

BISHAM PARISH COUNCIL

Clerk: Barry Malki
Email: clerk@bishamparishcouncil.org.uk
Tel: 07751141223

Minutes of the Council meeting held on 15th May 2017 at 7:30pm in Bisham Abbey, Bisham.

Attendees

Councillors: Cllr. Alan Keene (Chair) (AK), Cllr. Mary Cooper (MCo), Cllr. Iain Steedman (IS), Cllr. Mandy Robson Brown (MRB), Cllr Jim Cooke (JC). Cllr Richard Kellaway (Ward Councillor) (RK)

Officers of the Council: Barry Malki (BM) – Clerk.

Public Forum

One member of the Public highlighted that a fallen tree was blocking the new EA flood defence gate on the Orchard. AK stated that this would be a good test of vigilance by the EA to understand their process.

Part One

15) Apologies

Apologies for absence were received from Cllr. Margaret Cubley.

16) Declarations of Interest

None

17) Nomination of Chair and Vice Chair

MCo nominated AK as Chair.

IS Seconded AK as Chair.

Cllrs voted unanimously in favour.

MRB nominated JC as Vice Chair.

IS Seconded JC as Vice Chair.

Cllrs voted unanimously in favour.

18) Nominations to External Bodies

- i) White Waltham Airfield Consultative Committee – MCo and MRB
- ii) Berkshire College of Agriculture Residents' Representation Group – AK and JC
- iii) RBWM District Association of Local Councils – MRB and MCo.
- iv) Marlow Society – MRB and JC
- v) Local Access Forum – AK
- vi) Rural Forum - AK
- vii) Ice House Rota
 - June 4th JC
 - July 2nd AK
 - August 6th MRB
 - September 3rd IS
- viii) Flood Forum – JC
- ix) Flood Liaison Group – JC

ACTION – BM to contact Simon Lavin to clarify flood groups

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ACTION – AK to contact Gillian May regarding BCA Residents Representation Group

19) Minutes of BPC Meeting 24-04-17

Amendment agreed regarding the Apple Hill application that "IS made reference to the Inspectors Note at Appeal that there should not be any further intensification on the site".

20) Matters Arising

See Action List

21) Minutes of the Annual Parish Meeting 27-04-17

Minutes agreed

22) Planning Matters

Ward: Bisham And Cookham Ward
Parish: Bisham Parish
Appn. Date: 28th April 2017 **Appn No.:** 17/01352
Type: Works To Trees In Conservation Area
Proposal: (T1) Lime - crown lift to 5m (T2) Lime - prune to remove x2 lowest branches towards the property (T3) Lime - crown lift to 5m
Location: **Abbey Lodge 29 Bisham Village Marlow Road Bisham Marlow SL7 1RR**
Applicant: Mr Mark King **c/o Agent:** Miss Rebecca Saunders Foremost Tree Surgeons LTD Greenacres Nursery Aldermaston Road Pamber Green Tadley RG26 3AF
Determination Date: 9 June 2017
PXC

No objection subject to Tree Officer Approval. Ensure that address is changed to reflect the actual location of the trees.

Ward: Bisham And Cookham Ward
Parish: Bisham Parish
Appn. Date: 25th April 2017 **Appn No.:** 17/01359
Type: Works To Trees In Conservation Area
Proposal: (T1) Gleditsia Triacanthos Sunburst - crown lift to give a clearance of 2.5m over ground level and reduce crown by 0.5m (T2) Cedar - cut back in line with hedgerow and trim long branches (T3) Cedar - crown lift to a height of 4m over ground level and tip reduce branches to give clearance of 2m at side of house
Location: **Little Weir Cottage Quarry Wood Road Marlow SL7 1RQ**
Applicant: Ms Paula Dijoux
Determination Date: 6 June 2017
AYB

No objection subject to Tree Officer Approval. Ensure that there has been satisfactory consultation with the neighbours.

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Ward: Bisham And Cookham Ward
Parish: Bisham Parish
Appn. Date: 4th April 2017 **Appn No.:** 17/01190
Type: Cert of Lawfulness of Proposed Dev
Proposal: Certificate of lawfulness to determine whether a detached pool house/gym is lawful.
Location: **Leigh Cottage Darlings Lane Maidenhead SL6 6PB**
Applicant: **c/o Agent:** Mr Justyn Turnbull CSK Architects 93A High Street Eton Near Windsor SL4 6AF
Determination Date: 30 May 2017
SMB

The Cllrs believe that this work should be subject to a full application.

Ward: Bisham And Cookham Ward
Parish: Bisham Parish
Appn. Date: 18th April 2017 **Appn No.:** 17/01287
Type: Cert of Lawfulness of Proposed Dev
Proposal: Certificate of lawfulness to determine whether the proposed single storey rear extension, two porch extensions and the insertion of a rooflight is lawful.
Location: **Rosemary End Church Lane Bisham Marlow SL7 1RW**
Applicant: Ms Olive Parry **c/o Agent:** Miss Emma Runesson JSA Architects Tavistock House Waltham Road Woodlands Park Maidenhead SL6 3NH
Determination Date: 13 June 2017
GYL

Withdrawn

Ward: Bisham And Cookham Ward
Parish: Bisham Parish
Appn. Date: 20th April 2017 **Appn No.:** 17/01356
Type: Works To Trees In Conservation Area
Proposal: (T1) Apple - removal of x1 rotten branch and height reduction of 10-12ft.
Location: **7 Bisham Village Marlow Road Bisham Marlow SL7 1RR**
Applicant: Mrs Margaret Hinchliff
Determination Date: 1 June 2017
PXC

No objection subject to Tree Officer Approval.

23) Highways Matters

MCo reported that the pathway in Burchetts Green needs clearing.

MCo reported that the Stubbings sign as you head into Stubbings is covered.

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MCo Reported that the Pinkneys Green sign on Henley Road is covered.

RK reported that Bradenham Lane and Winter Hill Road were due to be resurfaced.

AK Reported that Highways England would be performing White Line operations through the night on the A404.

JC Reported that the temporary traffic lights on Church Lane were not being phased correctly, and that there was still ground water in the area.

24) Parish Land

BM gave an update on meetings with Broxap and Braywick Heath Nurseries regarding the Slipway Regeneration Project.

Cllrs made decisions regarding style of new furniture to be installed.

BM suggested a site meeting with Cllrs and Braywick Heath Nurseries, to look at previously agreed "wish list" of works.

ACTION – BM to check the land registry to get an accurate picture of the boundaries.

BM gave update on the War Memorial, including Insurance Liability and Maintenance.

ACTION – BM to catalogue images of memorial.

BM gave an update on the Phone Kiosks. Cllrs agreed to finalising the adoption process. Cllrs agreed to reglaze the Bisham kiosk.

ACTION – BM to liaise with BT

25) Flooding

No Update.

26) Neighbourhood Plan/Borough Local Plan

RK reported that the Borough Plan adoption had been postponed due to purdah. MRB proposed writing to the Leader of RBWM regarding Conservation Statements. RK suggested sending to Jennifer Jackson

ACTION – BM to draft letter.

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27) Finance

BM gave update on finance, but could not produce a statement due to year end/audit mechanics with the software. April statement to be rolled in with May's for June meeting.

Cllrs agreed to let BM decide whether to take 1 or 3 year option on insurance.

28) Risk Assessment and Governance

BM distributed the updated Financial Regulations for 17-18

MRB proposed adoption of Financial Regulations
JC seconded adoption of Financial Regulations
Cllrs voted unanimously to adopt.

BM distributed the updated Risk Management for 17-18

MRB proposed adoption of Risk Management
JC seconded adoption of Risk Management
Cllrs voted unanimously to adopt.

BM distributed the updated Standing Orders for 17-18

MRB proposed adoption of Standing Orders
JC seconded adoption of Standing Orders
Cllrs voted unanimously to adopt.

Cllrs agreed to renew all subscriptions with exception of Community Council for Berkshire pending further information.

ACTION – BM to report back to Council regarding benefits of CCB membership.

ACTION – BM to update asset register.

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29) Correspondence

Correspondence discussed in Part 2

30) Information Reports

AK reported that there was a Woodland Trust meeting about the future management of Bisham Woods.

ACTION – BM to speak to Craig Philander about future Coffee Morning sessions.

AK proposed moving to Part 2

PART 2

Cllrs discussed recent correspondence.

MEETING CLOSED – 21:39

-----End-----

Date Agreed: _____

Signed:

Position: – Chair/Vice Chair/Councillor