

Eton Town Council

Minutes of the Council Meeting

Held via a Zoom Conference Call

Thursday 7th January 2021 at 7.00pm

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

In Attendance: Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant), Cllr J. Bowden (RBWM), Dr R. Rivaz & Ms L. Bryant (ECA), Ms C. Taylor (EWVA/EWWG), Mr P. Eaton, Mr D. Treder, Mr R. Lewandowski, Mr J. Bagley (Press), Mrs C Golding-Walker

Apologies: Cllr S. Rayner (RBWM)

CM 5543 Welcome

The Mayor opened the meeting by welcoming everyone present and stressing the importance of this meeting in terms of setting the 2021/22 budget and addressing issues associated with South Meadow Lane Pavilion redevelopment. The Mayor particularly extended a warm welcome to David Treder and Peter Eaton who were due to speak in the Public Forum. He advised that the meeting was being recorded and that there would be a short break at 8.00pm for those that wished to join the NHS doorstep tribute.

CM 5544 Apologies

The apology listed above was recorded.

CM 5545 Finance

1. The Town Clerk presented the December monthly schedule of payments to the Meeting and after responding to questions, the schedule was approved unanimously.
2. Mr Reynolds presented the December YTD accounts to the Meeting. There was an overspend against budget in December due to two grounds maintenance invoices arriving in the month. The outstanding payment from Baldwins Bridge Trust had been received plus a payment of £5 from EWVA to cover the purchase of a telephone box in Eton Wick. The YTD situation looked healthy although some large payments were scheduled in the last quarter for tree work emanating from the tree survey.

After responding to questions and acknowledging a correction was required regarding an S106 payment, the accounts were approved unanimously.

3. Expenditure of £220.40 with My Handyman for installing a third bollard at Bell Lane Open Area was approved. Town Clerk will progress. **Action: Town Clerk**
4. Expenditure of £3,555 plus VAT with Maydencroft Ltd for essential (3 Month) remedial work to trees as a result of the tree survey was approved, subject to analysis of additional quotes by the Environment Committee. This expenditure to come from Sustainability budget. **Action: Environment Committee**
5. Expenditure of £3,000 plus VAT with Maydencroft Ltd for essential (6 month) remedial work to 2 x Crack Willows on the banks of Boveney and Common Ditches as a result of the tree survey was approved, subject to analysis of additional quotes by the Environment Committee. This expenditure to come from Riparian Works budget. **Action: Environment Committee**
6. Expenditure of up to £200 for improved signage for Eton Court Car Park/toilets was approved. Town Clerk will progress. The Mayor thanked Dr Rivaz and Ms Bryant of ECA for their work in progressing this. **Action: Town Clerk**

7. 2021/22 Budget: The Mayor explained that the draft 2021/22 budget had been carefully examined at 2 meetings of the Standing Committee and the Town Clerk had circulated this to Members ahead of the meeting.
- Discussions on a proposed ETC alternative to the Council Offices were continuing. The option of Eton Wick Village Hall was under review and this could result in a cost saving. There would be a public consultation before any decision was reached.
 - In response to a question from Cllr Tarbox, the Mayor confirmed that no increase was planned in the salary of the Town Clerk in 2021/22. The Mayor however noted that according to the Council's Employment Policy, the Town Clerk's salary should be set after due consideration of NALC salary scales and this would have to be addressed in the 2022/23 financial year.
 - Cllr Lawless queried why there was no figure for Eton footfall counters in the budget and the Mayor advised that following scrutiny by the Standing Committee it was agreed that the issue would be presented to the February ETC meeting by Dr Rivaz.
 - Cllr Olney asked whether the detailed budget is sent to RBWM or just the total and the Town Clerk responded that it is only the total figure which is required.
 - Cllr Leach questioned whether the individual amounts in the budget are fixed or whether expenditure can be moved from one line to another. The Town Clerk responded that each line of the budget was calculated and it would only be in exceptional circumstances (for example a change of contract) when additional funds could be switched if necessary.

The motion 'This Council approves the budget for the financial year 2021/22 as circulated by the Town Clerk for this purpose' was proposed by the Mayor, seconded by Cllr Lovell and was unanimously agreed.

CM 5546 Public Forum

1. Mr Treder was invited to speak on the ECA Survey.
 - a) The purpose of the survey was to engage with the community and to identify what improvements they wished to see in the town. The research for the survey produced 140 ideas and these were distilled down to the 10 most significant. From these each respondent selected their top 5 in order though they could also include their own priorities.
 - Planning Control
 - Broadband/Mobile Coverage
 - Anti-Social Behaviour
 - Premises Noise
 - Cycling & Scooters
 - Domestic Waste Problems
 - High Street Viability
 - Street Maintenance
 - Parking Availability
 - Community Events
 - b) The survey was promoted on the ECA website, posters, Shout Out and a Response Card was sent to all households as an alternative to the electronic completion option.

The survey closed in mid December following 6 weeks. The results have already been collated and will be discussed at the next ECA committee meeting. Following that meeting the results will be made available to ETC and support, financial and otherwise, will be sought to take forward the things that the people of Eton think important.

Cllr Hemming asked why rough sleepers had been included under anti-social behaviour. Dr Rivaz responded that the groups were linked together regarding the degree of concern.

The Mayor thanked Mr Treder for his excellent presentation and confirmed that ETC looks forward to seeing the analysis at its February meeting. Cllr Leach declared an interest as a member of ECA, and thanked Mr Treder for his presentation.

2. Mr Eaton was invited to speak on the proposed South Meadow Lane Pavilion Development.

Mr Eaton read out a prepared statement:

'Having lived in Eton all my life, I was aware the Eton Recreation Ground was purchased for people of Eton in perpetuity and because of my involvement with the Neighbourhood Plan that it was designated Lammas Land. So, when I stumbled across a consultation on your website for its lease to Windsor Football Club Youth for 25 years, my interest was raised. When I started reading the Heads of Agreement document attached I became alarmed because it was proposed to start this lease on the 1st January pre-empting the result of the consultation closing on the 21st.

Further alarm bells rang when I read that sometime in the future the Club may wish to develop an all-weather pitch and the Council would not oppose this at that time.

It became really concerning when I became aware that you, on a vote of 9-2 at your December meeting, had agreed to proceed with instructing a solicitor to draw up a lease based on the Heads of Agreement again pre-empting the result of the consultation and how the Lammas designation was readily dismissed by some Councillors. None of this seems very democratic.

Questions were then raised in my head whether the 25 year lease, the proposed extension of the pavilion, car park if built, any future all-weather pitch and the lack of detail on public access conflicted with the lands Lammas designation and the original principle at purchase of 'for the people of Eton in perpetuity'.

From just a few hours research on the internet I had confirmed the lands Lammas status and restrictions, when and how it was purchased in perpetuity and became satisfied that the proposals did conflict with both of these. All the documentation I found has been circulated to each one of you.

If the Council was to go ahead as proposed then it would be allowing the Football Club to illegally develop on Lammas Land and against the principles of the original purchase.

More or less any development on Lammas or Common Land as it is all referred to now requires the Secretary of State, DEFRA's approval under the Commons Act 2006. The application fee alone costs £4900 for this.

Lack of detail on maintenance and full public access of the area can be considered against the good faith of the original purchase of the land in 1896 as recreation ground held by the Town Council for the people of Eton in perpetuity and written under the provisions relating to Recreation Grounds (or Recreational Allotments as they were known then) of the Inclosure Act 1845.

The Eton Recreation Ground has always supported sport, both football and cricket at one time, and should continue to do so but this Council must ensure any future proposals in the first instance follow the spirit of the original purchase and be in the interest of the people of Eton. Secondly, ensure that the proposals are legal in every respect. The proposals should then be subject to a meaningful public consultation which is publicised thoroughly.

Thank you.'

Mr Eaton concluded with the following 3 principles:

- a) ETC needs to recognise that the Recreation Ground was given to the residents of the town in perpetuity.
- b) Any proposals for developing the pavilion and/or the land must be legal and conform to Lammas land requirements.
- c) Any proposals must be passed to a proper public consultation.

Cllr Leach made the following points:

- The lease does not commence on 1/1/21. WFCY had put forward their proposal and no doubt the issues regarding Lammas Land would have been discovered during the legal investigation.
- An all-weather pitch would be subject to planning application at some future date and may not receive approval.
- He envisaged that the Recreation Ground would continue to be used by residents of the town, including playing football.

Cllr Lawless asked whether the current pavilion was built on Lammas Land? Mr Eaton responded that he had no information on this.

Cllr Lovell advised that the pavilion was erected after the public toilets had been demolished and this was in the time of Eton Urban District Council.

The Mayor thanked Mr Eaton for his excellent presentation and advised that the issue was being discussed later at this meeting.

CM 5547 Coronavirus Pandemic

Dr Rivaz reported that the most recent newsletter had advised residents of the central contact details as per the yellow card that had been previously delivered to all residents. It was not thought necessary to relaunch the area clusters for the time being.

Dr Rivaz advised that she had received quantities of PPE if anybody has a need .

Ms Taylor reported that the pharmacy was being run by Ms Highy in the absence of Nimish who had contracted the disease. The phone helpline is active and cards have been distributed to the local shops with contact details.

The Mayor thanked both community associations for their excellent work during the pandemic.

CM 5548 Crown Farm

The Mayor invited Cllr Lawless to update the Meeting on the current situation:

The situation was constantly evolving. Recent photos taken last week showed that the ground was being prepared for hedgerow replacement, and tree screening had also started. The fence panels had been removed for rooting space and these will be replaced behind the hedgerow.

Cllr Lawless concluded by stating that he believed the ground contractors were doing a good job, and the focus now is on waiting for planning application/s. RBWM had not posted anything on its website.

Mr Lewandowski advised that he had met with Ms Taylor and there was satisfaction over the preparatory work being done with the hedgerows. It appeared that contractors were following protocol.

Mr Treder questioned whether there was any effort being made to restrict access to the site? Cllr Lawless responded that the landowners are aware of this potential problem now that the fence has been removed.

The Mayor thanked Cllr Lawless for his report and for the work he is doing in monitoring the Crown Farm situation.

CM 5549 Jubilee River

Dr Rivaz advised that the weir was now operating to 75% of capacity and that considerable work has been achieved so far to prevent the effects of scouring.

CM 5550 RBWM Councillors' Issues

Cllr Bowden reported on the following:

- 1) Draft RBWM Budget - out for consultation. Some residents have received letters. All services are liable for cut-back and funding cuts. The Coronavirus pandemic has complicated the situation – income from car parks, leisure centres, weddings and funerals etc has been curtailed and additional expenditure has been made on care services. RBWM is awaiting Government support for loss of income. The budget will be decided in mid February
- 2) Coronavirus - there was a meeting that afternoon with all RBWM councillors to discuss the current situation; of the 40 care homes in the Borough, 33% of residents and 27% of staff have received their jabs. The Government has predicted that this will be completed by mid-February. Vaccination Centres have been identified.
- 3) Waste Collection – RBWM is still operating a weekly schedule. Green bins will commence next week on a 2 weekly cycle starting in Eton on January 24. It is proposed that black bins and therefore bags will be collected every 2 weeks with blue recycling bins and food every week.
- 4) Rural Car Parks – Haywards Mead Car Park may go to a charging regime, residents should respond to the consultation to express their views.
- 5) Revitalisation outside Windsor Castle – consultation is going ahead on plans to remodel Castle Hill.

Cllr Tarbox expressed Eton Wick concerns over the proposed charges at Haywards Mead Car Park. The issue is alive on social media and there is considerable opposition to the plan. There are limited parking spaces available and it will be uneconomic for RBWM or a contractor to service. The car park is used extensively by local residents for the playground, Scouts, Church, Football Club, etc.

Cllr Lovell questioned whether all the delivery drivers that use the car park will have to pay?

Cllr Evans expressed concern over the lack of information on RBWM parking machines regarding telephone charges.

Dr Rivaz pointed out that the consultation form for the RBWM budget does not permit the opportunity for feedback on issues such as wifi in Eton.

The Mayor thanked Cllr Bowden for his contribution.

CM 5551 Thames Valley Police Liaison

The Town Clerk advised that he had not received any feedback from TVP and would seek a report for circulation to Members. **Action: Town Clerk**

Cllr Bowden advised that RBWM Community Wardens will be monitoring the flow of visitors into Windsor and Eton during the current lockdown, especially cyclists at weekends. TVP are being proactive about monitoring non-essential travel.

CM 5552 ECA & EWVA/EWWG Liaison

EWVA/EWWG

Ms Taylor reported on the following:

- 1) Phone Box – BT has now released it to ETC. ETC would purchase it for £1 and EWVA would maintain it from thereon. The purpose has yet to be decided, ideas include housing the defibrillator, a display space for the History Society and a seed share. It was proposed by Cllr Lovell and seconded by Cllr Tarbox that ETC should go ahead with the purchase. All agreed. The Town Clerk will make the necessary arrangements. **Action: Town Clerk**
- 2) Bell Lane Open Area – the flow at Common Ditch has improved significantly since the recent desilting works.
- 3) The EWVA shed location at EWFSC has been agreed. This will house EWVA/EWWG equipment which is currently scattered amongst different houses.
- 4) The number of voluntary hours spent in EWWG activities last year amounted to well over 600.

The Mayor thanked Ms Taylor for her report.

ECA

Dr Rivaz reported on the following:

- 1) There is an ECA committee meeting planned for next week by Zoom and an open meeting will be scheduled soon .
- 2) Funding for an Outdoor Classroom at Eton Porny School has been initiated and supported by ECA with financial contributions from ECA Coronavirus Fund and most notably Baldwins Bridge Trust.
- 3) Eton needs help from TVP regarding the cycling problems in the High Street.
- 4) Regrettably the PSPO's do not cover the misuse of psychedelic drugs and graffiti, just alcohol.
- 5) Progress had been made regarding the narrow SML/ML roads; a consultation regarding erecting "Not suitable for wide vehicles", removing 1 or 2 residents spaces at the entrance to ML and to change the designation of the 6 poaces in ML which face the Brocas is under discission at RBWM.
- 6) Dr Rivaz expressed her thanks to Budgens who have responded quickly and thoroughly to mitigate the closure of the final High Street ATM. Cashback and withdrawl of cash from the Post Office facility are now both available at Budgens.
- 7) The benches on Windsor & Eton Bridge will not be reinstalled for the time being.
- 8) Trees at Meadow Lane Car Park have been trimmed to improve CCTV coverage.
- 9) High Street occupancy is improving with several new businesses scheduled to open soon.
- 10) ECA and ETC are exploring ways to improve the traffic flow in Meadow Lane and South Meadow Lane and this would eventually lead to a consultation organised by the Highways Department.
- 11) A new Eton Matters is in preparation.

The Mayor thanked Dr Rivaz for her report.

CM 5553 Confirmation of the Minutes of the Town Council

The minutes of the Meeting held on 3rd December 2020 had been circulated.

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 paviolion 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 5554 Matters Arising from the Minutes

1. The Mayor advised that the motion proposed by Cllr Reed and seconded by Cllr Leach that 'This council requires the Chair, in accordance with 17(a) of Standing Orders to declare an interest in the matter of the redevelopment of the South Meadow Lane Pavilion and its associated long lease to Windsor Football Club Youth as the redevelopment of the pavilion may have a negative impact on his employer's neighbouring premises' could not be progressed due to the absence of the proposer.

The Mayor reported that he had applied to the Town Clerk as the Proper Officer for a dispensation ahead of the meeting on grounds laid out in the declaration that was shown to the Meeting which argued that any interest that the Mayor may be judged to have was outweighed by the need for his input to progress the project and ensure legal compliance. The Town Clerk had agreed this dispensation subject to approval by councillors. The dispensation would extend until the AGM in May. This dispensation was proposed by Cllr Tarbox, seconded by Cllr Lawless and was agreed with one abstention.

2. The Mayor invited comments on the motion proposed by the Mayor and seconded by Cllr Blightman that 'This Council acknowledges the consultation response indicating that the Eton Recreation Ground is designated as Lammas land and recognises that plans to develop the Eton Recreation Ground pavilion must await legal advice regarding the implementation of the planning permission'.

The Mayor asserted that it was necessary to delay the project until legal advice had been sought. The Task & Finish Group would need to meet to progress this before public consultation could take place. It was hoped that Dr Rivaz and Mr Eaton might be prepared to join the Task & Finish Group.

Cllr Tarbox expressed appreciation to Mr Eaton for his research and informative presentation. The pavilion needed refurbishment and Cllr Reed had done good work but there was an obvious need to take account of legal concerns.

Cllr Evans pointed out that the planning application runs out in March to which the Mayor responded that this motion is to take stock of the situation and not run the risk of an illegal act. ETC needs to be working within the law. The Mayor expressed his respect for Cllr Reed's work on the project but there was a need to be circumspect with respect to the legislation and in particular the Commons Act of 2006.

Cllr Leach declared that he was sure that Cllr Reed was not intending to break the law. Paul Mitchell of WFCY had made it clear that cost was not an issue and the Club would cover any legal expenses arising from any Lammas Land action. Regarding the planning application, it might be possible to apply to RBWM for an extension.

Dr Rivaz pointed out that RBWM does not consider legalities such as Lammas Land when deciding on planning applications and it is up to the land owner to ensure that these matters are in order. Following receipt of Peter Eaton's research, she had taken initial pro bono legal advice that had stated that it would be illegal to increase the footprint of a building or to lay tarmac on Lammas Land. Also, internal demolition is not likely to be considered enough to confirm that the planning application has been instigated as it needs to be a 'material start' i.e. foundations completed

The motion was then voted on and it was agreed with one abstention.

The Mayor invited Mr Eaton to explain the history behind the banner on the wall in the Council Chamber which celebrated the protection of Lammas and Common Land from private ownership and development.

Cllr Leach agreed that development should not take place on Lammas Land and this should also apply to Crown Farm.

Other matters arising as follows:

Town Clerk Actions:

- **CM 5521 Finance**

- | | |
|---|-----------------|
| 1) Arrange with plumber to look at central heating boiler in the Council Offices. | Pending |
| 2) Arrange with Maydencroft Ltd to proceed with silt clearance at Bell Lane. | Actioned |
| 3) Arrange with My Handyman to lay paving stones at Haywards Mead. | Actioned |
| 4) Arrange with Maydencroft Ltd to deal with a dangerous tree at Stockdales. | Actioned |
| 5) Arrange to subscribe to LCPD from January 2021. | 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 5531 Standing Committee**

- | | |
|--|----------------|
| 1) Progress Electronic Banking. | Pending |
| 2) Progress potential office move to Eton Wick Village Hall. | Pending |

- **CM 5536 Development Control**

- | | |
|---|-----------------|
| 1) Write to RBWM Planning ref Application 20/03126. | Actioned |
|---|-----------------|

ETC Members' Actions:

- **CM 5530 Matters Arising**

- | | |
|---|-----------------|
| 1) Cllr Lovell to visit the Council Offices to assess the plumbing work required. | Actioned |
|---|-----------------|

- **CM 5530 Matters Arising**

- | | |
|--|-----------------|
| 1) The Mayor to check the status of wooden beams at SML. | Actioned |
|--|-----------------|

- **CM 5531 Standing Committee**

- | | |
|---|-----------------|
| 1) Cllr Hemming to progress Social Media. | Actioned |
|---|-----------------|

- **CM 5539 Recreation Grounds & Open Spaces**

- | | |
|---|-----------------|
| 1) Cllr Hemming to send play area posters to Cllrs Lovell & Lawless. | Actioned |
| 2) Cllr Tarbox to pass on details of power wash contractor to Town Clerk. | Pending |

RBWM Members' Actions

- **CM 5530 Matters Arising**

- | | |
|--|----------------|
| 1) Cllr Rayner to progress proposed woodland area at Bell Farm with Ms Taylor of EWVA. | Pending |
|--|----------------|

CM 5555 Standing, Environment & Other Committees

The Mayor reported on the following:

- 1) The proposed office move is under discussion and we are awaiting further information concerning a possible lease from the Village Hall Committee..
- 2) Electronic banking is being progressed by the Town Clerk
- 3) The Environment Committee met in December and discussed riparian works, the tree survey and benches at South Meadow Lane Recreation Ground.
- 4) New Terms of Reference for the Standing Committee were presented by the Mayor and will be discussed by that Committee.

Terms of Reference for the SML Task & Finish Group which had been previously circulated were presented by the Mayor and agreed unanimously.

CM 5556 Mayor's Report

The Mayor reported that he had met with Dr Rivaz to inspect issues in the town, and had met with Cllr Lawless and the Town Clerk to inspect the facilities at Eton Wick Village Hall. The following report was supplied subsequent to the meeting:

Date	Activity/Meeting with	Duration generally 1 hr unless stated
4 Dec	SML Rec Playground log inspection	.25
9 Dec	Environment Committee	1
14 Dec	SML Rec Playground clearing broken glass by seesaw	1
18 Dec	Eton Wick Village Hall and Haywards Mead	1.5
18 Dec	Standing Committee	1.25
24 Dec	Toilet walk and Meadow Lane inspection with Chair ECA	1
28 Dec	Measurement of Eton Court toilet signage	.5
31 Dec	Investigation of Tangier Lane grit bin	.5

CM 5557 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 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> <p>At the ETC meeting on 7.1.21 Cllr Olney reported that all was well.</p>
---------------------------------------	--

Cycling Problems in High Street

The Mayor is leading this project.

The purpose of the project is to control incidents of cyclists riding the wrong way up the High Street.

At the ETC Meeting on 7.1.21 the Mayor advised that non-compliant cycling had been the subject of police surveillance.

South Meadow Lane Traffic Flow	<p>The Mayor is leading this project.</p> <p>The purpose of this project is to prepare a long term solution to the traffic problems along South Meadow Lane when road works are instigated.</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> <p>At the ETC Meeting on 7.1.21 the Mayor advised that he had met with Dr Rivaz and ECA and ETC are exploring ways to improve the traffic flow in Meadow Lane and South Meadow Lane. Further suggestions had been made including restricting access for wider vehicles, removing the 1st car parking space at Meadow Lane and narrowing the width of traffic bottlenecks along South Meadow Lane and this would eventually lead to a consultation organised by the Highways Department.</p>
---------------------------------------	--

<p>Plans for Sustainability & Climate Change Emergency</p>	<p>The Mayor is leading this project.</p> <p>The purpose of the project is to develop plans for sustainability and climate change emergency in tandem with RBWM policy.</p> <p>At the ETC Meeting on 3.12.20 the Mayor advised that Ms Taylor’s Haywards Mead plan was being progressed at the Environment Committee.</p> <p>At the ETC Meeting on 7.1.21 the Mayor reported a new community orchard in Eton had been planted by College on the north side of Eton Wick Road just before the railway arches.</p>
<p>South Meadow Lane Pavilion, Eton</p>	<p>Cllr Reed was leading this project.</p> <p>The purpose of the project is to seek a solution to the dilapidated state of the building.</p> <p>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 FC Youth. 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.</p> <p>The Mayor requested that future progress must involve the Task & Finish Group</p> <p>At the ETC Meeting on 7.1.21 it was agreed that the Task & Finish Group would meet soon to progress the project and will elect a new Chair.</p>
<p>Haywards Mead Play Area Redevelopment</p>	<p>Cllr Tarbox is leading this project.</p> <p>The purpose of the project is to enhance the appearance and facilities of the play area and entrance.</p> <p>At the ETC Meeting on 3.12.20 Cllr Tarbox advised that she would have firm proposals for a future meeting,</p> <p>At the ETC Meeting on 7.1.21 Cllr Tarbox reported no progress in December.</p>

CM 5558 Correspondence

Members had received the following correspondence during December 2020:

1	Email from Kate Meads of CCB dated 27.11.20 regarding Covid Update.							1.12.20
2	Email from Matrthew Barber dated 30.11.20 regarding Police & Crime Bulletin.							1.12.20
3	Email from Paul Roach of RBWM dated 1.12.20 regarding Retail & Business Forum.							1.12.20
4	Email from NALC dated 30.11.20 regarding Future of Play.							1.12.20
5	Email from Louise of HALC/BALC dated 1.12.20 re Rural Communities Energy Grant							1.12.20
6	Email from Kate Meads of CCB dated 2.12.20 regarding Covid Update.							2.12.20
7	Email from Paul Roach of RBWM dated 2.12.20 regarding Photo Opportunity.							2.12.20
8	Email from Claire Kellow of RBWM dated 2.12.20 re Community Info Messaging							2.12.20
9	Email from Helen Griffiths of Fields in Trust dated 2 12 20 regarding Local Parks.							3.12.20
10	Email from Kate Meads of CCB dated 3.12.20 regarding Covid Update.							3.12.20
11	Email from BHIB dated 2.12.20 regarding Prepare for Snow & Ice this Winter.							3.12.20
12	Email from Slough Borough Council dated 3.12.20 re Spatial Strategy Consultation.							3.12.20
13	Email NALC CEO Bulletin dated 4.12.20.							4.12.20
14	Email RBWM Residents' Newsletter dated 4.12.20.							4.12.20
15	Email RBWM Highways Newsletter dated 4.12.20.							4.12.20
16	Email from NALC dated 7.12.20 regarding Future of Play Beyond Covid.							7.12.20
17	Email from NALC dated 8.12.20 regarding New Guide on Community Business.							8.12.20
18	Email RBWM Hiughways Newsletter dated 11.12.20.							11.12.20
19	Email RBWM Residents' Newsletter dated 11.12.20.							11.12.20
20	Email NALC CEO Bulletin dated 11.12.20.							11.12.20
21	Email Newsletter from Fields in Trust dated 14.12.20.							14.12.20
22	Email Newsletter from BALC/HALC dated 14.12.20.							14.12.20
23	Email from NALC dated 15.12.20 regarding Coronavirus Update.							15.12.20
24	Email Newsletter from Open Spaces Society dated 15.12.20.							15.12.20
25	Email from Alison Singleton of RBWM dated 16.12.20 regarding Details of New Mayor							16.12.20
26	Email from Julia Simpson of Environment Agency dated 16.12.20 re Jubilee River.							16.12.20
27	Email from Kate Meads of CCB dated 16.12.20 regarding Covid 19 Update.							16.12.20
28	Email from Paul Roach of RBWM dated 17.12.20 regarding Statement on Tier 3.							17.12.20
29	Email Action for All Bulletin from CCB dated 17.12.20.							17.12.20
30	Email from Alsin Singleton of RBWM dated 17.12.20 regarding Christmas Message.							17.12.20
31	Email from Claire kellow of RBWM dated 18.12 20 regarding Covid-19 this Christmas.							18.12.20
32	Email from Tim Golabec of RBWM dated 18.12.20 regarding A308 Corridor.							18.12.20
33	Email NALC CEO Bulletin dated 18.12.20.							18.12.20
34	Email from Anu Vashesht of Highways England dated 18.12.20 re M4/M3 M/Ways							18.12.20
35	Email RBWM Highways Newsletter dated 18.12.20.							18.12.20
36	Email RBWM Residents' Newsletter dated 18.12.20.							18.12.20
37	Email from Paul Roach of RBWM dated 19.12.20 re Advice for Business in Tier 4.							19.12.20
38	Email from Paul Roach of RBWM dated 19.12.20 re Statement from RBWM Leader.							19.12.20
39	Email from Kate Meads of CCB dated 22.12.20 regarding Information for Village Halls.							22.12.20
40	Email from Claire Kellow of RBWM dated 22.12.20 regarding Tier 4 This Christmas.							22.12.20
41	Email fromMatthew barber dated 24.12.20 regarding Police & Crime Bulletin.							24.12.20
42	Email RBWM Residents' Newsletter dated 24.12.20.							24.12.20
43	Email from Joe Cuthbertson of Environment Agency dated 26.12.20 re Jubilee River.							26.12.20
44	Email from Mark Ormrod of Environment Agency dated 27.12.20 re Jubilee River.							27.12.20
45	Email from Sally Coble of Environment Agency dated 29.12.20 re Jubilee River.							29.12.20

CM 5559 Website & Social Media

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

Cllr Hemming reported that there had been 1500 hits in December on facebook, many of them Coronavirus-related. Cllr Hemming requested more items be sent from Members, and photos needed to be approved first. The Mayor congratulated Councillor Hemming for his work thus far.

CM 5560 Development Control – Town Council Consultation

<p>1. Details required by Condition 42 (Details of access road, vehicle parking and turning space) of planning permission 18/02033/FULL</p> <p>Eton College Slough Road Eton Windsor SL4 6DJ</p> <p>Ref. No: 20/03430/CONDIT Validated: Fri 18 Dec 2020</p>	<p>The Mayor declared an interest.</p> <p>No Objection</p>
<p>2. Non-material amendment to planning permission 18/02033/FULL as varied under 20/00160/VAR to locate the PV panel array at a higher roof level to the link corridor roof between the pool and sports hall.</p> <p>Eton College Slough Road Eton Windsor SL4 6DJ</p> <p>Ref. No: 20/03425/NMA Validated: Thu 17 Dec 2020</p>	<p>The Mayor declared an interest.</p> <p>No Objection</p>
<p>3. Details required by condition 2 (brick panel) of planning permission 20/00938 for variation (under Section 73) of condition 3 (approved plans) to substitute those plans approved under 19/03161/FULL for single storey rear extension, 1no. rear dormer, 1no. front and 1no. rear rooflight following the demolition of the existing ground floor rear conservatory.</p> <p>7 Sunbury Road Eton Windsor SL4 6BA</p> <p>Ref. No: 20/03344/CONDIT Validated: Thu 10 Dec 2020</p>	<p>No Objection</p>
<p>4. Removal of x1 existing ATM and removal of x1 existing night safe.</p> <p>Barclays Bank Ltd 8 High Street Eton Windsor SL4 6AU</p> <p>Ref. No: 20/03321/FULL Validated: Wed 09 Dec 2020</p>	<p>Disappointment expressed but pleased that Budgens was offering s cashback facility and that it was possible to withdraw money on a UK bank account.</p>
<p>5. Consent for internal alterations on the ground floor</p> <p>Jack Wills 17 High Street Eton Windsor SL4 6AX</p> <p>Ref. No: 20/03316/LBC Validated: Mon 14 Dec 2020</p>	<p>No Objection</p>

CM 5561 Planning Decisions

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

It was agreed that this item would no longer be included on ETC agendas.

Action: Town Clerk

CM 5562 Other Organisations

The following reports were received from the nominated Members:

- 1) **Baldwins Bridge Trust:** Cllr Tarbox advised that there had been a Zoom meeting on 8.12.20
- 2) **Eton Wick Football & Social Club:** Cllr Hemming was confirmed as the new ETC representative and had already made contact with members of the committee.
- 3) **Eton Pools Estate:** The Mayor had nothing to report..
- 4) **Heathrow Airport Expansion:** It was agreed that this item would no longer be included on ETC agendas.

CM 5563 Recreation Ground & Open Spaces Reports

The following reports were received from the nominated Members:

- 1) **Bell Lane Open Area:** Cllr Robertson reported that the desilting work had been completed satisfactorily. In response to a question from Cllr Olney regarding the silt waste it was confirmed that this was piled up to allow bugs to return to the water and will enable seeds to germinate. Work on the bridge will commence soon.
- 2) **Stockdales Recreation Ground:** Cllr Lawless reported that the play area and the park were in good condition.
- 3) **Haywards Mead Recreation Ground:** Cllr Lovell advised that no team football was being played on either pitch at present. Ms Taylor reported that she had collected discarded tapes although it was unknown where they originated from, and secondly she will be installing whips soon. The slabs underneath the benches look excellent.
- 4) **South Meadow Lane Recreation Ground:** A new nominated Member is required to take responsibility and it was agreed that this could wait until a new councillor is recruited. In the meantime, Cllr Hill agreed to monitor the ground and the play area. Cllr Hill reported that vandals had removed all the Coronavirus signage over Christmas and he had replaced it. The Mayor thanked Cllr Hill for his daily monitoring of the playground in the current pandemic. The Mayor also reported that the football pitches were in good condition.
- 5) **Jubilee Square, Watermans Arms & Memorial Garden:** Cllr Leach reported that all was well.
- 6) **Barnes Pool:** Cllr Bishop advised that to his best knowledge, all was well. The Mayor advised that the garden was flooded for a time.
- 7) **Riparian Works:** The Mayor reported that works on the trees will be attended to.
- 8) **Allotments:** The Mayor advised that he and the Town Clerk had met with Brenda Richardson and some initiatives of ways in which the relationship between ETC, as landlord, and the EWAllotments Association, as tenant. Ms Richardson will report back after discussing with her committee. The Mayor asked the Town Clerk to investigate the lease situation as the Allotments Society apparently had no documentation to verify the extent of the lease.

Action: Town Clerk

CM 5564 Any Other Business

- 1) Cllr Lawless had received confirmation that Crown Farm included some Lammas land.
- 2) Cllr Leach inquired about the procedure for recruiting a new councillor and this was explained by the Town Clerk.
- 3) Cllr Tarbox requested that ETC write to RBWM to object to the proposed parking charges at Haywards Mead. The Town Clerk will action. **Action: Town Clerk**
- 4) Cllr Tarbox advised that she would be setting up a meeting of the Eton Wick Snagging List group, to include the Town Clerk, the Mayor and Cllrs Robertson and Rayner (RBWM). **Action: Cllr Tarbox**
- 5) The Mayor advised that Prince Philip will be one hundred years old in 2021 and ETC should respond to this. It was agreed that a working party be set up to arrange for the correct protocol for this and other important national events. Cllrs Hill and Hemming agreed to join the Mayor and Town Clerk in this task. Dr Rivaz reported that a street party is being discussed for the Queen's Platinum Anniversary in June 2021.
- 6) The Mayor paid tribute to Cllr Reed for his drive and innovation and Dr Rivaz recorded her appreciation for Cllr Reed's service on behalf of residents.

CM 5565 Date of Next Meeting

Thursday 4th February 2021 at 7.00pm in the Zoom format.

The Meeting closed at 10.00pm