

Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 1st December 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), Mr M. Reynolds (Accountant), Cllr M. Alexander (RBWM), Mr P. Eaton (Brocas Residents), Mrs R. Rivaz (ECA) & 2 members of the public

Apologies: Cllr M. Leach & Cllr Mrs S. Rayner (RBWM)

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

CM 4717 Finance – Schedule of Payments & Monthly Accounts

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

- Expenditure YTD is in excess of budget, due in the main to commitments on ground maintenance and play area repairs and maintenance. This will need to be reflected in future budgets.

The draft 2017/18 budget had been circulated to members and they are requested to examine these figures carefully and advise the Town Clerk of any questions or suggestions before the next meeting on 4th January when the budget will be passed.

Action: Members

The monthly schedule and YTD accounts were approved.

CM 4718 RBWM Councillors' Issues

Cllr Alexander reported:

- Street lighting problems in High Street, Eton are still being investigated. SSE are involved as there may be a problem with spiking. It was agreed that Dave Thompson of RBWM be invited to attend the next Council meeting on 4th January to explain the current situation and future plans for LED lighting across the Borough. Town Clerk to organise. **Action: Town Clerk**
- RBWM welcomed the support from ETC for the anti Heathrow campaign.
- New parking system and charges at South Meadow Lane Car Park will take effect from March 2017.
- Eton road signs – there is no budget for this which would cost around £5K - £7K each. Councillor Alexander will make a capital bid for 2017/18 fiscal. 3 illuminated signs needed – Eton Wick Road (currently just has posts), Pockocks Lane and Slough Road (needs illuminating).

CM 4719 Thames Valley Police (TVP) Liaison

There was no representative from TVP in attendance and the Town Clerk outlined recent communications from Phil Griffiths, The RBWM Community Warden.

Town Clerk was asked to advise TVP of concerns about number of break ins at Eton Wick and incidents of undesirables rummaging through skips.

Action: Town Clerk

CM 4720 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)

The ECA report for November had been circulated and there were no questions. Ros Rivaz highlighted the following points:

- The results of the traffic survey were in and more information was needed to complete the survey.
- Ros will be attending a workshop of the Great West Way Project, which aims to create one of the world's premier long distance touring routes between London and Bristol.
- The Baldwins Bridge and Windsor and Eton Bridge missing lanterns have still not been replaced and the Town Clerk had circulated the most recent communication from RBWM on the subject which confirms that it is still on the RBWM agenda.
- The Neighbourhood Plan consultation period ends on 5th December and Members were urged to respond by that date. **Action: Members**

The EWVA report for November had been circulated and there were no questions. Cllr Lewandowski highlighted the following points:

- The Christmas tree had been installed and the Association is requesting a grant of £450 from the Council towards this. This would come from reserves. All agreed. Cllr Lewandowski to advise Town Clerk who to make the cheque out to and where to send it. **Action: Cllr Lewandowski**
- The switch on is on Saturday afternoon 3rd December at 5.00pm and carols will be sung.
- The Association has made enormous strides in the past year and is now considered to be the focus point in the village for information gathering and sharing.
- Town Clerk will write to TVP for a security presentation for EWVA.. **Action: Town Clerk**
- Town Clerk will respond to resident who suggested improvements to traffic flow in Eton Wick – the draft Neighbourhood Plan has included all this information. **Action: Town Clerk**

CM 4721 Confirmation of the Minutes of the Town Council

The minutes of the Meeting held on 3rd November were presented. There being no alterations to these the minutes were approved and signed.

CM 4722 Matters Arising from the Minutes

Town Clerk Actions:

1. CM 4701 Finance

- Greentouch instructed to install ashtray at Haywards Mead Rec. **Actioned 10/11**
- Greentouch instructed to install dog bin at Haywards Mead Rec. **Actioned 10/11**
- Members informed of donations & subs overspend details. **Actioned 9/11**

2. CM 4703 RBWM Councillors' Issues

- Letter sent to RBWM & Heathrow Airport re ETC objection to new runway. **Actioned 9/11**
- Quote requested for new gate at Haywards Mead Rec Play Area. **Actioned 10/11**

3. CM 4706 Matters Arising from the Minutes

- **CM 4682 AOB** – Dropped kerbs at Eton Court **Actioned 28/11**

4. CM 4708 Action List

- **Eton Wick Transformation** – Purchase wreath for memorial stone. **Actioned 9/11**

5. CM 4712 Recreation Grounds & Open Spaces

- **South Meadow Lane Rec** - Remove banner, check goalposts & fences – Eton College. **Actioned 9/11**

6. CM 4713 AOB

- Advised Tastes Deli that request to busk in Jubilee Square not approved. **Actioned 9/11**

Others Actions:

7. CM 4701 Finance

- Cllr Lovell to arrange for EWFSC to empty the cigarette end dispenser when it is installed. **Pending Installation**

8. CM 4703

- Cllr Alexander to check on RBWM finance for Eton town road signs. **Actioned**

9. CM 4706 Matters Arising

- The Mayor will investigate whether the mural on the wall at Eton Court qualifies for Section 106 funding **Pending**
- Cllr Leach to meet with Mr Reynolds to discuss how to manage the ETC Christmas Lights grant **Actioned**
- The Mayor to progress the play area sign at Stockdales Recreation Ground. Town Clerk to resend email with details. **Action: Town Clerk/Mayor**
- Cllr Mrs Rayner will progress bottle wheelie bin for EWFSC. **Pending**
- Cllr Mrs Rayner to follow up on new bus policy with RBWM. **Pending**

10. CM 4708 Action Plan

- Cllr Lewandowski is preparing plan for South Meadow Recreation Ground pavilion and will be arranging a site visit with Cllr Reed and the Town Clerk. **Action: Cllr Lewandowski**
- The Mayor to organise the siting of the memorial stone at Eton Wick **Actioned**

11. CM 4710 Website

- Cllr Blightman to progress IT security concerns at ETC Office. **Pending**

12. CM 4712

- **Jubilee Square & Watermans Arms** – Cllr Leach to check on condition of Jubilee Square paved area following staining from lorry traffic. **Actioned**

CM 4723 Action List

Issue	Action / Status
South Meadow Lane Pavilion, Eton	<p>Section 106 funds are available for renovation work. There was a possibility of a partnership with Eton College if and when the College needed additional changing facilities, however Ian Mellor indicated on 26th August 2016 that this would be a long term issue. In the meantime it was agreed that Cllr Lewandowski will progress a plan to refurbish the building and a site meeting is being arranged with the Mayor, Cllr Reed and Town Clerk.</p> <p style="text-align: right;">Action: Cllr Lewandowski</p>
Eton Wick Cemetery Extension	<p>The matter is in the hands of the PCC. The Council will continue to support the Church in the planning application and beyond. The PCC is paying consultants to pilot the scheme through to planning. There are concerns from the EA about the proposed depths of burials and so the PCC is waiting for the report.</p>
Neighbourhood Plan	<p>The 6 week public consultation period started on 17th October and a follow up meeting with AECOM is scheduled for 7th December.</p>
Eton Wick Sewage Contamination	<p>Cllrs Mrs Evans & Lovell represent the Council on the Flood Forum. The Forum last met on 15th September. There is an update in the December Eton Wick Newsletter.</p>
Haywards Mead Recreation Ground Gym	<p>RBWM has allocated £20K from capital funds and Councillor Lawless is leading the project on behalf of ETC together with Cllr Mrs Rayner (RBWM). The equipment has been chosen, and a meeting of Eton Wick councillors took place on 1/12/16 when it was agreed that the gym should be sited on Haywards Mead and the table tennis table relocated to Stockdales Recreation Ground Play Area. Town Clerk is following up. Action: Town Clerk</p>
Watermans Arms Bench & Flower Bed	<p>S106 Funds have been allocated. Councillor Lewandowski is leading the project on behalf of ETC and work has started.</p>

CM 4724 Mayor's Report

- Attended EWVA Meeting on 9/11/16
- Attended Neighbourhood Plan meeting on 12/11/16
- Attended Remembrance Day Service in Eton on 13/11/16
- Attended Christmas Lights Switch On in Eton on 17/11/16
- Attended meeting re Watermans Arms Bench & Flower Bed on 29/11/16
- Attended meeting with Mr Bicknell of RBWM on 30/11/16

CM 4725 Correspondence

Members had received the following correspondence during November:

- Email from Alison Singleton of RBWM dated 1.11.16 regarding Mayor's Charity Event on 3.12.16
Emailed to Members on 1.11.16
- Email from CPRE dated 3.11.16 regarding Brownfield Register which local authorities adopt.
Emailed to Members 3.11.16
- Email from Neete Seth of RBWM dated 11.11.16 regarding verge protection programme in Somerville Road, Eton.
Emailed to members on 11.11.16
- Emails from Malcolm Beer of RBWM dated 13.11.16 regarding Minister of Aviation letter to Borough
Emailed to Members 13.11.16
- Email from Malcolm Beer of RBWM dated 14.11.16 regarding Heathrow R3 presentation
Emailed to Members on 15.11.16
- Emails from Malcolm Beer of RBWM dated 15.11.16 and 16.11.16 regarding Rally Against Heathrow on 19.11.16
Emailed to members on 16.11.16
- Email from Paul Roach of RBWM dated 16.11.16 regarding Windsor Town Santa dash on 27.11.16
Emailed to Members on 16.11.16
- Email from Paul Roach of RBWM dated 18.11.16 regarding Eton Lights Switch On on 17.11.16
Emailed to Members on 18.11.16

CM 4726 Website

- Cllr Blightman had previously circulated his report on website activity in November to the Members.
- Members expressed their gratitude to Cllr Blightman for his expert management of the ETC website.
- Members were requested to keep sending information through to Cllr Blightman.

CM 4727 Other Organisations

- Baldwins Bridge Trust will meet in December
- Eton Wick Sports & Social Club is performing well and membership is up.

CM 4728 Recreation Ground & Open Spaces Reports

- **Stockdales Recreation Ground:** Play area sign is awaited.
- **Haywards Mead Recreation Ground:** Town Clerk is following up various maintenance issues with Greentouch. **Action: Town Clerk**
- **Bell Lane Open Area:** Wooden fence has still not been installed. **Action: Town Clerk**
- **South Meadow Lane Recreation Ground:** Town Clerk is following up various maintenance issues with Greentouch. **Action: Town Clerk**
- **Jubilee Square & Watermans Arms:** Work is underway at Watermans Arms.

CM 4729 Any Other Business

- **Christmas Dinner Arrangements:** Town Clerk is following up. **Action: Town Clerk**
Agreed that the Council would donate £100 towards a gift for ex Councillor Phillip Jackson for his long service on the Council. The Mayor to organise. **Action: Mayor**
- **Christmas Office Opening Times:** Office closed w/c 26th December, reopens on Tuesday 3rd January 2017.
- **Eton 800th Market Charter Anniversary in 2017:** Agreed that this should be handled by ECA. Town Clerk to liaise with Ros Rivaz, and circulate details to Members. **Action: Town Clerk**
- **Eton Wick Allotment Society:** Cllr Lawless advised the Meeting that the Society had obtained a secure storage unit which will help to reduce instances of theft.
- **Animal Sanctuary:** It is believed that they have found a new site locally. Town Clerk will write to RBWM expressing ETC concern that the site is made secure ASAP to avoid potential intrusion by travellers, especially over the Christmas period. There should not be a moment's delay from the time the lease is up and the keys are handed over to the concrete blocks being moved in. Currently all the doors and gates are open. **Action: Town Clerk**

CM 4730 Date of Next Meeting: Wednesday 4th January 2017

CM 4731 Development Control – Town Council Consultation

Cllr Alexander was not present at this point. The following applications had been received in November:

Application Number: 16/01537/NIC Cllr Highy declared an interest

Application Date: 8.11.16

Type: Building Control

Applicant: Dido Milne

Location: New Schools, Eton College, Eton

Proposal: 2 storey extension in New Schools Yard and refurbishment of existing listed building **No Objection**

Application Number: 16/03344 Cllr Highy declared an interest

Application Date: 8.11.16

Type: Full

Applicant: Provost & Fellows of Eton College

Location: Gymnasium, Eton College, Eton

Proposal: Erection of timber sports pavilion building

Representation Date: 12.12.16 **No Objection**

Application Number: 16/03059

Application Date: 15.11.16

Type: Advertisement

Applicant: Sue Milne

Location: Eton Print Rooms, Baldwins Shore, Eton

Proposal: Consent to display one double-sided non-illuminated hanging sign and three wall mounted plaques/signs

Representation Date: 14.12.16 **No Objection**

Application Number: 16/03509

Application Date: 31.10.16

Type: Full

Applicant: Mrs L O'Grady

Location: 22 Haywards Mead, Eton Wick

Proposal: Single storey side/rear extension and replacement front porch

Representation Date: 19.12.16 **No Objection****Application Number: 16/03512 Cllr Lewandowski declared an interest**

Application Date: 18.11.16

Type: Full

Applicant: Dr M Loughran

Location: Dairy Farm, Common Road, Eton Wick

Proposal: Single storey rear extension (part retrospective)

Representation Date: 19.12.16 **No Objection****Application Number: 16/03097 Cllr Mrs Tarbox declared an interest**

Application Date: 7.10.16

Type: Full

Applicant: N/A

Location: 16 Victoria Road, Eton Wick

Proposal: Amendment to application for 4 x 2 bedroom flats

Representation Date: 13.12.16 **Need clarification of amendment from RBWM****Action: Town Clerk****Application Number: 16/01576/IND Cllr Highy declared an interest**

Application Date: 14.11.16

Applicant: Buildings Dept, Regional Building Control

Location: Willow Tree Cottage, Eton Wick Road, Eton Wick

Proposal: Internal alterations & refurbishment of self contained flats to reinstate to one dwelling. **No Objection**

Application Number: 16/01591/DEXFP Cllrs Mrs Evans and Mrs Warner declared an interest

Application Date: 21.11.16

Applicant: Mr A Ketterer

Location: 6 Boveney New Road, Eton Wick

Proposal: Single storey side and rear extension **No Objection**

Application Number: 16/01641/IND Cllr Mrs Tarboc declared an interest

Application Date: 24.11.16

Applicant: Mr C McClain

Location: 30 Victoria Road, Eton Wick

Proposal: Erection of dormer rear extension over rear addition at loft level, single storey ground floor rear/side extension and internal alterations and refurbishment. **No Objection**

Application Number: 16/03644 Cllr Highy declared an interest

Application Date: 10.11.16

Type: Listed Building Consent

Applicant: Mr Martin Delaney

Location: 50 High Street, Eton

Proposal: Consent for single storey rear extension following demolition of existing extension and internal alterations

Representation Date: 27.12.16 **No Objection**

Application Number: 16/03645 Cllr Highy declared an interest

Application Date: 10.11.16

Type: Full

Applicant: Mr Martin Delaney

Location: 50 High Street, Eton

Proposal: Single storey rear extension following demolition of existing extension and internal alterations

Representation Date: 27.12.16 **No Objection**

CM 4732 Planning Decisions & Information

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

Application Number: 16/01097

Application Date: 12.4.16

Location: 109 High Street, Eton

Type: Full

Proposal: Single storey rear and side extensions

Decision: Application Withdrawn on 3.11.16

Application Number: 16/01098

Application Date: 12.4.16

Location: 109 High Street, Eton

Type: Listed Building Consent

Proposal: Consent for single storey rear and side extensions

Decision: Application Withdrawn on 3.11.16

Application Number: 16/02129

Application Date: 23.6.16

Location: 121-121A High Street, Eton

Type: Listed Building Consent

Proposal: Consent for single storey rear extension

Decision: Consent Granted

Application Number: 16/01933

Application Date: 12.7.16

Location: 2 Broken Furlong, Eton

Type: Full

Proposal: Single storey side extension etc

Decision: Permission Granted

Application Number: 16/02311

Application Date: 18.8.16

Location: Eton Print Rooms, Baldwins Shore, Eton

Type: Full

Proposal: Erection of AC enclosure and 3 new chillers

Decision: Permission Granted

Application Number: 16/02590

Application Date: 24.8.16

Location: Eton Travel Agency, 104-105 High Street, Eton

Type: Advertisement

Proposal: Consent to display a non-illuminated advert

Decision: Application Withdrawn on 7.11.16

Application Number: 16/02772

Application Date: 24.8.16

Location: J Manley Gallery, 27 High Street, Eton

Type: Listed Building Consent

Proposal: Consent for the replacement of dormer to workshop with a rooflight.

Decision: Consent Granted

Application Number: 16/02718

Application Date: 1.9.16

Location: New Schools, Eton College, Eton

Type: Listed Building Consent

Proposal: Consent to lowering of glass link and roof

Decision: Consent Granted

Application Number: 16/02925

Application Date: 19.9.16

Location: 34 Tilstone Close, Eton Wick

Type: Full

Proposal: Single storey rear extension

Decision: Permission Granted

Application Number: 16/03225

Application Date: 5.10.16

Location: New Schools, Eton College, Eton

Type: Works to Trees in Conservation Area

Proposal: Fell lime tree

Decision: Application Withdrawn on 2.11.16

Application Number: 16/03246

Application Date: 6.10.16

Location: The Gables, Eton Wick Road, Eton

Type: Discharge of Condition

Proposal: Conditions 12 and 13

Decision: Approved

Application Number: 16/03278

Application Date: 19.10.16

Location: 1 Emlyn Buildings, Brocas Street, Eton

Type: Works to Trees

Proposal: Trim 2 silver birch trees

Decision: No Objection

Application Number: 16/02792

Application Date: 30.8.16

Location: Wayneflete House, Eton College, Eton

Type: Discharge of Condition

Proposal: Details required by conditions 2, 3 & 4.

Decision: Approved

Application Number: 16/03241

Application Date: 30.8.16

Location: 5-7 High Street, Eton

Type: Discharge of Condition

Proposal: Details required by conditions 2, 3 & 4.

Decision: Approved

The Meeting concluded at 9.20pm.