

## Eton Town Council

### Minutes of the Council Meeting

#### Held in the Council Chamber

Thursday 9<sup>th</sup> June 2022 at 7.00pm

<b>Present:</b>	Cllrs M. Leach (Deputy Mayor & Chair), M. Alexander, S. Evans, D. Hill, M. Hayes-Powell, N. Howarth, Y. Olney, J. Stanforth & L. Tarbox
<b>In Attendance:</b>	Mr R. Austen (Town Clerk), Mr M. Reynolds (Accountant), Mr J. Pick (TVP) & Ms H. Branscombe-Davies (EWVA)
<b>Apologies:</b>	Cllrs J. Lovell (Mayor), M. Blightman, P. Lawless & K. Robertson, S. Rayner (RBWM), Dr R. Rivaz & Ms L. Bryant (ECA), Ms L. Regazzacci (EWWG) & Ms C. Taylor (EWVA)

<b>CM 5842</b>	<b>Welcome</b>	
The Deputy Mayor opened the meeting by welcoming everyone present and advised those that wished to should wear their face masks although this is not a legal requirement anymore.		
<b>CM 5843</b>	<b>Apologies</b>	
The apologies listed above were recorded.		
<b>CM 5844</b>	<b>Declarations of Interest</b>	
Cllr Stanforth declared an interest on all matters relating to Eton College.		
<b>CM 5845</b>	<b>Confirmation of the Minutes</b>	
The draft minutes of the ETC Meeting held on 5th May 2022 had been circulated to Members and with no alterations requested, Cllr Hayes-Powell proposed and Cllr Olney seconded that they be filed as a true record of that meeting and this was agreed unanimously.		
<b>CM 5846</b>	<b>Matters Arising</b>	
<b>Town Clerk Actions:</b>		
<b>CM 5830</b>	<b>Finance</b>	
1.	<p>Expenditure of £171.54 plus VAT with Elementary Signs for printing a sign 'Queen Elizabeth Arch' to be sited over the archway alongside the Council Offices, and £165.00 with My Handyman for making the backboard and installing the sign, was discussed.</p> <p>It was proposed that the funding would come from CIL.</p> <p>It was proposed by Cllr Hayes-Powell and seconded by Cllr Hill that this expenditure be approved, and this was agreed unanimously.</p>	<b>Actioned</b>
2.	<p>Expenditure of £1,500 with S.R.</p> <p>Decorating for redecorating the passageway outside the Council Offices was discussed.</p> <p>It was proposed that the money would come from CIL.</p> <p>It was proposed by Cllr Hayes-Powell and seconded by Cllr Evans that this expenditure be approved and this was agreed unanimously.</p>	<b>Actioned</b>
3.	<p>Contribution of £1,919.45 to Eton Wick Football &amp; Social Club for reforming the front entry ramp for disabled access was discussed.</p> <p>It was agreed that this discussion would be held over until the June ETC meeting when approval to build the ramp on the pavement had been received from RBWM.</p> <p>If this was not forthcoming, then an alternative site for the ramp alongside the side of the building would be considered.</p>	<b>Pending</b>

4. Expenditure of £2,452.45 plus VAT with Adamson Construction Group Ltd for replacing concrete areas on Haywards Mead Recreation Ground, and making good the step to the rear door of Eton Wick Football & Social Club, was discussed. It was proposed that the money would come from CIL. It was proposed by Cllr Evans and seconded by Cllr Lawless that this expenditure be approved and this was agreed unanimously.	<b>Actioned</b>
It was agreed that ETC should ask the Club to make a contribution towards the cost when it is financially stronger.	<b>Actioned</b>
5. Expenditure of £1,440.00 plus VAT with Turtle Engineering Ltd for supplying and fitting a defibrillator to the wall of Eton Wick Football & Social Club was discussed. It was proposed that the money would come from CIL. It was proposed by Cllr Lawless and seconded by Cllr Evans that this expenditure be approved and this was agreed by a majority vote.	<b>Actioned</b>
It was agreed that the existing defibrillator in Eton Wick outside the pharmacy should be relocated to a site on the opposite side of Eton Wick Road. Eton Wick councillors were asked to propose a suitable location, for agreement at the June ETC meeting.	<b>Actioned – agreed no need to relocate</b>
6. Expenditure of £160.00 with My Handyman for maintenance work on the bus shelter in Eton, ownership of which is unclear, was discussed. It was proposed that the money would come from CIL. It was proposed by Cllr Hayes-Powell and seconded by Cllr Olney that this expenditure be approved and this was agreed unanimously.	<b>Actioned</b>
<b>ETC Members' Actions:</b>	
<b>CM 5828 Reports from Committees</b>	
Cllr Leach to make arrangements to meet with contractors regarding SML Play Area surface.	<b>Actioned</b>
<b>RBWM Members' Actions:</b>	
<b>CM 5832 RBWM Councillors' issues</b>	
The grasscutting of verges in Eton Wick was completed this week. It was pointed out that the brambles and undergrowth remain untouched and Cllr Bowden would follow this up.	<b>Pending</b>
Concern was expressed over the failure of RBWM to monitor the performance of their ground contractors. Cllr Bowden agreed to forward the schedule of grasscutting to the Town Clerk.	<b>Pending</b>
Cllr Stanforth stressed the need for a black bin bag collection in Eton w/c 29.5.22 and Cllr Bowden will look into this.	<b>Actioned</b>
<b>CM 5847 Finance</b>	
1. Mr Reynolds presented the May monthly and YTD accounts to the Meeting and there being no questions, Cllr Hill proposed and Cllr Tarbox seconded that the accounts be approved and this was agreed unanimously.	
2. The Town Clerk presented the May monthly schedule of payments to the Meeting and there being no questions, Cllr Tarbox proposed and Cllr Hill seconded that the schedule be approved and this was agreed unanimously.	
3. Expenditure of £267.50 plus VAT with Brunel Engravings for a brass plaque 'Eton Town Council' for the front door of the Council Offices was considered. This had been discussed and agreed by the Standing Committee at its meeting on 31.3.22. It was proposed by Cllr Alexander and seconded by Cllr Hayes-Powell that the expenditure be ratified and this was agreed unanimously. Funding from CIL.	

4.	Expenditure of £912.00 plus VAT with HAGS for the playground inspection contract was considered, It was proposed by Cllr Tarbox and seconded by Cllr Evans that this expenditure be approved, and this was agreed unanimously.	
5.	Expenditure of £2,575.00 plus VAT with Greentouch Ltd for relaying concrete footpath on Haywards Mead Recreation Ground to facilitate access to the Sports Hall facilities was considered. The Mayor was organising this and the Town Clerk confirmed that alternative quotes had been sought but Greentouch Ltd was the most competitive. Cllr Tarbox proposed and Cllr Evans seconded that the expenditure be approved and this was agreed unanimously. Funding from CIL.	
6.	Expenditure of £800 with Eton Gardening Services (David Gorton) for cutting back undergrowth alongside Eton Wick Road in Eton Wick (as specified by Cllr Tarbox) was considered. Cllr Alexander proposed and Cllr Olney seconded that this expenditure be approved and this was agreed unanimously. Funding from CIL.	
	The Town Clerk was directed to write to RBWM pointing out that this work is really their responsibility. ETC is taking this action as a one-off exercise and RBWM should include a follow up maintenance plan in their annual groundwork contract. The invoice from David Gorton to be included.	<b>Action: Town Clerk</b>
7.	The proposed expenditure on reprofiling the front entry ramp for disabled access to Eton Wick Football & Social Club (held over from May ETC meeting) was discussed. The Club has decided to change the access ramp to the side of the building and before agreeing to contribute to this, the Town Clerk was directed to write and obtain the specification of the ramp and the door to reassure Members that the work conforms to disabled access legislation.	<b>Action: Town Clerk</b>
8.	The 2021/22 Annual Governance & Accountability Return was discussed and it was proposed by Cllr Hill and seconded by Cllr Alexander that it be approved, and this was agreed unanimously.	
<b>CM 5848</b>	<b>Public Forum</b>	
	There had been no requests received from members of the public.	
<b>CM 5849</b>	<b>Vacancy on Eton Town Council</b>	
	The Town Clerk had circulated Members regarding the proposed co-option of Angus Maciver to the vacant position on the Council, following the resignation of Derek Bishop. The Deputy Mayor explained the background and confirmed that Mr Maciver was considered to be an excellent choice in the view of the interviewing panel of Eton Ward members, Cllrs Lovell, Leach, Hill and Hayes-Powell. It was proposed by Cllr Alexander and seconded by Cllr Hayes-Powell that the appointment of Mr Maciver be confirmed, and this was agreed unanimously. The Town Clerk will write to Mr maciver and RBWM accordingly.	<b>Action: Town Clerk</b>
<b>CM 5850</b>	<b>RBWM Councillors' issues</b>	
	In the absence of any RBWM councillors, there was nothing to report.	
	The Town Clerk outlined the RBWM Community Knife Amnesty Bin Initiative Survey, details of which had been circulated to Members ahead of the Meeting.	

<b>CM 5851</b>	<b>Thames Valley Police (TVP) Liaison</b>	
	Mr Jeffrey Pick was welcomed to the Meeting and his Crime Report had been circulated to Members ahead of the Meeting. The following topics were covered:	
1.	New Appointments: Sgt Steph Day is the new officer covering Windsor Central and a new Inspector and Superintendent are due to be appointed. A new Team Contact List was distributed at the Meeting.	
2.	Theft of Bicycles: This is becoming a widespread issue and TVP is dealing with several instances in Eton that have been reported. A 'Lock It or Lose It' flier was distributed at the Meeting.	
3.	Streetsafe Website: A new website which encourages residents to report any areas which they consider to be unsafe. The website includes behavioural and environmental concerns. It will enable TVP resources to be allocated to problem areas. It is important that this website is publicised for maximum effect. A sample of the website page was distributed at the Meeting.	
	Cllr Alexander suggested that a card explaining the initiative should be made available for posting through residents' doors.	
4.	Community Speedwatch Scheme: This is set to provide communities with equipment and training to monitor speeding in their area. This would only apply to the resident's specific road and not elsewhere. Details of the scheme were distributed at the Meeting..	
5.	Summer Burglary Scheme: PCSO's will be putting leaflets through residents' open windows where no-one appears to be in occupation. Samples of this green leaflet was distributed at the Meeting, together with details of a Free Home Security Survey and a Home Security Self Assessment.	
6.	Sheds & Garages: Theft from sheds and garages is prevalent at this time of year. A flier explaining the problems and solutions was distributed at the Meeting.	
7.	Keyless Car Theft: The purchase of a Faraday Pouch for the key fob when not in use was recommended and details of this were distributed at the Meeting.	
8.	Rural Crime: Copper wiring and lead theft was on the increase.	
9.	Scams & Frauds: The elderly are particularly vulnerable. Two booklets on Phone Scams and Cyber Scams were distributed at the Meeting.	
10.	Attendance at Meetings: Mr Pick would be included on the circulation list for future ETC meetings.	<b>Action: Town Clerk</b>
<b>CM 5852</b>	<b>Eton Community Association (ECA) &amp; Eton Wick Village Association (EWVA &amp; EWWG)</b>	
•	<b>EWVA/EWWG:</b>	
	The report from EWVA and the update from Laura Regazzacci of EWWG had been circulated to Members ahead of the meeting.	
	Cllr Howarth outlined his progress as ETC representative on EWWG. The Cain Report and Thames Water maintenance plans were covered, and the overriding need was to support the EWWG volunteers, including potentially financing new equipment including a flat-bottomed boat, plus ETC's own riparian responsibilities.	

<p>Cllr Olney considered that Thames Water, whose outflow runs through the waterways, should be asked to contribute towards these costs although Cllr Howarth considered this unlikely as there are hundreds of other such cases within the Thames Water catchment area and it would probably be cost-prohibitive. Nevertheless, it was worth asking the question at the appropriate time.</p>	
<p>Ms Branscombe-Davies pointed out the importance of the EWWG Stakeholders' Meetings which bring together all the interested parties and ensure activities are co-ordinated.</p>	
<p>Cllr Evans questioned whether the local housing association should be contributing financially as many of their properties could be affected by flooding from the waterways, specifically those in Princes Close, Queens Road and Cornwall Close. The Town Clerk will contact Abri to gauge their level of interest.</p>	<b>Action: Town Clerk</b>
<p>Ms Branscombe-Davies agreed to send a map of the properties concerned to the Town Clerk.</p>	
<p>Thanks were expressed to Cllr Howarth for his endeavours.</p>	
<b>ECA</b>	
<p>In the absence of Dr Rivaz and Ms Bryant or a written report, the Meeting expressed thanks for the excellent organisation of the Jubilee Party which was well attended and a splendid occasion.</p>	
<b>CM 5853 Reports from Committees &amp; Working Groups</b>	
<b>1. Standing Committee</b>	
<p>The Committee met on 31.5.22 and notes of that meeting had been circulated to Members prior to the Meeting. There were no questions.</p>	
<b>2. Environment Committee</b>	
<p>The Committee met on 31.5.22 and notes of that meeting had been circulated to Members prior to the Meeting. There were no questions.</p>	
<p>Business Waste Collection Project: The Deputy Mayor explained the recent activities of Environmental Enforcement Officers who are forcing traders to sign up for business waste collection even though this service is often not required. The Deputy Mayor outlined his plans to reduce the number of waste collection lorries entering the High Street by arranging a combined contract with all the traders and one provider rather than the individual contracts that they each have in place with multiple contractors. A recent survey of traders had shown significant support for this initiative which would reduce pollution and be more cost-effective. It was considered appropriate that this should be an ETC-backed initiative.</p>	
<p>Cllr Hayes-Powell questioned whether ETC would be handling the contracts? The Deputy Mayor confirmed that each trader would have his own contract with the nominated provider. ETC would only act as the facilitator as all decisions would be taken by the traders.</p>	
<p>The Deputy Mayor would be progressing the project, using ETC headed paper.</p>	
<p>Members agreed unanimously to support the Project.</p>	

<b>3. Facilities Management Working Group</b>	
The Town Clerk updated the Meeting on progress with the various teams:	
• ETC Sports Hall & Meeting Rooms Team:	
A response from Chris Pearce of RBWM is awaited regarding a meeting to discuss the Heads of Terms and arrange for an inspection of the premises. Until this has been established, we cannot make any progress in hiring out the facilities.	
• <b>Council Offices Team:</b>	
The Deputy Mayor has taken some initial steps in seeking rough costings for rearranging the kitchen and furniture and fittings.	
Cllr Alexander will check the Council Offices lease to determine whether hiring out the Council Chamber for commercial purposes is permitted.	<b>Action: Cllr Alexander</b>
<b>4. IT &amp; Social Media Working Group:</b>	
Cllr Stanforth advised that Jas had not been operational recently due to family obligations. There are plans to involve Jas in updating the website and to eventually taking on the bookings for the Sports Hall, Council Offices & SML Pavilion.	
<b>5. South Meadow Lane (SML) Pavilion Working Group</b>	
The Deputy Mayor outlined the discussions that had taken place with the Football Foundation and revised plans were being prepared by Philip Telbury. Windsor Football Club Youth (WFCY) has been asked for a development plan that would include girls and disabled football. The Football Foundation grant could amount to up to 70% of the cost and the balance would be obtained from contacting local organisations including Baldwins Bridge Trust, Eton College, Berkshire Active and WFCY.	
<b>CM 5854 Correspondence</b>	
The list of correspondence received during May 2022 had been circulated to Members and there were no questions.	
<b>CM 5855 Website</b>	
The May report from Cllr Blightman had been circulated to Members and there were no questions.	
<b>CM 5856 Development Management – Town Council Consultation</b>	
The following planning applications had been received in May – June to date:	

RECEIVED	NUMBER	DATED	TYPE	ADDRESS	RESPONSE	COMMENT
<b>ETON</b>						
<b>12.5.22</b>	22/01234	11.5.22	FULL	8 BROCAS TERRACE	9.6.22	NO OBJECTION
<b>9.6.22</b>	22/01520	6.6.22	TREES	117 HIGH STREET	7.7.22	NO OBJECTION
<b>ETON WICK</b>						
<b>26.5.22</b>	22/01175	26.5.22	FULL	72 BUNCES CLOSE	23.6.22	NO OBJECTION
<b>9.6.22</b>	22/01563	7.6.22	FULL	156 ETON WICK ROAD	7.7.22	NO OBJECTION
<b>9.6.22</b>	22/00759	8.6.22	FULL	47 BELL LANE	7.7.22	NO OBJECTION

<b>CM 5857</b>	<b>Other Organisations</b>	
The following reports were received from the nominated Members:		
<b>1. Baldwins Bridge Trust:</b>		
Cllr Tarbox advised that Cllr Evans is the new Bridgemaster.		
The Mayor is now a life trustee which would leave a vacancy for a new ETC trustee.		
Cllr Hayes- Powell was nominated and this was agreed unanimously.		
<b>2. Eton Wick Football &amp; Social Club:</b>		
The Town Clerk read out the report received from Cllr Lawless:		
<p><i>'The Club appreciates our financial support for ongoing much needed building improvements.</i></p> <p><i>One outstanding issue having been discussed earlier tonight is to re profile the front entrance ramp to make it more user friendly especially for our older/disabled residents.(Including Me!)</i></p> <p><i>Full use was made of the extended club footprint and Haywards Mead in general during the very well attended Platinum Jubilee celebrations! These included the lighting our Beacon gratefully provided by EWVA and lit by John our Mayor.'</i></p>		
<b>3. Eton Poors Estate:</b>		
Cllr Hill advised that a grant had been made to Eton Porny School for maths text books.		
<b>4. Eton Wick Allotment Society:</b>		
Cllr Olney attended the Society meeting on 13.6.22.		
There may be opportunities for ETC to support the Society and Cllr Olney would be looking at ways this can be achieved, for example a community orchard, buying a rotavator so that the elderly can take on an allotment etc.		
The Society has expressed interest in extending their lease with ETC and Members will review this as and when a formal request has been received from the Society.		
In the meantime, the Town Clerk would check on the ETC lease with RBWM.		
There is a BBQ scheduled for 18.6.22 at 5.00pm.		<b>Action: Town Clerk</b>
<b>CM 5858</b>	<b>Recreation Ground &amp; Open Spaces Reports</b>	
<b>1. Stockdales Recreation Ground:</b>		
The Town Clerk read out the report received from Cllr Lawless:		
<p><i>All was well in the area &amp; with equipment when I visited but I haven't had a chance to visit post the Jubilee weekend, visit planned.</i></p> <p><i>Residents also enjoyed this area over the Jubilee weekend.</i></p> <p><i>Great to see greater use of this lovely area.</i></p>		
<b>2. Haywards Mead Recreation Ground:</b>		
Cllr Olney reported that she had talked with a drone operator on the recreation ground with Laura Regazzacci and was able to gain an understanding of what they are doing there.		
<b>3. Bell Lane Open Area:</b>		
Cllr Tarbox had reported a fallen tree by the entrance to the Common.		
The Town Clerk will write to Eton College as it is believed it is on their ground.		<b>Action: Town Clerk</b>
<b>4. South Meadow Lane Recreation Ground:</b>		
Cllr Hill reported that all was well and the College was taking good care of the grounds. A banner that had been attached to the fencing had been removed.		
<b>5. Jubilee Square, Watermans Arms, Public Hard/Slipway &amp; Memorial Garden:</b>		
Cllr Hayes-Powell reported that the SLA is awaited for the public hard/slipway and the Town Clerk and Mayor are continuing to prompt Catriona.		
The recently installed planter by the Bridge has been well received.		

<b>6. Barnes Pool:</b> Cllr Leach reported that he would be walking the site in the next days.	
<b>7. Public Rights of Way:</b> Cllr Olney reported no issues.	
<b>CM 5859 Minor Matters &amp; Items to be included in Future Agenda</b>	
There was nothing tabled.	
The Town Clerk distributed tickets for the Order of the Garter Ceremony.	
The Deputy Mayor had presented 137 ETC Jubilee mugs to the children of Eton Porny School at their morning assembly and the Mayor will be presenting a further 100 to Eton Wick School on Friday morning.	
<b>CM 5860 Date of Next Meeting</b>	
Thursday 7 <sup>th</sup> July 2022 at 7.00pm in the Council Chamber.	
<b>The Meeting concluded at 9.15pm.</b>	

Draft