

Eton Town Council

Minutes of the Council Meeting

Held via a Zoom Conference Call

Thursday 3rd December 2020 at 7.00pm

Present: Cllrs G. Fussey (Mayor), M. Blightman, S. Evans, J. Hemming, D. Hill, P. Lawless, J. Lovell, M. Leach, Y. Olney, D. Reed & L. Tarbox

In Attendance: Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant), Cllr S. Rayner (RBWM), Dr R. Rivaz & Ms L. Bryant (ECA), Ms C. Taylor (EWVA/EWWG), Mr Brian Hoare, Ms Helen Branscombe-Davies, David & Marion McKenzie, Ms J. Blair & Ms Clare G-W

Apologies: Cllrs Bishop & Robertson

CM 5519 Welcome

The Mayor opened the meeting by welcoming everyone present, and particularly extended a warm welcome to Brian Hoare. He advised that the meeting was being recorded.

CM 5520 Apologies

The apologies listed above were recorded.

CM 5521 Finance

1. Mr Reynolds presented the November YTD accounts to the Meeting. There was an overspend against budget of £2K due to the large expenditure for playground maintenance. Income from football pitch rent and a VAT refund boosted the cash reserves.

The accounts were approved and the Mayor expressed thanks to Mr Reynolds for his attendance.

2. The Town Clerk presented the November monthly schedule of payments to the Meeting and there being no questions the schedule was approved unanimously.
3. Agreement for expenditure of £651 plus VAT to Neil Jenkins for plumbing work in the Council Offices kitchen (following a Legionella inspection) was awaiting a Cllr Lovell visit to the offices to determine whether this was value for money. **Action Cllr Lovell**

Cllr Lovell requested the plumber be asked to check the central heating boiler. **Action: Town Clerk**

4. Expenditure of £1,600 plus VAT with Maydencroft Ltd for silt removal & bramble clearance in Common Ditch at Bell Lane Open Area was approved. This expenditure would come from the Riparian Works budget. Town Clerk will progress. **Action: Town Clerk**
5. Expenditure of £404 with My Handyman for laying paving stones in front of 2 benches on Haywards Mead Recreation Ground was approved. Town Clerk will progress. **Action: Town Clerk**
6. The tree survey had highlighted a dangerous tree at Stockdales Road Recreation Ground and the Town Clerk was directed to seek a quote and progress the work with Maydencroft Ltd. **Action: Town Clerk**
7. The Mayor requested approval to subscribe to the HALC/BALC HR consultancy called LCPD at a cost of £260 plus VAT, to take effect from January 2021. This had been recommended by the Standing Committee and the expenditure was approved. Town Clerk will progress. **Action: Town Clerk**

CM 5522 Public Forum

The Mayor introduced Brian Hoare to the meeting to speak on Eton Wick Youth Club. A report had previously been circulated to Members and Mr Hoare covered the various points from that report:

- The ground floor of Eton Wick Village Hall is currently leased by RBWM from the Village Hall Committee.

- The Youth Club opened in 1946 and so in 2021 it will celebrate its 75th Anniversary.
- The proposal is to return the Youth Club to village ownership as RBWM was closing it down.
- The Club would be affiliated to Berkshire Youth from which training and support services would be available.
- There would be local volunteers, led by a youth worker.
- There would be 2 age groups, juniors and seniors.
- The RBWM lease runs until 2038 and Mr Hoare believed a cost saving of £15.5K each year was possible by running the Club locally, which would mean a saving of £279K over the period of the lease.
- The Club would seek an annual grant from RBWM for operating the Youth Club, which is a Borough service.

Cllr Lawless spoke on the mission and purposes of the Youth Club and its importance in terms of improving the lives of young people in Eton Wick.

Cllr Rayner offered her full support to the venture and pointed out that the 'Family Hub' model which RBWM had introduced had not included Eton Wick Youth Club as there were insufficient numbers to progress, and it was therefore much better that it be locally run.

The Mayor asked what impact this would have on the ETC budget and was advised that it would amount to £2.5K annually but only if there was a shortfall from RBWM.

Cllr Tarbox expressed her full support to the project and considered a village youth club to be very important.

The Mayor thanked Mr Hoare and Cllr Lawless for their contributions.

CM 5523 Coronavirus Pandemic

Dr Rivaz reported that local networks in Eton were working well and ECA had received a grant of £1K which was helping FSM families at Eton Porny School and in the construction of an outside classroom.

Ms Taylor reported that pharmacy runs and companionship visits were continuing in Eton Wick.

CM 5524 Crown Farm

Cllr Lawless reported that RBWM planning officers had visited the site and were assured that planning applications would be made soon. It was important to know what the various parts of the site will be used for.

Cllr Rayner advised the following:

- 1) The illegal sign on the fence was being attended to.
- 2) The hedging required should be in place by the end of December.
- 3) The owners are appealing against the order to remove hardstanding.
- 4) 5 x planning applications were expected.
- 5) RBWM legal services has a backlog of work.

The Mayor thanked Cllrs Lawless and Rayner for their reports.

CM 5525 Jubilee River

The latest report from Julia Simpson of the EA had previously been circulated to Members and there were no questions arising.

CM 5526 RBWM Councillors' Issues

Cllr Rayner reported on the following:

- 1) The Cockpit: RBWM had taken steps to secure the building and it was now fully watertight. The Council is now waiting for Historic England to give approval to pursue the preservation of the building.
- 2) The RBWM Library Consultation had finished.
- 3) Local Enterprise Partnerships were being established to support and encourage local communities.
- 4) Covid-19: It is RBWM's wish to move to Tier 1 and has a team of 18 staff training track and trace.
- 5) The 2021/22 budget is in its final stage of locking down.
- 6) Maidenhead and Windsor town centre libraries were reopening.
- 7) 300 boys from Eton College ran for Alzheimers charity and raised 311K – a great achievement.
- 8) RBWM is preparing a digital Christmas brochure.

The Mayor asked whether there were plans to reduce or cut services in 2021/22 and Cllr Rayner responded that she was not aware of any such changes.

Dr Rivaz asked what is happening to the proposed improvements to the roads around Theatre Royal and Cllr Rayner advised that there was nothing scheduled although she agreed that the area needed attention.

Cllr Rayner concluded her report by advising that RBWM will focus more on economic development going forwards, and Chris Joyce was the officer responsible for this.

The Mayor thanked Cllr Rayner for her report.

CM 5527 Thames Valley Police (TVP) Liason

The report from TVP had previously been circulated to Members.

Dr Rivaz spoke on the recent violent incident on Windsor and Eton Bridge.

The Mayor expressed his appreciation that TVP was dealing with the cycling problems in the High Street and giving notice of their patrolling..

CM 5528 Eton Community Association (ECA) & Eton Wick Village Association (EWVA & EWWG)

ECA

Dr Rivaz reported as follows:

- 1) The Eton Survey was now in circulation.
- 2) Free car parking during the Christmas period.
- 3) PSPO's on the Brocas will now include drugs and graffiti.
- 4) Thanks to Rev La Stacey for the Remembrance Service.
- 5) Eton Information Centre has reopened.
- 6) 2 x pop-up shops are being considered.
- 7) News of other businesses hoping to open in the High Street.

The Mayor thanked Dr Rivaz for her report.

EWVA & EWWG

The report from EWVA/EWWG has previously been circulated and Ms Taylor made the following points:

- 1) Thanks to Rev La Stacey for the Remembrance Services.
- 2) Eton Wick Christmas Lights will switch on this Saturday at 4.55pm with a choir.
- 3) Network Rail operations of the railway viaduct were described.
- 4) Planting of whips had taken place in Cooley's Meadow.

The Mayor thanked Ms Taylor for her report.

CM 5529 Confirmation of the Minutes of the Town Council

The minutes of the Meeting held on 5th November 2020 had been circulated and with no alterations requested at the Meeting, were approved. The minutes will be signed by the Mayor in due course.

CM 5530 Matters Arising from the Minutes

Town Clerk Actions:

- **CM 5501 Finance**

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| 1) Circulate supportive information on SML Play Area repairs to Members | Actioned |
| 2) Arrange with Maydencroft Ltd to initiate the tree survey.
Actioned | |
| 3) Include a line in the budget for war memorial maintenance.
Actioned | |
| 4) Advise Eton Wick Football Club of reduction in rent due. | Actioned |
| 5) Arrange with plumber to look at central heating boiler in the Council Offices. | Pending |
| 6) Follow up purchase of computer & printer with Cllr Blightman. | Pending |
| 7) Follow up payment for 3 x PSPO signs on the Brocas with Dr Rivaz. | Pending |

- **CM 5502 RBWM Councillors' Issues**

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| 1) Follow up refuse collection problems in Eton Wick with Cllr Tarbox & Cllr Rayner. | Actioned |
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- **CM 5503 TVP Liaison**

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| 1) Request details of TVP activity regarding cycling and e-scooter misuse in Eton.
Actioned | |
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ETC Members' Actions:

- **CM 5501 Finance**

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| 1) Cllr Lovell to visit the Council Offices to assess the plumbing work required. | Pending |
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- **CM 5516 Recreation Grounds & Open Spaces**

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| 1) The Mayor to check the status of wooden beams at SML.
Pending | |
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RBWM Members' Actions

Cllr Rayner

- **CM 5312 Recreation Grounds & Open Spaces**

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| 1) Progress proposed woodland area at Bell Farm with Ms Taylor of EWVA. | Pending |
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CM 5531 Standing Committee

The Mayor reported that the Standing Committee had met twice in November and the following issues had been covered:

- 1) Budget Meeting: Much of the budget was dealt with and a second meeting will be arranged in December to finalise the draft budget which will need to be approved by Members at the January ETC meeting.
- 2) The Town Clerk summarised the situation regarding electronic banking and it was agreed that ETC should pursue this. Town Clerk will progress. **Action: Town Clerk**
- 3) Revised grounds maintenance specifications were being drawn up and these will be reviewed by the Environment Committee prior to going out to tender.
- 4) Footfall support will be discussed later with Dr Rivaz.
- 5) Policies Meeting: The following draft policies had been approved by the Standing Committee and had been circulated to Members ahead of the meeting for review.
 - Capability Policy
 - Health & Safety (Work) Policy
 - Whistle Blowing Policy & Procedure
 - Employment Policy
 - Lone Working Policy
 - Grievance Policy & Procedure
 - Disciplinary Policy & Procedure

It was proposed by Cllr Lawless and seconded by Cllr Tarbox that these policies be adopted by the Council, effective immediately, and displayed on the ETC website. This was agreed by a majority vote.

The Mayor indicated that the Standing Orders needed updating in sections 23 and 27 and it was proposed by Cllr Lawless and seconded by Cllr Lovell that the Mayor proceeds with these changes and the revised Standing Orders be adopted. This was agreed by a majority vote.

- 6) Risk Register: The Town Clerk was in the process of updating this and it was agreed that the Council should review it every 6 months, starting in February 2021.
- 7) Social Media: Cllr Hemming summarised the situation and it was proposed by the Mayor and seconded by Cllr Evans that the ETC facebook page would go live w/c 7.12.20, initially internally. This was agreed unanimously. Cllr Hemming will organise this. The Mayor thanked Cllr Hemming for his work on this initiative. **Action: Cllr Hemming**
- 8) Council Offices: The Town Clerk had previously circulated his paper on the advantages and disadvantages of a change of location and he summarised the various points to the Meeting.

Discussion took place on the 3 options presented and there was general agreement that the Council Offices were no longer needed and the Town Clerk should investigate the possibility of an office move to Eton Wick Village Hall. **Action: Town Clerk**

The following motions were proposed by the Mayor:

This Council:

- a) Appreciates the significant costs of running the Town Council Offices. Seconded by Cllr Tarbox.
- b) Understands the considerable savings that could be made by ceasing its lease. Seconded by Cllr Lovell.
- c) Considers the possibility of leasing other premises in Eton or Eton Wick to act as a base, or the Town Clerk working from home. Seconded by Cllr Leach.

These motions were agreed by a majority vote.

CM 5532 Mayor's Report

The Mayor had previously circulated his report on his activities in November;

Date	Activity/Meeting with	Duration generally 1 hr unless stated
1 Nov	EWWG Planning meeting	
2 Nov	SMLP Committee	.5
2 Nov	Planning Committee	
4 Nov	EWWG meeting as Chair	1.5
4 Nov	Secretary EWWG	.5
8 Nov	Eton Wreath Laying	
8 Nov	Eton Wick Wreath Laying	
8 Nov	Chair ECA	
14 Nov	Secretary EWVA/EWWG Haywards Mead Riparian Tree Survey	
15 Nov	Chair ECA	
17 Nov	Meeting with Dr James Holloway-Holson of Maydencroft regarding tree survey	0.5
19 Nov	Standing Committee 1	1.25
20 Nov	Town Clerk (phone)	.33
20 Nov	Chair ECA	.33
21 Nov	Cllr Tarbox and the Town Clerk on Zoom	1.25
22 Nov	Chair ECA	0.9
24 Nov	Standing Committee 2	
26 Nov	Environment Committee	

CM 5533 Action List

Activity	Status
Eton & Eton Wick Footpaths	<p>Cllr Olney is leading this project.</p> <p>The purpose of this project is to monitor the condition of the footpaths.</p> <p>At the ETC Meeting on 5.3.20 Cllr Olney reported that she had met with Anthony Hurst of RBWM and had an interesting discussion. Plans are being made for a residents' ramble of lesser known footpaths. Cllr Olney is working closely with Ms Taylor of EWVA and Ms Taylor has walked all the footpaths.</p> <p>At the ETC Meeting on 7.5.20 Cllr Olney advised that she had reported instances of a broken gate and signs to RBWM.</p> <p>At the ETC Meeting on 4.6.20 Cllr Olney reported that the broken signs had been repaired and the broken gate would be left as this was not causing any obstruction. Ms Taylor identified another broken sign and she would pass this information on to Cllr Olney for reporting to RBWM.</p> <p>At the ETC Meeting on 2.7.20 Cllr Olney reported that there were a few signage issues which she was following up with RBWM.</p> <p>At the ETC Meeting on 1.10.20 Cllr Olney reported that she had walked the footpaths in September and noted that the damaged gate had been replaced and missing signs had been reported to RBWM. Dr Rivaz had walked the footpaths in Eton and confirmed that all was well. The Mayor asked Dr Rivaz to include Cuckoo Weir in the litter pick planned for 4th October.</p> <p>At the ETC Meeting on 5.11.20 Cllr Olney reported that there were outstanding issues with RBWM regarding signage.</p> <p>At the ETC Meeting on 3.12.20 Cllr Olney confirmed that RBWM would continue to be responsible for footpaths. She also advised that the footpaths in Eton and Eton Wick were in good condition.</p>
South Meadow Lane Traffic Flow	<p>At the ETC Meeting on 5.11.20 the Mayor expressed his wish for this matter to be an ongoing focus for the Council, following several problems that had arisen in the past and a recent closure of Keate's Lane due to repairs to a gas main. He pointed out that it was also on the RBWM Action List reviewed monthly but that no progress had been made in the last year to produce a working solution.</p> <p>At the ETC Meeting on 3.12.20 Dr Rivaz outlined the problems associated with parking on Meadow Lane and South Meadow Lane, and the inability to widen the roads due to ancient hedgerows. She explained that if 14 days notice of a closure were given then parking could be suspended in Meadow Lane. If no notice were given, parking could be suspended in South Meadow Land. Restrictions on large vehicles would be the best solution in times of road closures and Dr Rivaz kindly agreed to pursue the matter with RBWM Highways.</p>

**South Meadow
Lane Pavilion,
Eton**

At the ETC Meeting on 5.3.20 Cllr Reed advised through a written report that he had not received a response from RBWM regarding the £5K grant towards drawings already approved, or to wait for notice of whether the ETC capital bid for £100K had been successful as it is understood that ETC cannot have both payments. The Town Clerk had progressed this with Cllrs Bowden and Rayner. Subsequent information from RBWM confirmed that capital bids had been cancelled for 2020/2021. Cllr Reed also advised that he would submit further applications to third party funds for grant applications in March.

A meeting with the Chairman of Windsor FC with the Mayor and Town Clerk had taken place on 5.2.20 and opportunities were discussed. The Club will come back with their proposals in due course.

A meeting with the Chairman of Windsor Youth FC with the Mayor and Town Clerk took place on 21.2.20 and that Club will come back with their proposals.

At the ETC meeting on 7.5.20 Cllr Reed advised that there had been no response from either Club to date, and he was continuing to apply for grants.

At the ETC Meeting on 4.6.20 Cllr Reed reported that a grant application he had made to Hargreaves for £150K had been unsuccessful.

At the ETC Meeting on 2.7.20 Cllr Reed reported no progress had been made.

At the ETC Meeting on 3.9.20 the Mayor expressed his embarrassment at the state of the pavilion and his disappointment at the lack of progress over a number of years. He proposed a motion that 'This Council resolves to form a new task and finish group to consider the future of South Meadow Lane Pavilion'. This was seconded by Cllr Bishop and was passed unanimously. The Mayor will request volunteers for this group which will include Paul Mitchell of Windsor Youth FC, and arrange a meeting.

At the ETC Meeting on 1.10.20 The Mayor asked Cllr Reed to report on the proposal from Paul Mitchell (Windsor Youth FC) for the pavilion which had been circulated to Members earlier. The Mayor considered this initiative had been stimulated following a meeting with Paul in August, and stated that this proposal will be dealt with by the Task and Finish Group which will be formed in October. Cllr Reed reminded the Meeting that time was of the essence.

The Task & Finish Group met on 22.10.20 and 27.10.20 with Cllr Reed as Chair (the latter meeting with representatives of Windsor Youth FC) to review the proposal. A Heads of Agreement document was prepared by Cllr Reed and circulated to Members.

At the ETC Meeting on 5.11.20 Cllr Reed reported that the Task and Finish Group had met on a number of occasions. He requested feedback from Members regarding the Heads of Agreement document that had been drafted to allow further planning to be done by Windsor Youth FC. It was stressed that the document was not legally binding on ETC in any way but was a measure to 'get things moving' with WYFC. There followed a lengthy discussion. The Mayor noted that the Rec was almost certainly Lammas land and that this may complicate any arrangements. The Mayor also noted that three quotes to remedy the current dilapidation/barbed wire should be pursued, though acknowledging that we should minimise spending on the building prior to any development being carried out by WYFC. The Mayor also suggested that a quote for demolition of the building would also be useful. Cllr Lovell raised concerns about item 7 of the agreement and asked whether the subsequent building of a 3G pitch was essential for the agreement to work for WYFC. The Mayor stated that the Town Council cannot predetermine its response to a subsequent planning application. Dr Rivaz reminded the meeting that the Rec was a critical facility included in the Neighbourhood Plan and the ancient hedgerows were also key environmental assets. After a lengthy discussion it was agreed that the Council would adopt the draft Agreement and Cllr Reed would pursue with the officers of WYFC. In response to a question from Dr Rivaz, Cllr Reed confirmed that the community would be invited to comment on the proposals at the appropriate time.

At the ETC Meeting on 3.12.20 Cllr Reed proposed that ETC spends £2,000 plus VAT to Charles Coleman Solicitors on drawing up a lease based on the Heads of

Agreement document that was approved at the ETC Meeting on 5.11.20. 50% of the cost of preparing this lease would be met by Windsor Youth FC. A lengthy discussion took

place over the potential problems associated with building on Lammas Land and whether the Council should wait to ascertain the legal position on this.

The motion 'That this Council moves forward to engage Charles Coleman Solicitors to start legal process towards a 25 year lease' was agreed by a majority vote of 9:2. It was noted that this would cover the pavilion building only and no other facilities.

The Mayor requested that future progress must involve the Task & Finish Group.

**Haywards
Mead Play
Area
Redevelopment**

Cllr Tarbox is leading this project.

At the ETC Meeting on 5.3.20 Cllrs Tarbox and Lawless advised that they would be meeting soon to discuss progress.

At the ETC Meeting on 7.5.20 Cllr Tarbox advised that she would be applying for grants for play area equipment renewal.

At the ETC Meeting on 4.6.20 Cllr Tarbox reported that she had discussed with Cllr Lawless their plans which included grant applications, repainting the ironwork and replacing the ETC sign..

At the ETC Meeting on 2.7.20 Cllr Tarbox advised that progress was being made on repainting the gate and ironwork.

At the ETC Meeting on 3.9.20 expenditure on repainting the gate and ironwork was approved. Cllr Tarbox is seeking quotes for replacing the ETC sign.

At the ETC Meeting on 5.11.20 Cllr Tarbox advised that she would circulate quotations for replacing the entrance sign.

At the ETC Meeting on 3.12.20 Cllr Tarbox advised that she would have firm proposals by the next ETC Meeting on 7.1.21.

<p>Cycling Problems in Eton High Street</p>	<p>The Mayor is leading this project</p> <p>At the ETC Meeting on 3.10.19 it was reported that regular cycle watches by TVP had taken place.</p> <p>At the ETC Meeting on 6.2.20 it was reported that a cycle watch had taken place that week. Town Clerk to write to TVP requesting notification of future cycle watches so that Members could assist. A positive response had been received, with dates.</p> <p>At the ETC Meeting on 5.3.20 it was reported that the gasworks in the High Street had delayed the cycle watch programme.</p> <p>At the ETC Meeting on 7.5.20 Cllr Fussey advised that the problem still existed but confirmed that whenever TVP is present, they take immediate action.</p> <p>At the ETC Meeting on 4.6.20 Cllr Fussey reported on increased instances of cyclists ignoring the one-way system and also using footpaths, both of which are potentially very dangerous. Better signage was being considered but TVP cycle watches seemed to be the only deterrent that actually works. A suggestion by Cllr Leach to hire private security was considered unlikely to work as they would have no official powers. Cllr Lovell's proposal of a cycle lane going against the traffic flow was also considered unlikely to work as this would involve removing the build-outs which are necessary for speed control and parking spaces. It was agreed that a separate meeting be held between Cllrs Fussey and Leach, Dr Rivaz and Ms Bryant to discuss this matter further. Cllr Olney recommended that contact be made with Sustrans for their advice as part of this meeting.</p> <p>At the ETC Meeting on 2.7.20 Cllr Fussey reported that he had met with Dr Rivaz and Ms Bryant on 11.6.20 to review the signage and what improvements could be made. It was established from RBWM that no further signs were possible. Two signs in particular were identified as being ineffective, namely the white painted turn left sign on the cobbles and the left hand no entry sign. The opinion of the Highways Officer at RBWM was that the main deterrent was enforcement and PCSO's had been most effective in this in the past, although their availability was strained during the pandemic. In addition, RBWM Community Wardens had the power to fine cyclists using footways. Cllr Fussey agreed to pursue the matter with Phil Jacob of RBWM.</p> <p>At the ETC Meeting on 3.9.20 The Mayor reported on his meeting with Phil Jacob of RBWM when it was established that there was no possibility of increasing the signage on Windsor Bridge. He stated that the continuing need was for greater vigilance from TVP PCSO's and RBWM Community Wardens. The Mayor had submitted a question to the Chief Constable of TVP at the RBWM Communities Overview and Scrutiny Panel about regular monitoring and enforcement of illegal cycling in the High Street and is awaiting a response.</p> <p>At the ETC Meeting on 5.11.20 it was agreed that the Town Clerk would seek details of TVP activity in terms of the times when patrols were monitoring the problem and the enforcement actions that had been taken.</p> <p>At the ETC Meeting on 3.12.20 the Mayor expressed satisfaction that TVP was supporting the issue and giving notice of its intention to patrol at certain times.</p>
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The Mayor is leading this project.

The 2020/21 budget includes £4,200 for sustainability projects in Eton & Eton Wick. Plans to be formulated.

At the ETC Meeting on 6.2.20 Ms Taylor reported on the formation of Wild Eton and Eton Wick group which will encompass biodiversity issues across the two communities. A 'wish list' had already been published and circulated to Members and this will work in harmony with the Neighbourhood Plan. Other 'Wild' groups had been established in neighbouring parishes, forming a chain of groups within RBWM and following their policy of Climate Change Emergency initiatives.

The Mayor confirmed the commitment of ETC to Wild Eton and Eton Wick and to be part of the ongoing process, with Cllr Fussey as the lead member. EWWG Stakeholder Meetings had been well supported with both ETC and RBWM Members in attendance. Eton College boys are very enthusiastic and need to be involved in the group. The Mayor concluded that biodiversity is just one aspect of climate change and the objective of attaining carbon neutrality across the Borough has the full support of ETC.

At the ETC Meeting on 5.3.20 Cllr Fussey reported that he had attended 3 meetings of the RBWM Climate Change Emergency Group with two College boys and was due to attend the next one on 25.3.20. It is hoped that this next meeting will produce some actions. This meeting was subsequently cancelled.

Ms Taylor reported on the formation of River Rangers who will report bi-annually and meet monthly to survey the areas and get a better picture of what is needed to go into the Biodiversity Action Plan.

Earth Watch will involve schoolchildren in examining the biodiversity of the River Thames and its tributaries to help determine the health of the watercourses.

Ms Taylor had walked the watercourses with the Fisheries Officer and Biodiversity Officer at RBWM and will come back with plans for review by ETC and Eton College.

Cllr Fussey wished to involve College boys in this activity and they are available on Saturday afternoons.

Cllr Fussey outlined College plans for an orchard alongside Eton Wick Road which is planned for Tree Week in November.

At the ETC Meeting on 7.5.20 Cllr Fussey advised that activity in Eton was on hold due to the Coronavirus epidemic. On behalf of Eton Wick, Ms Taylor reported that the wild flowers planted in Bell Lane were flourishing, a survey had taken place in Cooley's Meadow and RBWM was making plans for tree planting. There was no activity with the waterways at present. Cllr Leach expressed his pleasure at seeing all the wild flowers growing on South Meadow.

At the ETC Meeting on 4.6.20 Cllr Fussey reported that the RBWM Cabinet had met on 28.5.20 to discuss Climate Emergency and the following subjects were covered:

- Circular Economy (recycling)
- Renewable Energy
- Sustainable Transport
- Natural Capital (biodiversity projects)

Cllr Fussey expressed gratitude to Ms Taylor for her work in this area.

At the ETC Meeting on 2.7.20 Cllr Fussey advised that he had been waiting for the RBWM Climate Change Emergency strategy to be approved to engage with the communities.

At the ETC Meeting on 3.9.20, Cllr Leach expressed his concern about whether the name of Wild Eton and Eton Wick was appropriate. The Mayor explained the rationale behind Wild Eton and Eton Wick and expressed his disappointment at the reaction to this from ECA who wished to remove the 'Eton' from the title. He explained once again that he (from Eton) and Miss Taylor (from Eton Wick) had set up WEEW in response to the Climate Emergency declared by RBWM. He explained that all tiers of government, including parish councils, have a duty to conserve biodiversity that is set out in the Natural Environment and Rural Communities Act 2006. The Environment Bill, once enacted, will go further and expect local authorities not only to conserve but also to enhance biodiversity.

At the ETC Meeting on 5.11.20 the Mayor advised that the Environment Committee would be looking at Haywards Mead Recreation Ground improvements and ETC riparian responsibilities across Eton Wick.

CM 5534 Correspondence

Members had received the following correspondence during November 2020:

	Emailed to Members
1 Email RBWM Residents' Newsletter dated 31.10.20.	3.11.20
2 Email from Sandra Baker of DALC dated 2.11.20 regarding RBWM Planning Panel.	3.11.20
3 Email from NALC dated 2.11.20 regarding 'Help Give Your Young People a Vote'.	3.11.20
4 Email from NALC dated 2.11.20 regarding CV-19 - Information for Parish/Town Councils.	3.11.20
5 Email from Paul Roach of RBWM dated 3.11.20 regarding Advice & Support for Businesses.	3.11.20
6 Email from Kate Meads of CCB dated 4.11.20 regarding AGM.	4.11.20
7 Email from NALC dated 4.11.20 regarding Campaign to Promote Local Elections.	4.11.20
8 Email BALC Newsletter dated 4.11.20.	4.11.20
9 Email from NALC dated 5.11.20 regarding CV-19-Information for Parish/Town Councils.	5.11.20
10 Email from RBWM dated 5.11.20 regarding Advantage Offers.	5.11.20
11 Email CEO Bulletin from NALC dated 6.11.20.	6.11.20
12 Email RBWM Residents' Newsletter dated 6.11.20.	6.11.20
13 Email RBWM Highways Newsletter dated 6.11.20.	6.11.20
14 Email from Kate Meads of CCB dated 13.11.20 regarding Community Buildings.	17.11.20
15 Email RBWM Highways Newsletter dated 13.11.20.	17.11.20
16 Email RBWM Residents' Newsletter dated 13.11.20.	17.11.20
17 Email NALC CEO Bulletin dated 13.11.20.	17.11.20
18 Email from Callum Mc Gregor of CPRE dated 14.11.20	17.11.20
19 Email from Paul Roach of RBWM dated 17.11.20 regarding Grant Applications.	17.11.20
20 Email from Paul Roach of RBWM dated 18.11.20 regarding Clarification of Grant Apps.	18.11.20
21 Email from Tais Oliveria dated 19.11.20 re Windsor Riverside Park Appeal Hearing.	19.11.20
22 Email from Shilpa Manek of RBWM dated 17.11.20 re Sharing CV-19 Messages-Comm.	19.11.20
23 Email Action for All Bulletin from Kate Meads of CCB dated 20.11.20.	20.11.20
24 Email RBWM Highways Newsletter dated 20.11.20.	20.11.20
25 Email NALC CEO Bulletin dated 20.11.20.	20.11.20
26 Email RBWM Residents' Newsletter dated 20.11.20.	20.11.20
27 Email from Maria Herlihy of Environment Agency dated 20.11.20 re Jubilee River.	20.11.20
28 Email from Julia Simpson of Environment Agency dated 23.11.20 re Jubilee River	24.11.20
29 Email from NALC dated 23.11.20 regarding Future of Play Schemes.	24.11.20
30 Email from Anu Vashisht of Highways England regarding M4 Smart Motorway.	24.11.20
31 Email from Network Rail dated 24.11.20 regarding Closures.	24.11.20
32 Email from Aggie Fedyna of RBWM dated 24.11.20 regarding Extended Closure of SML.	24.11.20

33 Email from Claire Kellow of RBWM dated 25.11.20 re Community Information Messaging	25.11.20
34 Email from Emma Congerton of RBWM dated 26.11.20 re Housing Strategy Consultation	26.11.20
35 Email from Open Spaces Society dated 26.11.20 regarding November Update.	26.11.20
36 Email RBWM Highways Newsletter dated 27.11.20.	27.11.20
37 Email RBWM Residents' Newsletter dated 27.11.20.	27.11.20
38 Email CEO Bulletin from NALC dated 27.11.20.	27.11.20
39 Email from Alison Singleton of RBWM dated 27.11.20 regarding Mayor's Charity Auction.	27.11.20

CM 5535 Website

The November 2020 report from Cllr Blightman had been circulated to Members and there were no questions.

CM 5536 Development Control – Town Council Consultation

Planning Application	ETC Comment
<p>1. Single storey side/rear extension. 49 Eton Wick Road Eton Wick Windsor SL4 6LX Ref. No: 20/03142/FULL Validated: Mon 30 Nov 2020:</p>	No Objection
<p>2. Details required by Condition 9 (Secondary glazing details); Condition 10 (Staircase details) and Condition 11 (Window details) of Listed Building Consent 19/03525/LBC for the consent for external and internal alterations; including principally the demolition of structures between Durnford House and School Hall, erection of a 4-storey extension to the rear, extension of mansard roof level to extend over existing building and new rear extension, replacement of existing boy's stair and boy's entrance, car parking spaces, landscaping and associated works. Durnford House Eton College Slough Road Eton Windsor SL4 6DS Ref. No: 20/03126/CONDIT Validated: Fri 20 Nov 2020</p>	<p>The Mayor declared an interest</p> <p>No Comment</p>
<p>3. Single storey extension to the east elevation with new entrance, render and alterations to fenestration. 6 Emlyn Buildings Brocas Street Eton Windsor SL4 6BP Ref. No: 20/03123/FULL Validated: Fri 20 Nov 2020</p>	Concerns about changing the nature of the building; loss of light for neighbouring buildings and restrictive access to No 5
<p>4. Replacement conservatory, replacement first floor window to west elevation and new render to west elevation. 6 Emlyn Buildings Brocas Street Eton Windsor SL4 6BP Ref. No: 20/03105/FULL Validated: Fri 20 Nov 2020</p>	No Objection
<p>5. Details required by condition 37 (piling method statement) of application 18/02033 for the construction of a new school sports centre comprising a 9-court sports hall capable of offering multipurpose indoor sports, x8 squash</p>	<p>The Mayor declared an interest</p> <p>No Comment</p>

<p>courts, general fitness spaces, an athlete development programme space including a sprint track, dojo space, physio spaces, classrooms and offices for PE staff and students, a triple height climbing wall space, rifle range and associated plant, storage, WC and changing facilities. Construction of a new Eton Sports and Aquatics Centre</p> <p>College Eton College Slough Road Eton Windsor SL4 6DJ</p> <p>Ref. No: 20/03010/CONDIT Validated: Wed 11 Nov 2020</p>	
<p>6. 00B9 - Chestnut - fell</p> <p>Gaffneys Eton College Slough Road Eton Windsor SL4 6DB</p> <p>Ref. No: 20/03004/TCA Validated: Tue 10 Nov 2020</p>	<p>The Mayor declared an interest</p> <p>No Objection</p>
<p>7. Variation (under Section 73A) of planning permission 20/00160/VAR as approved under 18/02033/FULL to vary Condition 2 (Approved plans) to substitute for amended plans, Condition 8 (SSC Building - samples and plan details) and Condition 11 (Jacks Building - samples and plan details) for the construction of a new school sports centre comprising a 9-court sports hall).</p> <p>College Eton College Slough Road Eton Windsor SL4 6DJ</p> <p>Ref. No: 20/02972/VAR Validated: Mon 09 Nov 2020</p>	<p>The Mayor declared an interest</p> <p>No Comment</p>
<p>8. Details required by condition 2 (materials) 3 (roof materials) 4 (windows) 5 (joinery) 6 (rainwater goods) 7 (roof details) 9 (archaeology) of planning permission 17/02460 for part change of use of ground floor from A2 (Financial and Professional Services) to residential; part single, part two storey side and rear extensions following the demolition of existing additions.</p> <p>109 High Street Eton Windsor SL4 6AN</p> <p>Ref. No: 20/02910/CONDIT Validated: Tue 03 Nov 2020</p>	<p>No Comment</p>

CM 5537 Planning Decisions

Members were requested to refer to the RBWM website if they wished to review planning decisions.

CM 5538 Other Organisations

The following reports were received from the nominated Members:

- 1) **Baldwins Bridge Trust:** Cllr Tarbox advised that there would be a meeting on 8.12.20
- 2) **Eton Wick Football & Social Club:** Cllr Lovell had nothing to report as the Club had been closed. With Cllr Lovell no longer a member it was decided that a volunteer from ETC be sought at the next ETC meeting on 7.1.21.
- 3) **Eton Poors Estate:** The Mayor had nothing to report..
- 4) **Heathrow Airport Expansion:** Cllr Reed advised that the Law Lords ruling is expected in January 2021 which should signal the end of the Expansion Plan.

CM 5539 Recreation Ground & Open Spaces Reports

- 1) **Bell Lane Open Area:** In the absence of Cllr Robertson, the Town Clerk requested agreement from Members for the erection of the footbridge across Common Ditch and this was duly given. The installation of a third bollard at the southern end by My Handyman was agreed, up to a figure of £150 (the estimate had not yet been received).
- 2) **Stockdales Recreation Ground:** Cllr Lawless reported that the play area was in good condition. Bollards had been installed by Greentouch Ltd to enable larger vehicles to enter the Recreation Ground for events. The dangerous tree had been discussed earlier in the Meeting.
- 3) **Haywards Mead Recreation Ground:** Cllr Lovell reported that Greentouch Ltd had responded to EWFSC claims that the grass was in poor condition. The play area was in good condition but needed Coronavirus posters. Cllr Hemming had a stock from RBWM and he would pass some on to Cllrs Lovell and Lawless. **Action: Cllr Hemming**
- 4) **South Meadow Lane Recreation Ground:** The Mayor asked to be given time to check the status of the wooden beams. **Action: The Mayor**
The play area surface would benefit from a power wash and Cllr Tarbox would pass on details of a contractor to the Town Clerk. **Action: Cllr Tarbox**
- 5) **Jubilee Square, Watermans Arms & Memorial Garden:** Donning a festive costume, Cllr Leach reported that all was well!
- 6) **Barnes Pool:** Dr Rivaz reported that the team was looking at signage and waymarkers. Eton College was now maintaining the area to the west of the bridge following the installation of fencing. It was agreed that ETC would pass on its appreciation to Peter Eaton for all his hard work with the project and to express its regrets that he has chosen to stand down at this time.
- 7) **Riparian Works:** The Mayor asked Ms Taylor for an update on the work needed in the Boveney Ditch involving the 2 berms which had been recommended for installation. This was still pending liaison with Eton College and also a hydromorphology report from Thames Water. The Mayor welcomed the news of the report and thanked Ms Taylor for her work on this and that of EWWG.
- 8) **Allotments:** The Mayor advised that the Town Clerk had written to the Allotments Society and was awaiting a response.

CM 5540 Any Other Business

- 1) Cllr Reed asked whether it was possible to publicise the SML Pavilion lease situation on social media and this was agreed.
- 2) Cllr Tarbox recommended that Members monitor closely the Slough Local Plan.

CM 5541 Date of Next Meeting

Thursday 7th January 2021 at 7.00pm in the Zoom format.

CM 5533 Action List

South Meadow Lane Pavilion

Motions proposed at ETC Meeting 7th January 2021 concerning SML Pavilion Minutes

The Mayor advised that the motion proposed by Cllr Reed and seconded by Cllr Leach that 'This council agrees that the sentence 'It was noted that this would cover the pavilion building only and no other facilities' be deleted from section 'CM 5533 Action List' of the minutes of the 3rd December 2020 meeting' could not be progressed because of the absence of the proposer. The Mayor proposed that a previously circulated transcript of the discussion surrounding the SML Pavilion should be used to ensure the accuracy of what constituted a discussion with important legal consequences. It was agreed that it was essential that ETC does not break any laws regarding building on Lammas Land. The Mayor's proposal to substitute a verbatim account of the discussions was seconded by Cllr Hill and was agreed unanimously.

With this addition (inserted below) the minutes were approved. The minutes will be signed by the Mayor in due course.

Transcript of the discussions about SMLP at the ETC meeting on 3rd December

DR: I put a noter out to everybody basically requesting some approval for some money to get the lawyer started. WYFC are doing due diligence on building costs and legal stuff. They are quite nicely a very democratic organisation, they really are getting all the committee on board, a few of them visited the site this month, get themselves familiar, understand what the implications are, they are pulling everything together. They do want to go with it, yeah so the next step is I have been round the lawyers, four in Windsor, turns out that one of them is a consortium, a lady from Tunbridge Wells responded, she was very helpful she was ex-Kent CC so she went through a whole load of stuff with me, really useful not thought of, but of the list I sent out I think John Humphreys, in what is it Charles Harrison, Charles Coleman in Windsor £2000 + VAT plus minor disbursements, which are land searches and all the rest of it which are not very expensive. Of course on the basis that WYFC are paying half of it. The lawyer we are paying for will act for us. WYFC will get their own legal representation and make sure that they are adequately covered. We will be able to reimburse us half of our costs from WYFC. And it will be good to get that kicked off, as I say the clock is ticking on planning permission. I want to go ahead and start the legal process.

The Mayor: Lammas land severely constrains what we can do both in terms of development and the possibility of the 3G pitch. This needs to be sorted before we approve the spending on the contract. **DR:** The Eton all-weather pitches are both built on Lammas land. I don't see Lammas land as an issue. We can replace it, the small amount of land, with something else we own. We could make Stockdales Lammas Land. The chances of Saxon rules of a half dozen residents have the traditional rights for certain parts of the year to graze their sheep, you can take out a liability insurance for a couple of hundred quid against them turning up and the insurance company deals with it. I don't see Lammas Land, as being a reason at all, in the slightest, why we should delay anything moving forward on what we want to do and solve the issue with the football pavilion.

The Mayor: That's not my view and not the view of Ian Mellor at the College: he says it will be extremely problematic.

JL: Stockdales comes under the Fields and Trusts, we maintain it.

PL: RBWM own Stockdales.

DR: We are not dealing with the 3G pitch, we are dealing with the pavilion. The 3G pitch is something in the future, it is pie in the sky, and there's £1m to be found for it and it may not even happen.

JL: I have no objection to the extension, for what we have already been given planning permission for, even though RBWM have passed planning permission and it's on Lammas Land, where that was there that was done with a land swap when the original pavilion was built, that's why it is not on the Land Registry. I'm happy to go along, but I want to make sure, as the Mayor said, we don't get our fingers burned.

DR: Can I pass that over to you John because I have no interest whatever of doing anything to do with Lammas Land. I have explained that we can deal with that because I can explain we can solve that and it's quite simple. If you want to go and look at that please do but can you do it very quickly because we don't want to lose planning permission.

RR: I have the information about the pavilion, will pass it on to JL: it is a really difficult issue.

PL: We can do a land swap with Haywards Mead. It can be solved I am sure of it.

The Mayor: It is not a trivial matter to swap it and all the advice I have been given is that we need to deal with it.

PL: It isn't a trivial matter.

The Mayor: Nobody wants to hold this up but we have to do this properly and we may want to take legal advice on it.

ML: we don't want to hold it up. The contract we are going for is to redevelop the pavilion. The 4G pitch is way down the line and I am sure that WYFC are going into this fully aware of the challenge ahead of them, that's not the issue. We are saying to them, in the event that they wish to go for it, Eton TC per se wouldn't have any massive objections, but there's hurdles to be got through, that's for them to sort out, that's got nothing to do with the decision we make at this moment in time. If they want to take it on the basis that they can fight the Lammas Land issues they can fight the planning issues to get their 4G pitch, that's up to them, they took it in full knowledge. At the moment, let's concentrate on the pavilion and letting them have the lease.

PL: What's the decision you want Duncan?

DR: I just need the ability to pay a bill to John Humphreys for £2000 + VAT and some disbursements with the understanding that we are going to get half back and I wouldn't go ahead and engage John Humphreys without in writing from WYFC that they will share half that cost. That's what we need to do to move forward at then it's WYFC that will be doing the building so it's their issue to deal with the Lammas Land.

PL: Can we not get that agreement tonight?

The Mayor: It's not putting their tenancy on a very sound footing if we know that it's going to cause a problem for them.

DR: Let them do their legal duty.

ML: That's their problem.

DR: We are creating issues now which are not issues and I am concerned about some members of this Council that really don't want this to go ahead and are putting any form of block in the way of making it go forward which are really small issues I believe.

The Mayor: I don't think they are small issues and I think they need to be addressed, we don't want to get into a position where we are wasting public money on a contract that in a sense is not going anywhere.. I'm not sure that we need to have that contract, this month, right now and I think we need to resolve the matter of Lammas Land. I think it's really important that we do that.

LT: I was going to suggest that we take a vote on it. We need to decide on a proposal and go forward in that.

SE: I would like to say I support DR on this and if we are just talking about the pavilion at the moment, which is what we basically are, I think we should vote this evening and go ahead with the legal side of things and go from there, and also, how much longer is it before the planning runs out? **DR:** March 17th.

SE: So there's not a lot of time if we waited until the next meeting to vote and then the clock is ticking so we are only looking at three months and there is Xmas in the middle that will hold things up. I support DR on this 100% because we are only talkinmg about the pavilion and not the land for the building of the pitches at this moment.

The Mayor: Does anyone else want to speak before we go to a vote? Duncan, I want you to make the proposal you will get the wording right.

DR: The proposal is that this Council allows us to move forward with £2000 + VAT plus minor disbursements to engage Charles Coleman and John Humphreys at that lawyer's firm to start the legal process and develop the 25 year lease for WYFC on the understanding that we are going to get half back from WYFC themselves.

The Mayor: Can I ask that the Task and Finish Group does meet and we share the stuff that you are doing because that would help us move forward. If we can talk as a group of five that would definitely be an option.

The vote: 9 For and 2 Against (The Mayor and MB)

CM 5542 Part 2 Local Government Act 1972 – Exclusion of the Public

The Mayor introduced the following motion which was seconded by the Deputy Mayor :

'That in view of the confidential nature of the business about to be transacted in items 24-26, it is advisable in the public interest that the press and public be excluded for the remainder of the meeting and they are instructed to withdraw'.

This motion was agreed.

The Mayor requested agreement from Members that the minutes of the Part 2 meeting on 5.11.20 were correct. The minutes were agreed unanimously and there were no matters arising.

The Meeting concluded at 9.50