

At a Meeting of the
COUNCIL for the **PARISH of WRAYSBURY**
held in the Colne Room of the Village Hall at 7.30 pm on
Monday 16th June 2014

Present: Councillors Mrs M Lenton (Chairman), C Collins, Mrs D Hughes, J Lenton, P Lord, D Martin, G Sinclair, M Smith, M Williams, the Clerk and Mrs Marlow. Seven members of the public were present.

At the commencement of the meeting the Chairman announced that Wraysbury resident, Mrs Janet Crame, had been awarded the British Empire Medal in the Queen's Birthday Honours List. It was agreed that the Clerk should write a letter of congratulations, on behalf of the Parish Council.

14/77 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor A Davies.

14/78 DECLARATIONS OF INTEREST

Cllr P Lord declared an interest in planning application 14/01770, as the application site was close to his home.

14/79 QUESTIONS FROM THE PUBLIC

A member of the public asked if the book of the Duke of Edinburgh's visit to Wraysbury to open the Scout Hut could be located. It was suggested that a copy was donated to the archive, via the Parish Council, but that it was not in the archive. The book had not been located, Mrs Marlow agreed to investigate the matter further.

A member of the public highlighted the state of the fencing to the play park on The Green. It was a danger to users. The Clerk explained that he had emailed the Borough, pointing out the damage the tree had caused (with photo), the possible dangers, the high level of public concern, and the need for the Borough to rectify the damage caused. It was agreed that further communication from the Clerk would be required.

Discussion took place on the outcomes from the public flooding meeting. There was a need to maintain pressure on organisations such as Thames Water and the Environment Agency, to improve their services. It was noted that the Environment Agency would be invited to a meeting on Tuesday 22nd July.

Wraysbury Parochial Charities had agreed to help fund some flooding related projects but this needed to be properly constituted. Mrs Marlow provided advice that it should have a name, a committee and a bank account. It could be set up in such a way that maintained the group's independence, recognised its voluntary status and which minimised personal liabilities.

14/80

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.*

**14/01403 LITTLE COURT, 9 STAINES ROAD,
WRAYSBURY**

Erection of dwelling with attached garage.

It was noted that there was no plan for the existing house and the floor areas could not be compared in an area liable to flood. The footprint of the proposed house appeared to be much larger than the present dwelling according to the site plan. In view of comments by neighbours regarding possible encroachment onto the verge it should be asked that this be checked so that residents do not lose an amenity. Provided these queries can be satisfied and the application is in compliance with local policies the Parish Council would have **no objection**.

14/01217 7 THE ISLAND, WRAYSBURY

Raise main dwelling by 1390mm, excluding integral garage, with alterations to front and rear access to include the provision of steps to suit new ground floor level.

No objection. Subject to compliance with local policies.

14/01532 76 HYTHE END ROAD, WRAYSBURY

Retention of 1m high wall, railing, platform raised by 75mm and shed. (retrospective).

The receipt of a letter from 72 Hythe End Road was noted.

Objection. As an appeal against enforcement regarding the illegal erection of an outbuilding was dismissed, the Parish Council objected to this retrospective application in a conservation area and flood plain.

14/01542 21 WRAYSBURY ROAD

Two storey rear extension.

No objection provided it is compliance with local policies.

14/01556 HYTHE END STORES, 269 STAINES ROAD, WRAYSBURY

Ground floor part change of use from A1 retail to A5. Amendment to planning application 14/00461.

Objection. The Basic Conditions of the Localism Act requires any proposals for change of use on the frontage of village centres to provide for highway safety, neighbouring amenity and should not lead to unacceptable increased pressure on parking. This change of use will result in customers parking in the road on a bend as there is no parking in front of the shop. It will cause a hazard to other vehicles, interfere with the flow of traffic and endanger pedestrians if there is parking on the footpath. There is an increased risk since very large lorries turn into an adjacent road. Takeaways have the disadvantage that clients expect to stop for a short period and are less inclined to find safe parking, preferring to park outside the shop.

Discarded rubbish from the sale of takeaway food will harm the amenity of neighbours, as will having waste food containers at the front of the building close to local residents which will result in noisome smells, especially in hot weather, as well as being an eyesore. The shop appears to be a viable business since it is the only store in this area to serve quite a large local population. Parish Councillors also highlighted errors in the parking diagram.

14/01572 14 WHARF ROAD, WRAYSBURY

Replacement dwelling benefitting from flood relief.

No objection provided the plan is in compliance with local policies

14/01624 27 WHARF ROAD, WRAYSBURY

Erection of replacement dwelling.

Flood voids do not mitigate against flooding since they can be closed off or blocked with debris, however provided the neighbour's privacy concerns were dealt with and the application was in compliance with local policies, Councillors had **no objection**.

14/01638 54 OUSELEY ROAD, WRAYSBURY

Single storey rear and front extension. Two storey side extension with front and rear dormer.

Councillors **strongly objected** to this application as the building was far in excess of flood plain allowance.

14/01770 46 WRAYSBURY ROAD

Works to trees covered by a TPO – consent to raise crown to 4m, crown thin by 35%, and remove crossing branches and superfluous growth of T1 European Lime.

Councillors objected to any damage to this amenity tree and asked the Tree Officer to decide on how much work needs to be undertaken for the health of this high amenity tree which is at risk, due to the brickwork being too close to the trunk.

The following items were received after the publication of the 19th May 2014 agenda. Due to time constraints they were considered at that meeting and are included on this agenda for ratification.

14/01437 20 WHARF ROAD, WRAYSBURY

Single storey side and rear extensions.

No objection subject to compliance with current policies.

14/01485 16 THE ISLAND, WRAYSBURY

Erection of a replacement garage, raising the ridge height of the property, including the provisions of flood voids under the property with erection of raised decking areas to access doorways and associated alterations.

No objection subject to compliance with current policies.

Notices of results as detailed on the agenda were noted.

14/81 COUNCIL MINUTES

The minutes of the meeting of the Parish Council held on Monday 19th May 2014 were agreed and signed as a correct record.

14/82 MATTERS ARISING

None.

14/83

COMMUNICATIONS AND CORRESPONDENCE

The Clerk highlighted some items of correspondence received about the “general condition and tiredness” of the playpark. Discussion took place on bark surfacing, the condition of the painted metal surfaces, possible new items of equipment and past withdrawal of grants to improve the park. Mrs Marlow suggested contacting Datchet Parish Council as they had been successful in applying for grant funding. Playpark refurbishment would be placed on a future agenda.

Correspondence had also been received about the bollards on the high street which still had not been installed. Cllr J Lenton agreed to follow this up.

14/84

REPORTS FROM BOROUGH COUNCILLORS

Cllr J Lenton stated that the Borough had secured £2.1million funding for road refurbishment after the floods. He had submitted his own list of suggestions. If it wasn't on the list, Park Avenue would be added. The cost of private road repairs would mainly be met by residents.

Cllr J Lenton agreed to contact the Borough about overgrown trees and shrubs on private land close to the junction of Ouseley Road and Wharf Road.

Ward Councillors continued to promote the need for the Lower Thames Scheme. Cllr Lenton would continue to press for the Borough to undertake its duties in relation to ditches and gulleys.

Discussion took place on the adequacy of GP surgery provision. It would be placed on a future agenda. The Clerk would collate issues of concern and provide them to the relevant bodies. It was noted that on 24th June the Datchet Patients Participation Group was holding a drop-in at Wraysbury Village Hall.

Cllr Lenton informed the meeting that Cllr Rayner was unable to attend the meeting.

14/85

REPORTS FROM CHAIRMEN OF STANDING COMMITTEES

Properties

Cllr Smith reported that quotations for the main work to the Cricket Club were in, but awaited instructions from the insurers.

Greens

Garden Designs were working hard during the rapid grass growth, and were paying attention to critical road junctions. Repairs to the Children's Play Area fencing required further work. The Borough had finally agreed to repair one fence. The Clerk had written a strongly worded email to point out the nature of the damage to two fences.

Watercourses and Flooding

There was a need for the Wraysbury drain to be surveyed. Pressure on Thames Water and the Environment Agency was needed. The removal of flood embankments required enforcement. The existence of a Parish Flood Liaison Group was noted. Its representatives regularly attended meetings at the Borough. Mrs Marlow agreed to investigate further.

14/86 TERMS OF REFERENCE AND REQUEST FOR WRITTEN REPORTS FROM CHAIRMEN OF STANDING COMMITTEES

After brief discussion, it was unanimously agreed to change the titles of the Chairmen and Vice-Chairmen of the Standing Committees to the Lead Member and Deputy Lead Member. This would better reflect their roles.

It was further agreed that written reports could be submitted to the Clerk for circulation, particularly notes (brief) from any meetings they held.

14/87 FEEDBACK FROM THE VISIT BY BRANDON LEWIS, MP

Cllr Mrs Lenton reflected on the success of the Arthur Walters Awards day. She reinforced the need to maintain contact with the Minister. Cllr Williams agreed to expand his flooding report about the lessons learned, and send the Minister a copy.

14/88 TO RECEIVE WRITTEN REPORTS FROM EXTERNAL GROUP MEMBERS

Magna Carta

Cllr Mrs M Lenton drew Councillors attention to the minutes of a recent meeting, which had been circulated by the Clerk. Councillors were encouraged to events scheduled for 5th August and 1st October 2014.

14/89 FINANCE

(a) Accounts for Payment

The following accounts were notified to members of the Parish Council, recommended for payment and cheques issued and signed accordingly:

Cheque No.	Payee	Budget	Nett	VAT	Gross.
663	Cllr M Williams	Training	355.00	71.00	426.00
664	B Marlow	Arthur Walters	183.43		183.43
665	C Cunningham	Arthur Walters	35.00		35.00
666	Danwood	Printing	42.25	8.45	50.70
667	Garden Designs	Trees	125.00	25.00	150.00
667	Garden Designs	Maint/Grass	445.00	89.00	534.00
667	Garden Designs	Grass	2,096.30	419.26	2,515.56
668	R Colgate	Cleaning	206.87		206.87
669	E Marlow	Salary	172.20		172.20
670	M Kiely	Salary	744.55		744.55
671	CANCELLED CHEQUE				
672	HMRC	TAX and NI	108.64		108.64
673	M Kiely expenses MAY	Expenses	152.48		152.48
674	M Kiely expense JUNE	Expenses	185.35		185.35
675	M Kiely office equipment	Office equipment	247.41		247.41
676	E Marlow	Expens May/Jun	130.00		130.00
677	DW Francis	Insure Excess			1,933.15
	TOTAL		5,229.48	612.71	7,775.34

(b) Consideration of Amendments to the Banking Mandates

Natwest

Unanimously resolved that:

- Seven past signatories be removed (Allan Chambers, Julie Coram, Phillip Jackson, Judith Lewis, Timothy O’Keefe, Thomas Rooks and Michael Williams)
- The contact address be amended to that of the new Clerk.
- That it be noted that the Clerk is listed for statements only and is NOT a signatory to the account.
- That the authorised signatories in the current mandate, for the accounts detailed in section 2 (of the mandate amendment form), be changed in accordance with sections 5 and 6 (of the mandate amendment form) and the current mandate will continue as amended.

Unity

Unanimously resolved that:

- Two past signatories be removed (Roger Marlow and Tom Rooks)
- That it be noted that in line with Internal Financial Controls, the Clerk, although registered as a signatory (for access) is NOT allowed to sign cheques.
- The mandate for the operation of the bank accounts, payment instructions and banking services is provided to the Bank and that amendments to the mandate may be provided by any Councillor or any officer of the Council who is notified to the bank as being authorised by the Council to do so.
- The bank is entitled to rely on the mandate until it received a later

- mandate amending it.
- The bank will be notified in writing of any change in Councillors.
- The terms and conditions remain unchanged in all other respects.

(c) Consideration of Section 137 Grants for 2014-15

Unanimously resolved that the following Section 137 Grants be payable for 2014-15:

Wraysbury Village Halls repair fund	£2,300
St Andrews Church	£1,200
Wraysbury Association (News)	£175 (Apr/May) + £175 (Oct/Nov)

(d) To receive the Annual Accounts, the Internal Audit and the Internal Auditor's Report

The accounts and audit documents were circulated to all Councillors and presented by Mrs Marlow. It was explained that the audit was unqualified (no problems were identified) and that the Chairman was requested to sign Section 1 (the Accounting Statements), and Section 2 (the Annual Governance Statement).

Resolved that the Annual Accounts, Annual Governance Statement, and report of the Internal Auditor be endorsed by the Parish Council ready for submission to the External Auditor.

It was again noted that the Football Club had not paid its contribution towards insurance costs of £466.62. It was agreed that the Clerk should write a letter to John Stephenson at the Football Club, clearly explaining the situation and giving one month's notice. The letter would require payment of the outstanding debt, details of a properly constituted committee and an explanation of Bedfont's role in the present club.

14/90

NEIGHBOURHOOD PLAN

Details of progress had been previously circulated. The Steering Group had devised its objectives and drafted a questionnaire (which had been partly based on a successful questionnaire form another Parish in the Borough). There was a need for the questionnaire to reach everyone. The Borough had offered to host an online survey. For those not online, a laptop could be taken to places like the pop-in and mobile library. Great care would need to be taken, particularly in relation to potential sites for future development, to ensure there could be no suggestion of partiality or coercion. As it was to be a twenty year plan it was important that every major issue was covered. The Borough still had £6,225 funds available.

