

Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 5th October 2017 at 7.30pm

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

The Mayor opened the Meeting by welcoming everyone present, and a special welcome was made to Sgt Emma Pendry. The apologies were recorded.

CM 4871 Finance

Mr Reynolds presented September 2017 monthly and YTD accounts to the Meeting:

- The Council was running at a £7K overspend at the half year stage, due to a £4.5K payment for South Meadow Lane Pavilion and £2.5K for emergency ground maintenance works. The precept was £7K less than the budget. It was agreed that in future an increased budget would be necessary.
- The monthly schedule and YTD accounts were approved.
- Expenditure of £995 on a Flood Risk Assessment for South Meadow Lane Pavilion was approved. Responding to a suggestion from Councillor Highy, the Mayor will enquire of Eton College whether their flood assessment for the laundry at South Meadow Lane might be applicable for our purposes.
Action: The Mayor
- Retrospective expenditure of £267.64 on a broken swing at South Meadow Lane Play Area was approved.

CM 4872 RBWM Councillor Issues

Cllr Alexander reported on the following issues:

- **HIGHWAY & DRAINAGE REPAIRS**

Fix rail missing on fence outside Windsor Bridge Court (near entrance) - Windsor Bridge Approach - Area inspected. Fence is on adopted Highway. Work ordered 25/09/17 - repair planned October 2017.

York Stone – High St Paving Repairs - York stone paving repairs to match existing. Repairs to be planned using reclaimed paving from either possible build out scheme or section of Tangiers Lane that is outside the conversation area – Autumn 2017

South Meadow Lane Drainage - Site Investigation planned 28/11/17. Await feedback.

Meadow Lane Drain Cover - Highways to investigate and arrange for repair. Date to be confirmed.

- **CAR PARKS & PARKING**

Weeds in and surrounding Meadow Lane Car Park - Maintenance required to surrounding areas of car park. Repairs also required to car park - minor plugs etc. Both works ordered for Oct-17.

Verge Weeds Stopping Use of Residents Parking Meadow Lane - Work to be ordered and RBWM Parking to liaise with Grounds Maintenance to resolve.

Issues with Recycling Bins - Meadow Lane Car Park - Signage required to indicate Recycling Centre, items recyclable and to stop fly-tipping. RBWM Highways liaising with Waste Team on solutions. Installation date to be confirmed.

Hedgerows South Meadow Lane and Meadow Lane (and access to Brocas from Parking Area) - Cutting required and on-going maintenance. Open area between The Brocas and Meadow Lane fine - some cutting on road boundary may be required – order to be raised. Grass cutting on Borough schedule.

Poor Visibility at 1st Bay of Car Parking in South Meadow Lane – under review by RBWM Parking Team.

Fence Broken in Meadow Lane Car Park - This has been prioritised for repair.

Barrier Parking - Meadow Lane Car Park - New parking system to be installed Q3 17/18.

- **SIGNAGE**

No Road Signage to Eton at Royal Windsor Way (fountain) Roundabout - Ensure Eton is routed along Royal Windsor Way – Project Centre have advised on solutions. Stakeholders to discuss.

- **LIGHTING**

Programme to Replace 4 Lanterns on both of Windsor Bridge and Baldwin's Bridge - This is part of the LED Lighting upgrade with AA Lighting. These require retrofitting and should be completed by the end of November 2017.

Additional 4 Lamps on Windsor Bridge - Replacement as part of LED Lighting upgrade. Additional 4 lamps on Windsor Bridge – AA Lighting have this in hand.

Ensure Street Lights Working before Autumn (if LED upgrade is not completed) – AA Lighting to carry out a night scout exercise then carry out any repairs.

Investigate Lighting in Passageway between 92-93 High St - This is a repeat problem previously attended, AA Lighting to attend and permanently resolve with new lantern technology. Date to be confirmed.

- **CYCLING**

5 Bike Parking Hoops outside Christopher Wren Hotel - on the Windsor side of the Bridge - consultation has been carried out and feedback incorporated – RBWM awaiting a date for installation.

Secure Bike Parking Solution Developed by Eton & Eton Wick NP - Outside No.61 High St. – consultation being carried out by Town Centre Manager. Currently unable to contact all property owners. Awaiting feedback. £10,000 budget provided by Cllr Bicknell.

Remove the 2 Bike Parking Hoops outside the Flaming Cow Eton Bridge – this can be resolved when the Christopher Wren and High St. bike parking are installed.

- **ELECTRIC VEHICLE CHARGING**

Electric Car Charging - Work toward electric car charging points in Eton at various sites. This will be done as part of work to find 10 trial sites across the Borough. Date to be confirmed.

- **PUBLIC TOILETS**

Anti-social Behaviour due to lack of Public Toilets - Advance Community Toilet Scheme (PTUK) within pubs and shops and Issue National Key Scheme key (disabled toilet key) to taxi drivers. Town Centre Manager to engage with pubs and shops to operate scheme. RBWM Highways working with Town Centre Manager to develop a way forward.

Toilet Sign and Opening - Eton Court Car Park - Identification signs on toilet with opening times required. And request for 24/7 opening of toilet - Sign to be produced/ displayed – Oct 2017. 24/7 opening to be discussed - RBWM Highways have reservations to 24 hour opening and anecdotally vandalism does increase. The toilets in Eton are also in a residential area and increased noise could pose an issue. Extended hours are arranged for events such as Christmas Market.

- **PRIVATE AREAS**

Emergency Exit from Cote and Flats Above - needs investigation because of a) bikes and bins; b) 1st floor possible fire escape compliance and c) 2nd floor possible fire escape compliance. Ensure clear fire escape route and compliance with fire regulations - under investigation by RBWM Environmental Health.

Atherton Court Grounds Maintenance - Ensure Radian Housing has and carries out a sustainable grounds maintenance programme. Awaiting feedback from Town Council on discussion with Radian. RBWM Highways can also speak with Radian Housing if required.

- **ADDITIONAL POINTS**

Eton Priority List – This is compiled by the Town Clerk, Mrs Rivaz and Mr Peter Eaton in Eton and is being overseen by Cllr Wheeler of RBWM under the direction of Ben Smith. Tasks are handed down to the relevant officers for action.

Cllr Alexander wished to record his appreciation to Mrs Rivaz for her assistance in this process.

RBWM Boundary Review – The number of councillors is being reduced from 57 to 43 with an approximate ratio of 2,750 voters per councillor. The review ends on 4th December 2017 and a draft report will be available in February 2018. Cllr Alexander recommended that ETC takes a corporate view for submission. The Mayor requested that Members exchange their views by email and a corporate decision will be taken at the ETC Meeting on 2nd November.

Action: All Members

CM 4873 Thames Valley Police (TVP) Liaison

Sgt Emma Pendry reported the following:

- Crime Reports from September: Eton – 5 thefts of cycles, 2 thefts from vehicles & 1 shoplifting. Eton Wick – mostly thefts from garden sheds.
- TVP is visiting Eton Wick on Wednesday 11th October – EWVA Meeting.

Emma was asked what action can be taken against cyclists riding the wrong way down High Street, Eton. Emma advised that there are plans to issue warnings and if these are ignored, then fines will be given out. This process has worked well in the past.

Emma will investigate the potential for introducing an ANPR system in Eton. The problem is one of cost, however Cllr Alexander suggested that RBWM may be able to contribute on a 50:50 basis.

Emma was warmly thanked for her attendance at the Meeting.

CM 4874 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)

ECA & ETA

The September ECA report had been circulated to Members ahead of the Meeting and there were no questions. Mrs Rivaz highlighted certain points:

- Eton Priority List: This is working well, witnessed by the report from Cllr Alexander.
- High Street: Mrs Rivaz has interest from 4 potential retailers, however there are currently no empty shops available.
- RBWM Tourist Guide: 5,000 copies of this are printed and sent all round the world and yet it was unknown in Eton! Mrs Rivaz is now working with Julia White to achieve more representation for Eton.
- Cycle Parking: There is a possibility of a space for cycle parking outside the Watermans Arms; Mrs Rivaz will be organising a meeting of the NP group to follow up this opportunity.

3. CM 4861 Action List

- Prepare plan for Haywards Mead Play Area upgrade. **LT & PL Actioned**
- Arrange for mural design at local schools. **GF Actioned**
Cllr Fussey reported that school assemblies had been arranged with the artist and it had been agreed that their work would be displayed at Eton College. The next stage is to arrange fundraising.
- To follow up tree survey quotations. **PL, RWL, JL & DR Pending**

4. CM 4859 Matters Arising from the Minutes

- Compile monthly Action List for ETC Meetings. **LT Actioned**

5. CM 4865 Recreation Grounds & Open Spaces

- Follow up Golden Curry A/C units with owner and Mrs Rivaz. **ML Pending**

CM 4877 Mayor's Report

The Mayor had taken part in two meetings, one with Mrs Rivaz and the Parish Visit on 5th October.

CM 4878 Action List

Issue	Action / Status
South Meadow Lane Pavilion, Eton	NB Cllr Lewandowski had declared an interest in this subject. Section 106 funds are available for renovation work. It was agreed that Cllr Lewandowski would progress a plan to refurbish the building. Site visit made on 3 rd February and outline plan presented to ETC Meeting by Dan Lewandowski on 2 nd March. A working party of the Mayor, Cllrs Leach, Lewandowski and Reed, Ian Mellor and the Town Clerk met on 23 rd March and a further meeting took place with Dan Lewandowski on 3 rd May to progress the project. Cllr Reed is now leading the project and he has spoken to Paul Mitchell of Windsor Youth FC who are keen to work with us and may contribute financially to the scheme. Cllr Reed circulated a report of his discussions to the working party and an application for £5,000 to Lewandowski Architects to progress the project through to planning and contractors was approved at the 6 th July ETC Meeting. Cllr Reed is progressing with Cllr Alexander a capital bid from RBWM and the plan is nearing application stage. ETC approved expenditure of £995 on a Flood Risk Survey at the 5 th October ETC Meeting
Eton Wick Cemetery Extension	A meeting had taken place between the Graveyard Committee and The Rev La Stacey to discuss the EA Report. Following this meeting, it was decided to go for a pree app.

Neighbourhood Plan

The Plan was approved for submission at the 4th May ETC Meeting and with a minute amendment, at the 1st June Meeting and has been passed to RBWM for adjudication. Neighbourhood Plan Regulation 16 consultation will be initiated soon by RBWM.

There are strict rules that David Carlisle of AECOM our consultants have shared explaining that there are statutory rules against lobbying, which ETC has to adhere to.

A photo opportunity was being arranged with RBWM and the Steering Group.

Haywards Mead Play Area

Following discussions between EWVA and Cllr Mrs Rayner on 5th July, it was decided that Haywards Mead Play Area needed upgrading and Councillors Mrs Tarbox and Lawless were charged with formulating a proposal for ETC to consider. This would include financial support (RBWM Capital Grant, S106, Tesco) and examples of equipment. **Action: Cllrs Mrs Tarbox & Lawless**

Tree Survey across ETC Estate

ETC commissioned Toby Fox to do a tree survey and this was completed and circulated to members on 31st May. It was agreed at the 1st June ETC Meeting that health and safety issues be addressed first, followed by statutory requirements. It was also agreed that each recreation ground/open space councillor be responsible for his part of the survey under the overall leadership of Councillor Reed who will manage the reporting process. Helen Leonard of RBWM has supported the Survey and has offered a list of recommended contractors and following discussion at the 6th July ETC Meeting, the Town Clerk sought quotations. These have been received and passed to Cllr Reed and the other members of the team to follow up.

Action: Cllrs Lawless, Lewandowski & Reed

Eton Court Car Park Mural

Cllr Fussey reported at the 5th October ETC Meeting that the commissioned artist was working with local schools to prepare some ideas for the mural. These will be featured in an exhibition afterwards in Eton College. The cost of this exercise is estimated at £2K. When the design has been prepared, the mural will need planning permission and also approval from ETC for the estimated total expenditure of £20K. It is anticipated that some of this cost would be made available from Section 106 Community Art Projects fund. Cllr Alexander indicated the possibility of a matching grant from RBWM. It was agreed unanimously at the Meeting that initial expenditure of £2K be approved and Cllr Fussey to make the necessary arrangements.

Action: Cllr Fussey

Cllr Fussey indicated that he may need to hand over the reins on this project to another councillor in due course owing to his work commitments.

CM 4879 Correspondence

Members had received the following correspondence during September:

- Email from Bill Dax of Dorney Traffic Working Group dated 14.9.17 regarding Traffic Calming in Eton Wick. Emailed to Members on 14.9.17
- Email from Alex Drury of RBWM dated 18.9.17 regarding press release for 60 years of twinning with Saint-Cloud. Emailed to Members on 18.9.17
- Email from Sharon Wootten of RBWM dated 18.9.17 regarding Parish Paths Initiative membership forms. Emailed to Members on 19.9.17
- Email from Lynne Beaumont of Volker Highways dated 19.9.17 regarding Pothole Challenge 2017. Emailed to Members on 19.9.17
- Email Newsletter from RBWM dated 13.9.17 regarding September news for residents. Emailed To Members on 14.9.17
- Email from Aggie Fedyna of RBWM dated 14.9.17 regarding Common Lane Upcoming Closure on 23.9.17. Emailed to Members on 14.9.17
- Email from Alex Drury of RBWM dated 21.9.17 regarding Developers Fined for Felling Trees. Emailed to Members on 21.9.17
- Email from Alex Drury of RBWM dated 21.9.17 regarding New Homelessness Strategy. Emailed to Members on 21.9.17
- Email from Alison Singleton of RBWM dated 25.9.17 regarding Mayor's Afternoon Charity Tea on 25.10.17. Emailed to members on 25.9.17
- Email from Alex Drury of RBWM dated 26.9.17 regarding Free Compost Giveaway. Emailed to Members on 26.9.17
- Email from Suzanne Martin of RBWM dated 27.9.17 regarding Electoral Review of RBWM. Emailed to members on 27.9.17
- Email from Planning Policy Team at RBWM dated 27.9.17 regarding Borough Local Plan – End of Consultation. Emailed to members on 27.9.17

CM 4880 Website

- In his absence, Cllr Blightman had circulated a report for September for which he was thanked. Cllr Blightman continues to request more information from Members for the website.

CM 4881 Other Organisations

- **Baldwins Bridge Trust:** A meeting was held on 13th September. Nothing to report.

- **Eton Wick Football & Social Club:** Cllr Lovell reported that the AGM was held on 15th September. There are now 10 members on the committee. There had been a break in at the Club when money was stolen and the CCTV hard drive taken.
- **Eton Poors Estate:** Cllr Highy reported that the September meeting has been postponed to 6th November.
- **Eton Wick Waterways Group:** Cllr Mrs Evans reported that the Launch Day on Saturday 16th September had been very successful. The morning activities were held in the Village Hall with group meetings, and in the afternoon activities were held outdoor including toy raft races and riparian ownership demonstrations. It was noted that the stream by Common Road on Eton College land was in need of attention..
- **Heathrow Airport Expansion:** There was nothing to report.

CM 4882 Recreation Ground & Open Spaces Reports

- **Stockdales Recreation Ground:** There was nothing new to report.
- **Haywards Mead Recreation Ground:** There was nothing new to report.
- **Bell Lane Open Area:** There was nothing to report.
- **South Meadow Lane Recreation Ground:** There was nothing new to report.
- **Jubilee Square & Watermans Arms:** The drive on Jubilee Square is still looking dirty and this item features prominently on the Eton Priority List.

CM 4883 Parish Visit

The Mayor reported on a very successful visit by Cllr Christine Bateson and Alison Alexander of RBWM when we were able to present Eton and Eton Wick in a very positive light.

CM 4884 Any Other Business

- The ETC Christmas Party is scheduled for Friday 8th December.
- Cllr Lovell reported on the state of the road outside Beckingtons on Eton Wick Road. Also the speed hump outside the College Chapel needs attention. Town Clerk to follow up with RBWM.

Action: Town Clerk

CM 4885 Date of Next Meeting

Thursday 2nd November 2017 at 7.30pm in the Council Chamber.

CM 4886 Development Control – Town Council Consultation

The following applications had been received in September:

Application Number: 17/02841

Application Date: 11.9.17

Type: Discharge of Condition

Applicant: Versant (Eton) Ltd

Location: 47-49 High Street, Eton

Proposal: Details required by condition 2 (schedule of materials and workmanship)

Determination Date: 6.11.17 **No Objection**

Application Number: 17/02842

Application Date: 11.9.17

Type: Discharge of Condition

Applicant: Versant (Eton) Ltd

Location: 47-49 High Street, Eton

Proposal: Details required by condition 5 (enclosure to the Cock Pitt building)

Determination Date: 6.11.17 **No Objection**

Application Number: 17/02839

Application Date: 20.9.17

Type: Discharge of Condition

Applicant: Versant (Eton) Ltd

Location: 47-49 High Street, Eton

Proposal: Details required by condition 6 (hard and soft landscaping))

Determination Date: 15.11.17 **No Objection**

Application Number: 17/02840

Application Date: 20.9.17

Type: Discharge of Condition

Applicant: Versant (Eton) Ltd

Location: 47-49 High Street, Eton

Proposal: Details required by condition 8 (acoustic and ventilation details)

Determination Date: 15.11.17 **No Objection**

Application Number: 17/02923

Application Date: 19.9.17

Type: Discharge of Condition

Applicant: Versant (Eton) Ltd

Location: 47-49 High Street, Eton

Proposal: Details required by condition 2 (construction of management plan)

Determination Date: 14.11.17 **More details required**

Action: Town Clerk

Application Number: 17/02525 Cllr Highy declared an interest

Application Date: 12.9.17

Type: Non Material Amendment

Applicant: Mr S. Nash

Location: 69 Eton Wick Road, Eton Wick

Proposal: NMA to 14/01489 to add a condition for the approved plan numbers

Determination Date: 10.10.17 **No Objection****Application Number: 17/02828**

Application Date: 8.9.17

Type: Discharge of Condition

Applicant: Mr Amit Goyal

Location: The Silk Route, 32 Eton Wick Road, Eton Wick

Proposal: Details required of condition 2 (materials) of 16/02145 for change of use from A3 to C3

Determination Date: 3.11.17 **No Objection****Application Number: 17/02845**

Application Date: 12.9.17

Type: Full

Applicant: Ms Barbara Hoyle

Location: 27 Common Road, Eton Wick

Proposal: Single storey rear extension and garage conversion into habitable accommodation

Representation Date: 11.10.17 **Concerns about lack of off street parking****Action: Town Clerk****Application Number: 17/02999 Cllrs Fussey & Highy declared an interest**

Application Date: 26.9.17

Type: Discharge of Condition

Applicant: Mr Martin Delaney

Location: 50 High Street, Eton

Proposal: Details required by condition 2 of LBC for a single storey rear extension.

Determination Date: 21.11.17 **No Objection**

Application Number: 17/03054

Application Date: 2.10.17

Type: Works to Trees in Conservation Area

Applicant: Mr Jeremy Gardner

Location: 15 Tangier Lane, Eton

Proposal: Reduce Holly (T1) by 50%

Representation Date: 2.11.17 **No Objection**

Application Number 17/00243/FULL Age Concern, 53 High Street, Eton

Cllr Leach agreed to attend and speak at the Panel Hearing on 11th October. Town Clerk to advise RBWM accordingly.

Action: Town Clerk

Application Number 17/00260/FULL 109 High Street, Eton

The Mayor agreed to attend and speak at the Panel Hearing on 11th October. Town Clerk to advise RBWM accordingly.

Action: Town Clerk

CM 4887 Planning Decisions & Information

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

Application Number: 17/00816

Application Date: 8.3.17

Location: 12 Princes Close, Eton Wick

Type: Full

Proposal: Retrospective annex

Decision: Permission Refused

Application Number: 17/01332

Application Date: 24.7.17

Location: J Manley Gallery, 27 High Street, Eton

Type: Full

Proposal: Part change of use for the rear area from A1 to C3

Decision: Application Withdrawn on 7.9.17

Application Number: 17/01333

Application Date: 24.7.17

Location: J Manley Gallery, 27 High Street, Eton

Type: Listed Building Consent

Proposal: Part change of use for the rear area from A1 to C3

Decision: Application Withdrawn on 7.9.17

Application Number: 17/01715

Application Date: 13.7.17

Location: 2 Broken Furlong, Eton

Type: Full

Proposal: Two storey rear and side extension, hip to gable with new roof dormer (minor alterations to consented scheme 16/01933)

Decision: Permission Refused

Application Number: 17/02376

Application Date: 4.8.17

Location: Studio 101, 101 High Street, Eton

Type: Full

Proposal: Change of use of shop (A1) to residential (C3)

Decision: Permission Refused

Application Number: 17/02016

Application Date: 23.6.17

Location: 23 Stockdales Road, Eton Wick

Type: Full

Proposal: Proposed single storey rear extension and front porch

Decision: Permission Granted

Application Number: 17/02014

Application Date: 23.6.17

Location: 23 Stockdales Road, Eton Wick

Type: Full

Proposal: Proposed front extension

Decision: Permission Granted`

The Meeting closed at 9.20pm