

At the Meeting of the  
**COUNCIL** for the **PARISH** of **WRAYSBURY**  
held in the Village Hall at 7.30 pm  
**Monday 18<sup>th</sup> December 2017**

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

**239/17 APOLOGIES FOR ABSENCE**

Apologies were received for his late arrival due to Borough business from Cllrs J Lenton.

**240/17 DECLARATIONS OF INTEREST**

Cllr A Davies declared an interest in planning applications 17/03613– being a property adjacent to his own.

**241/17 QUESTIONS FROM THE PUBLIC**

Mr H Perez advised that a petition to save the No. 10 bus route had be started and asked for an update on the situation. He was concerned that the local community would be left without a service on the 20<sup>th</sup> January if a resolution had not been reached by then.

Cllr Mrs M Lenton advised that RBWM along with Slough and Spelthorne Councils were in negotiations with First Busses. They were also engaged with different operators and considering a variety of options including an ‘Uber’ style service and financially supporting the Community Bus to provide an enhanced service. The issue is to provide transport for children to attend school and support the transport need of the community including the ability to access the Doctors Surgery in Datchet.

**242/17 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.

Application Site	Applicati on No.	Proposal	Summary of Parish Council Comments	
<b>18 Garson Lane Wraysbury, Staines. TW19 5JF</b>	17/03485 FULL	Change of use of land from equestrian to residential curtilage, use of existing outbuildings for ancillary storage and workshop and formation of existing track for access and parking (part retrospective) following demolition of ménage.	Objection on the grounds that the land is in the green belt and should therefore not be of residential curtilage.	
<b>16 Garson Lane Wraysbury, Staines TW19 5JF</b>	17/03650 FULL	Single storey rear extension, raised patio and steps.	Objection on the grounds of over development	

			(45m2) in an area liable to flood.	
<b>Barns 1 &amp; 2, Meadow View, 34 Windsor Road Wraysbury, Staines TW19 5</b>	17/03316 FULL	Alteration to the existing roof involving a lowering of the eaves, changing the gable ends to hipped ends, the insertion of 3 dormer windows to the front elevation, the insertion of a dormer window to the side (west) elevation, the insertion of 3 roof lights to the rear elevation and alterations to the roof pitch of the existing entrance canopies in the front elevation together with a reconfiguration of the internal accommodation.	<b>No objection subject to compliance with local policies.</b>	

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.

Application Site	Application No.	Proposal	Summary of Parish Council Comments
<b>Cherry Trees, 8a Hill View Rd, Wraysbury, Staines. TW19 5EQ</b>	17/03167 FULL	Extension and conversion of the existing garage to form Granny Annexe (retrospectively)	Objection on the grounds that this constitutes additional, separate accommodation in a flood zone. Also the poor quality of the planning application and drawings.
<b>The Orchard Fairfield Approach Wraysbury, Staines TW19 5DS</b>	17/03668 FULL	Erection of detached dwelling following demolition of existing dwelling.	Objection on the grounds of over development (90m2) in an area liable to flood.

The following items were considered at the last meeting although not on the agenda due to time constraints and were included in the agenda for the benefit of public interest and for ratification.

Application Site	Application No.	Proposal	Summary of Parish Council Comments
<b>14 Fairfield Road Wraysbury, Staines TW19 5DU</b>	17/03492 FULL	Single storey rear extension with steps, rear dormer and 2 no. roof lights to facilitate a loft conversion.	No objection subject to compliance with local policies
<b>20 Park Avenue Wraysbury, Staines TW19 5ET</b>	17/03385 FULL	Construction of single storey detached garage, garden wall and gates to front of property	Objection on grounds of over development – called in.
<b>Apartment at 20 Park Avenue Wraysbury, Staines</b>	17/03381 FULL	Construction of a rear dormer and alterations to fenestration, roof and external materials.	Objection on grounds of over development – called in.

<b>TW19 5ET</b>			
<b>18 Waylands Wraysbury, Staines TW19 5DZ</b>	17/03368 FULL	Single storey front, two storey rear and two rear dormers to facilitate loft conversion.	Objection on the grounds of breach of the original covenant that was applied to this development.
<b>10 Waylands Wraysbury, Staines TW19 5DZ</b>	17/03492 FULL	Single storey rear conservatory	Objection on the grounds of breach of the original covenant that was applied to this development.
<b>Land at 17 Oast House Close Wraysbury, Staines</b>	17/03359 FULL	Erection of a detached dwelling with 2 No. car parking spaces, widening of existing vehicular and pedestrian access.	Object on the grounds of over development (101m2) in flood zone 2.
<b>80 Ouseley Road Wraysbury, Staines TW19 5JH</b>	17/03450 FULL	First floor side extension to include enlargement of existing front and rear dormers with amendments to fenestration.	No objection subject to compliance with local policies

## **243/17 COUNCIL MINUTES**

The minutes of the meeting of the Parish Council held on Monday 20<sup>th</sup> November 2017 were, following a minor alteration, agreed and signed as correct.

## **244/17 ACTIONS AND MATTERS ARISING**

- Flood Plan – Cllr Moran and Cllr William have nearly completed the revised draft, it will be presented at the next Parish meeting.
- Wraysbury Drain – The Clerk had asked Andy Jeffs of RBWM for an update on the situation; the issue is to be raised at the Parish Meeting on the 10<sup>th</sup> January. Cllr Larcombe produced some pictures of how the Drain used to be and previous works. These are to be combined with pictures of the current situation along with a commentary for presentation at the Parish Meeting. Cllr Sinclair circulated an extract from the ‘Wraysbury Enclosure Award’ of 1803 which states that the Drain should be maintained at a breath of 8ft and depth of 3ft by the Borough.  
Following the unsatisfactory response to the FOI request on how and where monies were spent by the Borough on the last maintenance works on the Drain the Internal Auditor is to be contacted.
- Parking Ouseley Rd – the situation is marginally better suggesting that the School had spoken to their staff about the issue. It was felt that little else could be done as the parking was dangerous although not illegal.
- Parish Paths Initiative – the grant application has been favourably received and a decision will be made in the New Year.
- Assessment of Recording Parish Council Meetings – Cllr Williams had agreed a further trial with Phillips. The initial recording proved to be very clear although distribution had proved difficult due to the size of the file. A Drop Box link is to be considered; £70pa. Cllr Williams is to fully cost the system and report to the Parish Council next month for a decision.
- Litter at the Bridge Traffic Lights – Cllr Davies reported the issue and a report is to be made to Streetwise.
- Train Time Table Changes – South Western Trains has carried out a consultation on the proposed time table changes; an increase to 4 trains per hour from Windsor to Waterloo, only 2 stopping at Sunnymeads and Wraysbury both of which will travel via the Hounslow loop so not stopping at

Twickenham or Richmond. The addition trains will also affect the already difficult traffic problems in Datchet.

## **245/17 COMMUNICATIONS AND CORRESPONDENCE**

- Container Library – an email had been received requesting that the Parish Council ask RBWM to expedite the reinstatement of the power supply used by the container Library. The Clerk is to investigate.
- Workshops – Chris Wheeler of RBWM advised that the Borough is proposing to hold workshops where Parish Councillors can meet with officers and contractors to ‘discuss and capture service improvements’. Dates are yet to be agreed.
- Broadband – Josh Fisk of Call Flow Solutions Ltd has requested to meet the Parish Council with a view to increasing of their services in Wraysbury. An invitation to the next Parish Council Meeting is to be extended along with the suggestion of an information board in the Village Hall.

## **246/17 REPORTS FROM BOROUGH COUNCILLORS**

The No. 10 bus route had already been discussed.

## **247/17 REPORTS FROM LEAD MEMBERS**

### **Properties**

- Car Park Lease – Cllr Moran advised that he is still waiting for the new lease from RK Leisure.
- The Play Park – the work to gain quotes for the necessary repairs is ongoing.
- Garage Extension/ Parish Office - Cllr Moran will be preparing a feasibility plan.
- The Community Building – a quote for guttering works has been received from D.W. Francis for guttering works; £1845.86.
- Football Club – quotes are being sought for flood lights.
- The Cricket Club – have obtained a quote to replace the nets and have requested financial help from the Parish Council. Cllr Moran is to enter into discussions with the Club; RBWM may offer sports grants that they could apply for.
- Reeds Garage – work to obtain an independent valuation of the Parish owned land is ongoing.
- Christmas Tree Recycling – an area of the Village Car Park is to be cordoned off for the collection of Christmas trees for recycling.

### **Greens**

- The Memorial Gates – work has started to restore the gates in time for next year’s commemorations.
- The Village Car Park – work is required to re-concrete an area which has started to break up.
- Fly Tipping – a fridge has been dumped behind the cricket nets.

### **Waterways**

- Tree in The River – the tree has not yet been removed by the EA and the river is silting up further; the Clerk is to chaise.

## **248/17 WRITTEN REPORTS FROM EXTERNAL GROUP MEMBERS**

The ward review was considered by RBWM on 12<sup>th</sup> December. The preferred options of Wraysbury Parish Council, as agreed at the last meeting, was submitted to The Local Government Boundary Commission. It is understood that Datchet would prefer Datchet and Wraysbury & Horton to be combined with 3 Ward Councillors whilst Old Windsor have requested that the number of proposed Ward Councillors be increased by 3 so that Datchet, Horton & Wraysbury and Old Windsor can remain as they are.

RBWM are to publish their proposals in February.

Cllr Mrs M Lenton advised that the neighbourhood plan would still go ahead even if Wraysbury and Horton were no longer one ward.

## **249/17 FINANCE**

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

Cheq No	Payee	Budget	Nett	VAT	Gross
5176	Staff A	Office	£ 194.67	£ 9.00	£ 203.67
	Staff A	Admin	£ 725.02		£ 725.02
5177	Staff C	Labour	£ 208.00		£ 208.00
5178	RC of B Pension Fund	Pension	£ 215.26		£ 215.26
5179	HMRC	Admin	£ 12.00		£ 12.00
5180	Garden Designs	Greens	£ 265.00	£ 53.00	£ 318.00
	Garden Designs	Greens	£ 659.15	£ 131.83	£ 790.98
	Garden Designs	Annual Task	£ 1,250.00	£ 250.00	£ 1,500.00
	Garden Designs	Greens	£ 1,010.00	£ 202.00	£ 1,212.00
5181	Tbs Hygiene	Dog Bins	£ 176.00	£ 35.20	£ 211.20
5182	CANX				
5183	Citizens Advice	Sect 137	£ 250.00		£ 250.00
SO	RBWM Rates	Property	£ 37.00		£ 37.00
SO	My Controller	Prof Services	£ 25.00	£ 5.00	£ 30.00
DD	Bank Charges	Admin			
	Total		<b>£ 5,027.10</b>	<b>£ 686.03</b>	<b>£ 5,713.13</b>

b) RFO Report

- The new external auditors for 2017/18 have been appointed; PKF Littlejohn of Canary Wharf.
- The date for the next finance meeting was set for 10<sup>th</sup> January. Budgets were requested from the Leasd Members as soon as possible in order that the precept for 2017/18 can be agreed upon at the meeting.
- Following a presentation by CCLA at the BALC AGM the Clerk suggested that the Parish Council should consider rationalising the bank accounts to maximise the interest yield, reduce bank charges and simplify the finances of the Council. This will be further discussed at the finance meeting once Councillor have had a chance to consider the proposal.

## **250/17 CHAIRMAN'S REPORT**

Cllr Mrs M Lenton had nothing further to report.

## **251/17 ELECTRIC CHARGING POINTS**

Cllr Mrs M Lenton reported that following a discussion with Cllr Sharma on the possibility of installing charging points in Wraysbury he requested ideas for possible locations. Ideas are to be put forward at the next Parish Council meeting.

## **252/17 DATA PROTECTION**

Cllr Lord and the Clerk had attended a BALC training course on the General Data Protection Regulations due to take effect in May 2018. A copy of the guide to GDPR are to be circulated to all Councillors. The main issue appears to be with the use of emails and letters. All data held must up to date and relevant. The SLCC have since advised that the draft Bill has yet to go through Parliament where the impact on town and parish councils is under consideration. Also Jennifer Shaw, Lead GDPR Officer at RBWM is organising GDPR training and guidance sessions in the New Year. It is hoped that RBWM will provide the required Data Protection Office for all parish councils.

## **253/17 THE NEIGHBOURHOOD PLAN**

Cllr Mrs M Lenton reported that there had been some response so it was beginning to progress.

## **254/17 THE BOROUGH PLAN**

Cllr Mrs M Lenton advised that the Plan will out by the end of March.

## **255/17 THE RIVER THAMES SCHEME**

The Clerk advised that RBWM Planning Department was asked why only Datchet had been notified of the planning application No. 17/03146 relating to the RTS considering the affect that the scheme will have on both Wraysbury and Horton. A response has not yet been received.

Cllr Larcombe advised that Runnymede has been asked to contribute £80 million and Surrey £103 million towards the scheme.

## **256/17 MOTIONS SUBMITTED TO THE MEETING**

None.

## **257/17 ITEMS FOR PLACEMENT ON FUTURE AGENDAS**

RBWM Parish Stakeholder Group for Plan making.  
Ward Review.

## **258/17 ANY FURTHER QUESTIONS FROM THE PUBLIC**

Julie Freeman of Reeds Service Centre asked why the valuation of the land owned by the Parish Council had not been valued yet despite the Parish Council agreeing to do so in November last year.

Cllr Moran stated that the current lease did not run out for another 9 years so issue was not a priority. Ms Freeman stated that they may request that a new lease be brought forward and asked if the valuation could therefore be done urgently.

## **259/17 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Cllr A 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