

# BISHAM PARISH COUNCIL

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

**Minutes of the Council meeting held on 20<sup>th</sup> May 2019 at 7:30pm at Bisham Abbey.**

## **Attendees**

Councillors: Cllr Alan Keene (AK) (Chair until Item 16, Vice Chair from Item 16), Cllr Jim Cooke (JC) (Vice Chair until Item 16, Chair from Item 16), Cllr Mandy Robson-Brown (MRB), Cllr Mary Cooper (MC), Cllr Ged Wylie (GW)

District Councillors: Cllr Mandy Brar

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

## **Public Forum**

Cllr Mandy Brar gave an update on a series of issues that had arisen during her canvassing of the area. Advised the Cllrs that she would stay in contact regarding ongoing issues and wanted to work closely with BPC in the future.

The children responsible for the Bisham Book Exchange presented a series of ideas for developing the service after the Defibrillators are installed, including a separate shed, or a bespoke shelving unit for the Kiosks.

AK congratulated the children on their initiative and for setting up the project.

One member of the Public thanked the council for their support during the Bridleway works and highlighted the issues affecting the local residents. It was reported that several attempts to get a site meeting organised had failed.

AK gave an update on the history of the Bridleway and the multiple projects involved.

BM updated on the timescales for completion of the work.

One member of the Public asked about the status of the Oxford Lane Almshouses Charity (Colloquially known as the Brinkhurst Charity).

BM gave an update on the restructure of the Board of Trustees, and the decision not to include a representative from Bisham.

MRB believes that BPC should understand more about the rationale behind the decision (see Item 21)

## **Part One**

### **14) Apologies for absence**

None

### **15) Declarations of interest**

AK declared a personal interest under Item 22 (Planning) in applications 19/01126 and 19/00919 as he knows the applicant.

### **16) Nomination of Chair and Vice Chair**

AK nominated JC to be the Chair for the 19-20 Municipal Year

MRB seconded

# BISHAM PARISH COUNCIL

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

All Cllrs agreed  
JC signed the Declaration of Acceptance of Office of Chair.

JC thanked the Cllrs for their support, and thanked AK for his term as Chair.

MC nominated AK to be the Vice Chair for the 19-20 Municipal Year  
MRB seconded  
All Cllrs agreed  
AK signed the Declaration of Acceptance of Office of Vice Chair

All Cllrs signed the Declaration of Acceptance of Office

## **17) Nominations of representatives to other bodies**

- i) White Waltham Airfield Consultative Committee – (MC and MRB)
- ii) Berkshire College of Agriculture Residents' Representation Group – (AK and JC)
- iii) RBWM District Association of Local Councils – (MRB and MC)
- iv) Marlow Society – (MRB and JC)
- v) Local Access Forum – (AK)
- vi) Rural Forum - (AK)
- vii) Ice House Rota
  - June 2<sup>nd</sup> - AK
  - July 7<sup>th</sup> - JC
  - August 4<sup>th</sup> - MRB
  - September 1<sup>st</sup> GW and MC
- viii) Flood Forum – (JC)
- ix) Flood Liaison Group – (JC)

AK proposed that that GW act as representative to on the Burchetts Green Village Association

MRB seconded

All Cllrs agreed

**ACTION** – BM to introduce GW to Delia Higgins, Chair of BGVA

## **18) Minutes of Meeting Held on 18<sup>th</sup> April 2019**

The Council RESOLVED to approve the minutes as an accurate record of the meeting of the Council held on 18<sup>th</sup> April 2019.

## **19) Matters arising**

BM gave an update on the action list

# BISHAM PARISH COUNCIL

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

**ACTION** – BM to investigate flooding around Temple Phone Box

**ACTION** – BM to advertise Defibrillator Training

**ACTION** – BM to update Cllr Brar with issues

**ACTION** – Borough Cllr Brar to send Community Warden contact to BM

Ak suggested that the Agenda is sent to the Neighbourhood Policing Team each month.

## 20) Minutes of the Annual Parish Meeting held on 26<sup>th</sup> April 2018

The Council RESOLVED to approve the minutes as an accurate record of the Annual Parish Meeting held on 26<sup>th</sup> April 2019.

## 21) Oxford Lane Alms Houses

Following the update on the restructure of the Charity, MRB proposed that we liaise with the Charity Trustees to get a more accurate picture of the changes to the Governance.

**ACTION** – BM to report following liaison with Trustees

## 22) Planning matters

<b>Appn. Date:</b>	24th April 2019	<b>Appn No.:</b> 19/01077
<b>Type:</b>	Full	
<b>Proposal:</b>	Replacement dwelling with alterations to the site to include landscape layout, parking and cycle and refuse shed.	
<b>Location:</b>	<b>The Gables Stoney Ware Bisham Road Bisham Marlow SL7 1RN</b>	
<b>Determination Date:</b>	19 June 2019	
<b>Cllrs Comments</b>	Cllrs raised concerns that the Design and Access statement refers to rooms as being used for “utilities and storage”, but the plans show that they will be used as a gym and cinema. The Cllrs also still have concerns that the designs will have a significant impact on water displacement in the flood plain	

# BISHAM PARISH COUNCIL

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

<b>Appn. Date:</b>	17th April 2019	<b>Appn No.:</b> 19/01081
<b>Type:</b>	Full	
<b>Proposal:</b>	Single storey side extension, replacement roof terrace with glass privacy screen, wood burning appliance flu pipe and alterations to fenestration.	
<b>Location:</b>	<b>2 Temple Mill Cottages Temple Lane Temple Marlow SL7 1SA</b>	
<b>Determination Date:</b>	12 June 2019	
<b>Cllrs Comments</b>	Cllrs pointed out that the application did not specify how it would mitigate the impact on the Public Right of Way. Cllrs felt that it was difficult to make comparison of changes with only "proposed" plans included. Cllrs asked that a condition relating to a privacy screen be included. Cllrs asked that a condition relating to the PRow is included.	

<b>Appn. Date:</b>	23rd April 2019	<b>Appn No.:</b> 19/01100
<b>Type:</b>	Full	
<b>Proposal:</b>	Continued use of site for garden/ private amenity land.	
<b>Location:</b>	<b>Land Adjoining Marlow Meadows Quarry Wood Road Marlow</b>	
<b>Determination Date:</b>	18 June 2019	
<b>Cllrs Comments</b>	Cllrs asked that a condition curtailing permitted development be attached to this application, to prevent future development.	

<b>Appn. Date:</b>	23rd April 2019	<b>Appn No.:</b> 19/01120
<b>Type:</b>	Works To Trees In Conservation Area	
<b>Proposal:</b>	T01 Common Hazel: Coppice to 300mm above ground level.	
<b>Location:</b>	<b>55 Temple Mill Island Bisham Marlow SL7 1SQ</b>	
<b>Determination Date:</b>	4 June 2019	
<b>Cllrs Comments</b>	No objection subject to Tree Officer approval	

<b>Appn. Date:</b>	8th May 2019	<b>Appn No.:</b> 19/00919
<b>Type:</b>	Full	
<b>Proposal:</b>	Erection of a replacement B1use class building.	
<b>Location:</b>	<b>The Long Barn Hyde Farm Marlow Road Pinkneys Green Maidenhead</b>	
<b>Determination Date:</b>	3 July 2019	
<b>Cllrs Comments</b>	No Objection	

<b>Appn. Date:</b>	15th May 2019	<b>Appn No.:</b> 19/01126
<b>Type:</b>	Listed Building Consent	
<b>Proposal:</b>	To site a satellite dish at the rear of the house.	
<b>Location:</b>	<b>The Lodge Hall Place Burchetts Green Road Burchetts Green Maidenhead SL6 6QP</b>	
<b>Determination Date:</b>	10 July 2019	
<b>Cllrs Comments</b>	No Objection	

# BISHAM PARISH COUNCIL

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

## 23) Highways matters

AK reported that the street lighting on Burchetts Green road had now been replaced with LED lighting.

MC reported that the sign as you approach Burchetts Green is obscured.

MC reported that there was a dead tree along Burchetts Green road

MC reported a missing bollard at Henley Road, near to Burchetts Green roundabout

**ACTION** – BM to report to RBWM

MC asked about who was responsible for grass cutting around the war memorial in Stubbings.

**ACTION** – BM to ask RBWM about grass cutting

MRB reported that the patching work had been done along Quarry Wood hill.

GW asked for more information about the crash barrier that separates the new Bridleway from the A404.

## 24) Parish land

MRB and JC gave an update on the Slipway meeting with the Diocese, including;

- That they agreed to pull back the spoil heaps to create a more gentle slope towards the slipway
- That they would seed and water the spoil heaps to encourage growth
- That there was no proof that the broken drain was a result of the work undertaken
- That they believed all but one of the spoil heaps were on the Church's side of the boundary but did understand the conservation and flooding concerns.

AK reported the damage to the litterbin near to the picnic tables in the orchard. Proposed a budget of £250 for replacement.

MC Seconded

All Cllrs agreed

Discussion on the Village Gateway was deferred until July

MRB suggested tabling a Village Gateway for Burchetts Green

## 25) Parish Charter

# BISHAM PARISH COUNCIL

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

MRB proposed signing up to the Parish Charter  
AK seconded  
All Cllrs agreed.

## **26) Flooding**

No Update

## **27) Conservation Statement**

BM to confirm with the consultant that the Conservation Statement work is still going ahead

## **28) Governance**

Cllrs reviewed updated Standing Orders, Financial Regulations, Code of Conduct and Risk Management documents.

GW suggested adding the word "abuse" to item 9 in the Code of Conduct

AK proposed adopting the updated Governance Documents  
JC seconded  
All Cllrs agreed

BM presented the Annual Governance Statement 2018-19  
JC signed the Annual Governance Statement 2018-19

## **29) Finance**

BM presented the Internal Audit report for 18-19 Municipal Year, which highlighted no issues or recommendations.

BM presented the Insurance Renewal documents for the 19 – 20 Municipal Year.

BM presented the Accounting Statement 2018-19  
JC signed the Accounting Statement 2018-19

## **30) Correspondence**

None

## **31) Information reports**

GW reported that he felt there were widespread issues with traffic in the Borough and would like to see some of these addressed.

GW also reported that there had been significant burning of rubbish within the parish.

**Part 1 of the meeting closed at 22:34**

-----End-----

**Date Agreed:**

# BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: [clerk@bishamparishcouncil.org.uk](mailto:clerk@bishamparishcouncil.org.uk)

Tel: 07751141223

**Signed:**

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