

Old Windsor Parish Council

MINUTES OF THE COUNCIL MEETING
HELD IN THE OLD CHAPEL MEETING ROOM, CHURCH ROAD,
ON WEDNESDAY 13TH AUGUST 2008 AT 7.30 P.M.

PRESENT: Cllrs. A. T Peach (Chairman), J. N. Aufflick, M. V. Beer, R. C. Crawley,
Mrs P. A. D. Dingley, P. B. Goddard, P. D. Jacques, J. Lee, T. J. Tapping,
I. A. Troughton
Mr J. Snapes – Allotment Representative
Graham J. Leaver – Clerk to the Council

APOLOGIES: Cllrs. L. C. Jones, S. G. Winton

There were 5 members of the public present.

08.056 PUBLIC QUESTION TIME

Mr Peter Clark raised concerns, and in so doing referred to a petition signed by a considerable number of parishioners, which commented on what was felt to be an inappropriate sign above the entrance to the Old Chapel. The Chairman explained that as part and parcel of a wish to make more freely available information about the activities of the Parish Council and advertise the fact that the Old Chapel was in future to be the Council office.

He accepted that the sign was perhaps inappropriate in that location, but was in any event only temporary, it would be replaced in due course by a sign more in keeping with the character of the building.

Mr & Mrs Andrews advised members of the recent problems in the Recreation Ground, which had, from their point of view, supported by other residents living immediately adjacent to the car park area, become unacceptable.

They requested that in the current circumstances the Council move to a situation whereby the gate at the Recreation Ground end of Robin Willis Way be locked on a 7 day continuous basis at 8.00pm in the evening.

It was proposed by Cllr I. A. Troughton, seconded by Cllr T. J. Tapping and unanimously resolved that with immediate effect locking of the gate every evening at 8.00pm be arranged with the security company presently carrying out this work.

Mr Andrews repeated his offer, which was noted, that he would be prepared to unlock the gate every morning.

The Clerk was asked to advise the security company of this decision and also stress the need for the gate to be locked no later than 8.00pm each evening.

08.057 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.

08.058 MINUTES OF THE COUNCIL MEETING HELD ON THE 23rd JULY 2008

The minutes were approved as a true record and signed by the Chairman.

08.059 MATTERS ARISING FROM THE ABOVE MINUTES

08.049 (23.07.08)

Members noted the following items relating to the above minute.

- b) Mr Jim Snapes informed members of the recent Open Day at the allotments and advised that it was well received.
- c) The Chairman indicated that arrangements would be made for a notice to be displayed at Crimp Hill cemetery explaining the Council's rules regarding the decoration of memorials, which in some instances would be brought to the attention of specific owners of plots.
- d) It was advised that the flood maps were available from the Royal Borough.

Cllr I. A. Troughton advised members that he had requested a meeting with Ben Smith in relation to the bus service.

08.060 BOROUGH COUNCILLORS REPORTS

Cllr M. V. Beer indicated that there was continuing pressure on him to attend a significant number of meetings including that of the Cabinet of the Royal Borough.

He reported that the Borough Council had commenced a programme to remove unnecessary and damaged signs situated on the highways throughout the Borough.

Similarly, there was a campaign to deal with overgrown hedges obstructing footpaths which was being undertaken by the Streetcare section of the Borough Council.

He understood that details had been circulated by the Borough Council concerning the shortly to be introduced recycling scheme for garden waste.

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

Cllr I. A. Troughton had attended a meeting of the Berkshire Association of Local Councils at which the principal topic discussed related to the establishment of the new arrangements in Berkshire whereby the support for local councils would be provided as part of a contract between the Association and the Community Council for Berkshire.

08.062 PLANNING APPLICATIONS

Parish/Ward:	Old Windsor Parish	
Appn. Date:	21st July 2008	Appn No.: 08/01762
Type:	Full	
Proposal:	Increase in ridge height of existing single storey rear extension to provide 1st floor accommodation with 2 dormers and rear balcony	
Location:	6 Newton Lane Old Windsor Windsor SL4 2RY	
Applicant:	Mr Nigel Lawrence c/o Agent: Mr Martin Pugsley 1 Testwood Road Windsor Berkshire SL4 5RL	
Determination Date:	15 September 2008	

Members had objections to this application in that there was a lack of detail as to the existing height, inadequate parking facilities and lack of privacy from the balcony.

Parish/Ward:	Old Windsor Parish	
Appn. Date:	22nd July 2008	Appn No.: 08/01797
Type:	Full	
Proposal:	Part two storey part single storey side extensions and garden wall	
Location:	11 Harwood Gardens Old Windsor Windsor SL4 2LJ	
Applicant:	Mr And Mrs Simpson c/o Agent: Bowen Evans Consultancy 48A High Street Marlow Bucks	
Determination Date:	16 September 2008	

Members had no objections subject to the maintenance of appropriate vision splays for access to the adjoining highway by the neighbouring property and a requirement for the fitting of obscure glass in any overlooking windows.

Parish/Ward: Old Windsor Parish
Appn. Date: 23rd July 2008 **Appn No.:** 08/01796
Type: Full
Proposal: First floor rear/side extension
Location: **54 Burfield Road Old Windsor Windsor SL4 2LP**
Applicant: Dr Mubarak-Saleh Al-Khanduri **c/o Agent:** Mr K Choudhary Victoria House High Wycombe Bucks HP11 2NF
Determination Date: 17 September 2008
DJ

No Objection.

Parish/Ward: Old Windsor Parish
Appn. Date: 23rd July 2008 **Appn No.:** 08/01799
Type: Full
Proposal: Construction of a four bedroom detached dwelling
Location: **Land At 14 Pelling Hill Old Windsor Windsor**
Applicant: Mr Jaime Harvey **c/o Agent:** Kevin J Turner Associates 4 Little Oaks Close Shepperton Surrey TWE18 0GA
Determination Date: 17 September 2008
LZA

No objection subject to a limit on the height of the fence.

Parish/Ward: Old Windsor Parish
Appn. Date: 23rd July 2008 **Appn No.:** 08/01803
Type: Full
Proposal: Single storey front extension
Location: **11 Meadow Way Old Windsor Windsor SL4 2NX**
Applicant: Mrs S Butcher
Determination Date: 17 September 2008
KD

No objections.

Parish/Ward: Old Windsor Parish
Appn. Date: 25th July 2008 **Appn No.:** 08/01841
Type: Cert of Lawfulness of Proposed Use
Proposal: Certificate of Lawfulness to determine whether the proposed use of a retractable awning is lawful
Location: **Guards Polo Club Smiths Lawn Windsor Great Park Windsor Staines TW20 0HP**
Applicant: Mr James Neighbour **c/o Agent:** Mr Gareth Williams Gareth Williams And Associates Coombe Hollow Cockerhurst Road Shoreham Kent TN14 7UA
Determination Date: 19 September 2008
KD

Noted.

08.063 PLANNING DECISIONS

PLANNING APPLICATION DECISIONS. PERMISSION

08/01453 12 Pelling Hill. Part two storey side/rear extension with Juliette balcony and part first floor side extension with conversion of existing garage to habitable room detached double garage, single storey side extension and part first floor side extension above, new entrance porch and rear conservatory.

PLANNING APPLICATION DECISIONS. GRANTED

08/01503 Beaumont, Burfield Road. Consent to remove modern inserted ceiling and repair of painted ceiling in Chapel.

PLANNING APPLICATION DECISIONS. REFUSED

08/01307 97 Albany Road. Construction of a rear dormer window and Juliette balcony.
08/01391 Land Adjacent to Manor Cottages, Ham Island. Erection of a barn for storage of agricultural equipment and feed store.

PLANNING APPLICATION DECISIONS. NOT LAWFUL

08/01424 47 Meadow Way. Certificate of Lawfulness to determine whether the use of the one bed ground floor flat with garage facility is lawful.

08.064 POLICY & RESOURCES

In the absence of the Lead and Deputy Lead members the Clerk referred to the pink financial information sheets, which had been provided for all members, which would be dealt with in more detail at the next meeting.

08.065 ENVIRONMENT

The Chairman, in his role as Lead Member for Environment matters, referred to the following items which were noted or dealt with as indicated.

- a) The Old Chapel – He referred to emails between himself and Mr Peter Clark which linked to Minute 08.056 above.
- b) Having invited the Allotments Representative to update members, it was noted that;
 - i) The expenditure incurred by the Council in relation to the fixing of rabbit wire on the boundary fences had been successful and was much appreciated by allotment tenants.
 - ii) Whilst there was funding in this years budget for work to site roadways, it was agreed that Mr Snapes, in conjunction with the Clerk, review the current position and report back to a future meeting with costed proposals for the necessary work.
- c) In relation to the Recreation Ground, it had been noted that there was a considerable increase in problems concerning dog waste which was not being removed by those walking their animals. It was agreed that these concerns be brought to the attention of the Borough Councils dog wardens with a request that they look into this matter with a view to taking action against those owners not acting appropriately.

08.066 AUDIT MATTERS

It was proposed, seconded and unanimously agreed that the Chairman and the Clerk be authorised to sign off the annual return for the financial year 2007/2008.

08.067 THE OLD WINDSOR COMMUNITY PARTNERSHIP

Cllr I. A. Troughton, in his capacity as Chairman of the Partnership, indicated that progress was being made with the scheme for lighting across the Recreation Ground and that arrangements would be made for a site meeting in this regard.

He indicated that there would be the Annual General Meeting of the Partnership in late September.

08.068 THE NEIGHBOURHOOD ACTION GROUP

Cllr I. A. Troughton, in his capacity as Chairman of the Neighbourhood Action Group (N.A.G.), advised members that there had recently been complaints received from a parishioner relating to the non availability of the minutes of the meetings of the N.A.G.

This was being dealt with and it was noted that whilst copies of the minutes were provided to the Parish Clerk that it was not the responsibility of the Parish Council to circulate this information.

08.069 ACTION LIST

Cllr Peach referred to the details contained in the action list and members noted the position as at the date of this meeting.

08.070 CLERKS REPORT

The Clerk reported the following items which were dealt with as indicated.

- a) B.A.L.C. Whole Training Day for New Councillors. Noted.
- b) A Clear Vision for the South East Update on the South East Plan – Partial Reviews of the Draft South East Plan.

08.071 TERMS, CONDITIONS AND REMUNERATION OF THE CLERK

Following discussion it was unanimously agreed that:

- a) From September 1st 2008 the Old Windsor Parish Clerk duties will be graded according to the SLCC/NALC profile LC2, spinal point 34.
- b) The Parish Clerks hours will remain 16 hours per week with the proviso that in future duties previously undertaken by the Clerk in relation to Parish Council capital projects will be managed by nominated Parish Councillors.
- c) The Parish Clerk will be awarded a once and for all bonus of £5,000 gross in respect of services over and above those required of him during the past few years.

08.072 FUTURE ADMINISTRATION OF THE COUNCIL

Following discussion regarding the need to safeguard the Parish interests in respect of training newly appointed staff it was unanimously agreed that:

‘Old Windsor Parish Council will advertise for, and recruit a trainee, initially working 16 hours a week. The first 12 months training will be contracted out to another Parish Council. This will be followed by a period of approximately 3 months familiarisation in Old Windsor, prior to the trainee taking over from the Parish Clerk on his retirement, when the trainees hours will be reviewed’.

08.073 NEXT MEETING

The Next Meeting will be held on 27th August 2008 at 7.30pm in the Old Chapel Meeting Room.

THE MEETING CLOSED AT P.M.

CHAIRMAN