



# Datchet Parish Council

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DATE: 03rd March 2025

TO: **ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the **MEETING** of **DATCHET PARISH COUNCIL** being held in **DATCHET VILLAGE HALL** on **MONDAY 10<sup>TH</sup> March 2025**, at **7.00pm** for the purpose of transacting the business specified in the following agenda.

### **Members of the Public:**

In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### **Recording Notice**

This meeting will be recorded in audio for documentation purposes, this audio stream will be available in the public domain. By participating in this meeting, you are consenting to be recorded.

Council Members are reminded of their duty under the Code of Conduct, Scheme of Delegation and Standing Orders as well as their commitment to uphold Civility and Respect.

**The 7 principles of public life:** Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

Non confidential papers can be viewed by clicking on this link:

<https://www.dropbox.com/scl/fo/8u14thdcr1bfyd3ll391x/AHg41LXMPHalFtzMs58Ep2k?rlkey=d1rx1aawj3hduuwq3muh1emqk&st=oir97rg9&dl=0>

Yours faithfully,

Sonia Masikito

## **A G E N D A**

### **24/266 APOLOGIES AND ANNOUNCEMENTS**

To receive members apologies for absence (and the reasons).

### **24/267 PUBLIC QUESTION TIME (*Limited to 2 minutes a person and 10 minutes maximum in total.*)**

### **24/268 DECLARATION OF INTERESTS**

Members are required to declare any financial or personal interests arising from the agenda.

*Dispensation requests should be made to the Clerk in advance of the meeting.*

- a. Councillors be invited to individually confirm that their Declarations of Interest are complete and up to date. *(Cllr E. Larcombe)*

#### **24/269 MINUTES (paper)**

- a. To agree that the minutes of the Parish Council meeting held on **10<sup>th</sup> February 2025** be signed by the Chairman as a true record.
- b. To note approved minutes of the LAMP Committee meeting held on **17<sup>th</sup> January 2025**.

#### **24/270 MATTERS ARISING**

#### **24/271 GENERAL**

- a. Chairmans report *(For information only)*
- b. To note the Clerks Report including correspondence, progress report on council business and quotes approved under delegated authority *(paper)*

#### **24/272 PLANNING**

- a. To agree responses to new applications listed on the attached planning addendum and note Planning Decisions *(paper)*
- b. Other planning matters, including any new 106 Allocations and Enforcement Matters.

#### **24/273 FINANCE**

- a. To approve income and expenditure up to **7<sup>th</sup> March 2025** – Chairman to sign the pink sheet (paper). Note: Expenditure under delegated authority is highlighted in yellow.
- b. To note the internal auditors (interim) internal audit report for 2024/2025. *(Report Circulated)*

Rec. No.	Recommendation	
<b>Accounting Records and Bank Reconciliations</b>		
R1	The bank statement should be initialled to confirm that the balance reported on the reconciliation is correct.	
<b>Review of Income</b>		
R2	The invoicing for use of utilities for the changing rooms by the football club should be brought up to date to ensure the accounts are correct.	
R3	Priority should be given to collection of the outstanding debts.	
R4	An updated lease for use of the changing rooms by the football club should be agreed as soon as practicable.	

#### **24/274 ADMINISTRATION**

- a. To request Councillor's attendance at the Crown Estate meeting on Friday 16<sup>th</sup> May to receive a presentation on how the estate is managed and to discuss areas of interest to DPC. *(Cllr D. Buckley)*
- b. To consider writing a letter to our MP regarding banning E-Scooters. *(Cllr A Whelan)*
- c. To reclaim control of all DPC-owned social media channels, ensuring the Parish Office has permanent admin access, with admin rights remaining with DPC to support audience growth and community engagement. *(Cllr A. Whelan)*

- d. To consider the creation of a Communications Lead Councillor role to work with councillors and Parish Office to better reach residents. *(Cllr A. Whelan)*  
**N.B:** *Cllr A. Whelan has put herself forward for this position.*
- e. To consider scheduling a special meeting with residents and councillors regarding the reclamation of Datchet High Street. If approved, the office to print approx 500 x A4 sheets (flyer is A5) black-and-white letter on council letterhead to inform residents and arrange distribution through letterboxes by volunteers. *(Cllr A. Whelan)*
- f. To instruct the Clerk to prepare a current listing and map of all Datchet Parish Council lands and buildings with details such as - whether owned or leased – the condition of the asset – and further details if leased. This information to be compiled and reported to the Council at the next meeting on 14-4-2025. *(Cllr Larcombe)*
- g. To adopt Berkshire Funds Discretionary Policy
- h. To adopt Compassionate Leave Policy
- i. To adopt TOIL policy
- j. To adopt Emergency Dependents, Leave Policy
- k. To note amendment to the Annual Leave Policy

**24/275** **BOROUGH COUNCILLOR'S REPORT:** *(For information only). Limited to 2 minutes each and 6 minutes maximum total*

**24/276** **GROUNDS**

- a. Lead Councillors report
- b. To consider the proposal to cobble the section of Memorial Green between the telephone box and the vehicle entry approx 4m *(Cllr I. Thompson)*
- c. To consider the proposal to cobble a section of North Green edging to the Priory Way road exit approx 4m. *(Cllr I. Thompson)*
- d. To consider the proposal to install a plaque within the telephone box recognising;  
A - The purchase gift to the Parish by the Larcombe family  
B - The supply of a defibrillator and installation of the telephone box by the Datchet Parish Council in 2024. *(Cllr I. Thompson)*
- e. To receive an update on the Datchet to Hythe End flood improvements including response from Stuart Mollard at the EA. *(Cllr I. Thompson)*
- f. Councillor's Questions.

**24/277** **CEMETERY**

- a. Lead Councillors report *(paper)*
- b. Councillor's questions

**24/278** **EVENTS**

- a. Lead councillors report
- b. To approve the date of COTG for Saturday, 29th November 2025.
- c. To approve the VE Day celebration on Thursday, 8th May 2025.
- d. Councillor's Questions.

**24/279** **PROPERTIES**

- a. Lead councillors report
- b. Councillor's Questions

**24/280 HIGHWAYS**

- a. Lead councillors report (*paper*)
- b. To discuss overall parking problems including current issues around Satis House/Parish Office/Village Hall. (*Deferred from Last meeting*)
- c. Councillor's Questions.

**24/281 FLOODING AND DRAINAGE**

- a. Lead councillors report
- b. Councillor's Questions

**24/282 WORKING GROUPS**

- a. To receive update for the Datchet Neighbourhood Plan Delivery and Monitoring Group (DMG) (*If necessary*)
- b. Councillor's Questions.

**24/283 COMMITTEES**

- a. To receive reports from committees (*If necessary*)
- b. Councillor's Questions

**24/284 PUBLIC QUESTION TIME: (*Only for clarification relating to matters discussed on the agenda and limited to 2 minutes a person and 10 minutes maximum total*)**

**24/285 COUNCILLORS QUESTIONS AND COMMENTS**

*Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.*

**24/286 DATE FOR THE NEXT MEETING**

The date of the next council meeting will be **Monday 14<sup>th</sup> April 2025.**

**24/287 EXCLUSION OF PRESS AND PUBLIC – PART II**

**The Chairman will move that the Press and Public be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by virtue of the confidential nature of the business to be transacted.**

**24/288 GROUNDS MAINTENANCE SERVICES**

To consider quotes received and select contractors. (*Cllr I. Thompson*)

**24/289 LAND AT MILL PLACE**

To discuss ongoing legal case and agree next steps moving forward. (*Cllr I. Thompson*)