

## Minutes of the Council Meeting

Held in the Council Offices, 102 High Street, Eton

Tuesday 14<sup>th</sup> May at 7.30pm

- Present:** Cllrs R. Lewandowski (Mayor), D. Bishop, Mrs S. Evans, G. Fussey, D. Hill, P. Lawless, M. Leach, J. Lovell, K. Robertson & Mrs L. Tarbox
- In Attendance:** Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant), Dr R. Rivaz (ECA), Ms C. Taylor & Mr A. Pearn-Rowe (EWVA), Mr P. Eaton (BRG) & Mrs L. Oatway
- Apologies:** Cllrs M. Blightman, M. Cadwallader & D. Reed, Cllrs J. Bowden & Mrs S. Rayner (RBWM) & Sgt E. Pendry (TVP)

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

### CM 5176 Finance

- Mr Reynolds presented April monthly and YTD accounts to the Meeting. Expenditure was broadly in line with budget. The monthly schedule of payments and the monthly accounts were approved.
- Members considered the proposed expenditure of £1,787.80 plus VAT from HAGS – SMP Playgrounds Ltd on play equipment maintenance, as follows:

Haywards Mead £822.50  
Stockdales Road £452.80  
South Meadow Lane £512.50  
Total £1787.80 plus VAT

This expenditure was approved unanimously. Town Clerk to arrange the work.

**Action: Town Clerk**

- Members considered estimate for £10,050 plus VAT from Greentouch Ltd for works to Haywards Mead. Cllr Mrs Tarbox explained the details of this work and the expenditure was agreed unanimously. Funds will come from Section 106. Town Clerk to arrange the work.

**Action: Town Clerk**

Cllr Mrs Tarbox thanked Ms C. Taylor for her help in acquiring a grant of £3K from The Princes Trust for the Haywards Mead project.

- Cllr Leach outlined the situation regarding the Eton Silent Soldier silhouette which was planned to be installed in Jubilee Square but which was installed instead in the Memorial Gardens in time for Remembrance Day. Due to the relative seclusion of the Memorial Gardens, his concern was the lack of visibility of any war memorial in the town and proposed three options:

1. Leave the silhouette where it is and do nothing more
2. Move the silhouette to Jubilee Square where it was first intended to be
3. Leave the silhouette where it is and add a new, different memorial in Jubilee Square

Cllr Mrs Tarbox commented that the Memorial Gardens look very attractive and suggested that the silhouette be moved from the wall to the planted area where it would achieve greater prominence.

Mr Eaton suggested that the silhouette be moved alongside the entrance gates where it would be visible to passers by. This was considered an excellent idea and Cllr Leach agreed to contact Eton College for the necessary permission.

**Action: Cllr Leach**

Further discussion took place over what type of memorial should be erected in Jubilee Square. The Mayor expressed concern that the area should not become cluttered and suggested that there would probably be memorials for sale in readiness for VE Day 75 (details of which had been circulated to Members) or closer to Remembrance Day. Mrs Oatway suggested a memorial stone similar to the one in the centre of Eton Wick and this idea was favourably received. Cllr Leach agreed to progress this project.

**Action: Cllr Leach**

Mrs Oatway additionally brought up the subject of the lack of a litter bin in Meadow Lane Car Park, alongside the new ticket machine. Dr Rivaz informed the Meeting that following a recent discussion with Tony Robinson of RBWM at the April Eton Action List Meeting, it was now RBWM policy to relocate little-used bins rather than continually add new ones. Dr Rivaz agreed to ask the Eton Street Cleaner for his advice on which bin in the town could be best relocated to the Car Park and advise the Town Clerk.

**Action: Dr Rivaz**

### **CM 5177 Thames Valley Police (TVP) Issues**

In the absence of Sgt Emma Pendry the Town Clerk read out the letter of apology which he had received which included a report on local crime statistics in April and ongoing work in relation to Bikes, Targeted Operations, Freedom of Windsor Parade and Knife Sweeps. Sgt Pendry requested that she be kept informed of any local concerns or issues.

The Mayor wished to express the Council's appreciation to Sgt Pendry for her report and for her good work for Eton and Eton Wick. Town Clerk will confirm in writing.

**Action: Town Clerk**

### **CM 5178 RBWM Councillors' Issues**

In the absence of a RBWM Councillor there was nothing to report.

The Town Clerk alerted Members to the imminent works to be carried out at Haywards Mead Car Park. On the subject of line markings following the works, the Mayor will communicate with Cllr Mrs Rayner over what is required.

**Action: The Mayor**

### **CM 5179 Eton Community Association (ECA) & Eton Wick Village Association (EWVA)**

#### **ECA**

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

- Neighbourhood Plan – request from Cllr Reed to change some of the wording had been rejected by RBWM. Also, the possibility of a satellite doctors' surgery in Eton Wick (part of the Plan) had been rejected by Dr Brudney.
- The ECA AGM had been held on 24<sup>th</sup> April and was a great success with 30 attendees.
- The Eton Action List Group was progressing the problem of pedestrian access into Meadow Lane Car Park from Eton Court.
- The Group is also seeking a resolution to errant waste bins on Brocas Street and Atherton Court.
- Electrical Wiring in Eton – the presence of untidy and redundant wires across many buildings in the High Street is being followed up with RBWM contractors.
- Eton Christmas Lights – an underspend of £1,100 from the ETC grant to ECA in 2018/19 would be added to the 2019/20 grant of £1,500 so that work can commence on the electrification of the new flagpole holders in the High Street. A payment of £2,600 was therefore agreed (NB already passed by Council in previous and current budget).

**Action: Town Clerk**

- Eton & Eton Wick Information Centre – the grant of £50K from RBWM had been received and building work was due to commence.
- Cockpit – there was continued concern over this building and pressure needs to be applied to the RBWM Conservation Officer to reach a solution. Town Clerk will progress. **Action: Town Clerk**

The Mayor thanked Dr Rivaz for her report.

## **EWVA**

A meeting of EWVA was due to take place on Wednesday 15<sup>th</sup> May.

Ms Clare Taylor outlined some current topics:

- EWVA wishes to pass on congratulations to Cllr Samantha Rayner on her re-election and bid a warm welcome to Cllr Ken Robertson.
- There will be a Community Day in July, details to be arranged.
- Discussions are taking place with regard to Bell Lane Plaza.
- The Eton Wick River Link Signpost is due to be finalised.

The Mayor thanked Ms Taylor for her report.

## **CM 5180 Confirmation of the Minutes of the Town Council**

The minutes of the Meeting held on 4<sup>th</sup> April were presented and there being no alterations these were approved and signed.

## **CM 5181 Matters Arising from the Minutes**

### **Town Clerk Actions:**

- **CM 5167:** Write to local councils in the area regarding their website experience. **Actioned 17.4.19**

**A useful response had been received from Wraysbury Parish Council and further details were being sought.**

- **CM 5174:** Write to RBWM Planning regarding Application 19/000736. **Actioned 17.4.19**

### **Members' Actions**

#### **The Mayor:**

- **CM 5163:** Progress Keate's Lane Sub Committee following May Elections. **Pending**
- **CM 5163:** Circulate final draft of River Link Signpost to Members. (CM 5148). **Pending**

#### **Cllr Bishop:**

- To confirm arrangements for ETC Seasonal Dinner (CM 5146). **Pending**

#### **Cllr Mrs Rayner:**

- Arrange for road sign at Keate's Lane junction to be replaced. **Actioned**
- Arrange for road markings for R/H turn at Keate's Lane junction. **Actioned**

## CM 5182 Mayor's Report

Cllr Bishop advised that he had attended several meetings of Eton & Eton Wick Information Centre and Barnes Pool Restoration Project in April.:

## CM 5183 Action List

Issue	Action / Status
<b>South Meadow Lane Pavilion, Eton</b>	<p><b>NB Cllr Lewandowski has declared an interest in this matter.</b> 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 6.7.17 ETC Meeting. This would need to come from reserves. ETC approved expenditure of £995 on a Flood Risk Survey at the 5.10.17 ETC Meeting, to come from the £5,000 committed. A planning application was submitted for the building and this was approved by RBWM. A further planning application was made for the car park and ETC approved expenditure at the 5.4.18 ETC Meeting of £1,000 to Lewandowski Architects to make this submission. In addition, £2,000 was approved at this meeting for a Structural Engineer report. Planning approval has been obtained and the next step is to raise the funds, the estimated cost is £250K. It was established at the 4.10.18 ETC Meeting that the capital bid of £150K through RBWM had not been made. A meeting of the working party took place on 4.9.18 and Cllrs Leach and Reed were charged with formulating a business plan. A further meeting of the working group took place on 11.12.18 to update on progress with fundraising, specifications and business plan. At the ETC Meeting on 7.3.19 concern was expressed at the lack of progress and discussions took place on what would be the best way forward, notably scaling down the project to a renovation of the building instead of the proposed redevelopment. The cost of this renovation would be covered by the S106 Funds currently set aside for this building. It was agreed to wait until Cllr Reed is present so that a decision can be reached. At the ETC Meeting on 4.4.19 Cllr Reed advised that a Lottery grant of £100K had been made and Windsor Youth FC was seeking commercial sponsorship for the project. At the ETC Meeting on 14.5.19 concern was again expressed at the lack of progress and it was agreed that a decision would be made at the next ETC Meeting on 6.6.19 when Cllr Reed is present on whether to simply renovate the existing structure.</p>

## **Stockdales Travellers' Protection Scheme**

At the ETC Meeting on 7.2.19 Cllr Lewandowski presented a plan that had been formulated with Cllr Lawless, Greentouch Ltd and the Town Clerk for the planting of trees and installation of barrel rail around the Recreation Ground. This was met with enthusiasm from all Members. The draft quotation from Greentouch Ltd amounting to £13,120 plus VAT was considered acceptable and was unanimously approved. The funds would come from S106. Cllr Lawless met with Greentouch Ltd on 22.2.19 to examine the plans in detail and it was agreed to proceed immediately. At the ETC Meeting on 7.4.19 Cllr Lewandowski reported that the work had been completed and the response from the local residents was very positive. The bollards for the Greentouch Ltd vehicle entrance had been installed.

Cllr Mrs Rayner has confirmed that RBWM is looking at installing additional parking bays to ensure that cars are not driven onto the grass verges.

**It was agreed that this item would now be removed from the Action List.**

## **Haywards Mead Play Area**

Following discussions between EWVA and Cllr Mrs Rayner on 5.7.17, it was decided that Haywards Mead Play Area needed upgrading and Cllrs Mrs Tarbox and Lawless were charged with formulating a proposal for ETC to consider. Mrs Tarbox reported at the ETC Meeting on 1.2.18 that rather than replace the equipment, which was still in good condition and used continuously, what was required was a better entrance to Haywards Mead Recreation Ground and a better entrance footpath to the Play Area. The existing equipment could be spruced up and additional small items of 'imaginative' equipment installed. Cllr Mrs Tarbox has advised members of her vision that focuses on the 4 areas of: play equipment, entrance, car park and signage. Cllr Mrs Tarbox presented two proposals at the ETC Meeting on 5.7.18 which would cost around £80K. Cllr Mrs Tarbox and Clare Taylor are proceeding with funding options including a RBWM Community Grant and a Big Lottery Grant. With the financial situation at Stockdales resolved at the ETC Meeting on 7.2.19 it was now possible to proceed with Phase 1 of the project which is to renovate the entrance to Haywards Mead Recreation Ground, including a new sign, and the path to the play area. A meeting had taken place with Greentouch Ltd and a quotation has been received for authorisation at the ETC Meeting on 14.5.19. This was successfully agreed and Phase 1 will commence. Funding applications will continue.

## Eton Wick River Link Signpost

Cllr Lewandowski is progressing this initiative with Sharon Wooten of RBWM and Eton Wick History Group to identify interesting points of old Eton Wick to be included. Cllr Lewandowski met with the History Society in March 2018 and was getting images and histories of various parts of Eton Wick to go on the signpost. It is envisaged to have 3 signposts sited in the village. It was agreed that a dedication to Frank Bond should appear on the signposts. A draft of the signpost was shown to Members at the ETC Meeting on 6.9.18 and was being reviewed by the History Society to decide what they want listed. Subjects will have QR codes for further information from the ETC website. The importance of the Eton & Eton Wick Information Centre in getting the message across was emphasised. Cllr Lewandowski presented the updated plan to Members at the ETC meeting on 7.2.19 and he will be meeting with residents on 12.2.19. At the ETC Meeting on 7.3.19 Cllr Lewandowski reported that meetings had taken place with all interested parties and a draft will be circulated to Members. At the ETC Meeting on 4.4.19 Cllr Lewandowski advised that the History Society would be credited on the board for the research as Frank Bond was a member of the Society. At the ETC meeting on 14.5.19 the Mayor advised that he had redesigned the signpost and was hopeful of a successful outcome in May.

## CM 5194 Correspondence

Members had received the following correspondence during April:

- Email from Louise Freeth of RBWM dated 2.4.19 regarding Council Tax Payment.  
Emailed to Members on 2.4.19
- Email from Gary Ross of Versant Developments dated 2.4.19 regarding Cockpit Development.  
Emailed to Members on 3.4.19
- Email copy from Cllr Dudley of RBWM dated 4.4.19 regarding Alex Dean's letter of complaint.  
Emailed to Members on 5.4.19
- Email from Tracey Meakin of Smart Motorways dated 10.4.19 regarding M\$ Smart Motorway.  
Emailed to Members on 10.4.19
- Email from Kaimi Ithia of Heathrow Expansion dated 11.4.19 regarding Roadshow Events.  
Emailed to Members on 11.4.19
- Email from Consult Objective of RBWM dated 18.4.19 regarding Borough Wide Design Guide.  
Emailed to Members on 18.4.19
- Email from Beverley Savage of Heathrow Expansion dated 23.4.19 regarding Roadshow Events.  
Emailed to Members on 23.4.19
- Email from Janet Losty of Eton College dated 25.4.19 regarding Datchet Dashers using the Brocas.  
Emailed to Members on 25.4.19

- Email Residents' Newsletter from RBWM dated 30.4.19. Emailed to Members on 1.5.19
- Email from Gemma Pearce of CCB dated 30.4.19 regarding Training Opportunities. Emailed to Members on 1.5.19
- Email Press Release from Maddie Pinkham of RBWM dated 1.5.19 regarding Heathrow Decision. Emailed to Members on 1.5.19
- Email Press Release from Maddie Pinkham of RBWM dated 8.5.19 regarding Alma Road Planning Outcome. Emailed to Members on 8.5.19

### CM 5195 Website

The April report from Cllr Blightman had been circulated.

### CM 5196 Other Organisations

- **Baldwins Bridge Trust:** Cllr Lovell reported that quotes had been obtained for the repainting of the bridge and work was due to start. Painting of the underneath of the bridge would take place later in the year. The flood sign will be refurbished and relocated to Barnes Pool.
- **Eton Wick Football & Social Club:** Cllr Lovell reported that a Fun Day is being planned for Sunday 25<sup>th</sup> August on the Recreation Ground and permission is sought from ETC for the erection of a marquee. This was agreed unanimously. Cllr Lovell confirmed that the marquee will not be used late in the evening.
- **Eton Poors Estate:** Cllr Fussey will report on this in future.
- **Eton Wick Waterways Group:** Cllr Lovell reported that a meeting is scheduled for Tuesday 21<sup>st</sup> May to discuss maintenance issues and all stakeholders are invited to participate including riparian owners, Thames Water, Environment Agency, RBWM and others.
- **Heathrow Airport Expansion:** It was decided at the ETC Meeting on 14.5.19 that this issue would remain on the agenda.

### CM 5197 Recreation Ground & Open Spaces Reports

- **Bell Lane Open Area:** Cllr Robertson will report on this in future. The Town Clerk had asked My Handyman to quote for renovating the old bench on the far side of the waterway.
- **Stockdales Recreation Ground:** Cllr Lawless reported that all was well. A decision was awaited from RBWM over the additional car parking spaces.
- **Haywards Mead Recreation Ground:** Cllr Lovell presented an estimate from Greentouch Ltd for £6,450 plus VAT for repairing and reseeding the ground. This work was not budgeted and the Town Clerk will need to discuss with the Mayor where the funds will come from. **Action: Town Clerk**
- **South Meadow Lane Recreation Ground:** In the absence of Cllr Reed there was nothing to report.
- **Jubilee Square & Watermans Arms:** Cllr Leach reported that all was well.
- **Barnes Pool:** Cllr Bishop reported that a meeting had taken place on 14.5.19 to address some maintenance issues.

### CM 5198 Speed Signage

Local resident Mr Stephen Cox had requested that ETC discuss the possibility of additional 20mph speed signs in Eton, from Brocas Street through to Eton Court and the High Street. It was pointed out that this was a RBWM responsibility although it was known that it was not RBWM policy to add more signs in this place. It was suggested that a speed watch might be implemented and the Town Clerk will ask TVP if they would organise one.

**Action: Town Clerk**

### **CM 5199: Proposed Telecommunications Site Upgrade at Intersystems House**

As requested by Cllr Reed, Members were asked to discuss this proposal before offering full ETC support. It was agreed unanimously that the proposal be supported and the Town Clerk will write to Waldon Telecom Ltd with this decision. **Action: Town Clerk**

### **CM 5200: Any Other Business**

It was proposed that the Council writes and thanks Philip Highy and Sue Warner for their contributions to ETC and the local community over many years. The Town Clerk will organie. **Action: Town Clerk**

Cllr Leach asked how often the Mayor and Deputy Mayor are elected to the Council and was advised that this is held annually at the Annual Meeting. The practice of having one from each community was not a legal requirement but was borne out of custom. It was suggested that this policy be incorporated into ETC Standing Orders and before this is made official, the Town Clerk was requested to circulate a copy of the Standing Orders to all Members as not everyone has seen a copy **Action: Town Clerk**

The Town Clerk reported that Eton College will be installing a lion for the Lions of Windsor project in Jubilee Square.

The Town Clerk reported that he had 4 tickets remaining of the 20 allocated to attend The Procession of the Most Noble Order of the Garter on Monday 17<sup>th</sup> June if any Member would like them.

The Town Clerk reported on the opportunity to be a Parish Council Representative on the RBWM Communities Overview and Scrutiny Panel, if any Member is interested.

Mrs Oatway commented that the Eton Library building was looking very shabby. The Town Clerk will inform RBWM accordingly. **Action: Town Clerk**

The Mayor and Cllr Bishop wished to put on record their appreciation to the Town Clerk for all his endeavours on behalf of ETC. The Town Clerk thanked them for their support.

### **CM 5201 Date of Next Meeting**

Thursday 6<sup>th</sup> June at 7.30pm in the Council Chamber..

### **CM 5202 Development Control – Town Council Consultation**

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

#### **Application Number: 19/00965 Cllr Fussey declared an interest**

Application Date: 4.4.19

Type: Listed Building Consent

Applicant: The Provost & Fellows, Eton College, Eton

Location: Keate House, Eton College, Eton

Proposal: LBC for installation of dividing wall

Representation Date: 6.5.19 **No Objection**



**Application Number: 19/00993 The Mayor & Cllr Fussey declared an interest**

Application Date: 11.4.19

Type: Full

Applicant: Eton College, Eton

Location: Rafts Court, Brocas Street, Eton

Proposal: New access gate and amendments to car park layout

Representation Date: 9.5.19 **No Objection**

**Application Number: 19/01178 Cllr Fussey declared an interest**

Application Date: 29.4.19

Type: Discharge of Condition

Applicant: Mr Ian Mellor, Eton College, Eton

Location: Eton Cemetery Chapel, Eton Wick Road, Eton

Proposal: Details required by Condition 8 (panelling to windows)

Determination Date: 24.6.19 **No Objection**

**Application Number: 19/00760**

Application Date: 3.5.19

Type: Listed Building Consent

Applicant: Dr Ros Rivaz

Location: 39 High Street, Eton

Proposal: LBC for one metal bracket to hold a flag pole.

Representation Date: 5.6.19 **No Objection**

**Application Number: 19/00761**

Application Date: 3.5.19

Type: Listed Building Consent

Applicant: Dr Ros Rivaz

Location: 50 High Street, Eton

Proposal: LBC for one metal bracket to hold a flag pole.

Representation Date: 5.6.19 **No Objection**

**Application Number: 19/00762**

Application Date: 3.5.19

Type: Listed Building Consent

Applicant: Dr Ros Rivaz

Location: 84 High Street, Eton

Proposal: LBC for one metal bracket to hold a flag pole.

Representation Date: 5.6.19 **No Objection**

**Application Number: 19/01052 Cllr Bishop declared an interest**

Application Date: 9.5.19

Type: Listed Building Consent

Applicant: Mr Derek Bishop

Location: 67 High Street, Eton

Proposal: LBC to repaint the woodwork and replace rotten plaster panels and base boards on the shop front..

Representation Date: 6.6.19 **No Objection**

**CM 5203 Planning Decisions & Information**

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

**Application Number: 19/00242**

Application Date: 27.1.19

Location: 30 Tilstone Close, Eton Wick

Type: Certificate of Lawfulness of Proposed Development

Proposal: C of L to determine whether the proposed single storey side and rear extensions are lawful

Decision: Automatically granted planning permission

**Application Number: 19/00376**

Application Date: 13.2.19

Location: 162 Eton Wick Road, Eton Wick

Type: Full

Proposal: Single storey extension

Decision: Permission Granted

**Application Number: 19/00635**

Application Date: 5.3.19

Location: Eton Cemetery Chapel, Eton Wick Road, Eton Wick

Type: Discharge of Condition

Proposal: Details required by Conditions 4 and 5 of planning permission 18/02007/LBC

Decision: Application Approved

**Application Number: 19/00450**

Application Date: 21.2.19

Location: 8-10 Queens Road, Eton Wick

Type: Full

Proposal: Single storey extension

Decision: Permission Granted

**Application Number: 19/00647**

Application Date: 25.2.19

Location: The Cloisters, Eton College, Eton

Type: Listed Building Consent

Proposal: LBC for investigation works to second and third floors

Decision: Consent Granted

**The Meeting concluded at 9.15pm and a short Section 2 Meeting followed**