

# BISHAM PARISH COUNCIL

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

## Minutes of the Council meeting held on 20<sup>th</sup> August 2018 at 7:30pm at Bisham Abbey

### Attendees

Councillors: Cllr. Alan Keene (Chair) (AK) Cllr. Mandy Robson Brown (MRB), Cllr Jim Cooke (JC), Cllr. Iain Steedman (IS), Cllr. Mary Cooper (MCo), Cllr. Margaret Cubley (MCu).

Officers of the Council: Mr Tabish Wazir (Acting Clerk) – TW.

Members of the public: One member of the public attended the meeting.

### Public Forum

A member of the public attended the meeting to inform the Council of the issues affecting Bisham Brook, and invited Councillors to meet with them over there for a site visit.

The issues highlighted by the resident primarily related to the accumulation of waste in and around the brook.

AK stated that the matter would be flagged with the Environment Agency and any other relevant party depending on the locations affected.

AK also stated that he was willing to meet with the resident to go and view the problems, alongside any other Councillors that were available.

The Council thanked the member of the public for attending the meeting.

**ACTION** – BM to report issues to the Environment Agency.

### Part One

#### 55) Apologies

There were no apologies for absence.

#### 56) Declarations of Interest

There were no declarations of interest.

#### 57) Minutes

The Minutes of the meeting held on 16th July 2018 were signed as a true record.

#### 58) Matters Arising

TW provided updates to the Council that he had received from the Clerk (BM) on the following matters:

- The installation of a defibrillator inside a local phone box.
- The installation of signage for the Burchetts Green roundabout.
- Planning enforcement action regarding Little Croft, Bisham Road.

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- Overhanging vegetation outside Temple Lodge, opposite the Burchetts Green roundabout.
- The repair of a pothole on Green Lane.
- Work to an orchard tree at Bisham Court.
- Planning enforcement action regarding the Bisham Abbey clock tower.
- Planning enforcement action regarding 10-11 Bisham Village, Marlow Road.
- The delivery and installation of bench plaques in various locations in the village.
- Traffic management on Marlow Bridge.
- Permitted development rights relating to work undertaken at the 'Rutli' site on Grubwood Lane.
- The reassembling of the BCA liaison group.
- A visit from a representative from the waste team at RBWM.
- Christmas tree options.
- Built up refuse on the slipway.

The following actions arose from the matters arising:

**ACTION** – BM to invite Jennifer Jackson from RBWM to attend a Parish Council meeting when she is next available.

**ACTION** – BM to request clarification from RBWM on their policy regarding building on the flood plain.

**ACTION** – BM to write to Berkshire College of Agriculture (and copy in Hurley Parish Council) to formally ask them to resurrect the liaison group.

**ACTION** – The Parish Council agreed to defer the discussion on Christmas tree options to the next meeting.

**ACTION** – BM to also report a broken manhole cover on the Parish Council's land at the slipway to Thames Water.

**ACTION** – BM to request an update on the status of the repairs to the road surface on Dungrove Hill Lane.

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## 59) Planning Matters

The Council noted planning decisions made by RBWM and reviewed the applications listed below.

<b>Ward:</b>	Bisham And Cookham Ward	
<b>Parish:</b>	Bisham Parish	
<b>Appn. Date:</b>	13th July 2018	<b>Appn No.:</b> 18/02050
<b>Type:</b>	Full	
<b>Proposal:</b>	Replacement conservatory and construction of a garden room following demolition of the pool room. Addition of 4 dormers (amendment to 17/03988/FULL).	
<b>Location:</b>	<b>Tithe Barn Cottage Temple Lane Bisham Marlow SL7 1RS</b>	
<b>Determination Date:</b>	7 September 2018	
<b>Cllrs Comments:</b>	<p>The Parish Council RESOLVED to OBJECT to the application, and stated that they strongly agreed with the points raised in the report by the Conservation Officer. Their primary concerns included: the fourth dormer would adversely impact the roof drainage; excavating the floor of the kitchen, pantry, utility room and cloakroom was deemed unnecessary and unjustified; the kitchen roof had not been assessed to determine how the proposed large roof lights would impact the structure of it; the proposed roof lights for the garden room were unnecessary, as the room would have adequate glazing on the windows and double doors to provide natural light; the roof lights would also raise the height of the roof. Also, the removal of the section of wall would reduce the historic fabric of the building, as it formed part of the original external wall.</p> <p>The Parish Council stated that the changes if permitted would cause further harm to the listed building, which had already endured several alterations all of which had diminished its historic value. However, if the planning authority was minded to approve the application, the Parish Council requested that the modern windows in the house be replaced with ones to match those in the older part of the building.</p>	

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<b>Parish:</b>	Bisham Parish	
<b>Appn. Date:</b>	13th July 2018	<b>Appn No.:</b> 18/02051
<b>Type:</b>	Listed Building Consent	
<b>Proposal:</b>	<p>Replacement of the 20th century conservatory and construction of a garden room following demolition of the pool room. Addition of 4 new dormers, the addition of two rooflights to the existing kitchen roof. Internal alterations comprising forming new doorway between existing dining room and snug, replace non-original windows with paned windows to match existing, reconfigure WC and pantry adjacent to kitchen, opening up of kitchen ceiling, removal of small section of wall leading from kitchen to conservatory, subdivide ground floor of Tithe Barn part, blocking of doorway between conservatory and Tithe Barn lean-to and the excavation of floors to kitchen, utility room, pantry and cloakroom (amendment to 17/03989/LBC).</p>	
<b>Location:</b>	<b>Tithe Barn Cottage Temple Lane Bisham Marlow SL7 1RS</b>	
<b>Determination Date:</b>	7 September 2018	
<b>Cllrs Comments:</b>	<p>The Parish Council RESOLVED to OBJECT to the application, and stated that they strongly agreed with the points raised in the report by the Conservation Officer. Their primary concerns included: the fourth dormer would adversely impact the roof drainage; excavating the floor of the kitchen, pantry, utility room and cloakroom was deemed unnecessary and unjustified; the kitchen roof had not been assessed to determine how the proposed large roof lights would impact the structure of it; the proposed roof lights for the garden room were unnecessary, as the room would have adequate glazing on the windows and double doors to provide natural light; the roof lights would also raise the height of the roof. Also, the removal of the section of wall would reduce the historic fabric of the building, as it formed part of the original external wall.</p> <p>The Parish Council stated that the changes if permitted would cause further harm to the listed building, which had already endured several alterations all of which had diminished its historic value. However, if the planning authority was minded to approve the application, the Parish Council requested that the modern windows in the house be replaced with ones to match those in the older part of the building.</p>	

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<b>Appn. Date:</b>	24th July 2018	<b>Appn No.:</b> 18/01746
<b>Type:</b>	Listed Building Consent	
<b>Proposal:</b>	Consent for a single storey rear extension.	
<b>Location:</b>	<b>Middle House Bisham Grange Temple Lane Bisham Marlow SL7 1RS</b>	
<b>Determination Date:</b>	18 September 2018	
<b>Cllrs Comments:</b>	<p>The Parish Council RESOLVED to OBJECT to the application, as the design was seen to be incongruous with the existing building, notably the crittall windows, and the general volume of glass proposed in the scheme.</p> <p>Additionally, there were concerns that the proposed pitch of the roof would be too shallow for the preferred tiles.</p> <p>The Parish Council also wished to highlight that the dwelling formed part of an important group of buildings in that location, all of which were of historical significance. Therefore, minimal development was preferred over there.</p>	

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<b>Appn. Date:</b>	19th July 2018	<b>Appn No.:</b> 18/01665
<b>Type:</b>	Works To Trees Covered by TPO	
<b>Proposal:</b>	TP01 Corsican Pine - crown lift up to 10metres, TP02 Corsican Pine - crown lift up to 10m, EG01 Chamaecyparis - Fell, EG02-04 Chamaecyparis - Height reduced by 2metres, SB01-03 - Evergreen shrubs reduced and shaped	
<b>Location:</b>	<b>20 Rivermead Court Marlow Bridge Lane Marlow SL7 1SJ</b>	
<b>Determination Date:</b>	13 September 2018	
<b>Cllrs Comments:</b>	The Parish Council RESOLVED to state that they had NO OBJECTIONS, subject to approval from the Arboricultural Officer.	

<b>Ward:</b>	Bisham And Cookham Ward	
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<b>Appn. Date:</b>	20th July 2018	<b>Appn No.:</b> 18/02065
<b>Type:</b>	Full	
<b>Proposal:</b>	Replacement of balcony balustrade wooden slats with smoked glass panels	
<b>Location:</b>	<b>51 Temple Mill Island Bisham Marlow SL7 1SQ</b>	
<b>Determination Date:</b>	14 September 2018	
<b>Cllrs Comments:</b>	The Parish Council RESOLVED to state that they had NO OBJECTIONS.	

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<b>Appn. Date:</b>	27th July 2018	<b>Appn No.:</b> 18/02196
<b>Type:</b>	Full	
<b>Proposal:</b>	Replacement dwelling including landscape works, parking, widening of the existing vehicular entrance along Bisham Road with pedestrian and vehicular entrance gates and a cycle and refuse shed.	
<b>Location:</b>	<b>The Gables Stoney Ware Bisham Road Bisham Marlow SL7 1RN</b>	
<b>Determination Date:</b>	21 September 2018	
<b>Cllrs Comments:</b>	The Parish Council had no comments on the application, but requested the Conservation Officer review the site.	

<b>Ward:</b>	Bisham And Cookham Ward	
<b>Parish:</b>	Bisham Parish	
<b>Appn. Date:</b>	3rd August 2018	<b>Appn No.:</b> 18/02235
<b>Type:</b>	Full	
<b>Proposal:</b>	Replacement of main roof. Part single/part 1.5 rear extension with 2 new dormers following the demolition of the existing single storey rear extension, new septic tank and heat pump.	
<b>Location:</b>	<b>2 Hall Place Lane Burchetts Green Maidenhead SL6 6QY</b>	
<b>Determination Date:</b>	28 September 2018	
<b>Cllrs Comments:</b>	The Parish Council RESOLVED to OBJECT to the application, as they believed the proposed doors and windows would be significantly out of keeping with the existing ones, and that reclaimed clay tiles should be used rather than new ones to preserve the character of the property. The Parish Council also stated that there should be no further flat roofs on the building.	

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<b>Appn. Date:</b>	3rd August 2018	<b>Appn No.:</b> 18/02236
<b>Type:</b>	Listed Building Consent	
<b>Proposal:</b>	Consent to replace main roof. Part single/part 1.5 rear extension with 2 new dormers following the demolition of the existing single storey rear extension. Window and door on front elevation at ground floor level to be replaced, new boundary fence, septic tank and heat pump and various internal alterations.	
<b>Location:</b>	<b>2 Hall Place Lane Burchetts Green Maidenhead SL6 6QY</b>	
<b>Determination Date:</b>	28 September 2018	
<b>Cllrs Comments:</b>	The Parish Council RESOLVED to OBJECT to the application, as they believed the proposed doors and windows would be significantly out of keeping with the existing ones, and that reclaimed clay tiles should be used rather than new ones to preserve the character of the property. The Parish Council also stated that there should be no further flat roofs on the building.	

<b>Ward:</b>	Bisham And Cookham Ward	
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<b>Appn. Date:</b>	6th August 2018	<b>Appn No.:</b> 18/02304
<b>Type:</b>	Listed Building Consent	
<b>Proposal:</b>	Consent to undertake repair works to the floors in the South Hub Offices (Englefield and Hambledon)	
<b>Location:</b>	<b>National Sports Centre Bisham Village Bisham Abbey Marlow Road Bisham Marlow SL7 1RR</b>	
<b>Determination Date:</b>	1 October 2018	
<b>Cllrs Comments:</b>	The Parish Council had no comments on the application.	



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<b>Appn. Date:</b>	14th August 2018	<b>Appn No.:</b> 18/02393
<b>Type:</b>	Full	
<b>Proposal:</b>	Replacement dwelling including demolition of all existing outbuildings.	
<b>Location:</b>	<b>3A Waters Edge Marlow Bridge Lane Marlow SL7 1RJ</b>	
<b>Determination Date:</b>	9 October 2018	
<b>Cllrs Comments:</b>	The Parish Council RESOLVED to state that they had NO OBJECTIONS, but requested that permitted development rights be withdrawn to prevent excessive development at the site in the future.	

## 60) Highways Matters

MRB informed the Parish Council that the road surface along Grubwood Lane, Cookham Dean was particularly broken up and in need of attention.

MCo stated that the north end of Burchetts Green Road required a thorough clean up.

## 61) Parish Land

TW stated that the tree report had not arrived yet. The Council expressed their disappointment as it was felt that the contractor had been allocated enough time to complete the report.

**ACTION** – BM to chase up tree surveyors.

The Council discussed an enquiry from a resident regarding the hire of The Orchard recreation area, and agreed that it was preferred that the space was not let out for formal events. The Council added that everyone should be able to enjoy it any time they wish.

JC reported that there was some damage to the slipway between All Saints Church and Bisham C of E Academy, as a result of the contractor that was undertaking work there. The Council stated that the affected areas should be properly restored by the firm upon completion of their work, including the removal of spoil from the site.

**ACTION** – BM to write to All Saints Church to request assurances that their contractor would restore the Parish land to its previous state.

**ACTION** – BM to request a status report from Braywick Heath Nurseries on the work they are carrying out.

## 62) Flooding

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JC informed the Council that Cookham Parish Council would be holding flood and emergency response training on Thursday 23rd August between 6:30pm and 9:30pm. The training would take place at Moor Hall Conference Centre in Cookham.

## **63) Neighbourhood Plan/Conservation Statement**

MRB stated that she had enquired with Sheila Featherstone-Clark whether she would be interested in writing the conservation statement, and that she had confirmed she would be interested in doing so.

**ACTION** – BM to request Sheila Featherstone-Clark to submit a tender outlining what she can offer.

## **64) Finance**

TW informed the Council that the finances were in good order and the regular financial update would be provided at the next meeting.

## **65) Correspondence**

There was no correspondence to report on.

## **66) Information Reports**

The Council discussed the draft Parish Charter thoroughly and praised several passages. It was agreed that the Parish Council would vote to approve the Charter at the following meeting.

MRB requested that decisions made by RBWM on planning applications be circulated to the Parish Council quicker.

MRB reported that gully clearing was required on Church Lane.

**ACTION** – BM to report the issue to RBWM.

MCo informed the Council about the “Central and Eastern Berkshire - Joint Minerals & Waste Plan”. She stated that Bracknell Forest Council, Reading Borough Council, The Royal Borough of Windsor & Maidenhead and Wokingham Borough Council were working in partnership to produce a Joint Minerals & Waste Plan which would guide minerals and waste decision making in the plan area up until 2036.

**ACTION** – BM to circulate the Draft Plan Consultation Paper and relay the Council’s views on it to Hampshire Services.

AK highlighted that the website and noticeboards were not up to date and that it was imperative that both were updated frequently. Additionally, that statutory notice of meetings was given properly.

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It was RESOLVED, further to s1(2) Public Bodies (Admission to Meetings) Act 1960 that, in view of the confidential nature of the business to be transacted, the public be excluded and the matter dealt with in a subsequent Part 2 meeting.

**Part 1 of the meeting closed at 9:50pm**

-----End-----

**Date Agreed:** \_\_\_\_\_

**Signed:**

**Position:** – Chair/Vice Chair/Councillor