

Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 7th April 2016 at 7.30pm

- Present:** Cllrs D. Bishop (Mayor), M. Blightman, M. Cadwallader, Mrs S. Evans, D. Hill, P. Lawless, M. Leach, D. Reed & Mrs L. Tarbox
- In Attendance:** Mr R. Austen (Town Clerk), Cllr Mrs S. Rayner (RBWM), Ms R. Rivaz (ECA) & Mrs L. Highy (EWVA)
- Apologies:** Cllrs Mrs S. Warner, P. Highy, R. Lewandowski, J. Lovell & M. Alexander (RBWM) & Mr M. Reynolds (Accountant)

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

CM 4607 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 although the accounts for the year showed a deficit of £1,800, this was expected due to several items of unforeseen expenditure. There being no questions, the March schedule and the YTD accounts were approved.
- Expenditure of £1,200 on brambles, trees and bushes work at Bell Lane was approved. Town Clerk to organise. **Action: Town Clerk**
- The proposed expenditure for additional support on Eton Wick Beacon Lighting has been cancelled as Eton Poor Estate is arranging to pay for this.

CM 4608 RBWM Councillor Issues

Cllr Mrs Rayner reported on the following:

- Animal Sanctuary – the contract with RBWM has now been signed. RBWM have not cleaned up the site and so it remains in a dilapidated state. The Animal Sanctuary is currently making plans for improvement.

The Mayor reported that he had heard nothing back from Cllr Alexander regarding an official opening of Meadow Lane Car Park Extension. Town Clerk to progress. **Action: Town Clerk**

CM 4609 Thames Valley Police (TVP) Liaison

In the absence of a representative from TVP there was nothing to report although the Town Clerk highlighted the Neighbourhood Policing Newsletter which had been circulated to all Members and which included details of personnel changes at TVP.

CM 4610 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)

ECA:

Ms Rivaz summarised items from her previously circulated report. There were several initiatives currently being progressed, as follows:

- **Street Party in Eton on Sunday 12th June:** ECA organising. Plans are well under way.
- **Eton Heritage Walk:** Eton College will match the ETC contribution of £7,500.
- **Footfall in Eton:** It was agreed that this was an excellent initiative and it was proposed that ETC will contribute £1,500 which is 50% of the cost. Agreed unanimously. This will need to come from reserves as it is not budgeted. ECA will seek to obtain matched funding from RBWM. It was also agreed that ETC will take ownership of the system and the Town Clerk will place the order after receiving information from ECA. **Action: Town Clerk**
- **Bike Parking in Eton:** ETC (Cllr Leach) and ECA/NP (T&I Group) are organising with RBWM. Various sites are being explored.
- **Waterman's Bench:** Town Clerk and Ms Rivaz will work together with Cllr Lewandowski on preparing tenders once the planning application has been approved. **Action: Town Clerk & Ms Rivaz**
- **Eton Greenery Maintenance:** ECA is preparing a new specification for consideration by ETC, Eton College and Baldwins Bridge Trust.
- **Eton Bus Issues:** ECA and ETC progressing. Town Clerk has written to Bus Company along with RBWM.
- **Eton Post Office Issues:** ETC progressing. Town Clerk had received a reply from Post Office Customer Care which had been circulated to Members.
- **53 High Street, Eton Dilapidation:** ETC progressing. Town Clerk had spoken with Mr Abel, the owner of the building who is seeking to evict the current occupiers who are refusing him access to make the necessary improvements to the property. Town Clerk to follow up. **Action: Town Clerk**

EWVA:

Mrs Highy reported on the meeting of the Association on 17th March. Items of note as follows:

- Concern about threatened closure of Chemists due to potential withdrawal of NHS funding. A petition is in force in Eton Wick, and ECA was encouraged to work with Cllr Hill as his business is similarly affected in Eton.
- Relocation of dog bins on Haywards Mead is being progressed.
- It was noted that Phil Griffiths had not been seen around Eton Wick or Eton. Town Clerk to ascertain from RBWM the Community Warden role, and to copy in Cllrs Alexander and Mrs Rayner in this correspondence. **Action: Town Clerk**
- Mrs Highy will email a copy of her report to the Town Clerk and in future will email her report in advance of meetings so that Members have an opportunity to consider the points. **Action: Mrs Highy**

CM 4611 Confirmation of the Minutes of the Town Council

The minutes of the Meeting held on 3rd March 2016 were approved and signed.

CM 4612 Matters Arising from the Minutes

Town Clerk Actions:

1. CM 4592 Finance

- Town Clerk to authorise Greentouch to erect a new dog bin at Stockdales Rec Ground. **Actioned**

2. CM 4595 Eton Community Association

- Town Clerk wrote to Post Office Complaints on 9th March and 15th March and received a response on 30th March, emailed to Members on 1st April. **Actioned**

Members expressed their continued frustration at the poor performance of the Post Office and the Town Clerk will write to Noel Kavanah expressing their concern. **Action: Town Clerk**

3. CM 4599 Action Plan

- Town Clerk to write to Craig Miller of RBWM regarding Common Lane and is awaiting an outcome. The email has been acknowledged. **Actioned**

4. CM 4600 Development Control

- Town Clerk to write to RBWM Planning regarding benches & gate at Thameside. **Actioned**

5. CM 4605 Any Other Business

- Eton Wick Village Hall not available for ETC Meeting on 5th May, therefore date of Meeting has been changed to Wednesday 4th May at Council Offices, commencing at 7.00pm for ETC Annual Meeting. Town Clerk to inform Members of this change. **Actioned**
- Town Clerk to add Beacon Lighting Ceremony to April agenda. **Actioned**

Other Actions:

6. CM 4603 Website

- Cllr Blightman to advise Town Clerk on what items to be included in the website. **Actioned**

7. CM 4604 Other Organisations

- Cllr Highy to follow up on new ETC representative on Eton Poores Estate at May ETC Meeting. **Actioned**

8. CM 4605 Any Other Business

Cllr Mrs Tarbox to advise Town Clerk of number of schoolchildren requiring a Queen's Birthday Commemorative Coin. **Actioned**

CM 4613 Mayor's Report

The Mayor had attended the following events in March 2016:

- 4.3.16 Neighbourhood Plan Meeting
- 6.3.16 Clean for the Queen
- 6.3.16 Matthew Arnold Recital at Eton College
- 9.3.16 Neighbourhood Plan Meeting
- 11.3.16 Presentation of Certificates at Eton Wick School
- 17.3.16 Eton Wick Village Association Meeting
- 30.3.16 Meeting with Ros Rivaz ref ECA & NP
- 31.3.16 ETC Website Meeting
 - Responding to telephone call from Eton Wick resident

CM 4614 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 th 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, this will be discussed at the next PCC Meeting. |
| 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 by the Catholic Church. The Mayor has identified the stone and it will be purchased at a cost of £840 plus VAT. |
| Neighbourhood Plan (NP) | The Steering Group met on 9 th March. AECOM distributed their draft plan for members to review and come back with suggestions. The next meeting is on 20 th April. |
| 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 later in May when there has been adequate growth. The Town Clerk has written to Craig Miller of RBWM to point out the clogging of the channel at Common Lane and is awaiting response. Action: Town Clerk |
| | Town Clerk to ensure that Cllr Mrs Evans is on the Flood Forum circulation list. Action: Town Clerk |
| Stockdales Road Play Area Renovation | At the Council Meeting on 1 st 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 4615 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 declared an interest.

Application Number: 16/00761

Application Date: 1.3.16

Type: Full

Applicant: Mr Adam Zoltaniecki

Location: 46 Eton Wick Road, Eton Wick

Proposal: Two storey rear extension

Representation Date: 7.4.16 **No Comment**

Application Number: 16/00294/DEXFP

Application Date: 2.3.16

Applicant: Mr & Mrs Welcher

Location: 5 Common Road, Eton Wick

Proposal: Single storey rear extension **Not on website so cannot comment**

Application Number: 16/00301/NC

Application Date: 2.3.16

Applicant: Eton College

Location: Wayneflete House, Eton College, Eton

Proposal: Loft conversion, internal alterations and refurbishment **No Comment**

Application Number: 16/00841

Application Date: 16.3.16

Type: Full

Applicant: Mr Peter Higgins of Bath

Location: Eton Interiors, 51 High Street, Eton

Proposal: Change of use of current retail shop to form part of existing dwelling

Representation Date: 14.4.16 **Town Clerk to comment that ETC does not support change of use from commercial to residential in the High Street.**

Action: Town Clerk

Application Number: 16/00414/DEXFP

Application Date: 29.3.16

Applicant: MR Jonathan Mansell-Cook

Location: 1 Moores Lane, Eton Wick

Proposal: Single storey rear and and two storey side extension **Not on website so cannot comment**

Application Number: 16/00948

Application Date: 30.3.16

Type: Full

Applicant: Mr Noel Whelehan

Location: 60-69A High Street, Eton

Proposal: Replacement shop front, new door and iron gate to number 69. Reposition front door to number 69A.

Representation Date: 2.5.16 **No Comment**

Application Number: 16/00949

Application Date: 30.3.16

Type: Listed Building Consent

Applicant: As above

Location: As above

Proposal: As above

Representation Date: As above **No Comment**

CM 4616 Planning Decisions & Information

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

Application Number: 16/00203

Application Date: 25.1.16

Location: 13A Brocas Street, Eton

Type: Full

Proposal: Amendments to fenestration

Decision: Permission Granted

Application Number: 16/00236

Application Date: 8.9.15

Location: Meadow Lane Car Park, Eton

Type: Variation Under Reg 73

Proposal: Not complying with Conditions 2 (Layout) and 7 (Trees) for erection of new parking machine

Decision: Agreed to Vary

Application Number: 16/00488

Application Date: 15.2.16

Location: As above

Type: Discharge of Condition

Proposal: Details required by Condition 7 (Landscaping)

Decision: Approved

Application Number: 16/00491

Application Date: 22.2.16

Location: 3 Tilstone Close, Eton Wick

Type: Certificate of Lawfulness of Proposed Development

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

Decision: Consent Granted

CM 4617 Correspondence

Members had received the following information prior to the meeting:

- Email from Tanya Leftwich of RBWM dated 3.3.16 regarding C/D Overview & Scrutiny Panel.
Emailed to Members on 3.3.16
- Email from Jason Mills of RBWM dated 3.3.16 regarding Tree Planting Day on 13.3.16.
Emailed to Members on 3.3.16
- Email from Michael Sells of Windsor Lions regarding Annual Swimathon on 15.5.16.
Emailed to members on 6.3.16
- Email from NALC dated 16.3.16 regarding NALC Newsletter.
Emailed to Members on 16.3.16
- Email from Keep Britain Tidy dated 17.3.16 regarding invite to Clean for the Queen reception. o
Emailed to Members on 18.3.16
- Email from Paul Roach of RBWM dated 16.3.16 regarding Vote for Windsor - monopoly board.
Emailed to Members on 17.3.16
- Email from RBWM Planning dated 17.3.16 regarding Planning Appl 16/00841 – 51 High Street.
Emailed to Members on 17.3.16
- Email from Councillor Highy dated 17.3.16 regarding confirmation that RBWM had received
signed lease for Bell Farm from the Animal Sanctuary.
Emailed to Members 18.3.16
- Email from Fields In Trust dated 17.3.16 regarding Have a Field Day.
Emailed to Members on 22.3.16
- Email from Janet Losty of Eton College dated 22.3.16 regarding Circus on the Brocas on
6.11.16.
Emailed to members on 23.3.16
- Email from Paul Cross of RBWM dated 23.3.16 regarding Free Basic Tree Course on 31.3.16.
Emailed to Members on 24.3.16
- Email from NALC dated 24.3.16 – NALC Newsletter
Emailed to members on 24.3.16
- Email from RBWM Highways dated 24.3.16 – Highways Newsletter
Emailed to Members on 29.3.16
- Email from Tanya Leftwich of RBWM dated 30.3.16 regarding PSPO Decision Letters.
Emailed to Members on 30.3.16
- Email from Post Office Customer Care dated 30.3.16 regarding complaints with Budgens PO.
Emailed to members on 1.4.16
- Email from Thames Valley Police dated 31.3.16 regarding Police Open Day on 8.8.16.

Emailed to members on 31.3.16

CM 4618 Website

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

Cllr Blightman advised members that he was not satisfied with the current website; it is difficult to use and is inflexible. Cllr Blightman, together with The Mayor and the Town Clerk met with Brian King who had designed the website for Sunningdale Parish Council, and he had agreed to help with redesigning the ETC website. Mr King does not seek payment and it was proposed that the Council should make a donation to his favourite charity. A figure of £200 was agreed unanimously. Town Clerk to organise. **Action: Town Clerk**

CM 4619 Other Organisations

- **Eton Poor Estate:** Cllr Highy will follow up on the ETC representative vacancy at the May Council Meeting. **Action: Cllr Highy**
- **Eton Wick Village Hall Committee:** Nothing to report
- **Eton Wick Football & Social Club:** Nothing to report
- **Baldwins Bridge Trust:** Nothing to report.

CM 4620 Resignation of Councillor Jackson

The Town Clerk advised the Meeting that he had not yet received in writing the resignation of Councillor Jackson and until that was received, he could not act. Once the letter was received, then the Notice of Casual Vacancy is put on the ETC notice board and RBWM is informed. After 14 days, the Town Clerk will ask RBWM if there have been any claims for a poll or whether the Council can co opt. The Town Clerk will keep Members updated. **Action: Town Clerk**

The Mayor advised Members that he had received an expression of interest from Mr George Fussey, a local resident and ex RBWM Councillor.

CM 4621 Recycling Bins

The Town Clerk had advised Members that Eton no longer has any recycling bins in the town, following removal by RBWM for the Meadow Lane Car Park Extension works. Members expressed their concern over this and the Town Clerk will write to RBWM that Eton must have a recycling facility and this could be achieved at the new car park by repositioning the tree where the old bins were sited. **Action: Town Clerk**

CM 4622 Eton Wick Road Chapel

Cllr Leach had previously advised Members of his concern for the state of this cemetery and summarised his position at the Meeting. All agreed that the area needs to be maintained properly and the Town Clerk will write to RBWM, cc Rev La Stacey and Eton College, expressing Council's concerns. **Action: Town Clerk**

CM 4623 Waterman's Bench

This item had previously been discussed under Minute 4610 – ECA Report.

CM 4624 Any Other Business

- **Stockdales Road Play Area Renovation:** Cllr Mrs Tarbox requested that this becomes a separate item on the May ETC Meeting agenda. **Action: Town Clerk**
- **Eton Wick Nature Reserve:** Cllr Mrs Rayner advised that the narrow strip of land in Eton Wick that was being allocated by RBWM as a nature reserve needed naming. It was agreed that EWVA will discuss this and will advise Cllr Mrs Rayner at the May ETC Meeting. Town Clerk to add to agenda. **Action: Town Clerk**
- **Queen's 90th Birthday:** The Mayor advised Members that he had sent a letter of congratulations from ETC to Her Majesty.
- **Siting of New Dog Bins:** Members discussed the absence of dog bins in the town. It was agreed that a dog bin should be sited at Jubilee Square and one at Brocas Street. Town Clerk to instruct Greentouch and SDK accordingly. **Action: Town Clerk**

CM 4625 Date of Next Meeting

Wednesday 4th May in the Council Chamber:

7.00pm ETC Annual Meeting

7.30pm ETC May Meeting

The Meeting ended at 9.00pm