

# BISHAM PARISH COUNCIL

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

## Minutes of the Meeting of the Parish Council held on 16<sup>th</sup> May 2022 at 7:30pm in Bisham Abbey

### Attendees

Councillors: Cllr Jim Cooke (JC) (Chair), Cllr Alan Keene (AK), Cllr Ged Wylie (GW), Cllr Derek Oliver (DO)

### Public Forum

One member of the public reported that the Orchard was untidy as the grass had not been cut and the bins hadn't been emptied and had spilled over. They also noted that people had been using the closed equipment.

BM gave an update on his conversations with Braywick regarding the maintenance schedule and noted there would be a further change in contract manager.

BM reported that RBWM, who had been responsible for emptying the bins, had been contacted about this issue through Cllr Brar.

AK stated that we needed to pursue this further with Braywick until satisfied that the contract is being met.

AK also stated that we need to continue to pursue the issue with RBWM.

AK noted that one bin needed to be renewed, to be discussed under Parish Land.

GW to review HAGS quote for removal of climbing frame.

One member of the Public noted that there were pages of the website showing errors.

BM to look into.

One member of the public asked if it was possible to site a dog waste bin near to the brook, as there had been a number of bags of faeces removed from the water.

BM to look at costs for a new dog bin.

One member of the Public reported that the Bisham Brook Restoration Group had cleared a swathe along near the playground, noting that the group had purchased a lawn mower and had been using it to mow the bank alongside the Green.

JC questioned whether this was in the Environment Agency guidance for the brook.

AK suggested that the Council should be informed of any maintenance work on Parish Land by third parties.

One member of the Public noted the Bisham Speedwatch Group is up and running, and three volunteers had undertaken the training course with another five pending.

JC asked about insurance provision. The member of the Public noted that the insurance was provided by Thames Valley Police.

AK asked about the programme of locations for the group. The member of the public reported that the Group select 10 locations that are approved by TVP.

AK asked if there needed to be multiple groups to cover the Parish. The member of the Public said that was correct, but groups could share equipment.

## Part One

### 15) Apologies for absence

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Cllr Mandy Robson Brown  
Cllr Mary Cooper

## **16) Declarations of interest**

. None

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

AK nominated JC to be the Chair for the 22-23 Municipal Year  
DO seconded  
All Cllrs agreed  
JC signed the Declaration of Acceptance of Office of Chair.

GW nominated AK to be the Vice Chair for the 22-23 Municipal Year  
DO seconded  
All Cllrs agreed  
AK signed the Declaration of Acceptance of Office of Vice Chair

## **18) 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 MCo
- iv) Marlow Society – JC and DO
- v) Local Access Forum – AK
- vi) Rural Forum - AK
- vii) Ice House Rota
  - June 6<sup>th</sup> – AK
  - July 4<sup>th</sup> – MRB
  - August 1<sup>st</sup> – DO
  - September 5<sup>th</sup> – JC
- viii) Flood Forum – JC
- ix) Flood Liaison Group – JC

## **19) Minutes of Meeting Held on 19<sup>th</sup> April 2021**

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.

## **20) Planning matters**

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Appn. Date: 27th April 2022 Appn No.: 22/00952

Type: Listed Building Consent

Proposal: Consent for a new internal fire safety door to the ground floor, replacement escape fire door to the second floor, two replacement windows to the third floor dormers and replacement glass to the staircase window.

Location: Bisham Abbey Bisham Village Marlow Road Bisham Marlow SL7 1RR

Determination Date: 22 June 2022

**Cllrs Comments: Cllrs were neutral to this application, and had no comment, but noted that there was no approval from Historic England.**

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Appn. Date: 27th April 2022 Appn No.: 22/00951

Type: Full

Proposal: Replacement escape fire door to the second floor, two replacement windows to the third floor dormers and replacement glass to the staircase window.

Location: Bisham Abbey Bisham Village Marlow Road Bisham Marlow SL7 1RR

Determination Date: 22 June 2022

**Cllrs Comments: Cllrs were neutral to this application, and had no comment, but noted that there was no approval from Historic England.**

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Appn. Date: 26th April 2022 Appn No.: 22/01029

Type: Works To Trees Covered by TPO

Proposal: (T1) Monterey Cypress (Macrocarpa) - crown lift by 1-1.5m to give clearance to neighbours garage/office and crown reduce by 1-1.5m leaving a final crown spread of 10m, also to clear neighbouring property and trees. (028/2010/TPO).

Location: Hollow Drift Hockett Lane Cookham Maidenhead SL6 9UF

Determination Date: 21 June 2022

**Cllrs Comments: Cllrs were neutral to this application and had no comment subject to the Tree Officer's approval.**

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Appn. Date: 22nd April 2022 Appn No.: 22/01098

Type: Full

Proposal: Proposed rear raised decking with steps and glass balustrade.

Location: Temple Golf Club Henley Road Hurley Maidenhead SL6 5LH

Determination Date: 17 June 2022

**Cllrs Comments: Cllrs were positive towards this application and had no comment.**

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Appn. Date: 3rd May 2022 Appn No.: 22/01166

Type: Cert of Lawfulness of Proposed Dev

Proposal: Certificate of lawfulness to determine whether the hip to gable loft conversion including installation of 2No pitched roof dormers and 1No roof-light to the side elevation, 1No flat roof dormer and 1No roof-light to the rear elevation, to form additional habitable space is lawful.

Location: Pinkneys Court Darlings Lane Maidenhead SL6 6PB

Determination Date: 28 June 2022

**Cllrs Comments: Cllrs were neutral to this application and had no comment**

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Appn. Date: 5th May 2022 Appn No.: 22/01208

Type: Listed Building Consent

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Proposal: Consent to retain the partly replaced windows on the first floor front and rear elevations.

Location: 22 Bisham Village Marlow Road Bisham Marlow SL7 1RR

Determination Date: 30 June 2022

**Cllrs Comments: Cllrs were neutral to this application and had no comment approval.**

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Appn. Date: 11th May 2022 Appn No.: 22/01275

Type: Listed Building Consent

Proposal: Consent to Install a wall mounted BP Pulse charge unit.

Location: 15 Bisham Village Marlow Road Bisham Marlow SL7 1RR

**Determination Date: 6 July 2022**

**Cllrs Comments: Cllrs were neutral to this application and had no comment**

## 21) Governance

Cllrs reviewed the following documents:

- Standing Orders
  - DO to change wording to clarify a number of items
- Financial Regulations
  - Item 11.1 paragraph a) iii contract extension should be capped to match the Clerk's discretionary spend.
  - JC proposed change, and subsequent adoption of document. GW seconded Cllrs agreed.
- Code of Conduct
  - JC proposed adoption of document. AK seconded. Cllrs agreed.
- Risk Management
  - DO asked that the document make a distinction between staff and contractors.
  - GW asked about volunteers. BM clarified that volunteers are classed as for the organisation they are working on behalf of. BM to add a line about Third Party Voluntary groups.
  - DO noted that we should ask for a Risk Assessment from all groups using the land. BM clarified that this is what happens
  - DO noted that we should have a record of what hazard signs are present by the river.
  - JC proposed changes, and subsequent adoption of document. AK seconded Cllrs agreed.
- Complaints Policy
  - JC proposed adoption of document. AK seconded. Cllrs agreed.
- Expenses Policy
  - JC proposed adoption of document. AK seconded. Cllrs agreed.

**Part 1 of the meeting closed at 21:05**

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**Date Agreed:**

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**Signed:**

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