

# BISHAM PARISH COUNCIL

Clerk: Barry Malki  
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Tel: 07751141223

**Minutes of the Council meeting held on 19<sup>th</sup> October 2020 at 7:30pm via Video Conference.**

## **Attendees**

**Councillors:** Cllr Jim Cooke (JC) (Chair) Cllr Alan Keene (AK), Cllr Ged Wylie (GW), Cllr Mandy Robson Brown (MRB), Cllr Mary Cooper (MC), Cllr Derek Oliver (DO).

Cllr Mandy Brar (RBWM), Cllr Gerry Clark (RBWM)

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

## **Public Forum**

One member of the public gave an update on the work party that had started to clear the stream, as volunteers of the Bisham Brook Restoration Group. They reported that all of the work being carried out is being approved by the Environment Agency. The goal of the project is to;

- Improve flow
- Create flow diversions to clear silt
- Clear vegetation

One member of the public stated that there was not enough water flowing through the Brook, indicating that there were issues interrupting flow along its length.

JC asked if the group were targeting the full length of the Brook. The resident reported that that was the plan and was due to walk the length of the Brook from Temple to Bisham with the landowner.

JC reported that there were concerns about damming further upstream. The resident reported that there was an issue of the Temple Outflow being blocked, but that had not been resolved.

One member of the public said that they had taken part in the working group and had found that it was a positive experience from a community perspective, noting that the Maidenhead Advertiser had featured an article about the work.

One member of the public reported that the Maidenhead Neighbourhood Watch Coordinator had set up a meeting to discuss a local Neighbourhood Watch group in Bisham. JC commented that the previously active group had petered out and was pleased to see it resurrected.

One member of the public asked about the development of a proper footpath across Town Farm towards the pedestrian tunnel, stating that there were disagreements between the landowner and the Ramblers Association. AK reported that this was still being discussed with interested stakeholders.

One member of the public stated that they were confused by the intention for the works to the stream, and that they had not seen any published plans as to what would happen and when. JC reported that he had attended meetings with the environment agency, in his capacity as Flood Warden, and had been given guidance about what works would improve the flow of the stream and reduce the risk of flooding.

# BISHAM PARISH COUNCIL

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One member of the public reported that there was still a significant amount of clearance work to be done particularly around the bridge. JC reported that the working group had only done one session and were planning more. One member of the public agreed that there needed to be a weed clearance at the bridge, and this was on the working group's radar.

**ACTION** – BM to follow up with Bisham Brook Restoration Group to obtain and publish a plan of activity.

One member of the public reported an untaxed vehicle in Green Lane, noting that it had been reported to the police and RBWM. Cllr Brar agreed to chase this item.

One member of the public reported that there had been parking problems with the Abbey at recent events, with a heavy flow of traffic in and out of The Green causing issues. The site was unsupervised, and there were over 80 vehicles there.

**ACTION** – BM to flag issue with Abbey Management

## Part One

### 64) Apologies for absence

None

### 65) Declarations of interest

None

### 66) Minutes of Meeting Held on 17<sup>th</sup> August 2020

The Council RESOLVED to approve the minutes as an accurate record of the meeting of the Council held on 21<sup>st</sup> September with the following amendment;

DO wished it to be made clear that the issue raised under Item 57 was not that the rendered finish was inappropriate, but that there had been no listed building consent application for the work.

### 67) Matters arising

BM gave a run through of how the new online Action List would work.

DO asked about the wooden strake on the slipway. BM reported that the contractor was due to send samples for the Cllrs to select.

DO reported that the waste collections had improved. Cllr Brar agreed, but highlighted that there were still problems in some areas.

# BISHAM PARISH COUNCIL

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MC wished to thank Cllr Brar for her efforts in resolving the waste issues.

JC reported that RBWM were still having mobilisation issues with the new contractor.

Cllr Brar stated that the contractor had changed routes and rounds and that some areas had fallen through the gaps.

Cllr Clark reported that the changes to routes and rounds were to create efficiencies but had been affected by Covid and adopted a two week schedule. This change was compounded by personnel issues and temporary workers were drafted in, who lacked local knowledge. RBWM have called a halt to the changes and new route plan is to be rolled out in November.

Cllr Brar highlighted that there were still issues with assisted collection. Cllr Clark asked for the addresses of the properties in question to ensure that the contractor dealt with them appropriately.

JC asked if the Borough Cllrs were confident that the new plan would ensure that all waste would be removed. Cllr Clark stated that, if the new route plan is acceptable, then he would be confident that all waste would be collected.

MC reported that the smaller waste vehicle that would normally attend to the driveways off Burchetts Green are being missed, but the vehicle is progressing down Burchetts Green Road itself.

DO asked what technology the contractors employed. Cllr Reported that there was an in-cab navigation system that should show all address, but the database was incomplete at the time of the rollout. The IT team were working to resolve any issues with the technology.

## **68) Covid 19 Update**

DO reported that RBWM was applying to enter Tier 2 restrictions. Cllr Clark responded that there were hotspots of infection within the Borough and a move to Tier 2 would be dependent on the effectiveness to save lives, and additional support from Central Government. The move is expected but the timing is crucial.

JC asked what was driving the proposed change in status. Cllr Clark reported that there had been a significant rise in Care Home infections and school-linked clusters.

DO posited that a move to Tier 2 may affect the reopened playground, and that the guidance would need to be monitored.

JC thanked DO and GW for their inspection of the playground.

## **69) Planning Matters**

Appn. Date: 30th September 2020 Appn No.: **20/02452**

Type: Full

Proposal: Part change of use (ground floor) from Class C3 (Dwelling house) to Class E(f) (Nursery) with associated playing field.

Location: Ridge View Longridge Quarry Wood Road Marlow SL7 1RE

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Determination Date: 25 November 2020

***Cllrs Comments: The Cllrs objected to the application stating that the proposal as described is inappropriate for the change of use.***

***Cllrs made the following observations:***

- 1. The application is deficient as it fails to provide the information that is required in order to enable a determination to be reached with regard to the suitability of the proposed use.***
- 2. Although the Council noted the Flood Risk Assessment that had been submitted in support of the application addressed the general risks of flooding associated with this site, it was concerned that the application failed to include a detailed procedure for the evacuation of the premises in the event that this was necessary as a result of flooding or other emergencies occurring during the operating hours of the proposed nursery. The Council considered that an evacuation procedure that was in line with accepted standards for pre-school nurseries and which addresses the particular features of the Longridge site is an essential prerequisite for approval of the proposed change of use.***
- 3. The Council considered in particular that the Evacuation Plan would need to provide for the children to be supervised in a safe area following the evacuation of the premises until such time as parents or other responsible adults had collected the children and for the contingency that vehicles would not be able to use the Longridge car park due to the flooding.***
- 4. The Council noted with concern that the application did not include any plans indicating the manner in which the ground floor of the premises would be adapted for the proposed use as a nursery and that the existing layout was unsuitable for such purposes. The Council considers that any change of use of this sort cannot be approved unless the applicant has provided a detailed plan that demonstrates satisfactorily that the layout of the premises will satisfy the applicable standards for the use in question. Of special concern to the Council was the fact that the plan of the premises indicates that there is a single toilet: this is entirely inadequate in a facility serving 30 children of pre-school age and this deficiency is even more important during the current Covid-19 emergency.***
- 5. The Council noted that the application fails to provide any information to demonstrate that the available space and other facilities at the premises would be adequate for the number of children that the nursery plans to accommodate or would enable their safe supervision by the proposed numbers of staff during the hours of attendance. The Council considers that an application of this sort cannot be approved unless the applicant demonstrates that the premises will provide a safe and secure environment for the children under their care and that, as a minimum, the premises meet the applicable recommended standards for nursery schools in terms of space per child, the provision of toilets, refreshments, quiet areas and other facilities.***
- 6. Similarly, the Council considers that the applicant needs to demonstrate the adequacy of the numbers of staff relative to the number of children under their supervision and to have contingency plans in place to provide for unplanned staff absences.***
- 7. The Council notes that the plan submitted with the application indicates that the first floor of the premises will be used as offices. The Council also notes that there is no toilet or bathroom on the first floor and that the only sanitary facility in the building is the single toilet on the ground floor. These deficiencies compound the Council's concerns about any dual use of premises which are in part to be used as a pre-school nursery. The absence of any proposals to provide for the effective segregation of the ground and first floors and the provision of dedicated facilities and entrances to the separate floors is a matter of extreme concern to the Council.***
- 8. The Council notes that the plan submitted with the application indicates that an area around the building will be designated as a play area. While the Council considers that this would provide a***

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***beneficial recreational space for the children attending the nursery, the applicant needs to provide a detailed plan showing the type of secure fencing it would put in place to keep children within the curtilage of the site given the hazards caused by the proximity of the river and Quarry Wood Road and to prevent intrusion by third parties.***

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Clrs decided not to comment on 16/50097/ENF which was due before a planning inquiry.

AK reported that neither the application for Hurley House nor Apple Hill was being discussed at the following planning panel, noting that the deadline was at the end of the week, but no extension had been granted to either. Cllr Brar agreed to look into the issue.

## **70) Complaints Procedure**

The Clrs reviewed the draft Complaints Procedure.

AK stated that he did not believe that the policy would need to be reviewed annually.

AK asked that the reference to Cllr Cooke be replaced with "Chair".

DO believes that there need to be an appeal process to Democratic Services.

DO felt that there was not adequate timing to review complaints.

Clrs agreed that the complaint must arrive 14 days prior to the meeting.

**ACTION** – BM to redraft with changes

## **71) Devolved Services**

JC gave an update on the recent Parish Clerks & Chairs meeting to discuss Devolved services in the event that RBWM is no longer able to provide them.

DO does not believe that this is a realistic endeavour, from either a resource or a legal standpoint.

JC reported that the conversations were more around contingency in the event of RBWM becoming bankrupt.

MRB commented that some other Parishes had some devolved services.

AK asked if this was a strategy by some Parishes to take over additional services.

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Cllr Brar indicated that this had not been addressed at a Borough level and was currently being driven by the Parishes.

## **72) Highways matters**

MRB reported that RBWM would need to repaint the lines along Quarry Wood Road. Cllr Brar to follow up.

MC asked what the reason was for the diversion sign along Burchetts Green Road. GW reported that it was likely to do with the closure at Honey Lane.

## **73) Parish land**

BM gave an update on the increase cost of the hedge works at the playground.

AK proposed a sum of £400 for the works.

DO seconded

Cllrs agreed.

## **74) Flooding**

JC reported that the area was currently under an active flood alert.

## **75) Finance**

BM reported that the council had £13,363.92. Reporting would be bac to normal in November but there were still software issues being addressed.

## **76) Correspondence**

BM reported on an email from a local resident, but the email had been corrupted and portions were missing. BM to speak to the resident to clarify.

## **77) Information reports**

MC reported that there was vegetation growing over the road signs around Burchetts Green.

MRB reported that a fridge that had been dumped in Temple Lane had been removed.

## **Part 1 of the meeting closed at 22:30**

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**Date Agreed:**

**Signed:**

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