

# Old Windsor Parish Council

**MINUTES OF THE COUNCIL MEETING**  
**HELD IN THE OLD CHAPEL MEETING ROOM, CHURCH ROAD,**  
**ON WEDNESDAY 26<sup>TH</sup> NOVEMBER 2008 AT 7.30 P.M.**

PRESENT: Cllrs. A. T. Peach (Chairman), C. R. Beever, R. C. Crawley, Mrs L. C. Jones,  
I. A. Troughton  
Graham J. Leaver – Clerk to the Council  
John Lee – Flood Warden

APOLOGIES: Cllrs Mrs P. A. D. Dingley, P. B. Goddard, M. V. Beer

## **08.186 ANNOUNCEMENTS**

The Clerk indicated that he was now in possession of three written expressions of interest from parishioners in respect of co-option to the Council. It was agreed that arrangements for consideration of this matter should be dealt with at the next meeting of the Council.

The Chairman advised members that there had been a single application for the recently advertised post of Trainee Clerk, for which an interview had been arranged for Wednesday 3<sup>rd</sup> December 2008. The panel members had been selected to provide a representative cross section of interest and comprises Cllrs C. R. Beever and Mrs L. C. Jones, the Parish Council Clerk from Burnham Parish Council, Mrs J. Holmes, our own Clerk Mr G. Leaver and himself as the current Chairman. Should anyone else feel the need to attend they would of course be most welcome.

Members would be aware of the recent damage to the tennis club hut in the Recreation Ground, and as a consequence he had received an application for assistance from the Old Windsor Tennis Club. He would respond to the letter and advise members accordingly in due course.

## **08.187 MINUTES OF THE COUNCIL MEETING HELD ON THE 12<sup>TH</sup> NOVEMBER 2008**

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

### 08.170 (12.11.08)

After the word ‘provided’ delete the full stop, insert a comma and add ‘which did not agree with that provided by the Borough Council planning department’.

### 08.172 (12.11.08)

Between paragraphs 1 and 2 insert ‘Cllr Troughton had also attended a recent meeting of the Royal Borough and Maidenhead Crime and Disorder Forum’.

### 08.176 a) (12.11.08)

After the third paragraph insert after the word concerned ‘action should also be taken to replace the rabbit netting around the boundaries of the site’.

### 08.182 (12.11.08)

Delete the first paragraph and replace with:

‘ Cllr R. C. Crawley reported upon his consideration of the consultation document and recommended that the Council support the details contained in the report relating to fixed penalty notices with particular reference to the issue of such notices by Police Officers and Police Community Support Officers’.

### 08.184 (12.11.08) Cllr Mrs L. C. Jones b)

Replace the word ‘amendment’ by the word ‘clarification’.

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

### **08.175 (12.11.08)**

The Clerk indicated that having enquired of the Borough Council Officers he had been advised that the grant from the National Lottery, a part of which was to be transferred to the Parish Council, had not as yet been received by the Borough Council.

### **08.176 c) (12.11.08)**

The Clerk advised members that he had not as yet been able to obtain a copy of the current draft of the flood plan being prepared by Datchet Parish Council.

The Chairman reported that the sub-committee dealing with the Old Windsor Local Flood Plan had now met for the second time and a draft plan was in preparation using as a template a previously obtained copy of the draft Datchet Plan.

### **Old Windsor Football Club**

Cllr Beever took the opportunity to advise members that he had reached agreement with a representative of the football club in respect of arrangements for the junior section of that organisation to use land at the rear of the Memorial Hall site to the north of the Memorial Hall Park for the purposes of football training.

It was agreed that the Clerk be authorised to arrange the necessary grounds maintenance works for the club to use the area from mid December 2008.

## **08.189 BOROUGH COUNCILLORS REPORTS**

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

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

Cllr I. A. Troughton and the Chairman, Cllr A. T. Peach, had attended a Bus Services meeting, details of which had been previously reported to members and as a consequence of which further discussions had taken place with a Borough Council Officer concerning possible arrangements to improve the service for elderly residents in the Burfield Road area.

At this point in time the only option offered was a fee paying service, about which concerns were expressed, consideration of which would have to be given when a detailed scheme had been provided by Borough Officers.

He had also attended the B. A. L.C. Annual General Meeting and a Management Committee Meeting at which the service level contract between B.A.L.C. and the Community Council for Berkshire (CCB), who were the organisation providing the service to the Association, had been agreed.

Cllrs R. C. Crawley and A. T. Peach attended a meeting of the Manor Lodge approved Accommodation Community Liaison Committee, which had been poorly attended with no representation from Thames Valley Police. Consideration was being given to how this facility might be listed on the Parish Council web site. Members suggested that this should simply be in the form of a link to the Probation Service site.

## **08.191 PLANNING APPLICATIONS**

### **NEW APPLICATIONS**

<b>Parish/Ward:</b>	Old Windsor Parish	
<b>Appn. Date:</b>	30th October 2008	<b>Appn No.:</b> 08/02724
<b>Type:</b>	Full	
<b>Proposal:</b>	Conversion of existing private house to provide additional guest accommodation for Cumberland Lodge Residential Conference Centre	
<b>Location:</b>	<b>Grooms Cottage Cumberland Lodge Windsor Great Park Windsor SL4 2HP</b>	
<b>Applicant:</b>	Mr Martin Newlan - Bursar <b>c/o Agent:</b> Mr D Noble - Sedgman Noble Architects The Studio Spring Meadows Business Centre Highfield Farm Reading Berkshire RG10 8PZ	
<b>Determination Date:</b>	25 December 2008	

VM

**No Objection.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 30th October 2008 **Appn No.:** 08/02725  
**Type:** Listed Building Consent  
**Proposal:** Consent to convert existing private house to provide additional guest accommodation for Cumberland Lodge Residential Conference Centre, works to include addition of partition walling and en-suite bathrooms  
**Location:** **Grooms Cottage Cumberland Lodge Windsor Great Park Windsor SL4 2HP**  
**Applicant:** Mr Martin Newlan - Bursar **c/o Agent:** Mr D Noble - Sedman Noble Architects The Studio Spring Meadows Business Centre Highfield Farm Reading Berkshire RG10 8PZ  
**Determination Date:** 25 December 2008  
 VM

**No Objection.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 11th November 2008 **Appn No.:** 08/02727  
**Type:** Full  
**Proposal:** Front porch  
**Location:** **90 Kingsbury Drive Old Windsor Windsor SL4 2NG**  
**Applicant:** Mr K Tomasso  
**Determination Date:** 6 January 2009  
 ASL

**No Objection.**

**Parish/Ward:** Old Windsor Parish  
**Appn. Date:** 12th November 2008 **Appn No.:** 08/02780  
**Type:** Full  
**Proposal:** Single storey front extension and additional roof space accommodation over to form two bedrooms with raised roof height new front brick wall and piers with metal railings and side boundary wall  
**Location:** **2 Orchard Road Old Windsor Windsor SL4 2RZ**  
**Applicant:** Mr D Want **c/o Agent:** Mr P Slator - Peter Slator 178 Wendover Road Staines Middx TW18 3DF  
**Determination Date:** 7 January 2009  
 KD

**Members had objections to this application in that it is out of keeping in this locality, considered to be un-neighbourly and parking provision not specified.**

**08.192 PLANNING DECISIONS**  
**PLANNING APPLICATION DECISIONS**

- 08/02258** Guards Polo Club, Smiths Lawn. Installation of a retractable awning.  
**PERMISSION**
- 08/02259** Rosemary Cottage, 102 St Lukes Road. Single storey rear/side extension.  
**PERMISSION**
- 08/02260** Rosemary Cottage, 102 St Lukes Road. Listed Building Consent. Single storey rear/side extension. **CONSENTED**
- 08/02325** Bears Rails, Crimp Hill. Installation of electronically operated entrance gates with piers and railings. **PERMISSION**
- 08/02414** Church House, Church Road. Works to Trees in Conservation Area. Notification to fell one Sycamore tree. **NO OBJECTION**
- 08/02419** Saxon Moorings, Church Road. Works to Trees covered by TPO, Consent to fell a Willow and reduce four Poplars.  
**CONSENTED**

#### **08.193 POLICY & RESOURCES**

The Lead Member indicated that more comprehensive details of the budget would be provided at the next meeting of the Council. She asked that members, who had any specific items which they felt should be included in the budget, to provide details to either herself or Cllr Beever, who had now assumed the role of Deputy Lead Member for Policy and Resources.

It was noted that in accordance with current Parish Council policy the fees and charges relating to Church Road and Crimp Hill cemeteries would need to be reviewed with any changes being implemented with effect from the 1<sup>st</sup> April 2009.

Consideration would also need to be given to the level of rents applicable to the allotment site.

Cllr I. A. Troughton indicated that in so far as the proposals concerning the refurbishment of the toilet block in St Luke's Road were concerned, he had been advised by the Thames Valley Police that the probable overall cost of the works necessary to provide the police point were in the order of £80,000, which included building works to the value of £47,000.

It would be necessary for the Council to consider a detailed report, in due course, in order to come to a decision as to the financing of this project, which would include public toilet facilities.

#### **08.194 ENVIRONMENT**

The Lead Member reported that there was little to report in so far as environment matters were concerned other than to say that the usual maintenance works were being carried out.

In the absence of the Allotments Representative, and at his request, the Clerk raised two items concerning requests made by allotment tenants:

a) Would the Council agree to the keeping of chickens on the site?

Members were of the view that the keeping of any live stock on the site would be inappropriate and it would therefore be their view that any such application be refused.

b) Would the Council agree to the erection of greenhouses on the site?

A similar response was initially considered, followed by the view that perhaps tenants might be allowed to choose between seeking permission for either a shed or a greenhouse. On balance it was felt that any structure using glass would be unacceptable. However, in this instance members asked that the Allotment Representative attend the next meeting in order that further consideration would be given to this matter.

#### **08.195 THE OLD WINDSOR COMMUNITY PARTNERSHIP**

Cllr I. A. Troughton, in his capacity as Chairman of the Partnership, indicated that the scheme to provide lighting across the Recreation Ground was likely to be completed by the end of January 2009.

The Chairman, Cllr A. T. Peach, asked is representation from him to, the appropriate manager at the RBWM, might be of help in trying to achieve the original installation date which had been the end of this year, 2008. Cllr Troughton agreed and said any such support would be welcome.

Cllr Mrs L. C. Jones advised members that she had contacted the Director of Community Services concerning the ongoing dispute between the Partnership and Borough Council Officers about the final costs for the St Peters Close and St Lukes Road scheme.

#### **08.196 THE NEIGHBOURHOOD ACTION GROUP**

The Chairman of the Neighbourhood Action Group (N.A.G.), advised members that the first annual review of the groups activities and targets would take place on the 27<sup>th</sup> November at the Day Centre.

The Thames Valley Police Neighbourhood Team would be present, a presentation would be made relating to the past 12 months, a review undertaken of the progress to date and priorities for the next 12 months set.

**08.197 ACTION LIST**

The Chairman referred to the current version of the action list, commented upon various items listed, which members noted and agreed those which could be deleted. The Chairman was of the view, which members supported, that the test as to the success of this new procedure was the number of items completed and removed from the list.

It was further agreed that the scheme relating to the necessary maintenance of the football pitches in the Recreation Ground be added to the list.

An updated and revised list would be provided at the next meeting.

**08.198 SCHEDULE OF THE MEETINGS UNTIL MAY 2009**

The draft schedule prepared by the Clerk and now considered by members was approved.

**08.199 CLERKS REPORT**

The Clerk submitted the following items, which were noted.

- a) Consequent upon the resignation of Cllr T. J. Tapping, it was noted, but agreed, that no action be taken at this time, pending the co-option of new members, to appoint a replacement representative to the Memorial Hall Management Committee.
- b) RBWM – Rural Forum – Result of Election for the vacancies of Parish Council Representatives. Noted.
- c) Response to Byelaws Consultation – It was noted that Cllr Crawley, as agreed, had responded to the Consultation.

**08.200 COUNCILLORS QUESTIONS AND COMMENTS**

John Lee

In his capacity as the ‘Web master’, advised members that he was continuing to update the site in conjunction with the Clerk and in particular, at this point in time, was concentrating on the section which would list businesses in the Village.

Members noted that together with other listings progress was being made which would result in the replacement of the long overdue updated version of the previously circulated ‘Who’s Who and What’s on in Old Windsor’.

Cllr I. A. Troughton

Suggested to members that there was a very good case for the Parish Council to consider improvements to the facilities provided in the Recreation Ground for the Youth Club.

He had in mind, for instance, the provision of a social gathering area, which in the past might have been referred to a coffee bar, this being a facility which would allow the older members of the club the opportunity to meet and socialise.

To achieve such improvements would mean extensions to the existing building with consequent changes to the way in which access to the Recreation Ground from the car park.

**08.201 NEXT MEETING**

The Next Meeting will be held on 10<sup>th</sup> December at 7.30pm in the Old Chapel Meeting Room.

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**CHAIRMAN**

THE MEETING CLOSED AT 9.20PM