

Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 1st June 2017 at 7.30pm

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

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

Mrs Oatway was invited to speak on matters of local concern:

- Toilet Signage on the Brocas: Instances of people using the Brocas to relieve themselves due to absence of adequate signs to the public toilets in Eton Court. This issue was passed to RBWM in October 2016 for action and the Town Clerk will chase up. **Action: Town Clerk**
- Lights on Windsor Bridge: Some are out of action and Cllr Leach added that those on Baldwins Bridge are similarly affected. The Mayor advised that this matter is in hand and RBWM will be replacing the lights later this year as they are of a special design. Cllr Fussey highlighted the issue of faulty lights on Thameside, Town Clerk will follow up with RBWM. **Action: Town Clerk**
- Dog Bin at Watermans Arms: Looks unsightly and is attracting litter. The wrong plants have been used in the flower bed, many are dying. Cllr Lewandowski advised that those plants were chosen because they needed to be low coverage so the sign was not covered. Cllr Leach believed the dog bin is in the wrong place and detracts from the beauty of this conservation area. It was agreed that the bin be removed and the Town Clerk will action. **Action: Town Clerk**
The Mayor expressed concern that there needs to be a dog bin in the area of the High Street and Cllr Leach offered to find a suitable location. **Action: Cllr Leach**

Mrs Oatway then proceeded to make a formal complaint to the Meeting about the conduct of the Town Clerk in the execution of his duties and in his manner to her, citing certain instances of alleged misconduct. The Town Clerk refuted these allegations in their entirety and expressed his dismay that they had been made.

CM 4819 Finance

Mr Reynolds presented May 2017 monthly and YTD accounts to the Meeting

- Expenditure in May was broadly in line with budget, taking into account that our grounds maintenance charge is now being paid monthly (or bi monthly) instead of annually as in the past. This new arrangement had been requested by Mr Reynolds.
- The monthly schedule and YTD accounts were approved.
- The internally audited accounts for 2016/17 were agreed and were signed off by the Mayor. These will now be forwarded to the external auditor. **Action: Town Clerk**
- Eton Wick Planters: The quotation from Excellent Plants Ltd for sprucing up the planters (££60.00) and the monthly maintenance charge (£55.00) was discussed. The quotation was rejected as being too expensive and Cllr Lewandowski will investigate other options with RBWM who have installed and are maintaining the flower towers in Eton Wick. **Action: Cllr Lewandowski**
- Public Liability Insurance: The premium of £3,245.53 (which was within the budget) was approved.
- Bell Lane Open Area Dog Bin: It was agreed that the dog bin at Watermans Arms be resited at Bell Lane. Town Clerk to action. **Action: Town Clerk**

CM 4820 RBWM Councillor Issues

Cllr Alexander reported on the following:

- The street light change to LCD programme was progressing well and should be completed by end of October 2017.
- A recent meeting with Ms Rivaz and Paul Roach had flagged up a number of issues and these were being followed up, including cycle parks and flagpole holders.
- There was no evening toilet facility at Eton Court Public Conveniences and this was causing annoyance to local residents from evening revellers. There had been a Community Toilet Scheme in place whereby certain local pubs and eateries would offer their premises in return for a grant from RBWM. The Town Clerk was requested to make enquiries of this in Eton. **Action: Town Clerk** Concern was expressed that the public conveniences did not stay open after the pubs are closed, which is when the problem can be acute.
- Cllr Evans expressed concern over the residents spaces at Meadow Lane Car Park; they appear to be in the wrong place as the signs can be hidden by other cars. The ‘pay on exit’ scheme will not help this. Cllr Alexander will follow up this issue with Neil Walters of RBWM. **Action: Cllr Alexander**

CM 4821 Thames Valley Police (TVP) Liaison

There was no representative from TVP in attendance.

CM 4822 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)

ECA & ETA

The ECA report had been circulated to Members ahead of the Meeting and Ms Rivaz highlighted certain points:

- The breakdown of the budget for the £1,500 ETC grant had been received by the Town Clerk and it was formally agreed that the grant be approved. Cllr Leach declared an interest.
- Eton Heritage Walkway photo shoot had been completed satisfactorily.
- Eton High Street flagpoles survey was proceeding with the aim of installing more flagpoles.
- Eton Porny School links were progressing well.
- ‘Finding the Brook’ project was progressing well with support from Eton College and RBWM as well as ETC.
- Cockpit development was proceeding satisfactorily with the developers sensitive to this heritage building.

EWVA

There had been an EWVA meeting on Wednesday 31st May which was well attended. Cllr Lewandowski highlighted certain issues:

- Shepherds Hut – Contract had been signed for the purchase of the site, and it will be a development.
- The flower towers were now in place although there have been complaints on facebook about them.
- Some of the ETC grant of £1,500 will go towards Christmas Lights.
- The dog fouling committee is working well and progress is being made, with the help of Phil Griffiths. (The banners were now available and Cllr Lewandowski took them away with him at the end of the meeting)
- Cllr Mrs Rayner has had to justify to RBWM for keeping the CCTV cameras at Eton Wick.
- The Town Clerk had progressed the problem of swearing at football matches on Haywards Mead.
- Incidents of ‘Nottingham Knockers’ had been discussed.

- Suggestions for Section 106 funding:
 - Relocate recycling bins
 - Update Haywards Mead Play Area
 - Improving central reservation at Dorney end of Eton Wick
- Cllr Mrs Tarbox is compiling a list of problems and opportunities in Eton Wick, similar to the report circulated monthly by Ms Rivaz of ECA.

CM 4823 Confirmation of the Minutes of the Town Council

The minutes of the Meeting held on 4th May were presented. Cllr Reed wanted alterations to the minute referring to the Neighbourhood Plan (CM 4806) and Cllr Reed's additional minute was as follows:

Cllr Reed expressed disappointment that the Neighbourhood Plan prohibits any form of re engineering in the future.

Minute CM 4806 was amended in line with Cllr Reed's request.

It was also noted that ETC was approving the submission of the Plan as minuted in CM 4806 and it would be appropriate to append a copy of the NP Steering Group minutes of 3rd May to the minutes of the 4th May ETC meeting.

This was agreed and the revised minutes were signed as a correct record of that meeting.

CM 4824 Matters Arising from the Minutes

1. CM 4803 Finance

- Purchase 2 x dog banners for Eton Wick. **Actioned 23.5.17**
- Write to Bell Lane residents regarding fencing. **Actioned 26.5.17**
- Arrange for Jubilee Square benches to be refurbished. **Pending – awaiting input from BBT**
- Write to Eton College regarding overgrown section of field. **Actioned 18.5.17**

2. CM 4810 Action List

- Arrange meeting with Windsor Youth FC regarding SML Pavilion. **Actioned 23.5.17**

3. CM 4812 Website

- Arrange to change contract from Talk Talk to Plusnet. **Actioned 30.5.17**

4. CM 4814 Recreation Grounds & Open Spaces

- Write to Dan Hay in acknowledgement of his work in litter picking. **Actioned 18.5.17**
- Write to RBWM regarding Jubilee Square paving stones. **Actioned 23.5.17**

5. CM 4815 Any Other Business

- Write to Phil Griffiths regarding dog fouling in Tangier Lane. **Actioned 25.5.17**
- Include item on ETC responsibilities in Eton Matters. **Actioned 30.5.17**

6. CM 4817 Development Control

- Application 17/00940 29 Tilstone Close: ask Cllr Mrs Rayner to call the application in.

Actioned 5.5.17

Others Actions:

7. CM 4787 Finance

- Prepare breakdown of expenditure for ETC support for ECA & EWVA grants.
ECA Actioned, EWVA Pending. Action: Cllr Lewandowski
- Maintain inventory of benches. **Actioned by Cllrs Leach & Lovell**

CM 4810 Action List

- Prepare breakdowns of expenditure for ETC support for mural in Eton Court Car Park.
Pending by Cllr Fussey

8. CM 4815 Any Other Business

- Prepare proposal for creating more usable space in Council Chamber. **Pending by Cllr Reed**

CM 4825 Mayor's Report

- 8th May: RBWM Mayor's Charity Dinner
- 14th May: Putting up Flags in High Street
- 23rd May: RBWM Mayor Making

CM 4826 Action List

Issue	Action / Status
South Meadow Lane Pavilion, Eton	<p>NB Cllr Lewandowski declared an interest in this subject. Section 106 funds are available for renovation work. It was agreed that Cllr Lewandowski will progress a plan to refurbish the building. Site visit made on 3rd February and outline plan presented to ETC Meeting by Dan Lewandowski on 2nd March. A working party of the Mayor, Cllrs Leach, Lewandowski and Reed, Ian Mellor and the Town Clerk met on 23rd March and a further meeting took place with Dan Lewandowski on 3rd May to progress the project. It was agreed at the 4th May ETC Meeting to meet with the users of the pavilion. Cllr Reed had spoken to Paul Mitchell of Windsor Youth FC who are keen to work with us. They have agreed with our proposals and have made some useful suggestions. Cllr Reed will circulate a report of his discussions to the working party who will then meet to progress. Action: Cllr Reed</p>
Eton Wick Cemetery Extension	<p>The PCC has asked the Environment Agency for pre-app advice. This will be part of the supporting paperwork when a new application is submitted for the extension of the graveyard.</p>
Neighbourhood Plan	<p>The Plan has been approved for submission by ETC and will now be passed to RBWM for adjudication.</p>
Eton Court Car Park Mural	<p>Cllr Fussey presented some ideas to Members at the 2nd March ETC Meeting. Estimated cost of £4K - £6K from Section 106 Funds. Cllr Fussey has confirmed agreement from the owner of the wall and will proceed with preparing a plan for agreement by the Council. Action: Cllr Fussey</p>
Tree Survey across ETC Estate	<p>Town Clerk commissioned Toby Fox to do a tree survey and this was completed and circulated to members on 31st May. It was agreed that health and safety issues be addressed first, followed by statutory requirements. It was also agreed that each recreation ground councillor be responsible for his survey under the overall leadership of Councillor Reed who will manage the reporting process. Town Clerk will write to Helen Leonard for any comments on the survey and seek her recommendations for three contractors to do the work necessary. Action: Town Clerk</p>

CM 4827 Correspondence

Members had received the following correspondence during May:

- Email from Sarah Stokes of Thames Valley Police dated 3.5.17 regarding website for Victim First. Emailed to members 3.5.17
- Email from Gemma Pearce of Community Council for Berkshire dated 10.5.17 regarding training events. Emailed to Members 17.5.17
- Email from Cllr Rayner dated 11.5.17 regarding RBWM plans for roads repairs. Emailed to Members 13.5.17
- Email from Paul Roach of RBWM dated 12.5.17 regarding Project Griffin training event on 28.6.17. Emailed to Members 17.5.17
- Email newsletter from BALC dated 22.5.17. Emailed to members 22.5.17
- Email from RBWM dated 22.5.17 regarding WBWM/WBC Partnership news. Emailed to Members on 22.5.17
- Email from NALC dated 22.5.17 regarding Plant a Tree Charter Legacy Tree. Emailed to Members on 22.5.17

CM 4828 Website

- Cllr Blightman had previously circulated his report on website activity in May to the Members.
- Town Clerk has now arranged the broadband contract change from Talk Talk to Plusnet.
- Cllr Highy will arrange for his daughter to send photos of the Eton Wick flower towers to Mike Blightman for the website. **Action: Cllr Highy**

CM 4829 Other Organisations

- Poors Estate: Cllr Highy reported that the Charteris Centre will be moved from Eton to Eton Wick in September 2017. This is due to declining numbers; in Eton there are only 3 or 4 regular attendees and from Eton Wick there are 13 or 14. The Charteris Centre will then be returned to the owners Eton College. The Centre has tried to recruit new members to no avail; there is simply not the demand. Concern was expressed from several Members of this change of arrangement, and the Mayor will write to the Poors Estate expressing the Council's disquiet over this change. **Action: The Mayor**

CM 4830 Recreation Ground & Open Spaces Reports

- **Stockdales Recreation Ground:** The play area sign has been installed. All OK
- **Haywards Mead Recreation Ground:** All OK
- **Bell Lane Open Area:** All OK. Looking very nice and tidy.
- **South Meadow Lane Recreation Ground:** All OK
- **Jubilee Square, Watermans Arms & Cockpit Alley:** Dirty paving stones at Jubilee Square had been reported to RBWM by Town Clerk in May and action is awaited. Instructions have been issued by RBWM to stop bin lorries reversing onto the area. Cllr Leach expressed concern over A/C units and motorbike parking in Cockpit Alley, Town Clerk had reported this to RBWM and was awaiting a response.

CM 4831 ‘Battle’s Over’ National Beacon Lighting Event

The Council agreed to support this event in 2018 and the Town Clerk will flag it up for discussion nearer the time.

Action: Town Clerk

CM 4832 Eton Street Furniture

The Town Clerk had written to RBWM Highways regarding repainting Eton street furniture in Eton colours, and would add that the road markings need repainting.

Action: Town Clerk

CM 4833 Any Other Business

- The Town Clerk expressed his concern over the false comments and allegations made by Mrs Oatway earlier in the meeting and asked Members for their full support and confidence in him as a man of integrity and professionalism. There was unanimous support and backing given to the Town Clerk in this unfortunate matter and at the recommendation of Cllr Mrs Warner he will now be taking legal advice from the professional body.

CM 4834 Date of Next Meeting

Thursday 6th July 2017 at 7.30pm in the Council Chamber.

CM 4835 Development Control – Town Council Consultation

The following applications had been received in May:

Application Number: 17/01332

Application Date: 22.4.17 **Cllrs Leach & Lewandowski declared an interest**

Type: Full

Applicant: Mr M. Leach

Location: 27 High Street, Eton

Proposal: Part change of use of rear area at first floor.

Representation Date: 6.6.17 **No Objection**

Application Number: 17/01333 Cllrs Leach & Lewandowski declared an interest

Application Date: 22.4.17

Type: Listed Building Consent

Applicant: Above

Location: Above

Proposal: Above

Representation Date: 6.6.17 **No Objection**

Application Number: 17/01377

Application Date: 26.4.17

Type: Full

Applicant: Mr Bluhm

Location: 44 Eton Wick Road, Eton Wick

Proposal: Erection of a single storey garage

Representation Date: 8.6.17 **No Objection**

Application Number: 17/01381

Application Date: 27.4.17

Type: Full

Applicant: Mr Blackshaw

Location: 26 Stonebridge Field, Eton

Proposal: Single storey rear extension and conversion of store to form habitable accommodation

Representation Date: 8.6.17 **No Objection**

Application Number: 17/01388 Cllrs Fussey & Highy declared an interest

Application Date: 27.4.17

Type: Discharge of Condition

Applicant: Eton College

Location: 121 High Street, Eton

Proposal: Shop front to match adjoining properties

Determination date: 22.6.17 **No Objection**

Application Number: 17/01545

Application Date: 10.5.17

Type: Telecome Dev Determination 56 days

Applicant: MBNL & EE Ltd

Location: Henry V1, 37 High Street, Eton

Proposal: Application to determine whether prior approval is needed for removal of cabinet & install another.

Representation Date: 8.6.17 **No Objection**

Application Number: 17/00559/GCNBN

Application Date: 2.5.17

Applicant: Mrs Pauline Williams

Location: 2 Victoria Road, Eton Wick

Proposal: Garage conversion **No Objection**

CM 4836 Planning Decisions & Information

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

Application Number: 17/00223

Application Date: 19.1.17

Location: New Schools, Eton College, Eton

Type: Full

Proposal: 2 storey extension & landscaping

Decision: Permission Granted

Application Number: 17/00224

Application Date: 10.1.17

Location: New Schools, Eton College, Eton

Type: LBC

Proposal: Internal refurbishment/alteration works

Decision: Consent Granted

Application Number: 17/00420

Application Date: 14.3.17

Location: Old Wheatbutts, Common Road, Eton Wick

Type: Full

Proposal: Detached 4 bay garage

Decision: Application Withdrawn on 9.5.17

Application Number: 17/00494

Application Date: 6.2.17

Location: New Schools, Eton College, Eton

Type: LBC

Proposal: Temporary removal of entrance gates & pillars

Decision: Consent Granted

The Meeting closed at 9.55pm