

At the Meeting of the
COUNCIL for the **PARISH** of **WRAYSBURY**
held in the Village Hall at 7.30 pm
Monday 19th March 2018

Present: Councillors Mrs M Lenton (Chairman), P Lord, Mrs D Hughes, Ms S Nicholls, M Williams, E Larcombe, G Sinclair and the Clerk.

45/18 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs J Lenton, A Moran, A Davies and Mrs L Andrew

46/18 DECLARATIONS OF INTEREST

None were declared.

47/18 QUESTIONS FROM THE PUBLIC

There were no questions.

48/18 PLANNING APPLICATIONS

The Parish Council discussed the following applications and made representation to the Local Authority as shown.

Application Site	Application No.	Proposal	Summary of Parish Council Comments
Land east and west of Hythe End Farm Hythe End Road Wraysbury, Staines.	18/00456 TPO	Ash, Horse Chestnut and Laurel – crown lift to height of 4.5m	No objection subject to compliance with local policies.
19 Ouseley Road Wraysbury, Staines TW19 5JB	18/00289 FULL	Enlargement of front and rear roof slopes to form first floor accommodation, first floor side and single storey rear extensions and new front entrance porch.	No objection subject to compliance with local policies.
The Elms, 1 The Avenue Wraysbury, Staines TW19 5EY	18/00417 FULL	First floor front/side extension and new ground floor side facing window.	No objection subject to compliance with local policies.
10 Lammas Drive Staines TW18 4TS	18/00408 FULL	Construction of x1 new dwelling including amenity space and landscaping works following	No objection subject to compliance with local policies.

		demolition of the existing dwelling, boat store and outbuilding	
10 Coppice Drive Wraysbury, Staines TW19 5JG	18/00243 FULL	Single storey side extension following demolition of the existing garage	Objection on the grounds of un neighbourliness; the extension is too close to the boundary.
10 Coppice Drive Wraysbury, Staines TW19 5JG	18/00244 FULL	Replacement pitched roof with x3 front and x2 rear dormers	No objection subject to compliance with local policies, however the use of Velux windows at the rear of the property should be considered to protect neighbours privacy.
37 Douglas Lane Wraysbury, Staines TW19 5NF	18/00526 FULL	Detached outbuilding (retrospective)	No objection subject to compliance with local policies but object to the application being retrospective.
37 Douglas Lane Wraysbury, Staines TW19 5NF	18/00508 FULL	Single storey rear extension (retrospective)	Objection on the grounds of over development.
Ankerwyke Lodge 94 Staines Road Wraysbury, Staines TW19 5AA	18/00462 FULL	Construction of a new timber framed double garage	Objection on the grounds of over development; the development being over the permitted 30m2 and without flood voids.
20 The Island Wraysbury, Staines TW19 5AS	18/00573 FULL	Detached annexe ancillary to existing dwelling following demolition of the existing garage.	No objection subject to the building being of a temporary nature and in compliance with local policies

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
4 Welley Avenue Wraysbury, Staines TW19 5HE	18/00571 FULL	Single storey front extension, single storey rear extension, first floor extension to provide additional habitable accommodation with conversion from one and a half to two storey dwelling and alterations to fenestration.	Objection on the grounds of over development; a previous extension with this proposed works exceeds the permitted 30m2.

Chez Polly, Friary Island, Old Ferry Drive, Wraysbury, Staines TW19 5JS	18/00614 FULL	Construction dwelling and garage following demolition of the existing house and garage.	Objection on the grounds of over development in a flood plain.
16 Riverside, Wraysbury, Staines TW19 5JN	18/00618 FULL	New detached garden office following the demolition of the existing boat house.	Objection on the grounds of over development.
117 Welley Road Wraysbury, Staines TW19 5HQ	18/00627 FULL	Replacement dwelling.	Objection on the grounds of over development and out of keeping with neighbouring properties.
12 Lammas Drive Wraysbury, Staines TW19 5AS	18/00639 FULL	Enlargement of existing rear decking.	No objection subject to compliance with local policies.

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
Mallards Mead 9a The Avenue Wraysbury, Staines. TW19 5EY	18/00379 FULL	Single store side extension following part demolition of the existing side element.	No objection subject to compliance with local policies.
20 Park Avenue Wraysbury, Staines TW19 5ET	18/00335 FULL	Two storey extension to existing garage to form habitable accommodation, amendment to approval 14/03800/FULL (to include the relocation of the car port, and changes to the fenestration)	Objection on the grounds of over development.
68 Welley Road Wraysbury, Staines TW19 5EP	18/00224 FULL	Part single, part two storey rear extension with Juliet balcony, alterations to existing roof, new roof light and alterations to fenestration.	No objection subject to compliance with local policies.
38 Riverside Wraysbury, Staines TW19 5JN	18/00298 FULL	Various alterations to the existing studio/garage (Retrospective).	Objection on the grounds of the creation of a stand-alone habitable accommodation.

Cllr Mrs M Lenton advised that a planning meeting had taken place between Jennifer Jackson of RBWM and herself, Cllr Mrs Hughes, Cllr Moran, Cllr Lord and Fred Parsons. Issues raised included enforcement, the poor quality of plans, the late advice of planning applications and the Neighbourhood Plan.

49/18 COUNCIL MINUTES

The minutes of the meeting of the Parish Council held on Monday 19th February 2018 were agreed, following a minor alteration, and signed as correct.

50/18 ACTIONS AND MATTERS ARISING

- Flood Plan – Cllrs Moran and Williams have finalised the plan now. It will be brought to the next Parish Council Meeting for approval.
- Assessment of recording Parish Council Meeting – Cllr Williams is to obtain costings for the next Parish Council Meeting.
- Horses on Staines Rd – the Clerk advised that following her letter to Affinity Water to request that they take action to prevent the horses escaping on to the road, she has been informed that the land concerned belongs to FCC Environment. She is awaiting a response from them.
- The Stakeholders Meeting – Cllr Williams Mr Fred Parsons attended the meeting and put forward the following infrastructure issues; management of verges, continuation of the path/cycleway along Staines Road and traffic management in the High Street. They also completed a Green Space Survey. An update on the Borough Local Plan was given and also a Mineral Works and Waste Plan update. There is an intention to remove gravel from Ham Island for the Heathrow expansion to which Old Windsor Parish Council have objected to. The Clerk is to contact the Old Windsor Clerk to offer our support and suggest a meeting to formulate a course of action.

51/17 COMMUNICATIONS AND CORRESPONDENCE

- Thames Water have advised that they are to carry out improvement works at the Hythe End water intake channel to install new eel screens. In order to carry out this work they are also trimming back over hanging branches and foliage along the vehicle route on Hythe End Road.
- Scottish & Southern Electric Resilient Communities Fund - £220,000 of funding is available and applications can be made for such items as pumps, grit spreaders, defibrillators and first aid training. Cllr Williams is to discuss the Parish needs with Cllr Moran and the flood warden.
- Parks & Countryside Team – carry out works with the aid of volunteers and are looking for further local projects. The scheme is to be put on the Parish Web site for suggestions.
- Public Rights of Way – the application for funds to produce a leaflet on local footpaths has been approved. Cllr Ms S Nicholls will now start work on the project.

52/18 REPORTS FROM BOROUGH COUNCILLORS

Cllr J Lenton was unable to attend the meeting.

Cllr Mrs M Lenton advised that the budget has now been agreed.

53/18 REPORTS FROM LEAD MEMBERS

Properties Cllr Moran was not present.

- Car Park Lease – no further communication has been received from RK Leisure.
- Football Club Flood Lights – on going.
- PC Office/garage feasibility report – on going.
- The Play Park – the play bark has now been ordered and the Explorer Scouts are to spread it. An amount of £300 was agreed to be donated in recognition of their work.

- Reeds Garage – Cllr Moran will circulate a report to all Councillors for consideration shortly.
- S106 Monies – the sum of £6349.98 has been received from RBWM for the football dug outs.

Greens

- Quotes for New Bins – on going.
- Concrete repairs to car park – a schedule of work is to be prepared.

Waterways

- Wraysbury Drain – Cllr Sinclair met with Volker to assess the sluice but was refused access by the Dive Centre. Volker should be able to gain access as the drain is covered by the Enclosures Act. The Clerk is to write to Volker to insure that they proceed with the necessary repair works.
- Tree in the River – a diary note is to be made to remind the EA of their obligation to remove the tree once the river conditions have improved.

54/18 WRITTEN REPORTS FROM EXTERNAL GROUP MEMBERS

None were received.

55/18 FINANCE

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

Cheq No	Payee	Budget	Nett	VAT	Gross
5204	Springbridge Direct Ltd	Property	£ 448.00	£ 89.60	£ 537.60
5205	Staff A	Office	£ 187.98		£ 187.98
	Staff A	Admin	£ 725.02		£ 725.02
5206	Staff C	Labour	£ 208.00		£ 208.00
5207	RC of B Pension Fund	Pension	£ 215.26		£ 215.26
5208	HMRC	Admin	£ 12.00		£ 12.00
5209	A Moran (CC Keys)	Property	£ 89.47	£ 17.89	£ 107.36
5210	Affinity Water	Property	£ 89.95		£ 89.95
5211	Wraysbury Village Centre	Admin	£ 80.00		£ 80.00
5212	G Morley	History Proj	£ 140.90	£ 11.27	£ 152.17
5213	Wraysbury Village Fair	Ann Task	£ 30.00		£ 30.00
5214	Tbs Hygiene Ltd	Dog Bins	£ 176.00	£ 35.20	£ 211.20
5215	C L Hearne	Property	£ 280.00		£ 280.00
		Property	£ 273.00		£ 273.00
5216	1st Wraysbury Scouts	Property	£ 300.00		£ 300.00
SO	My Controller	Prof Services	£ 25.00	£ 5.00	£ 30.00
DD	Bank Charges	Admin			
	Total		£ 3,280.58	£ 158.96	£ 3,439.54

- b) RFO Report – the Clerk reported that the Nat West Reserve account has now been closed and all funds transferred to the Nat West Current account. Once all cheques have been cleared the new CCLA account will be opened from the remaining Nat West account and the closing balance then transferred to the Unity Current account.

56/18 CHAIRMAN'S REPORT

- Cllr Mrs M Lenton advised that a display cabinet has been purchased for the sum of £50 for the 11th November commemorations and will be transferred to the archive afterwards.
- At the last NAG meeting the Police advised that there had been 4 burglaries in Datchet in February, 2 in Horton and 2 in Wraysbury. There were also 23 thefts from cars reported. Most were from unlocked cars in the late evening. The Police were concerned about the number of people that leave valuable items on display in their cars.
- The New Commander responsible for the RBWM is Superintendent Colin Hudson.
- The History Project – the Parish Council agreed in principal to becoming the publisher of the book once the costs are known.
- 11th November Commemorations – preparations are well underway.

57/18 THE NEIGHBOURHOOD PLAN

A letter was sent to Sajid Javid MP the Secretary of State for Housing, Communities and Local Government complaining about the length of time taken by the Borough to respond to the submission of the plan. A response has been received from Catherine Holton of the MHCLG who has been in contact with both Jennifer Jackson and the EA. She stated that a response will be received within a week and to contact her if any further delays are experienced.

58/18 THE BOROUGH PLAN

The documentation is currently with the Inspector.

59/18 RBWM WARD BOUNDARY REVIEW

It is proposed that Horton and Wraysbury are combined with Datchet with 3 Ward Councillors. Cllr Mrs M Lenton is concerned that by reducing the number of Ward Councillors from 57 to 42 the role will become more onerous and that the role may become a professional one. The item will be on the agenda for the next meeting so that a response may be given once Councillors have considered the proposal fully.

60/18 THE RIVER THAMES SCHEME

Cllr Larcombe and Cllr Williams were advised at the last Borough meeting that the project has stalled due to financial issues. The Clerk is to request an update on the proposal.

61/18 GDPR

Cllr Mrs M Lenton is to be the link member between the Parish Council and Data Protection Office Martin Tubbs at RBWM. NALC model documents and publications are now available on the BALC website. Councillors will meet 30 minutes before the next Parish Council Meeting to assess the data held by the Parish Council.

62/18 BYE LAWS

A copy of the latest Bye Laws for the green spaces (1991) has been located but appear not to have been ratified by the Parish Council or the Government. Cllr Williams is to produce an updated version for ratification.

63/18 POLICY REVIEW –Freedom of Information

Following some amendments to clarify how information can be obtained the Freedom of Information Policy was proposed by Cllr Ms S Nicholls, seconded by Cllr Mrs D Hughes and approved unanimously.

64/18 MOTIONS SUBMITTED TO THE MEETING

None

65/18 ITEMS FOR PLACEMENT ON FUTURE AGENDAS

None

66/18 ANY FURTHER QUESTIONS FROM THE PUBLIC

None

67/18 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Cllr G Sinclair 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 E Larcombe and agreed without dissension.

.....Chairman Date