

Old Windsor Parish Council

MINUTES OF THE ANNUAL STATUTORY MEETING
HELD AT THE OLD CHAPEL MEETING ROOM, CHURCH ROAD
ON WEDNESDAY 27TH MAY 2009 AT 7.30 P.M.

PRESENT: Cllrs. C. R. Andrews, M. V. Beer, Mrs J. K. Dawson, Mrs J. G. Marsh, A. T. Peach,
I. A. Troughton, A. Brown
Mr G. J. Leaver (Clerk)
J. Lee (Flood Warden)

APOLOGIES: Cllrs J. N. Aufflick, C. R. Beever, P. D. Jacques, Mrs L. C. Jones, Mrs C. Sampson,
C. Carrel

Cllr. A. T. Peach in The Chair.

01/09 ELECTION OF CHAIRMAN

RESOLVED that it be noted that having been proposed by Cllr. A. T. Peach and duly seconded by Cllr Mrs J. K. Dawson that Cllr. I. A. Troughton was appointed by a unanimous vote to serve as Chairman of The Council for the ensuing municipal year.

02/09 DECLARATION OF ACCEPTANCE OF OFFICE

RESOLVED that it be noted that Cllr. I. A. Troughton made his Declaration of Acceptance of Office and signed the appropriate documents.

Cllr I. A. Troughton in The Chair.

03/09 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that it be noted that having been proposed by Cllr. C. R. Andrews and duly seconded by Cllr. A. T. Peach that Cllr. Mrs J. K. Dawson was appointed by a unanimous vote to serve as Vice-Chairman of the Council for the ensuing municipal year.

04/09 TERMS OF REFERENCE, FREQUENCIES AND TIMES OF MEETINGS

Whilst there had been no specific proposals regarding the above matters, members confirmed that the trial period and subsequent continuation of the revised arrangements for meetings and the adoption of the changed procedures whereby the responsibilities of the Parish Council were dealt with by Lead and Deputy Lead Members should continue.

The Clerk reminded members that it would be necessary to finally review Standing Orders to ensure that the details correctly covered the revised arrangements.

05/09 APPOINTMENT OF LEAD AND DEPUTY LEAD MEMBERS

It was agreed that the following Lead and Deputy Lead Members be appointed with immediate effect.

a) Policy & Resources

It was proposed by Cllr M. V. Beer, seconded by Cllr Mrs J. G. Marsh, and resolved that Cllr Mrs L. C. Jones be appointed Lead Member for Policy & Resources for the ensuing Municipal Year.

It was proposed by Cllr A. T. Peach, seconded by Cllr Mrs J. K. Dawson, and resolved that Cllr C. R. Beever be appointed Deputy Lead Member for Policy & Resources for the ensuing Municipal Year.

b) Planning

It was proposed by Cllr Mrs J. G. Marsh , seconded by Cllr M. V. Beer , and resolved that Cllr C. R. Andrews be appointed Lead Member for Planning for the ensuing Municipal Year.

It was proposed and agreed that the appointment of the Deputy Lead Member for Planning be deferred to the next meeting of the Council.

c) Environment

It was proposed by Cllr I. A. Troughton, seconded by Cllr C. R. Andrews, and resolved that Cllr A. T. Peach be appointed Lead Member for Environment for the ensuing Municipal Year.

It was proposed by Cllr Mrs J. K. Dawson, seconded by Cllr C. R. Andrews, and resolved that Cllr Mrs J. G. Marsh be appointed Deputy Lead Member for Environment for the ensuing Municipal Year.

d) Appointment of Flood Warden

It was proposed by Cllr M. V. Beer, seconded by Cllr Mrs J. G. Marsh, and resolved that Mr J. Lee be appointed Flood Warden for the ensuing Municipal Year.

06/09 **APPOINTMENT OF EMERGENCY ACTION GROUP**

Membership: Chairman and Vice-Chairman of Council, Lead and Deputy Lead Members for Policy and Resources, Planning and Environment.

It was agreed that the current arrangements regarding emergency action be continued.

07/09 **APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES**

Members gave consideration to the current appointments as set out in a list attached to the agenda and agreed that the list be considered at the next meeting of the Council.

08/09 **PROGRAMME OF MEETINGS**

The Clerk submitted details of a draft Programme of Meetings of this Council, which was agreed as now revised and approved for publication.

In addition it was agreed that the Village Tour be arranged for the evening of Wednesday 17th June 2009.

09/09 **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.

10/09 **PLANNING APPLICATIONS**

Parish/Ward:	Old Windsor Parish	
Appn. Date:	15th April 2009	Appn No.: 09/00734
Type:	Works To Trees Covered by TPO	
Proposal:	Consent to reduce crown of 1 Holly by 1 metre and trim ad remove deadwood and crown reduce (by 1.5 metres) 2 Sycamores and deadwood 2 further Sycamores	
Location:	39 Orchard Road Old Windsor Windsor SL4 2RZ	
Applicant:	Mr Barry Pegg	
Determination	10 June 2009	
Date:		

JEC

No Objection subject to all work being under the control of the Borough Council Arboricultural Officer.

Parish/Ward: Old Windsor Parish
Appn. Date: 6th May 2009 **Appn No.:** 09/00810
Type: Full
Proposal: Demolition of a garage block jointly owned by 75,77,79,81 and 83 Albany Road and construction of new replacement garages
Location: **Garage Block Albany Road Old Windsor Windsor**
Applicant: Miss J Ford **c/o Agent:** Mr R Padley - Tradesafe 8 Clewer Avenue Windsor SL4 3QB
Determination Date: 1 July 2009
DI

No Objection.

Parish/Ward: Old Windsor Parish
Appn. Date: 14th May 2009 **Appn No.:** 09/00842
Type: Full
Proposal: Boundary wall and gates replacing existing fencing (retrospective)
Location: **Land Adj Newtonside Orchard Burfield Road Old Windsor Windsor SL4 2RE**
Applicant: Mr And Mrs Sines **c/o Agent:** Rigsby Architects 2- 4 Ellar House Sheet Street Windsor SL4 1BG
Determination Date: 9 July 2009
ASL

Members had strong objections to this application, which related to a boundary wall already erected around the site. This work was considered to be contrary to Green Belt requirements in that it affected the openness of the Green Belt when reviewed from Burfield Road. In addition it was considered to be contrary to flood plain requirements in that the wall would impede the flow of flood water.

Parish/Ward: Old Windsor Parish
Appn. Date: 14th May 2009 **Appn No.:** 09/00846
Type: Full
Proposal: Construction of a two bay garage. (Retrospective)
Location: **Land Adj Newtonside Orchard Burfield Road Old Windsor Windsor SL4 2RE**
Applicant: Mr And Mrs Sines **c/o Agent:** Rigsby Architects 2 -4 Ellar House Sheet Street Windsor SL4 1BG
Determination Date: 9 July 2009
ASL

Strong objection on the same grounds as those listed in respect of application 09/00842, with the additional comment that the proposed structure was not considered appropriate or essential on an open site which had no residential use.

Parish/Ward: Old Windsor Parish
Appn. Date: 12th May 2009 **Appn No.:** 09/00916
Type: Works To Trees Covered by TPO
Proposal: Consent to remove branch interfering with telephone wire and remove remaining lower branches facing the telephone wire on one Cedar
Location: **Kenmore Cottage The Friary Old Windsor Windsor SL4 2NP**
Applicant: Mrs Julie Mascarenhas
Determination Date: 7 July 2009
JEC

Members had No objections to this application.

Parish/Ward: Old Windsor Parish
Appn. Date: 14th May 2009 **Appn No.:** 09/00945
Type: Full
Proposal: Erection of new detached single garage and brick wall with gates to front boundary
Location: **Dancing Waters The Friary Old Windsor Windsor SL4 2NS**
Applicant: Mr Martin Price **c/o Agent:** Mr Philip Tilbury New Inn 51 Eton Square Eton Windsor SL4 6BQ
Determination Date: 9 July 2009

Members had No objections to this application.

11/09 PLANNING MATTERS

Cllr M. V. Beer commented, for the information of members, that he had obtained details of an application relating to Windsor Farm Shop which was situated outside of the area of the Parish Council. It was his view, supported by the Council, that, such applications should be passed to the Council for observations. It was agreed that the Clerk so advise Borough Council Officers.

12/09 ACTION LIST

Whilst agreeing to defer consideration of the Action List it was agreed that the following items be noted.

- a) Friary Stores public seat – the location for the replacement of the damaged seat be reviewed as part of the Village Tour.
- b) Meadow Way seat – action be taken to move it as agreed.
- c) Parish Path Straight Road gate – Borough Officers be reminded of the need for action to close off gaps either side of the gate.

13/09 TO APPOINT A SUB-GROUP TO DEAL WITH THE RECREATION GROUND FOOTBALL PITCHES

The Clerk and the Lead Member for Environment briefed members as to a meeting recently held on the Recreation Ground with the Consultant arranged by ROSPA who would be providing a detailed report of actions necessary to improve the football pitches.

Such work would need to commence immediately following the clearance of the area at the end of the Old Windsor Carnival and as such urgent decisions would need to be made between Council meetings.

It was agreed that the Chairman, Lead Member for Environment and Lead Member for Policy and Resources be authorised, with delegated powers, to deal with this matter and report as necessary to the Council in due course.

14/09 PARISH COUNCIL RECORDS

The Clerk had submitted for members consideration a legal topic note prepared by the National Association of Local Councils concerning the retention of records.

It was proposed, seconded and resolved that the list be accepted in principle and the Clerk authorised to deal with the retention of records in accordance with the NALC guidelines.

In addition it was agreed that the Clerk, in conjunction with the Lead Member for Planning, Cllr M. V. Beer and Mr J. Lee be authorised to deal with the matter of the retention of planning records on the basis that only major or contentious application paperwork be retained for future reference.

15/09 COUNCILLORS QUESTIONS AND COMMENTS

- Cllr A. T. Peach Commented on the proposals for the Village signs and it was noted that this would be an agenda item for the next meeting of the Council.
- Cllr M. V. Beer Reported receipt of information regarding major gas main works, which he understood would take place this summer within the area of the Parish. It was agreed that further information be obtained.
- Cllr C. R. Andrews Commented on the paperwork which had been provided in respect of the proposed refurbishment of Church Road Cemetery railings and gates, and in light of his observations it was agreed that he be authorised to discuss this matter with the contractors who had submitted quotations and report back to the Council in due course.
- He further commented, with the support of other members, on the poor signage provided in the Recreation ground concerning the alcohol free zone.
- Cllr Mrs J. K. Dawson Suggested, which was supported by other members, that the Parish Council should develop a strategy for the development of the Old Windsor Recreation Ground.

THE MEETING CLOSED AT 10.10 P.M.

CHAIRMAN