



Datchet Parish Council

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DATE: 03rd Nov 2025

TO: **ALL MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the **COUNCIL MEETING** of **DATCHET PARISH COUNCIL** being held in **DATCHET VILLAGE HALL** on **MONDAY 10th November 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: [PUBLIC ACCESS DROPBOX](#)

Yours faithfully,

Mrs Masikito

A G E N D A

25/168 APOLOGIES AND ANNOUNCEMENTS

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

25/169 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.

25/170 PUBLIC QUESTION TIME: (Limited to 2 minutes a person and 10 minutes maximum total)

25/171 MINUTES (paper)

- a. To agree that the minutes of the council meeting held on **13th October 2025** be signed by the Chairman as a true record.
- b. To note the minutes of the finance committee meeting that took place on **02nd December 2024**
- c. To note the minutes for the LAMP committee meeting that took place on **07th February 2025**.

- d. To note the minutes of the Staffing committee meeting that took place on **16th July 2025**

25/172 MATTERS ARISING FROM THE MEETING HELD 13th October 2025

25/173 GENERAL

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

25/174 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. AL39 – To note expenditure of £1,440.00 for a report and presentation by GWP Consultants at the RBWM Planning Committee on 04 December 2025, in relation to planning application 25/01583/VAR.
ii. 106 Allocations
iii. Enforcement Matters.

25/175 FINANCE

- a. To approve income and expenditure up to **7th November 2025** – Chairman to sign the pink sheet (*paper*). Note: Expenditure under delegated authority is highlighted in yellow
b. To note internal audit booked for 03rd December 2025.
c. Remembrance Sunday Donation: To consider making a donation of £500 to the Royal British Legion Poppy Appeal in support of Remembrance Sunday and to approve associated expenditure under section 137 of the Local government act 1972.
d. Councillor's Questions

25/176 ADMINISTRATION

- a. To approve the scheduled Christmas closure of the parish office from 22 December 2025 from midday to 5 January 2026 (*paper*)
b. To propose the commissioning of a plaque featuring the names of past Chairs, Vice-Chairs, and Clerks – Cllr. T. O'Flynn
c. To approve Communications policy (*Paper*)
d. To approve Document Retention & Management Policy (*Paper*)
e. To approve Lone Working Policy (*Paper*)
f. To approve Complaints Policy (*Paper*)
g. To approve Vexatious Behaviour Policy (*Paper*)

25/177 CORRESPONDENCE

- a. Review Formal Complaint and Request for Clarification — Incident at Datchet Recreation Ground (*paper*)

25/178 BOROUGH COUNCILLOR'S REPORT: (*For information only*). Limited to 2 minutes each and 6 minutes maximum total

25/179 GROUNDS

- a. Lead Councillors report
b. To propose that DPC continue to clear the rec waterway to the same standard as last year – Cllr. I. Thompson & Cllr Glover (*paper*)
c. Councillor's Questions

25/180 CEMETERY

- a. Lead Councillors report (*Paper*)

- b. Councillor's Questions

25/181 EVENTS

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

25/182 PROPERTIES:

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

25/183 HIGHWAYS

- a. Lead Councillors report
- b. Motion: Low Traffic Neighbourhood (LTN) – Next Steps - Cllr Whelan (*paper*)
To consider and approve the following actions:
 - Initiate a public consultation on potential LTN implementation
 - Develop and distribute both online and offline surveys to gather community feedback.
- c. Councillor's Questions.

25/184 FLOODING AND DRAINAGE

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

25/185 COMMUNICATIONS

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

25/186 WORKING GROUPS

- a. To receive reports from working groups (*If necessary*)
- b. To receive update for the Datchet Neighbourhood Plan Delivery and Monitoring Group (DMG)
 - i. To approve the draft conservation area leaflet, with associated costs to be met from the DNP funds. (Paper)
 - ii. To consider establishing a joint working group comprising representatives from the three parish councils (Datchet, Horton and Wraysbury) and local community groups, with the aim of coordinating shared resources and efforts to maintain the cleanliness and tidiness of the villages. (paper) Cllr D Buckley
- c. Councillor's Questions.

25/187 COMMITTEES

- a. To receive reports from committees (*If necessary*)
- b. To approve changes to Staffing Committee Terms of Reference Section 8 – Cllr. C. Wise (*paper*)
- c. Councilors' Questions.

25/188 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*)

25/189 COUNCILLORS QUESTIONS AND COMMENTS

Councilors 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.

25/190 DATE FOR THE NEXT MEETING

The date of the next Finance Committee meeting will be on Monday 24th November 2025
The date of the next Council meeting will be Monday 08th December 2025

25/191 **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.

25/192 Staffing Committee Update (Cllr Wise) (*paper*)

25/193 LCC Consultancy Report – Evaluation of Clerk/RFO role at Datchet Parish Council (Cllr Wise) (*paper*)