

# Old Windsor Parish Council

**MINUTES OF THE COUNCIL MEETING**  
**HELD IN THE OLD CHAPEL MEETING ROOM, CHURCH ROAD,**  
**ON WEDNESDAY 14<sup>TH</sup> JANUARY 2009 AT 7.50 P.M.**

PRESENT: Cllrs. A. T. Peach, M. V. Beer, C. R. Beever, P. B. Goddard, Mrs L. C. Jones,  
I. A. Troughton  
Graham J. Leaver – Clerk to the Council  
John Lee – Flood Warden

There were 3 members of the public present.

## **08.221 ANNOUNCEMENTS**

The Chairman referred to the fact that he had received the resignations of Cllr Mrs P. A. D. Dingley and R. C. Crawley. Both had expressed their pleasure at having been part of the activities of the Parish Council over many years, but equally indicated that for personal and family reasons felt that they could no longer continue in their role as a Councillor. Members supported the Chairman in his statement that the Council had been grateful for their service in regards to Old Windsor.

Reference was also made to the recent passing of Alan Morton, who had, in the past been an active member of the Council and served as Chairman for a 2 year period. Members stood in silence in his memory.

## **08.222 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.

## **08.223 MINUTES OF THE COUNCIL MEETING HELD ON THE 10<sup>TH</sup> DECEMBER 2008**

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

## **08.224 MATTERS ARISING FROM THE ABOVE MINUTES**

08.204 (10.12.08 & 26.11.08)

In response to a question from the Chairman, John Lee (the web master) indicated that to date he had received no response in this regard.

08.211 (10.12.08) c)

Cllr M. V. Beer enquired as to action relating to the repairs to the seat previously located outside of the Friary Stores, and it was noted that to date no action had been taken. It was proposed, seconded and agreed that either repairs be carried out or a replacement seat provided, and an insurance claim be made subject to the financial implications of such action.

## **08.225 BOROUGH COUNCILLORS REPORTS**

Members noted the report prepared by Cllr M. V. Beer which had been circulated prior to the meeting.

## **08.226 PLANNING APPLICATIONS**

<b>Parish/Ward:</b>	Old Windsor Parish	
<b>Appn. Date:</b>	8th December 2008	<b>Appn No.:</b> 08/02970
<b>Type:</b>	Full	
<b>Proposal:</b>	Loft conversion with rear rooflights and door with Juliet balcony to side	
<b>Location:</b>	<b>38 Bears Rails Park Old Windsor Windsor SL4 2HN</b>	
<b>Applicant:</b>	Mr Derek Flynn <b>c/o Agent:</b> Mr R Fenn - Richard Penn Designs Ltd 11 Harrier Close Woodley Reading RG5 4PE	
<b>Determination Date:</b>	2 February 2009	

KD

**No Objection.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 8th December 2008 **Appn No.:** 08/02971  
**Type:** Listed Building Consent  
**Proposal:** 5Loft conversion with rear rooflights and insertion of a door and Juliet Balcony to side  
**Location:** **38 Bears Rails Park Old Windsor Windsor SL4 2HN**  
**Applicant:** Mr Derek Flynn **c/o Agent:** Mr Richard Fenn Richard Fenn Designs Limited 11 Harrier Close Woodley Reading Berkshire RG5 4PE  
**Determination Date:** 2 February 2009

KD

### **No Objection.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 10th December 2008 **Appn No.:** 08/02977  
**Type:** Cert of Lawfulness of Proposed Dev  
**Proposal:** Certificate of Lawfulness to determine whether the proposed use of the integral garage for habitable use is lawful  
**Location:** **Priory Cottage Church Road Old Windsor Windsor SL4 2JW**  
**Applicant:** Mr J Mitchell **c/o Agent:** Mrs S Sharma - The TPA Design Co Ltd 33A St Lukes Road Maidenhead Berkshire SL6 7DN  
**Determination Date:** 4 February 2009

DEI

### **Noted.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 16th December 2008 **Appn No.:** 08/03020  
**Type:** Full  
**Proposal:** Front porch  
**Location:** **41 Walpole Road Old Windsor Windsor SL4 2LX**  
**Applicant:** Mr M Jones **c/o Agent:** Mr T Isaac 80 Fairview Road Taplow Maidenhead Berkshire SL6 0NQ  
**Determination Date:** 10 February 2009

DEI

### **No Objection.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 18th December 2008 **Appn No.:** 08/03045  
**Type:** Full  
**Proposal:** Demolition of existing garage and construction of a replacement double garage  
**Location:** **18 Ham Island Old Windsor Windsor SL4 2JY**  
**Applicant:** Mr Chris Bertram **c/o Agent:** Mr Alex Chapman Lewandowski Architects 119-120 High Street Eton Windsor SL4 6AN  
**Determination Date:** 12 February 2009

DJ

### **No Objection subject to Flood Plain implications and being in the Green Belt area.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 19th December 2008 **Appn No.:** 08/03055  
**Type:** Cert of Lawfulness of Proposed Dev  
**Proposal:** Certificate of Lawfulness to determine whether the proposed single storey rear extension is lawful  
**Location:** **2 Glebe Road Old Windsor Windsor SL4 2PN**  
**Applicant:** Mr And Mrs Anwer **c/o Agent:** G E Pottle And Co Suite B 128 Manor Way Ruislip Middlesex HA4 8HR  
**Determination Date:** 13 February 2009

ASL

### **No Objection**

## **08.227 PLANNING DECISIONS**

### **PLANNING APPLICATION DECISIONS**

- 08/02435** 11 Pelling Hill. Construction of a replacement 1 x 5 bed detached dwelling and detached double garage. **PERMISSION**
- 08/02724** Grooms Cottage, Cumberland Lodge. Conversion of existing private house to provide additional guest accommodation for Cumberland Residential Conference Centre. **PERMISSION**
- 08/02725** Grooms Cottage, Cumberland Lodge. LBC-Consent to convert existing private house to provide additional guest accommodation for Cumberland Residential Conference Centre, works to include additional of partition walling and en-suite bathrooms. **PERMISSION**
- 08/02727** 90 Kingsbury Drive. Front porch. **PERMISSION**

## **08.228 PLANNING MATTERS**

Cllr M. V. Beer raised his concerns, and a proposal, that the recent and continuing construction of a new wall on the boundary of the Burfield Road mobile home site should be the subject of a reference to Borough Council planning officers as to whether or not it should have been a subject of planning application.

Members were of the view that no action should be taken but noted that Cllr Beer, in his capacity as a Borough Councillor, had indicated his intention to make such a reference.

## **08.229 ROYAL BOROUGH OF WINDSOR & MAIDENHEAD LOCAL DEVELOPMENT FRAMEWORK: GREEN BELT ANALYSIS**

Members noted the initial response provided by the Clerk, due to time constraints, relating to the proposal that an area of land to the east of Datchet Road consisting of the sites of Moran House, Damians Mill, Carridene and Longwood House together with those properties numbering 1 to 13 to the west of Datchet Road, be included in the revised boundaries of the Green Belt.

Members were however of the view that this should not be the case. The Clerk also submitted a late comment from Borough Officers concerning land to the west of Tyle Place, which was noted.

## **08.230 POLICY & RESOURCES**

The Lead Member briefed members as to the current position regarding the preparation of the revised budget for 2008/2009 and the draft budget for 2009/2010, following the explanation provided by the Clerk as to the reasons why this process had been delayed.

Having noted that it would be necessary to hold a special meeting on the 14<sup>th</sup> January 2009, specifically to deal with the revised budget of the current year, the Lead Member referred to the specific items on the agenda and it was agreed that;

- a) Work to the redundant toilet block in St Lukes Road, which it was proposed should be converted to a police point, should be funded by the way of a loan.
- b) Proposals for the improvement of the Youth Club in the Recreation Ground should form part of the 2009/2010 budget, funded by way of a contribution from the Parish Council, supported by grants from other sources.
- c) Cemetery Charges, with effect from 1<sup>st</sup> April 2009, be reviewed.
- d) Funds be provided in either, or both, of the relevant years for maintenance works to the Old Chapel meeting room in Church Road Cemetery.

**08.231 FINANCIAL STATEMENT - PERIOD 01.10.08 TO 31.12.08**

That in respect of the attached statements (Appendix B), the Council NOTED, the Bank Reconciliations and the details of the Income Received and approved the Payments made in respect of expenditure incurred in relation to Parish Council activities.

**08.232 ENVIRONMENT**

The Chairman referred to environment matters, and it was noted that details had still to be provided in respect of the Parish Councils proposals for road works in Old Windsor during 2009/2010. He anticipated that he and Cllr Troughton would provide a list at the meeting of the Parish Council scheduled for the 28<sup>th</sup> January 2009.

Action had been taken by the police in regard to the use of a motorbike in the Recreation Ground, the lighting scheme for the footpath across the Recreation Ground had been completed and investigations had commenced into what action needed to be taken to improve the football pitches in the Recreation Ground.

**08.233 THE OLD WINDSOR COMMUNITY PARTNERSHIP**

Cllr I. A. Troughton, in his capacity as Chairman of the Partnership, advised members that the proposed Village signs and their location had been agreed, design work was in hand and the only implication for the Parish Council would be the future maintenance of these new signs.

**08.234 THE NEIGHBOURHOOD ACTION GROUP**

The Chairman of the Neighbourhood Action Group (N.A.G.), informed members that there had been considerable police activity within Old Windsor, the details of which had to remain confidential, although he reassured members that the scope was significant and should result in improvements in the Village.

There was to be a Neighbourhood Action Group (N.A.G.) conference in the coming weeks to review the current position throughout the Borough in relation to the activities of the N.A.G.'s.

**08.235 CLERKS REPORT**

The Clerk submitted the following items, which were noted.

- a) The Clerk submitted details of the 'Airtrack' consultations which were taking place.
- b) In relation to the land owned by the Parish Council, and occupied by the Council but owned by the Borough Council, the Clerk briefed members as to the details of a claim being processed by the Parish Councils insurance company following an alleged incident resulting in injury to a third party on the land owned by the Parish Council. Consequent upon the comments made by the Clerk and members, it was noted that a thorough review of the Councils land and equipment inspection procedures would need to be carried out as a matter of urgency.
- c) The Clerk advised members of a one day conference to be held concerning 'The Future of the Thames The Challenges of the 21<sup>st</sup> Century', and suggested that it would be in the best interests of the Parish Council that members and he should attend. It was agreed that Cllrs M. V. Beer and the Flood Warden (John Lee), together with the Clerk be authorised to attend. It was noted that the costs for the Clerk would be shared with Datchet Parish Council.

**08.236 APPOINTMENT OF TRAINEE CLERK**

Members noted the comments provided by Cllr I. A. Troughton and confirmed that:-

- a) It was the intention of the Council to enter into a contract with Burnham Parish Council, with a commencement date as early as convenient to both parties, for the training of the recently selected assistant parish Clerk.
- b) Confirmed the appointment of Mr John Lee to this post, which would not take effect before 12 months following the date of his resignation as a member of the Parish Council.

- c) The contract with Burnham would cover a period of 12 months during which time the assistant Clerk would receive training to allow him to undertake all the duties required of a Parish Clerk, short of the formal 'CiLCA' qualification as outlined in the draft job description.

The cost of this training was estimated to be not in excess of £3,000 in the current financial year.

**08.237 NEXT MEETING**

The Next Meeting will be held on 21<sup>st</sup> January 2009 at 7.30pm in the Old Chapel Meeting Room.

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**CHAIRMAN**

THE MEETING CLOSED AT 10.30PM