

## Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 7<sup>th</sup> July 2016 at 7.30pm

- Present:** Cllrs D. Bishop (Mayor), Mrs S. Evans, P. Highy, D. Hill, P. Lawless, M. Leach, J. Lovell & D. Reed
- In Attendance:** Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant), Cllr M. Alexander (RBWM), Mrs R. Rivaz (ECA), PS Emma Pendry & PC Robin Kinghorn (TVP), Trish Canziani & Phil Griffiths (RBWM Community Wardens)
- Apologies:** Cllrs M. Blightman, M. Cadwallader, G. Fussey, R. Lewandowski, Mrs L. Tarbox, Mrs S. Warner & Mrs S. Rayner (RBWM)

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

The Meeting commenced with a presentation from Trish Canziani, Senior Community Warden at RBWM on the role of Community Wardens:

- Safeguarding children and vulnerable adults, signposting to relevant agencies for support.
- Community Wardens (CW's) carry a quantity of personal contact cards to give out when required that list the various support agencies.
- Attend meetings of groups like Rotary and can assist them with advice on where to focus their fundraising.
- Help people with emergency needs for example where to obtain food parcels. CW's are a valuable first contact point.
- Visit housing associations and other places to help people with special needs eg dementia to complete forms etc. Working with other agencies to pass information on.
- Scams are a big problem especially for the elderly. CW's visit vulnerable people to warn them of the dangers.
- Crimes should be reported personally by ringing 101. CW's can report them as well.

In answer to questions from Members:

- Fixed Penalty Notices – dog mess: CW's issue around 3 a week, litter (mostly cigarette ends): up to 10 a week. Big problem with tourists, CW's spend time trying to educate them. CW's have sometimes to return supermarket trolleys to the shop if the company will not collect them. Mostly the responsibility of RBWM Streetcare, supported by CW's.
- Parking Fines - there are fewer parking officers. Only a few CW's are qualified to issue parking tickets, mostly give a warning.
- Sandles Development – have any parking tickets been issued to illegally parked trade vehicles? Trish will find out and advise Town Clerk and Town Clerk will advise Members. **Action: Town Clerk**
- Cyclists riding the wrong way down Eton High Street – CW's have no powers at present to prevent this.

Phil Griffiths, Community Warden for this area, summarised his main work currently:

- Drivers leaving valuables in cars
- Scams
- Disputes with neighbours
- Safe Place Campaign – radios in shops

Trish handed out a list of duties and undertook to send this electronically to the Town Clerk.

The Mayor thanked Trish and Phil for coming to the Meeting.

### CM 4653 Thames Valley Police (TVP) Liaison

PC Robin Kinghorn advised the Meeting that the crime figures for the area are relatively healthy. Current issues:

- The damage at Stockdales Recreation Ground Play Area is being investigated.
- Animal Sanctuary – working with Sara to help facilitate her move to Bell Farm.

Cllr Highy pointed out EWVA was having difficulty contacting Sara, Robin will pass this on.

Mrs Rivaz advised that there was no mention on crime reports about break in at The Cockpit and needles under Baldwins Bridge. Robin will investigate the latter.

PS Emma Pendry advised that Windsor & Maidenhead is moving to ‘One Stop Policing’, focusing on problem solving and community engagement. The staff is being reduced, fewer police on patrol. There will be 8 officers to respond to emergencies and an investigation hub will respond to crimes after they have occurred. The benefit of this change will be to reduce the need for multiple visits from different officers to a crime scene and will bring continuity. The plan is to introduce this before Christmas and to be fully operational by April 2017, and it will apply across the whole Thames Valley Police.

Emma commented on two issues of local concern:

- Vagrancy – Community Behaviour Orders (CBO’s) are in force in Slough which has resulted in several vagrants ending up in Windsor. Emma is finding out more about CBO’s and how to apply them in Windsor. If vagrants break the law (begging, urinating etc) they should be reported and a statement (preferably with a photograph) given to the Police. The name of the person reporting would need to be included but not the address, and he/she may need to give evidence against the vagrant in court.

It was pointed out that there is a difference between vagrancy and homelessness; the homeless do not beg and do not as a rule commit anti social behaviour. There is good support in Windsor for the homeless with homeless projects..

- Pedal Cycle Thefts – this is becoming more and more prevalent in this area. An operation is in force which seeks to educate cyclists on how to secure their cycles with better padlocks and security identification numbers. Since this operation started, figures for thefts of cycles has reduced from 60% to 16%. Emma will update councillors at the next ETC Meeting.

Emma concluded her session by distributing a copy of their current Newsletter, and the Mayor thanked Emma and Robin for attending.

### CM 4654 Finance – Schedule of Payments & Monthly Accounts

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

- Mr Reynolds pointed out that June showed an overspend on the general account due to the purchase of Queen’s Birthday coins for the schools which was not budgeted. It was agreed that this expenditure would be allocated to Projects where there is a budget. Section 106 and playground maintenance expenditure is allocated to specific reserves.
- There being no questions on the accounts, the June schedule and the YTD accounts were approved.
- Eton Greenery – it was agreed that the quotation from Excellent Plants be accepted. The approximate cost to ETC will be £1,000 pa. and there will be an initial additional cost of approximately £500 for one off work necessary. This expenditure will be allocated to Grounds Maintenance in the accounts. Town Clerk to confirm with Excellent Plants.

**Action: Town Clerk**

- Bell Lane Gate – expenditure of £950 plus VAT was approved. This expenditure will come from Section 106 funds. Town Clerk to action with Greentouch. **Action: Town Clerk**
- Watermans Arms Bench & Greenery – it was discussed and agreed that Council requires more than one quote for this work, and the quote needs to be a specific amount so that councillors know what they are agreeing to. **Action: Cllr Lewandowski**
- Haywards Mead/Thames Path dog bin – it was discussed and agreed that ETC should not bear the full cost of a dog bin sited on Eton College land, irrespective of it being positioned on a RBWM signpost. Town Clerk to negotiate with Eton College for joint funding. **Action: Town Clerk**

### **CM 4655 RBWM Councillor Issues**

Cllr Alexander reported on the following:

- Keates Lane/Slough Road Junction – new traffic signals with dedicated pedestrian phase will shortly be introduced.
- Budgens Delivery Sign – current sign is being replaced with one that specifies accurate delivery times.
- Meadow Lane Car Park – new exit equipment will be in place from September. ANPR will apply. Pay on exit. There will no longer be any need for patrolling the car park.
- PSPO Signage – Eton College is querying the wording as the Brocas is not a public space and so the sign needs to reflect that fact.
- Beautiful Gardens Competition – 4 hours spent on 6<sup>th</sup> July touring the gardens!
- Eton Heritage Walk – hoping to secure RBWM funding.
- Cyclists going wrong way along High Street – number plates and insurance are needed.
- Bad state of pavements on High Street – Town Clerk to report to RBWM. **Action: Town Clerk**

### **CM 4656 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)**

#### **ECA and ETA:**

Mrs Rivaz summarised a select few items from her previously circulated report. Of particular note was the issue of the Eton Heritage Walk. It was emphasised that ETC would not be spending any money without appropriate money being paid into the Council bank account.

#### **EWVA:**

The report from Lynne Highy had previously been circulated. Of particular note was the issue of the Animal Sanctuary where there was significant local concern over the lack of communication and the negative press coverage. The Town Clerk will write to Sara asking for her Action Plan. **Action: Town Clerk**

### **CM 4657 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 2<sup>nd</sup> June 2016 were presented. There being no alterations the minutes were approved and signed

The mayor emphasised that the ETC database of email names should not be accessed by members for non ETC business. **Action: All**

## CM 4658 Matters Arising from the Minutes

### Town Clerk Actions:

#### 1. CM 4642 Any Other Business

- Town Clerk chasing up RBWM re Baldwins Bridge Light. **Pending**

#### 2. CM 4645 RBWM Councillor Issues

- Organised photo shoot for Meadow Lane Car Park. **Actioned**
- Phone conversation with TVP regarding PSPO awareness; confirmed that all is well. **Actioned**
- Planning items now moved to the end of the agenda. **Actioned**
- Eton College agreed to remove redundant goalposts at South Meadow Lane Recreation Ground. **Actioned**
- RBWM is monitoring state of untidiness at High Street/Windsor Bridge. **Actioned**
- RBWM is monitoring state of passageway on Brocas Street. **Actioned**
- RBWM cleared up the bins at Meadow Lane Car Park, their future TBA. **Actioned**

#### 3. CM 4646 ECA

- Eton Greenery:** A contractor has been selected for approval by ETC. **Actioned**
- Cobblestones at Windsor Bridge:** Contacted RBWM, to be followed up. **Actioned**

#### 4. CM 4650 Action List

- South Meadow Lane Pavilion:** Eton College is cutting grass more regularly. **Actioned**

#### 5. CM 4652 Website

- Eton Poors Estate:** Advised Mike Blightman & Jane Reed of their appointments. **Actioned**

#### 6. CM4654 Any Other Business

- Eton Wick Allotments:** Allotments Society has indicated they wish to manage their own affairs including fencing and security, as per agreement. **Actioned**

### Others Actions:

#### 1. CM 4642 Any Other Business

- The Mayor to inspect condition of Lych Gate at Eton Wick Road Cemetery. **Actioned**  
Town Clerk will write to Oxford Diocese to ascertain whose responsibility it is. **Action: Town Clerk**

#### 2. CM 4645 RBWM Councillor Issues

- MA to investigate dropped kerbs at entrance to Budgens. **Actioned**
- MA to check on the unfinished electrics at Meadow Lane Car Park. **Actioned**
- SR to arrange for path between Eton Wick Rd and Tilstone Ave to be cleared of vegetation. **Actioned**

### 3. CM 4650 Action List

- ML to investigate condition of play equipment and report back. **Actioned**

### 4. CM 4651 Correspondence

- MB and RWL to progress posting correspondence on web. **Pending**

### 5. CM 4654 Any Other Business

- MA and ML to check with RBWM ref tidying up Cemetery. **Actioned**
- SR to follow up pile of earth and debris at Stockdales Recreation Ground **Actioned**

GF to follow up proposal ref mural on Eton Court Car Park wall. **Pending**

### CM 4659 Mayor's Report

The Mayor had attended the following activities in June 2016:

9<sup>th</sup> June Presented Queen's 90<sup>th</sup> Birthday medallions to schoolchildren.

10<sup>th</sup> June Meeting with ECA Chair & Neighbourhood Plan

13<sup>th</sup> June Garter Ceremony

15<sup>th</sup> June Animal Sanctuary awards at House of Lords

20<sup>th</sup> June Meeting with ECA Chair & Neighbourhood Plan

22<sup>nd</sup> June Cumberland Lodge talk  
EWVA Meeting.

25<sup>th</sup> June Rotary Summer Fayre

4<sup>th</sup> July Taking delivery of stone for memorial

7<sup>th</sup> July Meeting with ECA Chair ref Walkway/Footfall Counter & Neighbourhood Plan

## CM 4660 Action List

Issue	Action / Status
South Meadow Lane Pavilion.	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 & Councillor Lewandowski met with EC on 19 <sup>th</sup> May, matter under consideration.
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. Boreholes have been laid and investigations are taking place. The PCC is still pursuing.
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 granite has been delivered and will be moved to the site when the wording on the plaque has been confirmed. <b>Action: Town Clerk</b>
Neighbourhood Plan (NP)	The Steering Group met on 29 <sup>th</sup> June after responses to AECOM's draft plan had been incorporated. Additional information was requested. It is envisaged that the completed draft plan will be ready in September.
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. A new meeting of the Flood Forum is being arranged but may have to be delayed until September due to current availability of personnel. Nothing further to report.
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 Council on 4 <sup>th</sup> May and Creative Play was awarded the contract. The work was completed in June. This will now be removed from the Action List.

## CM 4661 Correspondence

Members had received the following correspondence prior to the Meeting:

- Email from Royal Berks Fire & Rescue Service dated 26.5.16 regarding Public Consultation on changes to Response Standards.  
Emailed to Members on 27.5.16
- Email from Tony Robinson of RBWM dated 31.5.16 regarding Traffic Sensitive Streets Designations.  
Emailed to Members on 1.6.16
- Emails from Paul Roach of RBWM dated 13.6.16 & 15.6.16 regarding Royal Windsor Duck Race.  
Emailed to Members on 14.6.16 & 16.6.16
- Letter from Janet Worsley of Post Office dated 14.6.16 regarding Budgens Post Office.  
Available for inspection in office.
- Email from Caroline Perkins of Thames Valley Berkshire LEP dated 21.6.16 regarding Berkshire Economic Development Needs Assessment Consultation.  
Emailed to Members on 21.6.16
- Email from Anthony Hurst of RBWM dated 22.6.16 regarding Thames Path Trail Baton Relay.  
Emailed to Members on 22.6.16
- Email from Tony Robinson of RBWM dated 22.6.16 regarding Open Day RBWM Permit Scheme.  
Emailed to Members on 23.6.16
- Email from Thames Valley Police dated 27.6.16 regarding Baldwins Shore vandalism.  
Emailed to Members on 27.6.16
- Email from Hilary Oliver of RBWM dated 29.6.16 regarding CIL Inspector's Final Report.  
Emailed to Members on 29.6.16

## CM 4662 Website

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

## CM 4663 Other Organisations

- **Eton Wick Football Club:** Cllr Lovell attended the most recent meeting and confirmed that the Club is in good shape with takings at the bar increasing. The Club is looking for a new football manager.  
Cllr Lovell will purchase and fit a new padlock to Haywards Mead entrance gate and give a key to the steward and two keys to Town Clerk. **Action: Cllr Lovell**
- **Baldwins Bridge Institute:** The Mayor reported that Bob Wardle has retired and the new Secretary is Sue Milne. The new Bridgemaster is Jamie Slipper and the new Bridgeman is Tim Eddis.

### CM 4664 Animal Sanctuary

- This issue had been covered in CM 4656 - EWVA Report

### CM 4665 South Meadow Lane Recreation Ground Play Area Insurance Claim

- The Town Clerk reported on the claim being made against us by a person who slipped on a tile at South Meadow Lane Recreation Ground Play Area. This was in the hands of our insurers.

### CM 4664 Any Other Business

- Cllr Lawless asked for comments on the state of the zebra crossing at Eton Wick as requested by Cllr Mrs Rayner. All agreed that there was no problem with it and nothing had been reported to them.
- The Town Clerk reported on an incident at Stockdales Road Recreation Ground Play Area when vandals broke a newly installed piece of equipment and a young child was hurt later when a piece of this broken equipment fell off. Our insurers have been informed in case there is a claim against us. Concern was expressed at the apparent weakness of this piece of equipment for it to break so easily. The Town Clerk will follow this up with Creative Play. **Action: Town Clerk**
- The Town Clerk reported on the state of the fencing at the Eton Wick allotments. It is acknowledged that the Eton Wick Allotments Association is responsible for maintaining the fencing and infrastructure at the allotments.
- The Town Clerk reported that Radian has agreed to place a new bench in Common Lane to replace the one that was broken and dilapidated.
- The Town Clerk reported on a Keep Britain Tidy Campaign – The Great British Spring Clean – which is happening over the weekend of 3<sup>rd</sup> – 5<sup>th</sup> March 2017. This will be logged in the Council diary for an agenda item later this year.. **Action: Town Clerk**
- The Town Clerk suggested that Members might like to be part of a new Town Council photograph to replace one of the antiquated photographs in the Council Chamber. This will take place at a meeting later this year, Town Clerk to organise. **Action: Town Clerk**

### CM 4665 Date of Next Meeting

Thursday 1<sup>st</sup> September in the Council Chamber at 7.30pm

Cllrs Alexander and Highy left the Meeting at this point.

### CM 4666 Development Control - Town Council Consultation



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

**Application Number: 16/00819/OTHFP**

Application Date: 10.6.16

Applicant: Ms Lucy Price

Location: 21 Eton Wick Road, Road, Eton Wick

Proposal: Removal of load bearing wall. **No Objection**

**Application Number: 16/01740**

Application Date: 3.6.16

Type: Discharge of Condition

Applicant: Eton College, Eton

Location: Queens Schools, Eton College, Eton

Proposal: Details required of planning permission 15/03454 for refurbishment of existing buildings, remodelling of front courtyard, new single storey chemistry pavilion and roof pavilion, and landscaping.

Determination Date: 29.7.16 **No Objection**

**Application Number: 16/01809**

Application Date: 9.6.16

Type: Permitted Development Extended

Applicant: Mr Sunny Nar

Location: 29 Tilstone Close, Eton Wick

Proposal: Single storey rear extension.

Determination Date: 21.7.16 **No Objection**

**Application Number: 16/01982**

Application Date: 22.6.16

Type: Works to Trees in Conservation Area

Applicant: Eton College, Eton

Location: 2 Common Lane, Eton

Proposal: Prune branches of silver elm and lift crown over road.

Representation Date: 21.7.16 **No Objection**

**Application Number: 16/00812/OTHFP**

Application Date: 20.6.16

Location: 39 Queens Road, Eton Wick

Proposal: Internal alterations and formation of door opening **No Objection**

### **CM 4667 Planning Decisions & Information**

The following planning decision notifications were received from the Royal Borough in June:

#### **Application Number: 16/01138**

Application Date: 5.4.16

Location: 12 Tilstone Close, Eton Wick

Type: Full

Proposal: Various extensions

Decision: Permission Granted

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

Application Date: 4.5.16

Location: 16 Victoria Road, Eton Wick

Type: Full

Proposal: 2 x 2 bedroom flats and 2 x 1 bedroom flats following demolition of existing building

Decision: Application Withdrawn

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

Application Date: 3.5.16

Location: 32 Tilstone Close, Eton Wick

Type: Full

Proposal: Various extensions & alterations

Decision: Permission Granted

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

Application Date: 25.4.16

Location: 162 Eton Wick Road, Eton Wick

Type: Full Proposal: Side/front extension Decision: Permission Granted

### **Section 2**

The Mayor requested members once again to come up with proposals to spend the Section 106 money.

The Mayor will be investigating the possibility of putting lampposts in the middle of Windsor Bridge.

The Meeting concluded at 9.50pm.