

# Datchet Parish Council

## MINUTES OF THE PARISH COUNCIL MEETING

HELD IN THE VILLAGE HALL, ON MONDAY 8<sup>th</sup> AUGUST 2022 AT 19:00

- Present: Cllr. D. Buckley (Chairman) Cllr. Mrs. L. O'Flynn, Cllr. E. Larcombe, Cllr. Loveridge, Cllr. Mrs. M. Davies, Cllr. A. Clemens, Cllr P. Bicknell  
Borough Councillors. D. Cannon & G. Muir  
Clerk Mrs. K. J. Jones, Mrs J. Freeland
- Apologies: Cllr. I. Bacon, Cllr I. Thompson, Cllr T. O'Flynn
- Public: There were 12 members of the public present.

**22.052 Announcements** – The Chairman welcomed all to the meeting and read out a statement which reminded members and public that the responsibility of the Parish Council is to give views, on behalf of the community, on planning applications and other proposals that affect the Parish, alert relevant authorities to problems or issues that arise and to help other tiers of Local Government to keep in touch with the local community. The Parish Council are only responsible for the services it provides, to establish its policies and decides how monies will be raised and spent and can work with other organisations in its area. They have no powers outside of their responsibility of the Parish Council. The Parish Council takes the frustrations of the residents on board but in most cases the Parish Council are a reporting procedure but will support residents and will help within its limited powers.

He requested that all present respect each other and no talking in the public area take place other than during public question time and directed to the meeting. All members of the Council to direct their questions to the Chair by raising their hand and when invited to speak by the Chair they may do so.

### **22.053 Public Questions**

Resident 1 – from Penn Road advised a Neighbourhood Watch Scheme had been set up for the road and reported on problem areas i) derelict garage area, which is owned by 16 residents (fly-tipping, drug taking & overgrown areas) and ii) anti-social behaviour, which is reported to the police. They asked where they stand in relation to these issues and to sharing images of anti-social behaviour. Cllr P. Bicknell advised to contact the Police and Borough Wardens and contact the landowner and serve notice to them. The images can be shared with the Police.

The Clerk advised that land registry searches had been carried out on 2 parking areas and details obtained, work was due to be carried out on the other areas but unfortunately due to staffing issues this had not been completed.

The Chair would like to work with the residents and would talk about office restructuring later in the meeting.

Resident 2 – read out a statement and question, which had been sent to all members, from the 'Manor Hotel Action Group' which highlighted the issues and problems, such as drug taking and anti-social behaviour, associated with some of the residents of the Manor Hotel, the unsuitability of the building and location of this property to house vulnerable people.

They would like to ask the Parish Council to set up an informal working group, appoint two Councillors to work with them and help address these issues.

Following discussions, the Chair agreed to put this on the agenda of the next meeting and commented that they could start an informal working group, consisting of a mix of people from the whole village, he also commented that the Community Trigger Review called by B.Cllr D. Cannon had the full support of the Parish Council. He will also bring this up at the next NAG meeting.

It was also noted that on Thursdays the PCSO's are in The Bridge Café and comments could be taken to them.

**PLEASE REPORT ALL ACTIVITIES/ANTI-SOCIAL BEHAVIOUR TO THE POLICE.**

Resident 3 – read out a question, previously emailed to all members, regarding the issuing of a leaflet to encourage residents to report anti-social behaviour and for the Parish Council to hold a central database of anti-social behaviour reports.

Following discussions, the Chair commented that there were not the resources to take this on and suggested the Manor House working group could bring forward a leaflet to the Council.

It was advised that a database already exists with the Borough/Police and that the Police may already have a leaflet available.

Resident 4 – asked for an update on the Code of Conduct regarding a Councillor. No information was available. It was also commented that there had previously been a Neighbourhood Watch Group for the Village Centre. Cllr A. Clemens advised that this was disbanded 4 years ago due to lack of resident interest. The Chair asked the working group to take this forward.

**22.054 Declaration of Interest** - Cllr Clemens declared an interest in item 11 on the agenda regarding football fees as he is the Football Club Secretary.

**22.055 Minutes of the Council Meeting held on the 11<sup>th</sup> of July 2022**

The minutes were **AGREED** by all as a true record and signed by the Chairman.

**22.056 Notes of the Part two Meeting held on the 11<sup>th</sup> of April 2022**

Cllr. Mrs. L. O'Flynn advised that these were not available, but would be for the next meeting.

**22.057 Matters arising from the above meetings**

Page 13 – 22.042 iii) The Chair advised that he had received a reply from the Doctors Surgery and would scan this to all members.

**22.058 General**

**i. Chairmans Report** – The Chair reminded members that the Clerk will be retiring on Wednesday and thanked Katy for all her hard work during her long term service with the Council and presented her with flowers and gifts from the Council.

He commented that the office was in the process of restructuring and with limited resources work would need to be prioritised. Job adverts are out for the two vacant positions and there is a small working group for recruitment.

Cllr Bicknell commented on Councillor vacancies on the Council and was advised that there are 2 vacancies and interested parties should write to the Council.

**ii. Clerks Report including correspondence** No correspondence, but will give a report under 'Grounds'.

**22.059 Finance and Administration**

The Lead Member had nothing to report.

**i.** Members noted the income and expenditure sheets. It was **PROPOSED** by Cllr D. Buckley and **SECONDED** by Cllr A. Clemens that the payments be approved and the income noted. **ALL IN FAVOUR.**

The Lead Member commented on the payment list for The Clerk's salary and advised that this included payment for unused holiday for 21/22 and 22/23, it was proposed by Cllr M. Davies, seconded by Cllr L. O'Flynn and approved that this payment be made. **ALL IN FAVOUR**

**ii. To approve an Interview Panel and give delegated powers to make appointments –**

The Lead Member advised that the list of members who had agreed to sit on the interview panel for both vacancies were Cllrs D. Buckley, M. Davies, L. O'Flynn and E. Larcombe.

It was **PROPOSED** by Cllr M. Davies, **SECONDED** by Cllr D. Buckley that the interview panel consist of Cllrs D. Buckley, M. Davies, L. O'Flynn and E. Larcombe and delegated powers be given to make the appointments. **AGREED**

**22.060 Borough Councillors Report**

Borough Cllr D. Cannon – In relation to Neighbourhood Watch, any resident can start a group, contact TVP J.Pick or V. Pike, neighbourhood co-ordinator, he is also happy to help. Penn Road issues, if there are health issues the Borough can help, these must be reported to the Police and Borough Council. **MUST REPORT EVERYTHING.** CCTV and recorded images should be passed to the Police, the Borough Council and Police have database of all reported issues. The Community Trigger complaint regarding anti-social behaviour in Village centre has been put in on behalf of Manor Hotel working group. Evidence of anti-social activities along with descriptions are needed and must be reported.

The Chair asked what plans do the Borough and Police have in place to help residents, Cllr Cannon commented it is to engage with Police & authorities and report these issues, if everyone reports these activities, they will have to deal with them. He suggested that the Police, Police & Crime Commissioner or Chief Constable be invited to a Parish Council meeting and answer these questions. He is due to meet with the Local Borough Commander and will be taking these and other matters to him.

Cllr A. Clemens commented that the Police have been invited previously but did not attend, he is happy to attend Cllr Cannon's meeting with the Police.

Cllr Cannon commented that if activities are reported and not dealt with then a formal complaint should be made to the Police.

Cllr P. Bicknell asked if there are cameras in Datchet, he was advised that there were 3 in village centre, these are being monitored and when necessary, reported to the Police.

The Chair informed Cllr Cannon that he has the full support of Parish Council and has taken on board what has been said this evening. He asked what the Lead Member of Public Protection job description was, and it was reply that it is to represent the Borough with the Police, Environmental Health, Environment Protection, Enforcement and liaising with other authorities.

In relation to the Community Trigger Complaint, he advised that this has been approved by the Borough and will go to Community Safety Panel for review as to the actions and behaviours to date and for solutions.

Following a question regarding crime data, he advised that this information can be requested.

Borough Cllr E. Larcombe commented that the Police & Crime Commissioner should be invited to a meeting. Last month's Borough Council meeting was postponed and then cancelled, he is unhappy that motions have not been dealt with but would take this up with the Borough.

## **22.061 Planning**

The Deputy Lead Member for Planning asked for any comments on his report and recommendations which had been circulated. It was **PROPOSED** by Cllr D. Loveridge and **SECONDED** by Cllr E. Larcombe that the recommendations made be approved, **ALL IN FAVOUR**.

**22/01633 – 31 Eton Close, Datchet** – New side boundary treatment, retrospective  
**Parish Council Recommendation: Objection** – this was not in keeping with the road and is a visual intrusion.

**22/01770 – 61 Beaulieu Close, Datchet** – Single storey front and rear extensions

**Parish Council Recommendation: No Objection**

**22/02017 – 16 Agars Place, Datchet** – x2 front rooflights and x1 rear dormer

**Parish Council Recommendation: No Objection**

**22/02018 – 127 Horton Road, Datchet** – Single storey rear extension

**Parish Council Recommendation: No Objection**

**22/02051 – 78 London Road, Datchet** – Hip to gable loft conversion and alterations to fenestration

**Parish Council Recommendation: No Objection**

**22/01876 – 248 Horton Road, Datchet** – Single storey rear extension no greater than 6.00m depth, 3.30m high with an eaves height of 3.00m

**Parish Council Recommendation: Noted.**

**22/01935 – 2 Talbot Place, Datchet** – Certificate of lawfulness to determine whether the proposed single storey side extension and conversion of the detached garage into habitable accommodation ancillary to the main dwelling is lawful.

**Parish Council Recommendation: Noted.**

Members noted the Borough Council decisions.

## **22.062 Grounds**

The Lead Member had circulated his report to all members. In his absence the Clerk spoke on the following:

- i. **Christmas Tree and Spring Bedding Schemes**– The Clerk advised that the quote for the same size Christmas tree as last year with led lights, including delivery, installation and removal is £3,955.00. This would be installed 18.11.22.

It was **PROPOSED** by Cllr A. Clemens, **SECONDED** by Cllr P. Bicknell that the Council place an order for the Christmas tree from Windowflowers as per the quotation. **ALL IN FAVOUR**.

The Spring Bedding Scheme had been issued to the new supplier and a quote was awaited. This would be taken to the September meeting.

- ii. **To consider and agree Football Fees for 2022/2023** – The Clerk advised that the cost of football expenditure was more than received in fees but, in the absence of the Lead Member no proposal was available, and this would be deferred to the next meeting. Cllr A. Clemens asked for permission to start the season, which was agreed.

- iii. **Councillors Questions** – Cllr E. Larcombe noted that the tree on The Cut had been removed by RBWM. He advised that of the 22 Oak trees planted there were only about 3 remaining, they could be moved when the weather permits and he may have some stock to replant.

### 22.063 Properties

The Lead Member had circulated his report.

- i. **Virement of Funds to Properties Maintenance code** – He advised members of monies he wished to move from different expenditure codes to a properties general code to cover work that was needed. It was **PROPOSED** by Cllr D. Loveridge, and **SECONDED** by Cllr A. Clemens that the virements be approved and moved. **ALL IN FAVOUR.**

The Lead member advised that he was looking at getting the cemetery gate and fence tidied up, the Clerk advised that he should liaise with Cllr I. Thompson in this regard.

He was also obtaining a survey of the library roof and was awaiting the report and would report back in due course. He was hoping that it could be repaired and not require a new roof but would go through the previous quotes.

### 22.064 Highways

The Lead Member had not produced a report or progressed very far due to several issues but is starting to looking around the village. She asked that if there were any issues with highways, please report them to her by email or telephone.

- i. **Councillor Questions** – Cllr P. Bicknell asked how do they know where the problem is on a particular road and was advised that ‘What 3 Words’ is a good app for giving a precise location. Cllr E. Larcombe commented on the fatality on Riding Court Road and felt that the conditions are such that it could happen again, the checkboard sign has not been put back on the roundabout and the hump needs to be more clearly marked.

### 22.065 Flooding & Drainage

No flooding report.

- i. **Councillors Questions** – Following a question earlier in the meeting, Cllr E. Larcombe advised members that his code of conduct was not yet complete. He advised that he was giving 2 talks at Lancaster University next month.

### 22.066 Events

The Lead Member thanked those involved in the Jubilee and Ellis Journey events and now has photos on a memory stick to share with all.

- i. **Christmas on the Green 2022 & Street and Christmas Tree Lights Switch On** – Cllr A. Clemens asked that Christmas on the Green take place earlier than usual on 26.11.22 with the streetlights to go on at the same time. It was **PROPOSED** by Cllr A. Clemens, and **SECONDED** by Cllr D. Loveridge that Christmas on the Green takes place on Saturday 26<sup>th</sup> November with the streetlights also being switched on. **ALL IN FAVOUR.**

He hoped to liaise with the Datchet Fete committee to work with them to bring a bigger event next year.

- ii. **Councillors Questions** – The Chair asked if additional lights had been added throughout the village and the Clerk advised that following the delays last year, these were all up and ready to be switched on.

### 22.067 Reports from Working Groups – None.

The Chair had issued a copy of the current working group list and advised that this would be updated at the next meeting.

### 22.068 Councillors Questions

Cllr D. Loveridge had received complaints regarding fly tipping at the top end of Mill Place which had become a health hazard. B.Cllr D. Cannon advised report it to RBWM, Cllr P. Bicknell suggested that the Parish Council write to Environmental Protection regarding both Penn Road and Mill Place. Cllr P. Bicknell asked for that an agenda item to approve video streaming of the Parish Council meetings be added to the agenda for the next meeting.

### 22.069 Public questions

- i. Resident – In relation to highways issues please see Chapter 10 of the Neighbourhood Plan, where residents have given feedback information, which will be useful.
- ii. B.Cllr D. Cannon informed the meeting that Horton Road would be closed on the 17.08.22 for 2 nights and commented that the Riding Court Road issues raised by Cllr E. Larcombe should be raised with the RBWM highways team.
- iii. Resident – Asked if he was correct about a scrutiny panel working group on finance being set up, the Chair advised it was a review panel for a 3, 5 year plan, and is an ongoing project.
- iv. Resident – Asked what the timescale was for the community trigger review, B. Cllr D. Cannon to find out.

- v. Resident – Commented that no action had happened on highways for sometime and advised that there were documents he had prepared for the Council and that there was a good list on the Neighbourhood Plan. He asked what would be reported back to the next meeting and was advised that there would be a report.
- vi. Resident – Asked a question regarding Standing Orders and Councillor attended, Chair commented that this would be look into.

**The meeting closed at 21:04**

**THE NEXT FULL COUNCIL MEETING WILL BE HELD ON THE  
12TH SEPTEMBER 2022**

\_\_\_\_\_ **CHAIRMAN**