

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

LOCAL ACCESS FORUM MEETING MINUTES

5 July 2011

ATTENDANCE LIST

Name	Interest area
Peter Thorn	Chairman, Land management
Harry Hancock Councillor Beer	Vice Chairman, Walking, Open Spaces Walking, Cycling, Old Windsor Parish Council
Margaret Bowdery	Walking, East Berks Ramblers'
Lynn Cassells	Land management, National Trust
Sara Church	Horse Riding, British Horse Society
Margaret Cubley	Walking, Access Issues, CPRE & Bisham Parish Council
Hilary Essen	Walking, Health Issues, East Berks Ramblers'
John Foulger	Walking, Bray Parish Council
Christine Gadd	Walking, Cycling, Sunningdale Parish Council
Julie Mason	Strategy, Planning & Marketing
Andrew Randall	Land management, Royal Berks Agricultural Association
Andrew Fletcher	Local Access Forum Secretary
Tanya Leftwich	Clerk to the Forum

OBSERVER

John Coombes	Buckinghamshire LAF
Ann Darracott	Maidenhead Civic Society

APOLOGIES

Name

Councillor Stretton
Dorothy Allard
Mike Bruton
Loren Eldred
Christopher Westacott

ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
LOCAL ACCESS FORUM
5 July 2011
MINUTES

ACTION

1 Welcome, Apologies and Introductions, Declarations of Interest

Peter Thorn welcomed everyone to the twenty-fourth meeting of the Local Access Forum.

Apologies for Absence were received from Councillor Stretton, Dorothy Allard, Mike Bruton, Loren Eldred, Sharon Holt, Raymond Sharp and Christopher Westacott.

There were no Declarations of Interest.

The Forum approved the minutes of the previous meeting held on 30 November 2010 subject to the following changes:

- ❖ Page 7 – Item 9: Hilary Essen requested that the wording ‘*Hilary Essen went onto explain that when the footpaths were diverted, changes should be discussed with the Public Rights of Way Team and signage be reviewed*’ be revised to reflect that this was already part of the procedure for diversion applications.

2 Members’ Update

Harry Hancock explained that he had been to observe the Buckinghamshire Local Access Forum and had found the standard of debate at the meeting to be quite high. It was noted that at the Buckinghamshire Local Access Forum meeting the contentious issues had been discussed in a calm manor and that the Natural England Countryside Review had been very comprehensive. **Harry Hancock** went onto explain that sixty-six footpaths were due to be cut off and that he was concerned that this would be a very expensive project and wondered if money from the Crossrail project would be used to fund it. **Harry Hancock** explained that the new footpaths had to be four metres wide which he believed would be challenged by farmers within the Royal Borough.

Margaret Bowdery referred to the list of claims in the Milestones Statement and explained that the Planning Inspectorate had directed the Council to make a Definitive Map Modification Order for Pundles Lane (Shottesbrooke claimed footpath 501). **Margaret Bowdery** went onto inform the Forum she hoped the definitive map modification would be successful as she believed the link to be valuable to the Waltham St Lawrence footpath network.

3 Alley Gating Orders

Brian Martin, Community Safety Manager, gave a talk to the forum about the alley gating policy and process. It was noted that there had been no change to the policy since the last presentation to the forum about the subject in 2007 when a policy revision had been implemented which allowed for alley gates to be funded by the Council and for a designated officer to be put in place.

Margaret Bowdery highlighted some issues with the current published alley gating policy, mentioning in particular some inconsistencies with the flow chart included in the policy. **Brian Martin** explained that the Home Office had now provided clear guidelines regarding gating orders but agreed with **Margaret Bowdery** that the flow chart was faulty and needed amending to be in line with the formal text in the document. **Brian Martin** agreed to review the process (including the flow chart) in the light of revised Home Office Guidance and if necessary approach Councillors and request that it be revised.

**Brian
Martin**

Margaret Bowdery also raised the issue of annual reviews for the alley gating orders and stated that she was not aware if any review had been undertaken for the orders already in place. **Brian Martin** informed the panels that reviews had taken place by contacting residents in the vicinity of the gatings. **The forum requested that they be consulted for any annual reviews to alley gating orders.**

Peter Thorn thanked **Brian Martin** for attending the meeting and addressing the Forum.

4 **External Funding**

Jonathan Adams, the Business Manager – Development & Funding, gave the Forum a brief overview on who the Development & Funding Team were, what their role was, Ways in which they could help, the external environment and key issues for access related projects. A detailed handout was provided at the meeting to everyone present.

Jonathan Adams went onto explain that there was not an average grant and that they could range anywhere from £500 to £900,000.

Councillor Beer went onto explain that he was also very interested in the Windsor Great Park project as this would be in his ward.

Jonathan Adams explained that the Development & Funding Team worked closely with the Berkshire Community Foundation (BCF) as they were a grant making organisation.

Jonathan Adams informed the Forum that his and his colleagues contact details could be found on the handout if Members had any further questions.

Peter Thorn thanked **Jonathan Adams** for attending the meeting and for his and his colleague's good work to date.

5 **Developer Contributions**

Andrew Fletcher informed the Forum that unfortunately none of the Section 106 team had been available to attend the meeting but that he had a presentation he went onto give to Members, which was available upon request from the Clerk to the Forum. It was suggested that for further information regarding developer contributions the Section 106 team should be contacted directly.

Andrew Fletcher informed the Forum that if funds had not been spent in approximately ten years the developer could ask for their money back.

Councillor Beer explained that the list of Section 106 projects was reviewed every year and that a review was currently being undertaken. It was suggested that Parish Councils and user groups make their submissions immediately so not to miss out.

Margaret Bowdery informed the Forum that at the Cycle Forum last night she had been provided with four pages of Section 106 projects and asked whether a similar list would be available to the forum. **Andrew Fletcher** agreed to investigate further.

Andrew Fletcher

6 **Membership Update**

Andrew Fletcher informed the Forum that three new members had joined the Forum: Sara Church (Horse Riding interest), Lynn Cassells (National Trust) and Tom Jarvis (Crown Estate).

Andrew Fletcher informed the Forum that two members had resigned, Mike Bruton and Bill Cathcart. It was noted that Mike Bruton had resigned due to ill health to which the Forum wished him well. Andrew Fletcher went onto explain that the current Chairman, Peter Thorn, was due to retire soon but that if no-one else had put themselves forward to take over the chairmanship he had agreed to continue as Chairman until the end of the calendar year.

It was suggested that a member from the disabled sector be invited to attend future meetings. Andrew Fletcher informed the Forum that he had spoken to Lynn Penn who was on the Local Access Forum and that she had agreed to source an interested party volunteer. It was agreed that **Peter Thorn** and **Andrew Fletcher** write to **Mike Bruton** and suggest that he be involved in the recruitment process for a volunteer from the disabled sector.

Peter Thorn / Andrew Fletcher

7 **LAF Monitoring Items**

(a) Millennium Walk

Andrew Fletcher gave an update to the forum regarding the progress towards the completion of the Millennium Walk.

Ann Darracott explained that with regard to the missing link between Lower Cookham Road and Thames Path National Trail that the land in the past had belonged to three different landowners. It was noted that one of the landowners, had sadly died and that discussions were now taking place with the family to hopefully agree the alignment for the rest of the route.

Ann Darracott explained that the missing link between Hurley Footpath 18 and Bisham Footpath 20 (Speen Hill) will be completed soon thanks to a permitted path agreement between the East Berks Ramblers' and the Berkshire College of Agriculture coupled with works by the Council to create a walkway opposite the golf club on the Henley Road. She would like to have an opening ceremony next Spring. It was noted that official signage was required to be put in place.

(b) Windsor Great Park Easy Going Route

Andrew Fletcher informed the Forum that one of the targets set out in the Milestones Statement 2010/11 was to produce a leaflet publicising opportunities

to people with special needs. One Easy Going Route had already been developed in Cookham and the second leaflet will be highlighting the excellent facilities available in Windsor Great Park. It was noted that work was ongoing to write the leaflet to which **Councillor Beer** volunteered his help.

Andrew Fletcher explained that a map of the route is being developed with the Crown Estate who had also agreed to provide descriptive text with information about landmarks and points of interest along the route.

(c) Volunteer works

Andrew Fletcher informed the Forum that the Council had begun work with the Windsor and Maidenhead Conservation Volunteers (WMCV) and the British Trust for Conservation Volunteers (BTCV). It was noted that WMVC were able to provide two days of volunteer work and BTCV had offered up to three days of volunteer work.

Councillor Beer informed the Forum that the Thames Path Old Windsor would have to be diverted temporarily for approximately six months as the embankment was to be reinforced. **Andrew Fletcher** agreed to investigate further.

Andrew Fletcher

(d) LAF website & online form

Andrew Fletcher informed the Forum that following on from the report by **Julie Mason** regarding ways in which the website could be improved, work had begun to implement the suggested changes, incorporating further suggestions from **Hilary Essen**. It was hoped that these changes would have been completed by the end of September 2011.

Andrew Fletcher agreed, if possible, to include a link on the Local Access Forum website to show the cycle ways in the Royal Borough.

Andrew Fletcher

Andrew Fletcher explained that a Local Access Forum members' online discussion website had been set-up to encourage and enable members to raise ideas and discuss topics of interest outside the formal meetings. It was requested that for further information and access contact should be made directly with **Andrew Fletcher**.

All

8 LAF plans for the coming year

(a) LAF Annual Report 2010-2011

Andrew Fletcher explained that the report included in the agenda was to inform the Forum about the preparation of the Annual Report for its activities over the past year and to seek approval for it to be published.

It was agreed unanimously that the report be approved.

(b) Work programme for the coming year

It was suggested that ideas for the coming year be sent directly to **Andrew Fletcher** by the 27 July 2011 and that he in turn would send them out to everyone and post them in the members' online discussion website.

All

9 Activities of the LAF Fast Response Team

Andrew Fletcher explained that the report included in the agenda was to update the Forum about the advice submitted on their behalf by the members of the Fast Response Team. It was noted that the Local Access Forum Fast Response Team had been set up by the Forum to respond to requests for advice that fell outside of the formal meeting schedule.

Andrew Fletcher informed the Forum that the current members on the Fast Response Team were **Peter Thorn, Margaret Bowdery** and **Harry Hancock**. It was noted that an additional volunteer with land management interests is needed to maintain the balance of the team and members were invited to contact **Andrew Fletcher** if they were able to help.

10 Regional Local Access Forum activities, Appointing observers to neighbouring Local Access Forums & Date of Next Meeting

Andrew Fletcher informed the Forum that John Coombe from the Buckinghamshire Local Access Forum was present as an observer at today's meeting. It was noted that observers helped the neighbouring boroughs keep in touch and it also gave them an insight into how other meetings were run. It was noted that **Harry Hancock** had attended as an observer at the last Buckinghamshire Local Access Forum meeting.

Andrew Fletcher requested that volunteers who were willing to observe Local Access Forums in other authorities should contacted him.

All

Andrew Fletcher informed the Forum that the minutes from the Bracknell Local Access Forum were now available. **Andrew Fletcher** agreed to post the minutes on the Local Access Forum website and post the highlights in the members' online discussion website

Andrew Fletcher

The date of the next meeting of the Local Access Forum had been scheduled to take place on Thursday 3 November 2011 – it was requested that the Clerk of the Forum investigate whether the Ascot/Bray room in the Town Hall would be an available venue for the meeting.

Tanya Leftwich

On behalf of the forum and the **Council, Andrew Fletcher** presented **Peter Thorn** with a crystal tankard and thanked him for all his hard work over the past nine years.

The meeting which started at 6.30pm, ended at 8.25pm.