

## **Minutes of the Council Meeting**

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

**Thursday 4<sup>th</sup> May 2016 at 7.30pm**

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

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

### **CM 4626 Finance – Schedule of Payments & Monthly Accounts**

Mr Reynolds presented the monthly and YTD accounts to the Meeting.

- Mr Reynolds explained the new format to the accounts which was aimed at making things easier to understand.
- There being no questions, the April schedule and the YTD accounts were approved.

### **CM 4627 RBWM Councillor Issues**

Cllr Mrs Rayner reported on the following:

- The Leader of the Council has resigned and an election is forthcoming.
- Cllr Lawless offered his congratulations on the completion of the Moores Lane Bridleway project.
- Cllr Mrs Evans reported on a large pile of earth which had been deposited on Stockdales Road Recreation Ground. This was believed to be from a contractor who is working in the vicinity. Town Clerk to investigate. **Action: Town Clerk**

Cllr Alexander reported on the following:

- Meadow Lane Car Park is up and running. There will be blue lines for residents' bays. A photo shoot for ATRB is being organised. The disc system will come into effect at the end of May.
- PSPO for Brocas & Footpath 51 has been passed and will take effect at the end of May.
- Footpath 51 application for nighttime gating has been approved with strict conditions being attached to it. These conditions to be discussed with residents & RBWM officers.
- The Rafts Court railings application will be withdrawn. The plan included removal 2 of the 5 benches.
- Save Our Pharmacies – RBWM is organising petitions across the Borough.

### **CM 4628 Thames Valley Police (TVP) Liaison**

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

Cllr Mrs Evans reported that her van had been broken into and goods stolen. This had been reported to TVP.

**CM 4629 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 12<sup>th</sup> June:** ECA organising. Tickets are selling well with 500 of the 650 available already sold.
- **Eton Heritage Walk:** Financial support is going very well from all sources.
- **Waterman's Bench:** Planning application has been approved. Ms Rivaz is obtaining drawings and specifications from Dan Lewandowski and will progress with Town Clerk **Action: Ms Rivaz**
- **Eton Greenery Maintenance:** The specification had been prepared and the Town Clerk will be organising for 3 quotes for this work. **Action: Town Clerk**
- **Premier Stores:** Concerns about the window display and fascia being out of keeping with the High Street are being addressed with help from the Windsor & Eton Society.
- **Community Warden:** Concerns that Phil Griffiths is rarely seen around Eton or Eton Wick. Cllr Alexander suggested that his Service Level Agreement should be sought from his line officer Craig Miller. **Action: Town Clerk**
- **Eton Post Office Issues:** ETC progressing. Town Clerk had received a reply from Post Office Customer Care which had been circulated to Members and he had subsequently met with Angela Montgomery of Kavanagh Retailing who had undertaken to investigate all the complaints. However the situations remains poor and Cllr Alexander suggested that individuals should write to the Post Office Customer Care and their MP. Letters to the press should also be used to highlight the inadequacies. Ms Rivaz pointed out that Eton was the location for the first ever post office in the country. Town Clerk will keep on top of Post Office and Kavanagh Retailing. **Action: Town Clerk**

**EWVA:**

The report from Mrs Highy had previously been circulated.

- The Association was trying to get Sarah from the Animal Sanctuary to attend the next meeting on 24<sup>th</sup> May. The community needs to see progress being made in tidying up the site. It was suggested that Sarah be asked to come to the meeting with an action plan already prepared. Cllr Lewandowski and Mrs Highy will be aiming to speak to her along these lines. **Action: Cllr Lewandowski & Mrs Highy**

**ETA:**

There was nothing to report other than a general comment that trade was difficult. Cllr Alexander recommended that traders should apply to RBWM for business rate relief in these circumstances.

**CM 4630 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 7<sup>th</sup> April were approved and signed

**CM 4631 Matters Arising from the Minutes****Town Clerk Actions:****1. CM 4607 Finance**

- Town Clerk has authorised Greentouch to perform works to undergrowth at Bell Lane.  
**Actioned**

**2. CM 4608 RBWM Councillors' Issues**

- Town Clerk wrote to Cllr Alexander on 14<sup>th</sup> April regarding an official opening ceremony. Response awaited.  
**Actioned**

**3. CM 4610 ECA/EWVA/ETA Issues**

- Town Clerk wrote to Ms Rivaz on 14<sup>th</sup> April regarding placing the order for the Footfall in Eton Project. Response awaited.  
**Actioned**
- Town Clerk met with Ms Rivaz and Peter Eaton on 22<sup>nd</sup> April to discuss specification of Eton Greenery Project. Awaiting planning application approval.  
**Actioned**
- Town Clerk has written to Mr Abel on 12<sup>th</sup> April regarding the state of 53 High Street windows. Follow up will be needed, copying in RBWM.  
**Actioned**

Town Clerk updated Members on his telephone conversation with Mr Abel today 4<sup>th</sup> May when Mr Abel indicated that he was intending to board up the windows in order to protect passers by. Cllr Alexander suggested that we pass on this information to the Fire Service as this would be extremely dangerous for the inhabitants. Copy RBWM Environmental Services. **Action: Town Clerk**

- Phil Griffiths had preempted Town Clerk progress on identifying his Job Description by writing to ETC and others requesting feedback on issues that need his action.  
**Actioned**

- Town Clerk had met with Angela Montgomery of Kavanagh Retailing on 21<sup>st</sup> April regarding the poor performance of the post office counter at Budgens. Angela will be investigating the complaints. Town Clerk had informed Members that same day.

**Actioned**

#### **4. CM 4614 Action Plan**

- Town Clerk had received a response from EA regarding the blocking of the channel at Common Lane and had circulated this to Members on 25<sup>th</sup> April.

**Actioned**

- Town Clerk circulated members of the Flood Forum on 8<sup>th</sup> April regarding Cllr Mrs Evans' membership of the Forum.

**Actioned**

#### **5. CM 4615 Development Control**

- Town Clerk wrote to RBWM Planning regarding ETC concern over change of use from commercial to residential use in High Street, Eton. Application 16/00841 51 High Street referred.

**Actioned**

#### **6. CM 4618 Website**

- Town Clerk had arranged donation of £200 to Ascot Volunteer Centre.

**Actioned**

#### **7. CM 4620 Councillor Jackson Resignation**

- Town Clerk kept Members updated on progress of resignation & Notice of Casual Vacancy.

**Actioned**

#### **8. CM 4621 Recycling Bins**

- Town Clerk had written to Kathryn Best of RBWM on 19<sup>th</sup> April raising our concerns and as a result action has been taken to position two recycling bins at Meadow Lane Car Park.

**Actioned**

#### **9. CM 4622 Eton Wick Road Chapel**

- Town Clerk had written to Kevin Mist of RBWM on 19<sup>th</sup> April expressing our concerns and a meeting was arranged for 27<sup>th</sup> April between Kevin and Cllr Alexander.

**Actioned**

## 10. CM 4624 Any Other Business

- **Stockdales Play Area:** Town Clerk has made this a separate item on the May Agenda.  
**Actioned**
- **Eton Wick Nature Reserve:** Town Clerk has made this a separate item on the May Agenda  
**Actioned**
- **Siting of New Dog Bins:** Town Clerk has written to Greentouch for quotes for two new dog bins for Eton.  
**Actioned**

### Other Actions:

## 11. CM 4610 EWVA

- Mrs Highy will send EWVA report to Town Clerk ahead of the meetings for circulation.  
**Actioned**

## 12. CM 4619 Other Organisations

- Cllr Highy to report on Eton Poors Estate ETC representative vacancy at the May Meeting.  
**Actioned**

## CM 4632 Mayor's Report

The Mayor had attended the following events in April 2016:

- 4.4.16 Mayor's Charity Ball
- 12.4.16 ECA Meeting
- 13.4.16 Neighbourhood Plan Meeting
- 14.4.16 Neighbourhood Plan Meeting
- 14.4.16 Windsor Conservative Association Dinner
- 19.4.16 Clean for the Queen Reception – Houses of Parliament
- 20.4.16 Neighbourhood Plan Meeting
- 21.4.16 Beacon for the Queen – Eton Wick
- 23.4.16 Windsor St George Rotary – St Georges Day Dinner
- 28.4.16 Windsor & Eton Society Annual Dinner

## CM 4633 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 to write to the College at the end of the football season in May. <b>Action: Town Clerk</b>
Eton Wick Cemetery Extension.	The second planning application made on 4 <sup>th</sup> November 2015 was rejected by EA on the grounds of depth of burials and associated flood issues. The PCC has decided to produce the necessary reports for the EA and has engaged a planning consultant to nurse the new application through, and hoped to submit this by the end of June.
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 has ordered this. Estimated cost is £1000.
Neighbourhood Plan (NP)	The Steering Group met on 20 <sup>th</sup> April although the planning consultants AECOM were not present this time. Topic Groups presented their follow up actions from the previous meeting with AECOM and these have been forwarded to AECOM. The next NP meeting takes place on 12 <sup>th</sup> May.
Eton Wick Sewage Contamination	Cllrs Mrs Evans & Lovell represent the Council on the Flood Forum. A demonstration by the EA on cutting weeds in a stream was due to be held on 14 <sup>th</sup> April, aimed at those whose houses back onto a stream as they are liable for this task. This has been postponed due to lack of growth of weeds, new date awaited. The Town Clerk wrote to Craig Miller of RBWM on 3 <sup>rd</sup> March to point out the clogging of the channel at Common Lane and this has received a response from the EA which is the responsible agency. Circulated to Members on 25 <sup>th</sup> April
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. No capital funding has been sought from RBWM. The schemes were presented to the Council at this meeting, reported as a separate agenda item.

## CM 4634 Development Control - Town Council Consultation

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

Town Clerk was requested to obtain clarification from RBWM of the various suffixes that are appended to planning application numbers.

**Action: Town**

**Clerk**

**Application Number: 16/00461/GCNBN      Cllr Mrs Evans decalred an interest**

Application Date: 5.4.16

Type: N/A

Applicant: Mr R Hunt

Location: 17 Tilstone Avenue, Eton Wick

Proposal: Garage conversion into habitable accommodation

Representation Date: N/A      **No Objection**

**Application Number: 16/00948**

Application Date: 30.3.16

Type: Full

Applicant: Mr Noel Wheelan

Location: 69-69A High Street, Eton

Proposal: Replacement shop front, new door and iron gate

Determination Date: 25.5.16      **No Objection**

**Application Number: 16/00949**

Application Date: 30.3.16

Type: Listed Building Consent

Applicant: As Above

Location: As Above

Proposal: As Above

Determination Date: As Above      **No Objection**

**Application Number: 16/00986**      **Cllr Leach left the chamber for this discussion**

Application Date: 7.4.16

Type: Listed Building Consent

Applicant: Mr Malcolm Leach

Location: J. Manley Gallery and Flat, 27 High Street, Eton

Proposal: Consent for single and first floor extensions, internal and external alterations to gallery and workshops and internal alterations to flat following part demolition of existing building.

Representation Date: 6.5.16      **No Objection**

**Application Number: 16/00987**

Detail as above

Type: Full

Representation Date: 6.5.16      **No Objection**

**Application Number: 16/01097**

Application Date: 12.4.16

Type: Full

Applicant: Mr R. Shymansky

Location: 109 High Street, Eton

Proposal: Single storey rear and two storey side extensions with amendments to fenestration, following the removal of the existing non original extensions.

Representation Date: 11.5.16      **Objection: Exterior design is not in keeping with street scene. Council is happy to approve the accommodation being created but the external design needs to blend in with the adjoining buildings.**

**Cllr Alexander is asked to call this application in.**

**Action: Cllr Alexander/Town Clerk**

**Application Number: 16/01098**

Detail as above

Type: Listed Building Consent

Representation Date: 11.5.16      **As above**

**Application Number: 16/01109**



Application Date: 12.4.16

Type: Full

Applicant: Mr Jeremy Wood, Radian

Location: Land between 44 and 46 to 68 Sheepcote Road, Eton Wick

Proposal: Erection of replacement sheds, fencing enclosure to drying area, concrete bollards and resurfacing of car park. Following demolition of existing garages.

Representation Date: 10.5.16      **No Objection**

**Application Number: 16/01138**

Application Date: 5.4.16

Type: Full

Applicant: Mr Bob Eltze

Location: 12 Tilstone Close, Eton Wick

Proposal: Two storey side extension, single storey rear extension and alterations to fenestration following demolition of existing garage and rear extensions.

Representation Date: 12.5.16      **No Objection**

**Application Number: 16/01330**

Application Date: 19.4.16

Type: Discharge of Condition

Applicant: Charter House Planning

Location: Turner & Thom, 41 High Street, Eton

Proposal: Details required by various conditions.

Determination Date: 14.6.18      **Members unable to recall original application, Town Clerk to investigate and defer to next Council Meeting.**

**Action: Town Clerk**

**CM 4635 Planning Decisions & Information**

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

**Application Number: 15/03581**

Application Date: 14.9.15

Location: 1 Moores Lane, Eton Wick

Type: Full

Proposal: Side Extension

Decision: Application Withdrawn

---

**Application Number: 16/00409**

Application Date: 8.9.15

Location: School Yard, Eton College, Eton

Type: Listed Building Consent

Proposal: Drainage repair works, work to statue etc

Decision: Consent Granted

---

**Application Number: 16/00501**

Application Date: 10.2.16

Location: South Lawn, Eton College, Eton

Type: Full

Proposal: Erection of raised timber deck

Decision: Permission Granted

---

**Application Number: 16/00539**

Application Date: 12.2.16

Location: School Yard, Eton College, Eton

Type: Full

Proposal: Drainage repair works & re pavement

Decision: Permission Granted

## CM 4636 Correspondence

Members had received the following information prior to the meeting:

- Email from Fields in Trust dated 7<sup>th</sup> April regarding 'have a Field Day' Project.  
Emailed to Members on 7.4.16
- Email from Phil Griffiths of RBWM dated 8.4.16 regarding assistance with local issues.  
Emailed to Members on 9.4.16
- Email from Tanya Leftwich of RBWM dated 11.4.16 regarding Crime & Disorder Overview Panel.  
Emailed to Members on 12.4.16
- Email from Natasha Doughty of RBWM dated 13.4.16 regarding appeal dismissed for 162 Eton Wick Road extension.  
Emailed to Members on 13.4.16
- Email from Thames Valley Police dated 13.4.16 regarding local incidents.  
Emailed to Members on 13.4.16
- Email from BALC dated 13.4.16 regarding training opportunities.  
Emailed to Members on 14.4.16
- Email from RBWM Planning dated 13.4.16 regarding Planning Application 16/00189 – Brocas Street.  
Emailed to Members on 14.4.16
- Email from RBWM Highway Projects dated 15.4.16 regarding local works.  
Emailed to Members 16.4.16
- Email from Thames Valley Police dated 15.4.16 regarding local incidents.  
Emailed To Members on 16.4.16
- Email from Thames Valley Police dated 18.4.16 regarding local incidents.  
Emailed To Members on 18.4.16
- Email from Tony Robinson of RBWM dated 22.4.16 regarding Traffic Sensitive Street Designations.  
Emailed to members on 26.4.16
- Email from local resident Alexander Deans dated 21.4.16 regarding 109 High Street.  
Emailed to Members on 22.4.16
- Email from Katie Broady of ECA dated 22.4.16 regarding weekly update.  
Emailed to members on 26.4.16
- Email from Peter Eaton of Brocas Residents Group dated 25.4.16 regarding residents' parking at Meadow Lane Car Park.  
Emailed to Members on 26.4.16

### CM 4637 Website

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

It was unanimously agreed that the new website looks excellent and that the new format be officially accepted.

Town Clerk read out thank you letter from Ascot Volunteer Centre for the £200 which ETC had donated as recompence for the help given by Brian King.

### CM 4638 Other Organisations

- **Eton Poor Estate:** Two applications for the ETC representative had been received; Cllr Blightman and Mrs Reed. Rather than vote for one or the other, Cllr Highy was requested to enquire of the Provost whether both applicants can be accommodated. **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 4639 Notice of Casual Vacancy

Town Clerk informed the Meeting that RBWM had not received any enquiries and so the Council can co opt an interested applicant without the need for an election. It was proposed by Cllr Highy and seconded by Cllr Mrs Warner that Mr George Fussey be co opted onto the Council. This was agreed unanimously. Town Clerk will advise Mr Fussey accordingly and arrange the necessary paperwork to be completed.

**Action: Town Clerk**

### CM 4640 Stockdales Road Recreation Ground

Cllr Mrs Tarbox presented the three tenders for the upgrading of Stockdales Play Area. It was decided to opt for the tender from Creative Play who had quoted £14,561 plus VAT for the work. With the additional upgrading work necessary on the site this would mean a figure of approx. £20,000 would cover the cost. This extra work involves:

Replacement Path: £2748.66  
 Replacement Gate £1194.70  
 Light £1500.00 estimated  
 Memorial Plaque £ 100.00 estimated

It was proposed by Cllr Highy and seconded by Cllr Leach that this expenditure be approved. All agreed. The monies will come from Tesco Grant (£8,000) and S106 Money (£12,000).

Cllr Mrs Tarbox was asked to confirm the contract with Creative Play.  
**Tarbox**

**Action: Cllr Mrs**

Town Clerk will organise new pathway, new lighting and plaque.  
**Clerk**

**Action: Town**

### CM 4641 Eton Wick Nature Reserve

Following recent correspondence between Members it was decided that the name of the Nature Reserve should be Cooley's Coppice. Town Clerk to confirm with Cllr Mrs Rayner. **Action: Town Clerk**

### CM 4642 Any Other Business

- NHS Funding for Local Pharmacies: already discussed under Minute CM 4627. Cllr Hill confirmed that there was significant local opposition to the proposed cuts. Town Clerk will write to Alistair Burt MP and circulate address to members. **Action: Town Clerk**
- Budgens Post Office Problems: already discussed under Minute CM 4629.
- Lorries Delivering to Budgens on Sunday Morning: Town Clerk will write to Kavanagh Retailing to complain. **Action: Town Clerk**
- Smell from Flaming Cow: this issue is under constant review.
- Members voted for Chris Graham as the candidate for the Crime & Disorder Overview & Scrutiny Panel Northern Parish Council Representative. Town Clerk to advise RBWM accordingly. **Action: Town Clerk**
- Haywards Mead Recreation Ground Fundraising Event for Bosnia will take place on Saturday 25<sup>th</sup> June 2016.
- Procession of the Most Noble Order of the Garter on Monday 13<sup>th</sup> June 2016: Town Clerk to write to Windsor castle to request our usual allocation of 20 tickets. Requests to date:
 

Cllr Hill	8 tickets
Cllr Reed	4 tickets
Town Clerk	2 tickets
- Eton Wick FC on Stockdales Recreation Ground: Members agreed to allow the Under 9 team to play their 9 a side football matches on Stockdales rent free for the first year and this will be reviewed each year. Town Clerk to confirm with Andy who is the team manager. Cllr Mrs tarbox to advise contact details. **Action: Town Clerk/Cllr Mrs Tarbox**
- DFT Incentive Funding: members were asked to advise Town Clerk of any roads with pothole damage which need repairing. **Action: Members**
- Road Across Dorney Common: Town Clerk had written to Bucks CC, Dorney Parish Council and South Bucks District Council about the state of this road.
- Haywards Mead – ETC Board: members agreed that current lettering is satisfactory as it dters nuisance phone calls.

- Thames Path Baton Relay: members agreed that this should be an ECA activity. Town Clerk to pass over. **Action: Town Clerk**
- Baldwins Bridge Light: Town Clerk to continue to chase whereabouts. **Action: Town Clerk**
- Lych Gate at Eton Wick Road Graveyard: The Mayor will inspect this and see what is required.

**Action:**

**Mayor**

**CM 4643 Date of Next Meeting**

Thursday 2<sup>nd</sup> June in the Council Chamber at 7.30pm

The Meeting ended at 9.30pm