



Datchet Parish Council

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DATE: 07th April 2025

TO: **ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the **MEETING of DATCHET PARISH COUNCIL** being held in **YORK HOUSE, GREY ROOM, 53 SHEET STREET, WINDSOR, SL4 1BY** on **MONDAY 14TH APRIL 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.

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/4o52vu73ydyexqp9m97s1/AIEQShIUaVOABAcEP8QEfQo?rlkey=srpr9nw2fi80sgsceyp4svhby&st=x68j5ret&dl=0>

Yours faithfully,

Sonia Masikito

A G E N D A

24/289 APOLOGIES AND ANNOUNCEMENTS

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

24/290 PUBLIC QUESTION TIME (*Limited to 2 minutes a person and 10 minutes maximum in total.*)

24/291 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.

24/292 MINUTES (*paper*)

- a. To agree that the minutes of the Parish Council meeting held on **10th March 2025** be signed by the Chairman as a true record.

24/293 MATTERS ARISING

24/294 GENERAL

- a. Chairmans report (*For information only*)
- b. To note the Clerks Report including correspondence, progress report on council business.

24/295 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
 - i. 106 Allocations
 - ii. Enforcement Matters.

24/296 FINANCE

- a. To approve income and expenditure up to **11th April 2025** – Chairman to sign the pink sheet (*paper*). Note: Expenditure under delegated authority is highlighted in yellow.
- b. To consider adopting the digital system Civic.ly to enhance DPC's operational efficiency at a cost of £138 per month for the core package. (*Paper*)
- c. To consider the invoice from Tencer Ltd for £909.06 (inclusive of VAT) for remedial works to village hall heating. (*Cllr M. Davies*) (*paper*)
- d. To approve the quote for the Christmas Tree for 2025 for the amount of £4683.00 +VAT from Windowflowers. (*paper*)
- e. To approve the quote for watering of all the flowerbeds £825.00 + VAT from Windowflowers. (*paper*)
- f. To note expenditure under delegated authority, in accordance with financial regulations and with the approval of the Chairman – Obtain legal advice regarding Datchet Parish Council's position as custodian and managing trustee of the DRCCT, following the current hall management committee's assertion that DPC is not a trustee. The initial quote from the solicitors was £500 + VAT. Solicitor Roger Taylor, an expert in Charity Law and author of *Arnold-Baker on Local Council Administration* (the "Big Yellow Book"), has been consulted.

24/297 ADMINISTRATION

- a. To propose the creation of a Communications Lead Councillor role to work with councillors and Parish Office to better reach residents. New role to be allocated in Mays meeting. (*Cllr A. Whelan*) (*paper*)
- b. To propose a public consultation during the Annual Parish (Community) Meeting on April 28th, 2025, to gather residents' views on Datchet High Street. (*Cllr A Whelan*) (*paper*)
- c. To note and approve the Asset Register as at 31st March 2025 (*paper*)
- d. To adopt the Memorial Safety Inspection Policy (*paper*)
- e. To adopt Cemetery Health and Safety Policy (*paper*)
- f. To adopt the revised Terms of Reference for the Finance Committee. (V2) (*paper*)

24/298 BOROUGH COUNCILLOR'S REPORT: (*For information only*). Limited to 2 minutes each and 6 minutes maximum total

24/299 GROUNDS

- a. Lead Councillors report
- b. Councillor's questions
- c. Watering of community orchard (water tap to be installed near parish office)

24/300 CEMETERY

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

24/301 EVENTS

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

24/302 PROPERTIES

- a. Lead councillors report
- b. To approve the Lead Member for Properties may obtain property valuations for all properties owned and managed by DPC. These valuations will include Market Value, Rental Value, and Insurance Value. This work will be completed under delegated authority, in line with financial regulations, and in consultation with the Clerk. An independent RICS-qualified Chartered Surveyor will be engaged. The results will be reported at the next appropriate meeting.
- c. Councillor's Questions

24/303 HIGHWAYS

- a. Lead councillors report (*paper*)
- b. Councillor's Questions.

24/304 FLOODING AND DRAINAGE

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

24/305 WORKING GROUPS

- a. To receive update for the Datchet Neighbourhood Plan Delivery and Monitoring Group (DMG) (*If necessary*)
- b. To receive and update from the Strategic Plan Working Group (*Cllr S. Young*)(*paper*)
- c. Councillor's Questions.

24/306 COMMITTEES

- a. To receive reports from committees (*If necessary*)
- b. To receive an update from the Finance Committee (*Cllr S. Young*)
- c. Councillor's Questions

24/307 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*)

24/308 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.

24/309 DATE FOR THE NEXT MEETING

PLEASE NOTE THE ANNUAL PARISH/COMMUNITY MEETING WILL BE HELD ON MONDAY 28TH APRIL 2025 IN DATCHET VILLAGE HALL AT 6.30PM

PLEASE NOTE THE ANNUAL STATUTORY MEETING WILL BE HELD ON MONDAY 12TH MAY 2025 IN DATCHET VILLAGE HALL AT 7:00PM

PLEASE NOTE A MEETING OF DATCHET RECREATION CENTRE CHARITABLE TRUST (DRCCT) IS BEING HELD AT 9:00PM ON MONDAY 14TH APRIL 2025 AFTER THE COUNCIL MEETING (This meeting is not open to the public)

- 24/310 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.
- 24/311 GROUNDS MAINTENANCE SERVICES**
To consider quotes received and appoint contractors for a one-year contract. (*paper*)
(Cllr I. Thompson)
- 24/312 DATCHET HEALTH CENTRE**
To discuss Lease (Cllr D. Sanders)