

# Old Windsor Parish Council

**MINUTES OF THE COUNCIL MEETING**  
**HELD IN THE OLD CHAPEL MEETING ROOM, CHURCH ROAD,**  
**ON WEDNESDAY 28<sup>TH</sup> JULY 2010 AT 7.30 P.M**

PRESENT: Cllrs. I. A. Troughton (Chairman), C. R. Andrews, M. V. Beer, A. C. Brown,  
Mrs J. K. Dawson, R. Green, P. D. Jacques, Mrs L. C. Jones, Mrs J. G. Marsh,  
Mrs C. Sampson  
Graham Leaver – Clerk to the Council  
John Lee – Trainee Clerk

APOLOGIES: Cllr T. Branwhite

There were 2 members of the public present.

## **09.366 ANNOUNCEMENTS**

The Chairman advised members of the matters set out below.

- a) In regard to his involvement with the Berkshire Association of Local Councils he had found himself in a position which was at variance with the views of other members and therefore had resigned as the Vice-Chairman, Berkshire representative to the National Association of Local Councils, representative to the Berkshire County Training partnership and the Society of Local Council Clerks liaison committee.
- b) Had been updated by the Thames Valley Police in regard to actions being taken in relation to anti-social behaviour generally in Old Windsor but particularly in relation to the Recreation Ground.
- c) Indicated that the previously agreed meeting to be held with David Oram concerning the Straight Road traffic lights review had been deferred until the 31<sup>st</sup> August 2010 in order that Borough Officers could have more time to produce a comprehensive report.
- d) As a consequence of the Part II item at the previous meeting of the Council, he wished all members to note that it was his position as Chairman that the Council should present a united front, work as a team and although individuals might not necessarily agree with decisions taken it should be the case that all members abide by the decisions and work towards that end on all occasions, in an effort to provide the best service the Council can for Old Windsor.
- e) It was his intention now, particularly in light of potential new members, to ensure that arrangements are put in place for training of all members.

## **09.367 MODEL CODE OF CONDUCT**

Cllr M.V. Beer declared a personal interest in relation to all the applications to be considered at this meeting, as a member of the Windsor Development Control Panel of the Borough Council, and declared that he would not vote or make a final decision on any of them at this meeting.

## **09.368 MINUTES OF THE COUNCIL MEETING HELD ON THE 14<sup>TH</sup> JULY 2010**

The minutes were approved, subject to the following amendments, as a true record and signed by the Chairman.

### Apologies

Add Cllr P. D. Jacques

### 09.352 - 09.343

Delete the word 'June' and replace with 'July.'

## **09.369 BOROUGH COUNCILLORS REPORT**

A report prepared by Cllr Beer had been circulated, he updated members and his comments were **noted**.

In response to a comment from the trainee Clerk/website manager Cllr Beer **agreed** to provide electronic copies of his notes for inclusion on the site.

**09.370 REPORTS FROM MEMBERS WHO HAVE ATTENDED MEETINGS ON BEHALF OF THE PARISH COUNCIL**

Cllrs Mrs L. C. Jones, Mrs J. K. Dawson, Mrs S. Sampson, R. Green, Mr J. Lee and the Clerk had attended the Parish Planning Road show. Cllr R. Green and the Clerk commented upon the discussions which had taken place and members noted the comprehensive report circulated by Cllr Green.

Cllr Green and the Clerk had attended a meeting with Mr Steve Anderson, Outdoor Facilities Manager of the Borough Council, at which discussions had taken place regarding the following matters;

- a) Bylaws in respect of land owned by the Parish Council, which it was **agreed** Cllr Green should progress and report back to the Council in due course.
- b) The potential for the transfer of responsibility from the Borough Council to the Parish Council of the work involved in grass cutting, highway verges and amenity areas under the control of the Borough Council. Agreed that this should proceed subject only to agreement being reached on the transfer of funds from the Borough Council to the Parish Council for this work.

**09.371 PLANNING APPLICATIONS**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 14th July 2010 **Appn No.:** 10/01346  
**Type:** Full  
**Proposal:** Construction of a single storey detached dwelling following demolition of existing dwelling  
**Location:** **Kingfisher Ham Island Old Windsor Windsor SL4 2JT**  
**Applicant:** Mr Gordon Spice c/o **Agent:** Mr Peter M Salmon Camber Broad Lane Bracknell Berks RG12 9BY  
**Determination Date:** 8 September 2010

BB

**Members had objections to this application in that it was considered to be an overdevelopment in the ongoing and numerous applications made in respect of this site. However, should approval be given it was the Parish Councils view that this would result in a separate unit of accommodation which should be condition to single ownership and family accommodation.**

**In this situation Section 106 funds should be applied to any or all of the following items;**

- a) **Community Facilities - Improvements to Old Windsor Youth Club**
- b) **Open Space - Improvements to Old Windsor Recreation Ground**
- c) **Art & Heritage - Provision for the proposal Old Windsor Memorial**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 7th July 2010 **Appn No.:** 10/01432  
**Type:** Works To Trees Covered by TPO  
**Proposal:** Consent to reduce longer lateral branches and deadwood a Deodar Cedar (T3) and deadwood prune (remove dead, diseased, damaged and crossing branches) a Cedar (T4)  
**Location:** **10 Ouseley Road Old Windsor Windsor SL4 2SQ**  
**Applicant:** Mr Alan Smith c/o **Agent:** Mr Richard Trippett - Bartlett Tree Experts Woodlands Farm Burnham Road Beaconsfield Bucks HP9 2SF  
**Determination Date:** 1 September 2010

JEC

**No objections subject to all works being under the control of a Borough Council Arboricultural officer.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 9th July 2010 **Appn No.:** 10/01491  
**Type:** Full  
**Proposal:** Single storey front garage extension. Part two storey, part single storey front extension. Part two storey, part single storey rear extension with first floor rear balcony  
**Location:** **Thames Cottage The Friary Old Windsor Windsor SL4 2NS**  
**Applicant:** Mr And Mrs Brendan Ivers **c/o Agent:** D.S. Designs Ltd 5 Roebuck Close Ashted Surrey KT21 2DN  
**Determination Date:** 3 September 2010  
ASL

### **No Objections.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 13th July 2010 **Appn No.:** 10/01517  
**Type:** Full  
**Proposal:** Conservatory to rear  
**Location:** **27 Burfield Road Old Windsor Windsor SL4 2RB**  
**Applicant:** Mr And Mrs C Dell'aversano **c/o Agent:** Sherborne Ltd 135 Lynchford Road Farnborough Hants GU14 6HD  
**Determination Date:** 7 September 2010  
ASL

### **No Objections.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 13th July 2010 **Appn No.:** 10/01520  
**Type:** Full  
**Proposal:** Certificate of lawfulness to determine whether the proposed construction of two single storey extensions is lawful  
**Location:** **Bridge House Ham Island Old Windsor Windsor SL4 2JT**  
**Applicant:** Mr Sanjay Gogna  
**Determination Date:** 7 September 2010  
DJ

### **Noted.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 15th July 2010 **Appn No.:** 10/01548  
**Type:** Listed Building Consent  
**Proposal:** Consent to widen an internal entrance into the Royal Collection Stores (RCS), conversion of part of the RCS to provide a male and a wheelchair accessible/female toilet, and alteration to the existing toilets behind the main staircase to provide male and a wheelchair accessible/female toilet, all with access from the conference rooms.  
**Location:** **Cumberland Lodge Windsor Great Park Windsor SL4 2HP**  
**Applicant:** Mr Martin Newlan (Bursar) **c/o Agent:** Mr D Noble - Sedgman Noble Architects The Studio Spring Meadows Business Centre Highfield Farm Reading Berks. RG10 8PZ  
**Determination Date:** 9 September 2010  
ASL

### **No Objections.**

## **09.372 POLICY & FINANCE**

The Lead Member indicated that she had dealt with the following items;

- a) In conjunction with the Clerk produced an updated document for the current approved budget which had been amended to include projects approved in previous years and listed at the time of the meeting which set the precept for 2010/2011. (Circulated on white paper).
- b) Similarly a proposed revised budget for 2010/2011. (Circulated on green paper).
- c) In conjunction with other members **agreed** the Planning Section 106 listing in respect of Old Windsor which had been forwarded to Borough Council Officers.
- d) From within existing budget provision the Borough Council Youth Officer had been authorised to order new furniture for the Youth Club to be paid for by the Parish Council.
- e) In regard to future management of financial matters particularly in relation to projects she proposed that consideration should be given to recording in the minutes 1) who was doing what, 2) recording of 'bring forward' items and 3) recording of follow up items.

Income and Expenditure for the period 01.04.10 to 30.06.10 inclusive together with the Bank Reconciliation as at 30.06.10

The Clerk had circulated to all members the details of income and expenditure for the period 01.04.10 to 30.06.10 together with the bank reconciliation as at the 30.06.10 which were **noted, approved and accepted.**

To approve a revised budget for the financial year 2010/2011 (01.04.10 – 31.03.11)

In relation to the green papers previously referred to, Cllr Mrs Jones together with the Clerk explained the background to this revised budget which in effect brought up to date the Parish Councils financial records and position at this point in time having taken into account the items mention in item a) above.

It was noted that there was unallocated expenditure in the sum of £13,280 as indicated on the last line of the budget sheets.

In addition The Clerk submitted a further update of projects which had not been previously considered in any detail. He had prioritised these items and sought the approval of members particularly for those given an ‘A’ designation.

Consequent upon members comments it was proposed by Cllr Mrs L. C. Jones, seconded by Cllr Mrs J. G. Marsh and **agreed** that the following items be included in the next revision of the 2010/2011 budget, amounting to £11,350.

Works related to Thames Water Land	Estimated expenditure £1,650	
Crimp Hill Cemetery new central path	Estimated expenditure £5,000	
Crimp Hill Cemetery groundworks	Estimated expenditure £1,200	
	Total	£7,850
Initial works relating to the Parish Church Yard wall		£2,500
Recreation Ground Signs provisional sum		£1,000
	<b>Approved Expenditure</b>	<b>£11,350</b>

In conclusion the Chairman proposed, that in light of the financial implications, in that a large majority of the Councils expenditure was related to matters under the control of the Lead Member for Environment, it would be more appropriate to reverse the agenda for Council meetings to ensure that this aspect of the Parish Councils activities be debated and decisions made on prior to consideration of the report by the Lead Member for Policy and Finance. **Agreed.**

**09.373** **ENVIRONMENT**

The Lead Member submitted his report in respect of the current situation regarding matters under his control and together with Cllr R. Green explained the background and current position in regard to these items. All of which were **noted.**

Consequent upon the information provided by Cllr R. Green, in relation to the Parish Churchyard wall, members noted the current situation and the advice received from the Head of Legal Services at the National Association of Local Councils, it was agreed that the following actions be taken in this regard.

- a) The question of an insurance claim be investigated.
- b) The survey for which funding had now been agreed (see minute 09.372 above) be actioned.
- c) A dialogue be entered into with the Parochial Church Council. Note Cllr M. V. Beer declared a personal interest in that his wife was closely involved with the PCC.

It was further agreed that responsibility for the planters in St Lukes Road precinct be taken over by the Parish Council.

Members also noted the schedule of notices recommended for the Recreation Ground for which further information would be provided in due course.

It was further agreed that investigations be undertaken in respect of the transfer of litter picking responsibilities throughout the village from the Borough Council to the Parish Council and that arrangements be made for a visit to Winkfield Parish Council to view their recently installed close circuit television equipment.

**09.374 COUNCILLORS COMMENTS AND QUESTIONS**

Mr J. Lee

In commenting upon the Borough Councils existing website asked for members views as to items of general information relating to Parish Council activities which might be included on the site together with a members and staff only, accessible diary facility, where absences from the Village could be recorded. It was agreed that this should be an agenda item at a future meeting.

**09.375 NEXT MEETING**

The next Meeting of the Council will be held on 11<sup>th</sup> August 2010 at 7.30pm in the Old Chapel Meeting Room.

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**CHAIRMAN**

THE MEETING CLOSED AT 10.15PM