

At a Meeting of the
COUNCIL for the **PARISH of WRAYSBURY**
held in the Village Hall at 7.30pm on
Monday 21st December 2015

Present: Councillors Mrs M Lenton (Chairman), J Lenton, P Lord, A Moran, Mrs S Nicholls, Mrs D Hughes, Mrs L Andrew, M Williams, E Larcombe, G Sinclair, A Davies, Finance Officer Mrs B Marlow and the Clerk (designate).

248/15 APOLOGIES FOR ABSENCE

None received.

249/15 DECLARATIONS OF INTEREST

No declarations of interest were declared.

250/15 QUESTIONS FROM THE PUBLIC

- A representative from the Speed Watch Group advised the Parish Council that he was organising a petition to support the capital bid for the proposed works at Wraysbury Station Bridge.
- The owner of 15 Station Road wished to discuss his retrospective planning application 15/004046 for a plinth with steps for an existing summerhouse. It was explained that the Parish Council was unable to comment upon Certificate of Lawfulness applications and that the final decision rested with the Borough Council.

251/15 PLANNING APPLICATIONS

The Parish Council discussed the following applications and made representation to the Local Authority as shown. Being a Member of the Development Control Panel, Councillor J Lenton took no part in the discussions.

Application Site	App. No	Proposal	Parish Council Comments
Hill View Cottage Hill View Road Wraysbury, Staines TW19 5EQ	15/03485 FULL	Single storey front extension and carport following demolition of existing garage.	Objection on grounds of over development and the flood plain.
3 Garson Lane Wraysbury, Staines	15/03645 FULL	Part two storey side extension and part single storey rear	No objection subject to compliance with

TW19 5JF		extension following demolition of existing garage and utility room.	local policies.
1A Brookside Avenue Wraysbury, Staines TW19 5HB	15/03524 FULL	Boundary wall to front garden.	No objection subject to compliance with local policies. Suggested use of flood voids in wall.
4 The Embankment Wraysbury, Staines TW19 5JL	15/03612 FULL	Rear alteration/extension within the footprint of the existing building.	No objection subject to compliance with local policies.
RK Leisure 94a WelleyRd Wraysbury, Staines TW19 5EP	15/03835 FULL	Re-surfacing of existing track and car park.	No objection subject to compliance with local policies.
21 Acacia Avenue Wraysbury, Staines TW19 5HD	15/04012 FULL	Replacement side extension, alterations to garage and front entrance to include canopy, loft conversion with front and rear dormers.	No objection subject to compliance with local policies.
34 Wharf Road Wraysbury, Staines TW19 5JQ	15/03943 FULL	Erection of one dwelling	Strongly object on grounds of un-neighbourliness (privacy and light), over development & incomplete application due to lack of dimensions.
15 Station Road Wraysbury, Staines TW19 5ND	15/04046 Cert of Lawfulness	Plinth with steps for existing summerhouse.	Noted

The following items were considered although not included in the agenda and will be included in the agenda for the next meeting for the benefit of public interest and for ratification.

11 Nursery Way Wraysbury Staines TW19 5DT	15/04146 FULL	Construction of side dormer.	No objection subject to compliance with local policies.
The Boat Yard 105 Straight Road Old Windsor SL4 2SE	15/04081 FULL	Erection of block of 8 residential units with semi basement parking and landscaping following the demolition of existing office and flats.	Objection on grounds of deprivation privacy for the residents of Riverside Wraysbury.

Cllr J Lenton advised that the wire mesh fencing erected along the footpath (FP9 Wraysbury) does not breach any public rights of way legislation.

The fencing on land between 9 and 15 was reported to still in there despite the refusal of 2 planning applications. Cllr J Lenton to contact the enforcement officer to request its removal.

252/15 COUNCIL MINUTES

The minutes of the meeting of the Parish Council held on Monday 16th November 2015 were agreed and signed as a correct.

253/15 ACTIONS AND MATTERS ARISING

- Cllr Moran reported that he had held constructive discussions with the Cricket Club with regard to their funding request for replacement nets.
- Cllr Larcombe reported that Datchet had successfully removed 4 illegal grazing horses from public land to the Sanctuary in Old Windsor under the Control of Horses Act 2015.

254/15 COMMUNICATIONS AND CORRESPONDENCE

Mrs B Marlow reported that she had received a copy of the Proposed Changes to National Planning Policy and the subject will be discussed at the Parish Council meeting in January.

255/15 REPORTS FROM BOROUGH COUNCILLORS

Apologies for absence were received from Ward Councillor Rayner.

Ward Councillor J Lenton reported the following.

- Plans for improved staff facilities at Wraysbury Primary School have been approved.
- The planned alterations at Wraysbury Station have been approved but funding has not yet been agreed.
- There is to be an increase in Councillors' allowances.

256/15 REPORTS FROM LEAD MEMBERS

Properties

- Cllr Moran has included guttering work to the Community Building and improvements to the Play Park in the budget for 2016/17.
- Following recent publicity regarding safety issues in Play Parks Cllrs Moran and Mrs Andrew are to carry out monthly health and safety checks of the Play Park. A record is to be kept.
- Electricity meter readings (bar 1) have been taken and the amounts owed can now be calculated along with that owed for insurance and invoices issued. Re charging may have to be reconsidered due to the time that has elapsed and the amounts involved.

Greens

- Cllr Williams advised that the budget for the Greens work for 2016/17 has been received and approved.

Waterways

- Cllr Sinclair reported that despite writing to Affinity Water on 24th September to arrange a meeting with regard to the 'controlled access' to Queensmead Lake no reply or acknowledgement had yet been received. The Clerk is to reissue the letter to the Chairman of Affinity Water.
- Cllr Sinclair reported that the removal of silt from the Wraysbury Drain did not appear to be taking place. Sue Fox is to be contacted for an update on silt removal and to confirm whether or not the silt is contaminated and if so with what.

257/15 WRITTEN REPORTS FROM EXTERNAL GROUP MEMBERS

None

258/15 FINANCE

(a) The following payments were approved and the cheques signed according.

Ch.No	Payee	Budget	Nett	VAT	Gross		
	Staff Costs . F	Admin	360.00		360.00		
	Staff Costs. A	Admin	322.72		322.72		
	HMRC	Admin	63.40		63.40		
	Staff Costs . G	Admin	203.20		203.20		
	Office Costs F	Admin	50.00		50.00		
	Home Office A	Admin	127.70		127.70		
	Wraysbury News	S 137	175.00		175.00		
	D.Frances	Skip	252.00	50.40	302.40		
	Southern Eletric	Property	1305.94	261.18	1567.12		
	D.Cross	Repairs	190.00		190.00		
	Lucus Services	Pump Rps.	950.00	190.00	1140.00		
	Replacement JC	Admin	322.72		322.72		
	Replacement JC	Office	91.94		91.94		
	SLCC	Membership	149.00		149.00		
	Garden Designs	Ground/w	380.00	76.00	456.00)	TOTAL
	Garden Designs	Ground/w	225.00	45.00	270.00)	3946.98
	Garden Designs	Grass	449.15	89.83	538.98)	
	Garden Designs	Grass	280.00	56.00	336.00)	
	Garden Designs	Ground/w	1955.00	391.00	2346.00)	
	Garden Designs	Ditch Clear	1850.00	370.00	2220.00)	
			9702.77	1529.41	11232.18		

(b) To Receive the RFO's Report and from the Lead Members budget working group meeting).

- The RFO reported that following the Lead Member finance meeting the current budget was reviewed with the aim of achieving a balanced budget. The revised budget could result in a cash flow balance of £6500 as opposed to a deficit of £5100. Members agreed to the recommendations with the proviso that any under spend at the end of the year be allocated and taken forward into 2016/17 as 'designated funds' for a specific purpose.
- A draft working budget for 2016/17 was produced providing the base for the precept.
- A project/capital budget was also presented being a non-precept budget building on year end designated funding, allocation of Gravel Pit income and known external funding.
- Following advice received a 'soft' approach to HMR&C will be made to determine/mitigate the possible reclaim of VAT. A decision is not expected until Feb/March 2016.
- The following policies and procedures are currently being reviewed; financial controls, risk assessment, internal audit and the Parish Council Website.
- The short term contracts of the RFO and Acting Clerk are to be extended for a further 3 months.

Approval of the RFO's recommendations was proposed by Cllr Davies and seconded by Cllr J Lenton. The Parish Councilors were unanimously in favour. Cllr A Davies was joined by the Chairman in thanking Mrs Marlow for her considerable efforts.

259/15 NEIGHBOURHOOD PLANNING GROUP

The consultant appointed, Mr John Slater has recommended that the Parish Council should not be too ambitious with the Neighbourhood Plan as possible development will be limited due to the flood plain and the green belt. The proposed meeting scheduled to be held in Horton is to be postponed until after a workshop on 1st February, 6.30 to 9.30pm at Wraysbury Village Hall. The consultant will attend and all Parish Councillors are invited to attend. Two further meeting will be held in March for public consultation.

Approval of the Terms of Reference for the Neighbourhood Plan were proposed by Cllr Mrs Hughes and seconded by Cllr Davies, all Councillors were in favour.

Approval of the Grant Funding/Draft Budget was proposed by Cllr Davies and seconded by Cllr Larcombe, all Councillors were in favour.

The Chairman offered her thanks to Fred Parsons for his work on the Neighbourhood Plan.

260/15 CHAIRMANS REPORT

- a) BALC Subscriptions - Cllr Mrs M Lenton reported an increase in the BALC subscriptions but recommended continuing membership due to the provision of advice on legal and employment matters should it be required.
- b) Water Act 2014 Implementation – Details of the Act will be sent to Councillors for information purposes as it is the legislative vehicle for addressing the availability and affordability of flood insurance.

261/15 RBWM DEVOLUTION OF SERVICES TO PARISH

Mrs Marlow reported that she attended a workshop by RBWM where one of the main issues covered was communication. It was pointed out that Parish Councils needed a more direct communication route avoiding the RBWM Customer Services Department.

262/15 THE RIVER THAMES SCHEME

Cllr E Larcombe advised that he has written a paper on 'The Lessons to be learnt on The River Thames Scheme' and has been invited to a conference in Telford to discuss. He is not representing the Parish Council in this instance.

263/15 HORTON AND WRAYSBURY DRAIN CLEARANCE

Regular updates are being received from the Borough on the progress being made. Cllr J Lenton will request that the portaloos being used by the workmen be repositioned from outside the Fish and Chip Shop to the Village Car Park.

264/15 HONORARY FREEMAN OF THE VILLAGE NOMINATIONS

Cllr P Lord will aim to have the nomination form on the Parish Council web site in the New Year.

265/15 MAINTENANCE OF THE DEFIBRILLATOR MACHINE

Mrs Marlow suggested that a Section 137 Grant be awarded to the Village Hall of £100 to enable them to maintain/replace the defib pads as and when required.

266/15 MOTIONS SUBMITTED TO THE MEETING

None

267/15 ITEMS FOR PLACEMENT ON FUTURE AGENDAS

- Grant for defibrillator machine maintenance.
- The Proposed Changes to the National Planning Policy.

268/15 ANY FURTHER QUESTIONS FROM THE PUBLIC

- A member of the public reported that she had not been contacted by RBWM concerning the Wraysbury Drain clearance as suggested by the Borough and was concerned what works would be carried out along the widest stretch of the drain. Progress updates would be requested.
- A member of the public questioned if the proposed works at Wraysbury Bridge were included in the Neighbourhood Plan. The Chairman confirmed that they were an appendix in the Plan.

269/15 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Cllr Davies that the press and the public be excluded from the next items on the agenda as the business to be discussed was of a confidential nature and would prejudicially affected by public interest. This proposal was made in accordance with the Public Bodies (admission to meeting) Act 1960. LGA 1972 ss 100 and 106. This was seconded by Cllr J Lenton and agreed without dissension.

.....Chairman Date