

## Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Thursday 4<sup>th</sup> January at 7.30pm

**Present:** Cllrs R. Lewandowski (Deputy Mayor), M. Cadwallader, Mrs S. Evans, G. Fussey, P. Highy, D. Hill, P. Lawless, D. Reed & Mrs L. Tarbox

**In Attendance:** Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant) & Mrs R. Rivaz (ECA)

**Apologies:** Cllrs D. Bishop (Mayor), M. Blightman, M. Leach, J. Lovell & Mrs S. Warner  
Cllrs M. Alexander & Mrs S. Rayner (RBWM)

The Deputy Mayor, Cllr Lewandowski took the Chair and opened the Meeting by welcoming everyone present and the apologies were recorded.

### CM 4921 Finance

Mr Reynolds presented December monthly and YTD accounts to the Meeting:

- There is an overspend in December due to unbudgeted expenditure on the South Meadow Lane Pavilion Development Plan. This also affects the YTD figures.
- The monthly schedule and YTD accounts were approved.
- Members agreed at the December ETC Meeting to financially support the ANPR project, recognising that this expenditure would need to come from reserves. The following situation currently exists:

Baldwins Bridge Trust £1K Committed

EWVA £1K Proposed

ECA TBC

Eton College TBC

It was agreed that the Council would commit to a minimum of £1K for the project, and will make up the balance of the £7K after all the outstanding commitments have been made, up to a maximum of 50% of the total.

- Retrospective expenditure of £600 plus VAT to Lewandowski Architects and £385 to RBWM on the planning application for South Meadow Lane Pavilion Development was approved. The Deputy Mayor had declared an interest.
- Expenditure of £749 plus VAT to HAGS-SMP for essential repairs to play equipment at South Meadow Lane and Stockdales Play Areas following the December inspection was approved. Cllr Reed would confirm with the Town Clerk that the SML work was necessary. **Action: Cllr Reed**

### CM 4922 RBWM Councillor Issues

- Meadow Lane Car Park: Cllr Alexander had reported that there were 49 Business Parking Permits issued to businesses in Eton, however there was no information on the number issued to each business or the individual names. The Town Clerk will seek to solicit this information from RBWM by some means. **Action: Town Clerk**
- Haywards Mead Car Park: The Deputy Mayor outlined the current state of the rubbish build up and it was agreed that the Town Clerk would arrange a site meeting to include Cllr Mrs Rayner, Neil Walter and Kathryn Best of RBWM. **Action: Town Clerk**

### **CM 4923 Thames Valley Police (TVP) Liaison**

There was no report from Thames Valley Police.

- The Deputy Mayor reported on the theft from his car at the Palmers Arms over Christmas. This was reported and logged although there had been no follow up from TVP.
- The incident at Colenorton Crescent was discussed.
- The current issue of homeless people on the streets of Windsor was discussed. It was noted that TVP request any incidents of empty sleeping bags be reported to them, preferably with a photograph to aid recognition.

### **CM 4924 Eton Community Association (ECA), Eton Wick Village Association (EWVA) & Eton Traders Assoc (ETA)**

#### **ECA & ETA**

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

- The street lighting changeover to LED lights will be completed within 2 weeks.
- The Royal Wedding Street Party will take place on Sunday 20<sup>th</sup> May.
- The High Street flagpole issue is still being progressed with RBWM although it is taking an age.

#### **EWVA**

The Deputy Mayor advised the Meeting that the next EWVA committee meeting will take place on Tuesday 16<sup>th</sup> January and Cllrs Mrs Evans and Mrs Tarbox agreed to attend. The next EWVA full meeting will take place on Thursday 15<sup>th</sup> February.

### **CM 4925 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 7<sup>th</sup> December were presented. There being no alterations the minutes were approved and signed.

## CM 4926 Matters Arising from the Minutes

### Town Clerk Actions:

1. Pass Tom Arbuthnott contact details to Members. **Actioned: 13.12.17**
2. **CM 4907 Thames Valley Police Liaison**
  - Forward Emma Pendry report to Members. **Actioned: 8.12.17 & 13.12.17**
3. **CM 4910 Matters Arising from the Minutes of 2.11.17**
  - Forward link of permissible signage regulations to members. **Actioned: 8.12.17**
4. **CM 4895 Action List**
  - Forward Peter Lawless email on tree survey at Stockdales to other team members. **Actioned: 13.12.17**
5. **CM 4916 Recreation Ground & Open Spaces**
  - Advise TBS Hygiene to stop driving on Haywards Mead when the ground is wet. **Actioned 13.12.17**
6. **CM 4917 Any Other Business**
  - Follow up problem of Eton Court pavements with RBWM and Ruddy Homes. **Actioned: 13.12.17**
7. **CM 4919 Development Control**
  - **17/03556:** Write to RBWM to enquire about alternative car parking arrangements. **Actioned: 13.12.17**
  - **17/03290:** Write to RBWM to confirm that the proposed sign is not neon lit. **Actioned: 13.12.17**

### Others Actions:

1. **CM 4910 Matters Arising from Minutes of 2.11.17**
  - Meadow Lane Car Park: Ascertain numbers and names of business permits currently in force. **Partly Actioned by Cllr Alexander**
  - Flagpoles in Eton High Street: Cllr Alexander will follow up with RBWM to obtain permissions. **Pending: Cllr Alexander**
2. **CM 4917 Any Other Business**
  - The Mayor will arrange for someone to check on the condition of the war memorial and improve its appearance. **Pending: Mayor**

### CM 4927 Mayor's Report

- Town Clerk to chase up plans for postponed Christmas Dinner. **Action: Town Clerk**

## CM 4928 Action List

### South Meadow Lane Pavilion, Eton

NB Cllr Lewandowski had declared an interest in this matter. Cllr Reed is 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<sup>th</sup> July ETC Meeting. Cllr Reed is progressing with Cllr Alexander a capital bid from RBWM. ETC approved expenditure of £995 on a Flood Risk Survey at the 5<sup>th</sup> October Council meeting, although it was reported at the 7<sup>th</sup> December ETC Meeting that the pavilion has never flooded. A planning application has been submitted.

### Eton Wick Cemetery Extension

A meeting took place between the Graveyard Committee and Jane Carter, the consultant. A planning application is being submitted w/c 8<sup>th</sup> January which takes into account some of the recommendations of the EA Report. Cllr Mrs Rayner is requested to call this application in.

**Action: Town Clerk/Cllr Mrs Rayner**

### Neighbourhood Plan

The Plan was approved for submission at the 4<sup>th</sup> May ETC Meeting and with a minute amendment, at the 1<sup>st</sup> 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 shoot took place on 2<sup>nd</sup> November with the Mayor handing the NP to Cllr Mrs Bateson of RBWM.

### Haywards Mead Play Area

Following discussions between EWVA and Cllr Mrs Rayner on 5<sup>th</sup> 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. Cllr Mrs Tarbox is meeting with suppliers in the New Year.

## Tree Survey across ETC Estate

ETC commissioned Toby Fox to do a tree survey and this was completed and circulated to members on 31<sup>st</sup> May. It was agreed at the 1<sup>st</sup> 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 6<sup>th</sup> July ETC Meeting, the Town Clerk sought quotations. These were received and passed to Cllr Reed and the other members of the team to follow up, together with Cllr Lawless' report on Stockdales. Town Clerk will arrange a meeting of the team to decide which trees need attention.

**Action: Town Clerk**

## Eton Court Car Park Mural

Cllr Fussey reported that 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, TBC. The work with the schools was completed and the design has been selected.. The exhibition at the College will take place on 5<sup>th</sup> March 2018 to which all ETC Councillors are invited. 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. It is intended that the Councillors attend a preview on the 1<sup>st</sup> March.

## CM 4929 Correspondence

Members had received the following correspondence during December:

- Email from Aggie Fedyna of RBWM dated 6.12.17 regarding closure of B3206 on 15.12.17. Emailed to members on 6.12.17
- Email Newsletter from RBWM Highways dated 7.12.17 regarding highways works w/c 11.12 17. Emailed to Members on 7.12.17
- Email Press Release from Chris Anderson of RBWM dated 11.12.17 regarding New Environmental Services Lead Member. Emailed to Members on 12.12.17
- Email Press Release from Thames Valley Police dated 19.12.17 regarding support for the homeless. Emailed to Members on 20.12.17
- Email correspondence with Jenny Dibsall dated 19.12.17 regarding verbal attack in High Street, Eton. Emailed to Members on 20.12.17
- Email Press Release from Chris Anderson of RBWM dated 20.12.17 regarding Business Rates Pilot. Emailed to Members on 20.12.17

### CM 4930 Website

- The December report from Cllr Blightman had been circulated and the Deputy Mayor paid tribute to Cllr Blightman for his professionalism and commitment to the ETC Website.

### CM 4931 Other Organisations

- **Baldwins Bridge Trust:** The Deputy Mayor advised that the Trust had met in December and had agreed the expenditure on the ANPR cameras.
- **Eton Wick Football & Social Club:** Cllr Lovell was absent, however concern was expressed at the Meeting about the absence of the Steward at key evening events and also the fact that he was now apparently on long term sick leave.
- **Eton Poores Estate:** Cllr Hill was re elected unanimously as the ETC representative. Cllr Highy reported on a very successful dinner on 13<sup>th</sup> December and party on 19<sup>th</sup> December.
- **Eton Wick Waterways Group:** There was nothing to report.
- **Heathrow Airport Expansion:** There was nothing to report.

### CM 4932 Recreation Ground & Open Spaces Reports

- **Stockdales Recreation Ground:** Parking on the grass remains an issue and EWVA will follow up.
- **Haywards Mead Recreation Ground:** There was nothing to report.
- **Bell Lane Open Area:** There was nothing to report.
- **South Meadow Lane Recreation Ground:** There was nothing to report.
- **Jubilee Square & Watermans Arms:** There was some discussion about the need for a replacement tree on Jubilee Square. The Deputy Mayor to discuss with the Mayor on his return.

### CM 4933 Any Other Business

- The email from Cllr Leach regarding the need for extra exposure for ETC and Council Members was discussed and it was felt that with the occasional articles in Eton Matters and Eton Wick Newsletter highlighting the subject, and the ETC website, there was sufficient publicity and opportunity for the public to make contact.
- The email from RBWM regarding the closure of Eton Wick Road was discussed and the Town Clerk was asked to write and suggest alternative times of closure – overnight working over 2 nights? Also what does the work actually involve? **Action: Town Clerk**

### CM 4934 Date of Next Meeting

Thursday 1<sup>st</sup> February 2018 at 7.30pm in the Council Chamber.

### CM 4935 Development Control – Town Council Consultation

The following applications had been received from the Royal Borough in December:

**Application Number: 17/03758**

Application Date: 5.12.17

Type: Variation Under Reg 73

Applicant: Versant Developments

Location: 47-49 High Street, Eton

Proposal: Variation of Condition to amend the wording in order that the full schedule of all repairs and alterations to the existing buildings is required prior to construction.

Representation Date: 8.1.18 **No Comment**

**Application Number: 17/03558**

Application Date: 11.12.17

Type: Full

Applicant: Mr Sarbjit Labana

Location: Premier Stores, 62-63 High Street, Eton

Proposal: Change of use of part of rear ground floor from A1 (retail) to C3 (residential) and alterations to rear fenestrations

Representation Date: 9.1.18 **ETC opposes this application on the grounds that it is against the policy expressed in the Neighbourhood Plan of not permitting changes of use from retail to residential, whether in whole or in part. Concern was expressed that the wall had already been built and this needed bringing to the attention of RBWM.**

**Action: Town Clerk**

**Application Number: 17/03559**

Application Date: 11.12.17

Type: Listed Building Consent

Applicant: Mr Sarbjit Labana

Location: Premier Stores, 62-63 High Street, Eton

Proposal: Consent to remove partition walls and install new partitions and to install 2 window openings and 4 rooflights

Representation Date: 8.1.18 **See Above**

**Application Number: 17/03790**

Application Date: 14.12.17

Type: Full

Applicant: Mr James Bainton

Location: 2 Broken Furlong, Eton

Proposal: Single storey side extension, first floor rear/side extension, first floor rear extension, hip to gable and rear dormer to facilitate a loft conversion (amendment to planning permission 16/01933)

Representation Date: 12.1.18 **No Objection**

**Application Number: 17/02429**

Application Date: 3.8.17

Type: Discharge of Condition

Applicant: Mr Alan Bluhm

Location: The Shoes, 44 Eton Wick Road, Eton Wick

Proposal: Details required by Cond 2 of planning permission 17/01377 for the erection of a single storey garage

Determination Date: 28.9.17 **No Comment**

**Application Number: 17/03848**

Application Date: 3.8.17

Type: Works to Trees in Conservation Area

Applicant: Mr Martin Delaney

Location: 50 High Street, Eton

Proposal: (T1) Sycamore – fell, (T2) Sycamore – thin by 25%

Representation Date: 15.1.18 **No Objection**

**Application Number: 17/03758**

Application Date: 5.12.17

Type: Variation Under Reg 73

Applicant: Versant Developments

Location: 47-49 High Street, Eton

Proposal: Variation of Condition 2 to amend the wording of the condition



Representation Date: 8.1.18 **No Objection**

**Application Number: 17/03844**

Application Date: 14.12.17

Type: Discharge of Condition

Applicant: Versant Developments

Location: 47-49 High Street, Eton

Proposal: Details required of the Section 106 agreement of planning permission 15/02786

Determination Date: 8.2.18 **No Comment**

**Application Number: 17/03743 Cllrs Fussey & Highy declared an interest**

Application Date: 18.12.17

Type: Full

Applicant: The Provost & Fellows of Eton College

Location: Pavement Outside Memorial Buildings, Eton College, Eton

Proposal: Installation of anti vehicle bollards

Representation Date: 18.1.18 **No Objection**

**Application Number: 17/03951 Cllrs Fussey & Highy declared an interest**

Application Date: 20.12.17

Type: Listed Building Consent

Applicant: Mr Ian Mellor

Location: Brewhouse, Eton College, Eton

Proposal: Consent to undertake investigation works to the paving to assess underground routes

Representation Date: 26.1.18 **No Objection**

**CM 4936 Planning Decisions & Information**

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

**Application Number: 17/02828**

Application Date: 8.9.17

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

Type: Discharge of Condition

Proposal: Details required by Condition 2

Decision: Application Approved

**Application Number: 17/03336**

Application Date: 29.10.17

Location: 43 Bunces Close, Eton Wick

Type: Full

Proposal: Single storey front extension

Decision: Application Withdrawn on 14.12.17

**Application Number: 17/02999**

Application Date: 26.9.17

Location: 50 High Street, Eton

Type: Discharge of Condition

Proposal: Details required by Condition 2 of LBC 16/03644

Decision: Application Approved

**Application Number: 17/03250**

Application Date: 25.10.17

Location: 40 Haywards Mead, Eton Wick

Type: Full

Proposal: Construction of dropped kerb

Decision: Permission Refused

**The Meeting concluded at 8.55pm**

