

## Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 2<sup>nd</sup> June 2016 at 7.30pm

**Present:** Cllrs D. Bishop (Mayor), Mrs S. Evans, G. Fussey, D. Hill,  
P. Lawless, M. Leach, R. Lewandowski J. Lovell, D. Reed & Mrs L. Tarbox

**In Attendance:** Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant),  
Cllrs Mrs S. Rayner & Cllr M. Alexander (RBWM), Mrs R. Rivaz (ECA) &  
Mrs L. Oatway (Brocas Residents Group)

**Apologies:** Cllrs M. Blightman, M. Cadwallader, P. Highy & Mrs S. Warner

The Mayor opened the Meeting by welcoming everyone present and made a special welcome to new town councillor George Fussey. The apologies were recorded.

### CM 4644 Finance – Schedule of Payments & Monthly Accounts

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

- Following a suggestion from Cllr Mrs Tarbox, a column for comments will be included in future monthly summaries.
- There being no questions, the May schedule and the YTD accounts were approved.
- The 2015/16 Annual Return Accounts were presented to the Meeting for approval. These were approved by all present and signed by the Mayor.

### CM 4645 RBWM Councillor Issues

Cllr Mrs Rayner reported on the following:

- Now has a cabinet post at RBWM.
- The Animal Sanctuary had started the clean up process at Bell Farm.
- The proposed Haywards Mead outdoor gym was being progressed.
- There had been positive feedback about the new dog bin at Stockdales Recreation Ground.

Cllr Alexander reported on the following:

- Now serving on the RBWM Fire & Rescue Service Panel and the Windsor Urban District Planning Panel.
- Meadow Lane Car Park photo shoot for ‘Around the Royal Borough’ was poorly attended. The Town Clerk commented that he had been asked by RBWM to invite the Mayor only; there was no mention of inviting others that might be interested. The Town Clerk will organise a second photo shoot for participating Eton councillors and residents. **Action: Town Clerk**
- The PSPO on the Brocas needs signage, and this is being organised with Eton College. It was disappointing to hear reports that the local police were not aware of this PSPO although it is a new initiative. The Town Clerk will communicate this to Thames Valley Police. **Action: Town Clerk**

The two RBWM Councillors requested that in future, the planning items on the agenda be moved to the end. This was agreed and would start at this meeting.

**Action: Town Clerk**

Local resident Mrs Oatway highlighted some matters of concern that she has noticed in Eton:

- South Meadow lane Recreation Ground – discarded goalposts have been left in the bushes. Town Clerk to follow up with Eton College. **Action: Town Clerk**
- Eton green spaces at Baldwins Bridge & Jubilee Square need tidying up.
- Public toilets in Eton Court Car Park are underused and need better signage. Cllr Alexander will follow up. **Action: Cllr Alexander**
- The High Street has become untidy at the Windsor Bridge end with litter and marks on walls. It needs regular daily attention from a RBWM operative to bring it up to an acceptable standard. Town Clerk will follow up with RBWM.. **Action: Town Clerk**
- Brocas Street – the street cleaner apparently only cleans up to the passageway with the result that litter is funnelled down the passageway. Town Clerk to follow up with RBWM. **Action: Town Clerk**
- Meadow Lane Car Park – the bins are overflowing and there is rubbish all around. Town Clerk to follow up with RBWM. **Action: Town Clerk**

Cllr Fussey requested Cllr Alexander to investigate dropped kerbs at entrance to Budgens and at traffic lights. **Action: Cllr Alexander**

Cllr Fussey requested Cllr Alexander to check on the unfinished electrics at Meadow Lane Car Park. **Action: Cllr Alexander**

Cllr Lawless requested Cllr Mrs Rayner to arrange for the footpath between Eton Wick Road and Tilstone Avenue be cleared of vegetation. **Action: Cllr Mrs Rayner**

#### **CM 4646 Thames Valley Police (TVP) Liaison**

In the absence of a representative there was nothing to report from TVP. Town Clerk receives regular crime updates from TVP and these are passed on to Councillors for information on any item relevant to this area.

#### **CM 4647 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)**

##### **ECA:**

Mrs Rivaz summarised items from her previously circulated report. Of particular note were these issues:

- **Eton Heritage Walk:** The project is now being costed at £65K - £70K. ETC has committed £7.5K and this is being matched by Eton College (EC) and Baldwins Bridge Trust (BBT). Mrs Rivaz requested the Council to consider increasing their contribution to £12.5K. EC has indicated they would match this new figure and BBT may as well, although a meeting with Chairman Tim Gingell would be necessary. It was proposed by the Mayor and seconded by Cllr Leach that ETC supports the project with a grant of £12.5K instead of £7.5K. All agreed. The Mayor understands this money will come from S106 funds.
- **Signage:** signage is needed for FP51 and the waterfront paths. It was suggested that Mrs Rivaz contacts Anthony Hurst, the Footpaths Officer at RBWM.
- **Waterman's Bench:** Planning application has been approved. Mrs Rivaz is obtaining drawings and specifications from Dan Lewandowski and will progress with Town Clerk
- **Eton Greenery Maintenance:** Two contractors have given meaningful quotes for the work and these are being progressed by the Town Clerk. **Action: Town Clerk**
- **Cobblestones on Windsor Bridge:** The cobblestones need to be relaid when the work has been completed. Town Clerk to write to Noel Whelan. **Action: Town Clerk**

##### **ETA:**

- Mrs Rivaz reported that the majority of Traders in Eton want the ETA to integrate with ECA.

**EWVA:**

The report from Cllr Lewandowski had previously been circulated and he scanned through the topics for Members. It was noted that attendance at EWVA meetings is up to 50 at the May meeting which underlines the high interest there is in Eton Wick. Noted that Moores Lane Barrier is now the responsibility of Slough BC.

**CM 4648 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 4<sup>th</sup> May were presented. Cllr Mrs Evans requested an amendment to CM 4627; it was Cllr Mrs Warner that had reported the pile of earth at Stockdales Recreation Ground. With this amendment the minutes were approved and signed

**CM 4649 Matters Arising from the Minutes****Town Clerk Actions:****1. CM 4627 RBWM Councillor Issues**

- Investigated deposit of earth on Stockdales Recreation Ground with contractor, response circulated. **Actioned**

**2. CM 4629 ECA**

- **Eton Greenery:** Sent out specifications to seven contractors on 11.5.16, 3 responses received.
- **Community Warden:** Request for Phil Griffiths' SLA sent to Craig Miller on 10.5.16 & 24.5.16
- **Post Office:** Email sent to Adam Afriyie MP on 11.5.16, response circulated. **All Actioned**

**3. CM 4610 ECA**

- **53 High Street:** Email sent to Fire Service copy Environmental Services on 10.5.16, response circulated. **Actioned**

**4. CM 4633 Action List**

- **South Meadow Lane Pavilion:** Contacted Ian Mellor and David Warner of Eton College and met with them on 19.5.16 to discuss the future prospects. Awaiting College meetings. **Actioned**

**CM 4634 Development Control**

- **Planning Suffixes:** Obtained a list of explanations from RBWM on 10.5.16
- **Application Number 16/01097 109 High Street:** Cllr Alexander was asked to call this application in.
- **Application Number: 16/01330 41 High Street (Turner & Thom):** Re sent emails from 13.10.15 on 10.5.16. The applications 15/03113 and 15/03114 were discussed at the November ETC Meeting, no objections recorded. The Mayor seeks clarification on what was discussed then. **Action: Town Clerk**

**CM 4639 Notice of Casual Vacancy**

- **Co Option of Cllr Fussey:** Informed Cllr Fussey and RBWM on 6.5.16 **Actioned**

**CM 4640 Stockdales Recreation Ground**

- **Pathway, Lighting & Plaque:** Pathway and lighting being progressed with RBWM, plaque likewise with Cllr Lawless. **Action: Town Clerk**

**CM 4641 Eton Wick Nature Reserve**

- **Cooley Meadow:** This name confirmed. **Actioned**

**CM 4642 Any Other Business**

- **Pharmacies:** Wrote to Alistair Burt on 10.5.16, response circulated. **Actioned**
- **Budgens Deliveries:** Wrote to Kavanagh Retailing on 10.5.16, response circulated. **Actioned**
- **Crime & Disorder Panel Voting:** Advised RBWM of our preferred choice. **Actioned**
- **Eton Wick FC Under 9 Team on Stockdales Recreation Ground:** Confirmed with Andy our arrangements on 10.5.16. **Actioned**
- **Baldwins Bridge Light:** In communication with RBWM regarding possible renovation of Baldwins Bridge lanterns and Windsor Bridge lanterns. **Action: Town Clerk**

**Others Actions:****CM 4629 ECA/EWVA****Mrs Rivaz:**

- **Waterman's Bench:** Obtaining drawings and spec from D. Lewandowski to progress. **Action: Mrs Rivaz**

**Cllr Lewandowski:**

- **Animal Sanctuary:** Aiming to get Sarah to attend the EWVA Meeting on 24.5.16. **Actioned**

**CM 4634 Development Control****Cllr Alexander:**

- **Application Number: 16/01097 109 High Street:** To call this application in. **Actioned**

**CM 4638 Other Organisations****Cllr Highy:**

- **Eton Poor Estate:** Enquire of the Provost whether two candidates can be recruited. **Actioned**

**CM 4640 Stockdales Recreation Ground****Cllr Mrs Tarbox:**

- **Creative Play:** Asked to confirm contract. **Actioned**

**CM 4642 Any Other Business****Cllr Mrs Tarbox:**

- **Eton Wick FCF Under 9 Team:** Confirm contact details with Town Clerk **Actioned**

**The Mayor:**

- **Lych Gate at Eton Wick Road Graveyard:** To inspect condition and see what is required **Action: Mayor**

**Members:**

- **DFT Incentive Funding:** Advise Town Clerk of any roads with potholes. **Actioned**

**CM 4632 Mayor's Report**

The Mayor had attended the following events in April 2016:

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

## CM 4650 Action List

Issue	Action / Status
South Meadow Lane Pavilion.	<p>Section 106 funds are available for renovation work. Possibility of a partnership with Eton College (EC) at some stage if and when the College needs additional changing facilities. Town Clerk &amp; Councillor Lewandowski met with EC on 19<sup>th</sup> May, matter under consideration. Concern expressed at ETC Meeting about state of play area. Town Clerk to check with EC regarding overgrown grass.</p> <p style="text-align: right;"><b>Action: Town Clerk</b></p> <p>Cllr Leach to investigate condition of play equipment and report back. <span style="float: right;"><b>Action: Cllr Leach</b></span></p>
Eton Wick Cemetery Extension.	<p>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. 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. Nothing further to report.</p>
Eton Wick Transformation	<p>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 granite will be delivered w/c 6<sup>th</sup> June. The Mayor is organising this.</p>
Neighbourhood Plan (NP)	<p>The Steering Group met on 10<sup>th</sup> May and AECOM has prepared a draft plan which has been circulated to Topic Group members for review. The next NP meeting takes place on 8<sup>th</sup> June.</p>
Eton Wick Sewage Contamination	<p>Cllrs Mrs Evans &amp; 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. 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 Road and this has received a response from the EA which is the responsible agency. Circulated to Members on 25<sup>th</sup> April. Nothing further to report.</p>
Stockdales Road Play Area Renovation	<p>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 Council on 4<sup>th</sup> May and Creative Play was awarded the contract. Town Clerk has placed the order and work is due to commence w/c 6<sup>th</sup> June.</p>

## CM 4651 Correspondence

Members had received the following information prior to the meeting:

- Email from Anthony Hurst of RBWM dated 6.5.16 regarding Public Rights of Way Milestone Statement.  
Emailed to Members on 6.5.16
- Email from Keep Britain Tidy dated 9.5.16 regarding Charity Awards.  
Emailed to Members on 9.5.16
- Email from Ian Bellinger of RBWM dated 9.5.16 regarding Housing & Economic Land Availability Assessment.  
Emailed to Members on 9.5.16
- NALC Newsletter dated 10.5.16, emailed to Members on 10.5.16
- Email from Cllr Mrs Rayner dated 11.5.16 regarding Storm Discharge.  
Emailed to Members on 12.5.16
- Email from Sandra Baker of DALC dated 10.5.16 regarding Parish Conferences.  
Emailed to Members on 12.5.16
- Email from Post Office dated 13.5.16 acknowledging receipt of complaint addressed to Adam Afriyie MP and copied to Post Office.  
Emailed to members on 20.5.16
- NALC Newsletter dated 16.5.16, emailed to Members on 17.5.16
- Letter from Centenary Fields undated but received 17.5.16 regarding the Centenary Fields Programme – protecting valuable green space across the Country.  
In the office for viewing.
- Email from TCV The Conservation Volunteers dated 18.5.16 regarding developing local community green spaces.  
Emailed to Members on 19.5.16
- BALC Newsletter dated 19.5.16, emailed to members on 19.5.16
- Letter from Community Council for Berkshire dated 19.5.16 regarding membership.  
In the office for viewing.
- Email from Tanya Leftwich of RBWM dated 20.5.16 regarding result of election for Parish Council Representation on Crime & Disorder Panel.  
Emailed to members on 20.5.16
- Email from Harry Clasper of RBWM Parish Flood Liaison Group dated 20.5.16 regarding formation of the organisation.  
Emailed to Members on 20.5.16

- Email from Margaret Lenton of Overview & Scrutiny Committee for Law and Order dated 22.5.16 regarding progress report.  
Emailed to members on 22.5.16
- NALC Newsletter dated 23.5.16, emailed to Members on 24.5.16

Cllr Leandowski reported on a plan to post correspondence on a private section of the website instead of emails. This project is being progressed by Cllrs Blightman and Lewandowski. **Action: Cllrs Blightman & Lewandowski**

### CM 4652 Website

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

### CM 4653 Other Organisations

- **Eton Poor Estate:** In Cllr Highy's absence, the Town Clerk advised members that Cllr Blightman would be replacing Cllr Jackson as the ETC representative, and Mrs Jane Reed would be replacing Pamela Baker after the September meeting. Town Clerk to advise Cllr Blightman and Mrs Reed of their appointments. **Action: Town Clerk**

### CM 4654 Any Other Business

- Eton Wick Road Graveyard: Cllr Leach reported that nothing had happened from RBWM with regard to tidying up the Graveyard. Cllrs Leach and Alexander to liaise to find a solution. The Mayor is dealing with the Lych Gate. **Action: Cllrs Alexander & Leach & The Mayor**
- Stockdales Recreation Ground: Cllrs Mrs Tarbox and Mrs Evans reported their considerable concern about the state of the grass under a huge and growing pile of earth, due to continued occupation by National Grid workmen. Recent experiences of dumper lorries racing across the grass rather than using the road has also raised local concern. Cllr Mrs Rayner agreed to follow up these concerns with National Grid. **Action: Cllr Mrs Rayner**
- Eton Wick Allotments: Cllr Lawless reported on a damaged fence and proposed that ETC paid for its removal/repair/replacement. Following some discussion it was agreed that Councillors needed to see a copy of an agreement between ETC and the Allotment Society to determine where the responsibility for care and maintenance lay. Town Clerk will continue to search the office for such a document and Cllr Lawless will ask the Allotment Society in case they have a copy on their files. **Action: Town Clerk & Cllr Lawless**
- Mural on 6 Turks Head Court: Cllr Fussey proposed a mural be painted on the wall of the car park in Eton Court which is currently painted white and looks unsightly. It was agreed that Cllr Fussey would investigate the opportunity and report back at next Meeting. **Action: Cllr Fussey**
- ETC email Addresses: Cllr Lovell reported a poster advertising a political meeting with an ETC email address as a contact point. It was suggested that this practice must cease and that Councillors must only use their ETC email addresses on official ETC business. Proposed by Cllr Lovell, seconded by Councillor Lawless and agreed by a majority vote. **Action: All Members**

### CM 4655 Date of Next Meeting

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

Cllrs Alexander and Mrs Rayner left the Meeting at this point.

## **CM 4656 Development Control - Town Council Consultation**

The following planning applications were received from RBWM during the preceding month and Town Council comments invited.

### **Application Number: 16/01180**

Application Date: 4.5.16

Type: Full

Applicant: Mr D Dawe & Mr D Higgins

Location: 16 Victoria Road, Eton Wick

Proposal: 2 x 2 bedroom and 2 x 1 bedroom flats with 4 parking places following demolition of existing building.

Representation Date: 2.6.16 **No Objection**

### **Application Number: 16/01359**

Application Date: 3.5.16

Type: Full

Applicant: Mr Julian Morrell

Location: 32 Tilstone Close, Eton Wick

Proposal: Single storey rear and side extension, alterations and raising of roof to facilitate conversion of loft into habitable accommodation with 1 x side dormer and amendments to fenestration.

Determination Date: 2.6.16 **No Objection**

### **Application Number: 16/01378**

Application Date: 25.4.16

Type: Full

Applicant: Mr Neil McNamara

Location: 162 Eton Wick Road, Eton Wick

Proposal: Part two storey part single storey side/front extension.

Determination Date: 2.6.16 **No Objection**



**Application Number: 16/01428**

Application Date: 29.4.16

Type: Full

Applicant: Eton Thameside Management Ltd

Location: Eton Thameside, 15 Brocas Street, Eton

Proposal: 2 x new mechanically operated time locked gates to the passageway on the footpath designated 'FP51', railings and 2 bulkhead lights.

Representation Date: 6.6.16 **No Objection**

**Application Number: 16/01490 Cllr Fussey declared an interest**

Application Date: 23.5.16

Type: Full

Applicant: Eton College

Location: Queen's School, Eton College, Eton

Proposal: Installation of 4 x temporary cabins to be used as classrooms.

Representation Date: 21.6.16 **No Objection**

**Application Number: 16/01509**

Application Date: 17.5.16

Type: Full

Applicant: Mr & Mrs K Banerjee

Location: 13 Eton Thameside, 15 Brocas Street, Eton

Proposal: Alterations and raising of roof to provide additional galleried habitable accommodation, rear Juliette balcony and amendments to fenestration and chimneys.

Representation Date: 16.6.16 **No Objection**

**Application Number: 16/01660 Cllrs Fussey & Lewandowski declared an interest**

Application Date: 18.5.16

Type: Full

Applicant: Eton College

Location: Masters Field, Eton College, Eton

Proposal: Erection of floodlights.

Representation Date: 23.6.15 **No Objection**

**CM 4652 Planning Decisions & Information**

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

**Application Number: 16/00189**

Application Date: 27.1.16

Location: Street Record, Brocas Street, Eton

Type: Full

Proposal: Replacement of existing bench and landscaped area.

Decision: Permission Granted

**Application Number: 16/01276**

Application Date: 18.4.16

Location: New Schools, Eton College, Eton

Type: Works to Trees in Conservation Area

Proposal: (T1) False Acacia - Fell

Decision: No Objection

**Application Number: 15/03892 & 15/03894**

Application Date: 16.12.15

Location: 37 Tangier Lane, Eton

Type: Full & LBC

Proposal: Single storey side/rear extension, alterations to ground floor rear elevation and replacement sash windows.

Decision: Applications Withdrawn

**Application Number: 16/00986 & 16/00987**

Application Date: 7.4.16

Location: 27 High Street, Eton

Type: Full & LBC

Proposal: Single and first floor extensions and alterations.

Decision: Permission Granted

**Application Number: 16/01109**

Application Date: 12.4..16

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

Type: Full

Proposal: Erection of replacement sheds following demolition of existing garage.

Decision: Permission Granted

**The Meeting ended at 9.45pm**