

At a Meeting of the  
**COUNCIL** for the **PARISH of WRAYSBURY**  
held in the Village Hall at 6.30pm on  
**Monday 15<sup>th</sup> August 2016**

**Present: Councillors Mrs M Lenton (Chairman), J Lenton, P Lord, G Sinclair, Mrs D Hughes, Ms S Nicholls, M Williams, E Larcombe, Mrs L Andrew and the Clerk. Horton Parish Councillors Mrs F Bovingdon, Mrs E Coogan and Mrs G Sinclair-Hill.**

**162/16 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs A Moran, A Davies and C Rayner.

**163/16 DECLARATIONS OF INTEREST**

Cllr Ms S Nicholls declared an interest in planning application no. 16/02463 CONDIR 12 Wharf Road and took no part in any discussion.

**164/16 PRESENTATION ON THE NEIGHBOURHOOD PLAN**

Cllr Mrs M Lenton advised that the aim of the meeting was to gain agreement in principle of the draft plan in order that the consultation period could begin on the 3<sup>rd</sup> September at the Village Garden Party. The two Parishes owe a huge debt of gratitude to Fred Parsons, Lynn Holden and Dawn for all the work involved in the production of the plan. The steering group consists of Cllr P Lord, Cllrs D Hughes, Cllr M Lenton, Cllr E Coogan and Ms J Gomm and the consultant employed is Mr J Slater. Two meetings have been arranged on 20<sup>th</sup> September at Champney Hall and 10<sup>th</sup> October at Wraysbury Village Hall for residents to make any comments. The consultation period will finish at the end of October when all comments will be considered and any alterations made. There will then follow a joint meeting of Wraysbury and Horton Parish Councils to formally propose the plan.

Whilst Wraysbury is the qualifying Council both Parish Councils have had an input into the plan. Mr F Parsons has prepared a pre summary leaflet for distribution and the Clerk is to advise the various organisations as noted by the consultant of the draft plan along with a link to the website. Hard copies will be available to view at Horton convenience store, the chemist, the post office and all the churches. Cllr P Lord advised that there is a problem with the website at the moment so the link is not quite ready yet. Mr F Parsons stated that the official 6 week consultation period had been extended to allow for all comments to be received and that banners and social media were to be used to inform residents of the schedule.

Cllr E Larcombe asked that in light of the completion date for the Borough Plan being postponed were the steering group happy that there was contradiction between the plans. Cllr Mrs M Lenton advised that the Borough had no objections to the Horton and Wraysbury Draft Plan. Cllr Mrs M Lenton stressed the need to press ahead with the Plan as it will be a consideration with issues which are currently being faced by the Villages.

The Draft Plan was presented by Cllr Mrs M Lenton and the following items were to be added;

- A list of the Steering Group
- The fact that both Wraysbury and Horton are in the Domesday Book.

It was felt that the word 'appropriate' in terms of business use needs to be more defined and less subjective.

Cllr F Bovington requested that a Doctors Surgery/Medical Centre should be included in the Plan. Mr F Parson advised that it was included in plan as a 'project' and that whilst the building plans could be supported by the Plan the Clinical Commissioning Groups would have to be agreement. Cllr J Lenton advised that a Medical Centre had been proposed at the Concord Garage site and in Waylands; both had been rejected.

Cllr L Andrew raised her concerns over the use of the word 'appropriate' in terms of building design; a property that's aesthetic design is different from the surrounding properties does not necessarily make it inappropriate. She felt that a greater emphasis should be placed on the height, meterage, dimensions and boundary lines. Mrs L Holden stated that the Character Assessment for the Villages had yet to be attached to the document and that new construction should be 'appropriate' to the area. Mr F Parsons stated that the Plan emphasised the desire for 'good quality design'.

Cllr G Sinclair felt that the plan needed to take account of the diversity of races and cultures within the Villages in terms of building plans, for example many Asian families occupy multi-generational homes requiring larger properties. The traveller community had not been included but this would be reviewed in the consultation period.

Cllr D Hughes suggested that greater information on the history of the Villages could be included and would pass on her suggestions.

It was proposed by Cllr G Sinclair-Hill that the Draft Neighbourhood Plan should go to consultation. This was seconded by Cllr G Sinclair and voted for unanimously.

## **165/16 QUESTIONS FROM THE PUBLIC**

Mr H Perez of the Wraysbury Speed Watch Group advised that he has arranged a meeting for September 3<sup>rd</sup> with the police to discuss the issue of dangerous parking in the Village.

Cllr Mrs M Lenton advised that she had arranged a meeting between Datchet, Wraysbury and Horton to revive NAG (Neighbourhood Action Group) on 12<sup>th</sup> September at 4pm and invited Mr Perez to attend.

An email was received from Mr P Porter of 31 Station Rd who is concerned speeding cars leaving the 20mph zone in the High Street and requested that the speed restriction be extended along Station Road. Mr Perez will raise the issue with the police at his meeting.

## **166/16 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 left the room and took no part in the discussions.

<b>Application Site</b>	<b>App No.</b>	<b>Proposal</b>	<b>Parish Council Comments</b>
<b>3 Welley Avenue Wraysbury, Staines TW19 5HE</b>	16/02214 FULL	New dwelling following demolition of existing dwelling (part retrospective)	Objection due to the lack of flood voids.

Application Site	App No.	Proposal	Parish Council Comments
<b>Brunel University Boat House Windsor Road Egham</b>	16/30015 Spheres of Mutual Interest	Variation/removal of condition 2 (temporary use) and 3 (permitted drawing numbers) of planning permission ref. RU15/0474 granted for the construction of exhibition space within grade 2 listed boathouse building (including change of use from ClassD2 to Class D1 and internal works) and associated works. Variation seeks to retain the use on a permanent basis.	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.

<b>138 Staines Road Wraysbury, Staines TW19 5AH</b>	16/02577 FULL	Single storey side/rear extension.	Objection on the grounds that the total proposed development (including the PDXL application) equates to 52m2 and is in the flood plain.
<b>3 The Worple Wraysbury, Staines TW19 5NY</b>	16/02301 TPO	Permission sought to remove some of the lower branches shown on photo which could endanger the public on the footpath.	Referred to the tree officer.

Cllr E Larcombe advised that along from Sunneymeads Bridge a wire fence had been replaced by concrete posts and a 6ft fence panels. He enquired as to whether or not planning permission is required for fencing over 1 meter on a public highway. Cllr J Lenton is to investigate.

### **167/16 COUNCIL MINUTES**

The minutes of the meeting of the Parish Council held on Monday 18<sup>th</sup> July 2016 were agreed and signed as a correct following some minor amendments.

### **168/16 ACTIONS AND MATTERS ARISING**

Cllr E Larcombe produced a letter to be placed under the wiper blades of the cars of drivers who persistently park inconsiderately. Cllr Mrs L Andrew considered the letter to be a little officious in the first instance and felt a 'softer' letter should be adopted and followed up by Cllr Larcombe's letter should the problem persist. Cllr J Lenton added that he Clerks details should be removed from the letter. The matter is to be considered at the next meeting.

## **169/16 COMMUNICATIONS AND CORRESPONDENCE**

Cllr Mrs M Lenton advised that she and Cllr A Moran had meet with the Football Club who have now formed a new committee with a treasurer. Regular meetings are to take place and the minutes of which will be forwarded to the Parish Council. The Clerk asked if the outstanding debts were to be settled and was advised that the Football Club had confirmed payment would take place. The Clerk is to issue a final demand. The Notice to quit still stands.

## **170/16 REPORTS FROM BOROUGH COUNCILLORS**

Cllr J Lenton advised that the Borough had arranged a meeting with selective residents of Hythe End at the Guild Hall to discuss the issue of Fowles waste disposal yard. The invitation has been declined as any such meeting should be held in the Village Hall and open to all residents.

The Borough are still considering solutions to the junction of Windsor and Ouseley Road. The broken fence on the opposite side of the road has still not been repaired; Cllr J Lenton is to chase.

## **171/16 REPORTS FROM LEAD MEMBERS**

### **Properties**

Cllr Moran left the following notes in his absence:

- Invoices have been received for the bench bases (£888) and repairs to the playpark (£710.32). Slide repairs are now complete.
- Following Land Registry enquires it appears that none of the Parish owned land is registered.
- Property files have been recovered and it appears that the Parish Council own some additional land along Colnbrook '8 yards'.
- A file on Queensmead Lake has also been recovered.
- The Play Park inspection has been completed and no further works are required. A landscaper is to check a dead branch in the tree. Cllr L Andrew stated that she had some pieces of play equipment that needed to be re attached and would pass them on Cllr Moran.
- The Cricket Club have not yet paid the past 2 year insurance premiums and suggested that legal action may be necessary. The Club is to be given 28 days in which to pay before going to the Small Claims Court.
- When re negotiating the property insurance policy for 2016/17 Cllr Moran recommended that the building are re valued by an independent Chartered Surveyor. A quote of £500 has been received from Mr Christopher Edwards. This was proposed by Cllr J Lenton, seconded by Cllr M Williams and voted for unanimously.

### **Greens**

- The Mobile Library had requested that the hedges be trimmed as they are having difficulty parking. Garden Designs are to undertake the work.

### **Waterways**

- Cllr Sinclair reported that the Splash was again dry. He is taking advice on whether the reduction of the flow from Horton Drain to increase the Wraysbury Drain flow would be an option to resolve the issue.
- Cllr Sinclair advised that the tree trunk in the Wraysbury side of the River had not yet been removed but Scott Salmon had assured him that it would be done.

- Cllr P Lord asked if any progress had been made in getting a sign requesting that bread is not fed to the ducks. Cllr Moran was obtaining quotes.

## **172/16 WRITTEN REPORTS FROM EXTERNAL GROUP MEMBERS**

None

## **173/16 FINANCE**

- a) The following payments were approved and the cheques signed accordingly.

Wraysbury Parish Council Aug 16

Cheq No	Payee	Budget	Nett	VAT	Gross
5003	South Central Ambulance	Magna Carta	£ 100.00		£ 100.00
5004	Wraysbury Guides	Magna Carta	£ 100.00		£ 100.00
5005	J Slater	NHPL	£ 2,385.75		£ 2,385.75
5006	Staff A	Office	£ 114.85		£ 114.85
	Staff A	Admin	£ 644.12		£ 644.12
5007	Staff C	Labour	£ 203.20		£ 203.20
5008	HMRC	PAYE	£ 4.80		£ 4.80
5009	M Gowing	Property	£ 710.32	£ 148.00	£ 710.32
5010	D Francis	Property	£ 740.00		£ 888.00
DD	Rates	Property	£ 35.00		£ 35.00
DD	Bank Charges	Admin			£ -
	<b>Total</b>		<b>£ 5,038.04</b>	<b>£ 148.00</b>	<b>£ 5,186.04</b>

### Income

Horton PC	£	100.00
Bench Base - P Hughes	£	225.00
<b>Total</b>	<b>£</b>	<b>325.00</b>

- b) RFO Update

The correspondence address for the bank accounts has now been year-end accounts are nearly complete updated and copy bank statements have been received.

- c) The Year End Accounts

The accounts for 2015/16 were circulated along with the Asset Register and the Breakdown of Funds Held at 31<sup>st</sup> March 2016. The approval of the Accounts was proposed by Cllr Ms S Nicholls and seconded by Cllr Mrs L Andrew and voted for unanimously.

d) Approval of The Internal Auditor

The Clerk had received a quoted from Audit Solutions for £375 + VAT. It was proposed that Audit Solutions should be appointed by Cllr J Lenton and seconded by Cllr M Williams.

e) Approval of Standing Orders, Financial Regulations and Risk Assessment Documents.

The reviewed documents were previously circulated by email for consideration and the approvals was proposed by Cllr M Williams and seconded by Cllr Mrs D Hughes and voted for unanimously.

f) Approval of the Annual Governance and Accounting Statements.

Copies of the statements were circulated and their approval was proposed by Cllr J Lenton, seconded by Cllr M Williams and voted for unanimously.

Cllr Mrs M Lenton suggested that the position of RFO could be filled by Cllr P Lord as he had no direct responsibility for a budget. Cllr P Lord agreed to take on the role in support of the Clerk. This was proposed by Cllr M Williams, seconded by Cllr J Lenton and voted for unanimously.

## **174/16 CHAIRMAN'S REPORT**

Cllr Mrs M Lenton had nothing further to report.

## **175/16 THE RIVER THAMES SCHEME**

Cllr E Larcombe reported that there is a 'Discussion Group' workshop to be held on Tuesday 13<sup>th</sup> September at Imber Court, East Molesey.

## **176/16 PAROCHIAL CHARITIES TRUSTEES**

Cllr L Andrew apologised for the delay but now had two nominees to put forward to the Parochial Charities; Karen Hodgson resident of Wharf Road and Kellie Fairhall, resident of Old Ferry Drive and owner of Pumpkins Pre School. The applicants were approved and their details will be forwarded on to Mr P Knott.

## **177/16 VILLAGE VERGES**

Nothing further to report

## **178/16 HISTORY OF WRAYSBURY/ARCHIVE PROJECT**

A meeting is to be arranged in September to capture and record residents' memories it is proposed that the production of a book may result. Cllr G Sinclair is to contact Age Concern and the Pop In Group to find likely people to contribute.

**179/16 RK LEISURE**

R K Leisure have postponed their open days to 17<sup>th</sup> and 18<sup>th</sup> September due to the number of people on holiday in August. Cllr M Williams suggested that they hold an afternoon tea for Age Concern.

**180/16 WRAYSBURY CHRISTMAS FAIR**

Plans are in the making and the use of the car park by the Post Office is required. The lease from RK Leisure has not yet been received.

**181/16 MOTIONS SUBMITTED TO THE MEETING**

None

**182/16 ITEMS FOR PLACEMENT ON FUTURE AGENDAS**

\_None

**183/16 ANY FURTHER QUESTIONS FROM THE PUBLIC**

None.

**184/16 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Cllr E Larcombe 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 D Hughes and agreed without dissension.

.....Chairman                      .....Date