.

**CM 4599 Action List**

**Issue**

**Action / Status**

South Meadow Lane Pavilion. Section 106 funds are available for renovation work. Possibility of a partnership with Eton College at some stage if and when the College needs additional changing facilities. Town Clerk monitoring situation.

Eton Wick Cemetery Extension. The second planning application made on 4<sup>th</sup> November 2015 has been rejected by EA on the grounds of depth of burials and associated flood issues. Cllrs Highy and Lewandowski are due to meet and discuss a way forward. It was considered that hiring a planning consultant would seem to be the best course of action.

Eton Wick Transformation 34 trees have been planted along the Eton Wick Road. It was agreed at the Council Meeting on 3rd September 2015 that a plaque listing the names of the Eton Wick fallen of WW1 be incorporated on a plaque on a piece of granite to be sited in the centre of the village. The Mayor is organising this. Estimated cost is £1000.

Neighbourhood Plan (NP)

The Steering Group met on 11<sup>th</sup> February and were introduced to two

Neighbourhood Plan (NP) The Steering Group met on 11<sup>th</sup> February and were introduced to two members of AECOM who are the appointed planning consultants. Information has been fed to them and they are due to attend the next NP meeting on 9<sup>th</sup> March and also the next EWVA meeting on 17<sup>th</sup> March.

Eton Wick Sewage Contamination Cllrs Mrs Evans & Lovell represent the Council on the Flood Forum. A demonstration on cutting weeds in a stream will be held on 14<sup>th</sup> April, aimed at those whose houses back onto a stream as they are liable for this task. The Town Clerk will write to David Warner of RBWM to point out the clogging of the channel at Common Lane.

**Action: Town Clerk**

Stockdales Road Play Area Renovation At the Council Meeting on 1<sup>st</sup> October it was agreed that Cllrs Lawless and Mrs Tarbox would prepare a scheme for submission to the Council. It was noted that Section 106 funding is in place for this as well as a play area reserve fund in the ETC bank account. Cllr Mrs Tarbox has presented one scheme which will cost £24K and two more quotes are expected. A grant from Tesco of £8K has been awarded to the Scheme.

#### **CM 4600 Development Control - Town Council Consultation**

The following planning applications were received from RBWM during the preceding month and Town Council comments invited. Cllr Mrs Rayner and Councillor Alexander declared an interest.

##### **Application Number: 16/00365**

Application Date: 1.2.16

Type: Discharge of Condition

Applicant: Miss Rebecca Smith

Location: Turner & Thorn, 41 High Street, Eton

Proposal: Details required by Condition 2 & 3 of 15/03113/FULL for rear extension & internal alterations to facilitate retention of a smaller A1 shop unit and enlarged C3 home.

Determination Date: 28.3.16 **No Comment**

##### **Application Number: 16/00409** Cllr Highy declared an interest

Application Date: 5.2.16

Type: Listed Building Consent

Applicant: Miss Mandy Lorenz – Martin Ashley Architects

Location: School Yard, Eton College, Eton

Proposal: Drainage repair works, conservation work to Henry VI statue & re-pavement of school yard.

Representation Date: 8.3.16 **No Comment**

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**Application Number: 16/00539** Cllr Highy declared an interest

Application Date: 12.2.16

Type: Full

Applicant: As above

Location: As above

Proposal: As above

Representation Date: 18.3.16 **No Comment**

**Application Number: 16/00488**

Application Date: 15.2.16

Type: Discharge of Condition

Applicant: Miss Sara Plowman, RBWM

Location: Meadow Lane Car Park, Eton

Proposal: Details required by Condition 7 (landscaping) of 14/03627.

Determination Date: 11.4.16 **No Comment**

**Application Number: 16/00501** Cllr Highy declared an interest

Application Date: 10.2.16

Type: Full

Applicant: Provost & Fellows of Eton College, Eton

Location: South Lawn, South Meadow Lane, Eton

Proposal: Erection of raised timber deck to rear.

Representation Date: 16.3.16 **No Comment**

**Application Number: 16/00533**

Application Date: 12.2.16

Type: Full

Applicant: Eton Thameside Management Co Ltd

Location: Eton Thameside, 15 Brocas Street, Eton

Proposal: New railings and gates on the south side boundary.

**and the gates are in the fence and not the footpath.**

Representation Date: 18.3.16 **Town Clerk directed to point out that the 5 benches need to remain in situ**

**Application Number: 16/00491**

Application Date: 22.2.16

Application Date: 22.2.16

Type: Certificate of Lawfulness of Proposed Development

Applicant: Mr A Howard

Location: 3 Tilstone Close, Eton Wick

Proposal: C of L to determine whether a single storey rear and a single storey side extension are lawful.

Determination Date: 18.4.16 **No Comment**

**Application Number: 16/00244/DEXBN**

Application Date: 25.2.16

Applicant: Mrs M Burrows

Location: 12 Cornwall Close, Eton Wick

Proposal: Single storey front extension **No Comment**

### **CM 4601 Planning Decisions & Information**

The following planning decision notifications were received from the Royal Borough last month:

**Application Number: 15/02783**

Application Date: 8.9.15

Location: 47-49 High Street, Eton

Type: Listed Building Consent

Proposal: Conversion & extension

Decision: Consent Granted

**Application Number: 15/02786**

Application Date: 8.9.15

Location: As above

Type: Full

Proposal: As above

Decision: Permission Granted

**Application Number: 15/03454**

Application Date: 8.9.15

Location: Queens Schools, Eton College, Eton

Type: Full

Proposal: Refurbishment of existing buildings and remodelling courtyard etc

Type: Full

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Decision: Permission Granted

**Application Number: 15/03536**

Application Date: 11.11.15

Location: Common Lane House, Eton College, Eton

Type: Listed Building Consent

Proposal: Consent for enlargement of extension and new fence and gate

Decision: Consent Granted

**Application Number: 15/03272**

Application Date: 7.9.15

Location: The Sandles and Rose Cottage, Eton

Type: Variation Under Reg 73

Proposal: Conversion of The Sandles under 13/02899 without complying with Condition 14

Decision: Agrees to Vary

**Application Number: 16/00039**

Application Date: 7.1.16

Location: 12 Cornwall Close, Eton Wick

Type: Full

Proposal: Single storey front porch

Decision: Permission Granted

**Application Number: 16/00071**

Application Date: 18.1.16

Location: Meadow Lane Car Park

Type: Variation Under Reg 73

Proposal: Change of use of land under 14/03627/FULL without complying with Condition 7 to change location of Silver Birch tree.

Decision: Application Withdrawn on 16.2.16

**Application Number: 15/04296**



Decision: Application Withdrawn on 16.2.16

**Application Number: 15/04296**

Application Date: 29.12.15

Location: Waynefleete House, Eton College, Eton

Type: Full

Proposal: Conversion of loft to form additional accommodation.

Decision: Permission Granted

**Application Number: 16/00365**

Application Date: 1.2.16

Location: Turner & Thom, 41 High Street, Eton

Type: Discharge of Condition

Proposal: Details required of Condition 2 and 3 of planning permission 15/03113/FULL

Decision: Approval Given

**Application Number: 15/03947**

Application Date: 2.12.15

Location: Brewhouse, Eton College, Eton

Type: Listed Building Consent

Proposal: LBC for internal alterations

Decision: Consent Granted

**CM 4602 Correspondence**

Members had received the following information prior to the meeting:

- Email from Andrew Fletcher of RBWM dated 29.1.16 regarding ROW Improvement Plan.

Emailed to Members on 29.1.16

- Letter from Family Friends charity dated 5.2.16 requesting a donation.

Available to view in the office.

- Email from Wendy Allum of RBWM dated 8.2.16 regarding referendum on EEC Membership and need to use the Council Chamber. A date of 23.6.16 is pencilled in.

Emailed to DB & RWL on 9.2.16

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Emailed to DB & RWL on 9.2.16

- Email from RBFRS dated 8.2.16 regarding engagement events, part of their consultation process.

Emailed to Members on 9.2.16

- Email from Kay Webb of Swan Lifeline dated 10.2.16 regarding newsletter.

Emailed to Members on 11.2.16

- Email from Carol Cornell of RBWM dated 11.2.16 regarding Eton Wick Road bridleway and overruns.

Emailed to Members on 11.2.16

- Email from John Maniscalco of RBWM dated 12.2.16 regarding S106 Completion Memo for 47-49 High Street.

Emailed to members on 16.2.16

- Email from Alison Singleton of RBWM dated 12.2.16 regarding Mayor's Charity Ball on 9.4.16.

Emailed to Members on 12.2.16

- Emails from Andrew Fletcher of RBWM dated 12.2.16 and 23.2.16 regarding Moores Lane Barrier works.

Emailed to Members on 12.2.16 and 23.2.16

- Email from RBWM Planning dated 18.2.16 regarding speaking at Development Control Meeting on 2.3.16 re Meadow Lane Car Park.

Emailed to Members on 18.2.16

- Email from RBWM Planning dated 22.2.16 regarding amended plans for 3 Tilstone Close, info only.

Emailed to Members on 23.2.16

### **CM 4603 Website**

Cllr Blightman had previously circulated his report on website activity to the Members.

Cllr Blightman reported on the Parish Transparency Code which he had circulated to Members prior to the Meeting. It was noted that there was no legal obligation on us to follow the Transparency Code, however it was felt that the Council should aim to be transparent whenever it was feasible. Councillor Blightman will advise Town Clerk on what items could be added to the website. **Action: Cllr**

**Blightman**

### **CM 4604 Other Organisations.**

- **Eton Poor Estate:** Cllr Highy reported that cllr Jackson had resigned as an ETC representative on the Poores Estate and that the Town Clerk and Cllr Blightman

- **Eton Poor Estate:** Cllr Highy reported that cllr Jackson had resigned as an ETC representative on the Poors Estate and that the Town Clerk and Cllr Blightman had offered themselves as replacements. Cllr Highy will follow up.

**Action: Cllr Highy**

- **Eton Wick Village Hall Committee:** Nothing to report
- **Eton Wick Football & Social Club:** Nothing to report

Cllr Mrs Tarbox informed the Meeting that RBWM was organising youth activities this year in the Sports Hall.

- **Heathrow 3<sup>rd</sup> Runway Campaign:** Cllr Reed reported that plans for promoting the campaign are continuing.
- **Baldwins Bridge Trust:** Next meeting is Tuesday 8<sup>th</sup> March.

### CM 4605 Any Other Business

- **Police Commissioners' Elections:** Town Clerk had advised Members at the last meeting that the Police Commissioners Elections were taking place on Thursday 5<sup>th</sup> May which is the same date as the May Town Council Meeting. Town Clerk was instructed to book Eton Wick Village Hall instead.

**Follow Up Note: The Village Hall is fully booked on the evening of 5<sup>th</sup> May. Following discussion with the Mayor, it was agreed that the Meeting should be brought forward to Wednesday 4<sup>th</sup> May, location the Council Chamber. Town Clerk to advise Members of this change of date.**

**Action: Town Clerk**

- **Stockdales Recreation Ground:** Cllr Lovell advised Members that Fields in Trust were awarding a sum up to £900 to the Town Council.
- **Queen's 90<sup>th</sup> Birthday Commemorative Medal:** The Mayor informed Members of the availability of this Medal which is on sale at £1.99. It was agreed that the Council should give one of these to every child in the Porny School and Eton Wick School. Cllr Mrs Tarbox will advise Town Clerk of the numbers of children involved.

**Action: Cllr Mrs Tarbox**

- **Queen's 90<sup>th</sup> Birthday Beacon Lighting Ceremony:** It was agreed that the Town Council will pay for the beacons in Eton and Eton Wick to support this initiative on Thursday 21<sup>st</sup> April. Cllr Lewandowski will organise the purchase of the beacons.

**Action: Cllr Lewandowski**

Members will discuss the organisation of this event at the next meeting on 7<sup>th</sup> April, Town Clerk to add it to the agenda.

**Action: Town Clerk**

### CM 4606 Date of Next Meeting

Thursday 7<sup>th</sup> April at 7.30pm in the Council Chamber

The Meeting ended at 9.15pm

