

Minutes of the Meeting of the Parish Council held on 16th January 2023 at 7:30pm at Bisham Abbey

Attendees

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

District Councillors: Cllr Mandy Brar.

Public Forum

One member of the public noted that there did not seem to have been any progress with the matters he had raised at the December Meeting and also noted that the litter bins in The Orchard had not been emptied since Christmas. On these matters it was noted that the Council had resolved at the December meeting to engage new contractors to maintain the Parish Land and also to order new bins and to secure the services of Cookham Waste to empty the bins on the Parish Land. Action Point: The Clerk to confirm that the new arrangements have been concluded and to report on the schedules for the respective works to be carried out during 2023.

Bisham Polling Station

Cllr Brar noted that a proposal was to be put forward to transfer the Polling Station used for elections from Bisham School to All Saints Church. This was subject to final confirmation.

Part One

95. Apologies for absence

Cllrs Mandy Robson-Brown and Mary Cooper

96. Declarations of Interest

MRB declared a non-prejudicial interest in Planning Application 22/03294

AK declared a non-prejudicial interest in Planning Application 22/03294

97. Minutes of Previous Meeting

Minutes of the Meeting on 19 December

It was noted that the draft Minutes of the December Meeting had only been circulated a few hours before this meeting and that it would not be possible for the draft Minutes to be approved tonight.

DO noted that there were a number of corrections and amendments that he had noticed on a first reading of the draft, including in the section relating to the discussion on Little Croft and the details concerning the approval of the quotes for the works to the parking place by the playground, for the

BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: clerk@bishamparishcouncil.org.uk Tel: 07751141223

repairs to the Slipway strakes and the repair to the footbridge spindles. He would circulate his detailed comments and suggested amendments.

GW noted that the section relating to the climbing frame needed to be amended to make it clear that as the initial bid by the BPC had been rejected, the required procedure was not to re-submit that application but to prepare a new bid for submission in the next funding round. GW would discuss the process for securing Section 106 funds with Councillor Howard. Although there were some funds available in the budget that could be used for certain aspects of the proposed works, the instructions to contractors could not be issued until the overall funding that was available for these works had been confirmed.

Action Point: GW to report on the further discussions re funding and the Clerk to prepare and issue applications to tender in due course.

AK noted that while the Minutes recorded correctly the decision taken at the December Meeting that the broken railings on the footbridge should be replaced, a subsequent inspection had indicated that it would be best to have a survey of the footbridge carried out first to make sure that no other remedial work was required. It was agreed that the best person to carry out the survey would be the contractor that had carried out the original work. JC confirmed that netting and warning signs would be in place until the survey and subsequent repairs had been completed.

Action Point: The Clerk to arrange for the survey of the footbridge to be carried out as soon as possible.

98. Matters Arising

See Ongoing Actions

99. Ongoing Actions

Traffic Issues in Burchetts Green

GW referred to the e mails he had circulated regarding recent discussions that he and Cllr Brar had had with the local District Councillors and the newly-appointed Chair and Vice-Chair of the Burchetts Green Village Association concerning ongoing issues in Burchetts Green including the speed and size of vehicles using Burchetts Green Road as a cut-through to the A4 and the lack of effective monitoring, the need to enhance the signage at the approach to Burchetts Green Road from the A404, the accumulated debris that needs to be cleared from the footpath along Henley Road, blocked drains on Burchetts Green Road and the ongoing issue with litter in the A404 lay-by. In the coming week, Cllr Brar and GW would follow-up their request for an on-site meeting with RBWM officers, the District Councillors and the Chair and Vice-Chair of the Burchetts Green Village Association at which these matters would be discussed.

GW sought the views of other Councillors concerning the possibility of a conflict of interest that might arise from his membership of the Burchetts Green Village Association if that body were to advocate positions that he did not agree with. It was agreed that this should not be a problem and that GW could report the Burchetts Green Village Association's position to the Council on such matters and would be free to present his own views when the matter was being considered by the Council.

Bisham School Hedge

It was noted that nothing further had been done regarding the clearance of the vegetation and undergrowth that has encroached onto the footpath along the boundary of the School on Bisham

BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: clerk@bishamparishcouncil.org.uk Tel: 07751141223

Road. At the December Meeting the Clerk had been instructed to report this matter to RBWM Highways.

Action Point: The Clerk to raise this problem with RBWM Highways as a matter of urgency.

Uncleared Leaves Along Bisham Road

Although the overgrown hedge at Waney Elm had been cut back to restore the footpath to its proper width, no action had been taken to clear the accumulation of leaves in the gutters and on the footpath along the stretch of Bisham Road from the junction of Church Lane to Marlow Bridge.

GW observed that there were similar problems of uncleared leaves in Burchetts Green where much of the debris originates from trees on private land with the fallen leaves not being cleared from the footpaths.

Action Point: The Clerk to report these problems to RBWM Highways for attention.

The Slipway

DO noted that the gate at the entrance to The Slipway had still not been padlocked although the Clerk had informed the Council at the November Meeting that this would be dealt with immediately following that Meeting.

Action Point: The Clerk to ensure that this gate is secured.

Pending Matters

In the absence of the Clerk no reports had been provided on progress with the following Action Points arising from the December Meeting:

to secure details and a copy of the TPO covering Temple Meadow from Helen Leonard;

(ii) to report the damaged signs in the hedge by Bisham School near the junction of Bisham Road and Church Lane to RBWM Highways;

(iii) to inform RBWM Highways that there is a missing bollard that needs to be replaced by the War Memorial at the junction of Bisham Road and Temple Lane;

(iv) to confirm with the Environment Agency that it would now be possible to replant the area that had previously been reserved as the site for the flood barrier that had been contemplated but would no longer be required;

(v) to remove the unauthorised sign and light that had been placed on one of the trees on Parish Land;

(vi) to report on the quotes to be obtained for the further work required to the Crack Willow on The Slipway;

(vii) to secure quotes for the proposed interpretation boards or signs for The Orchard and The Slipway; and

(viii) to circulate the draft Policy for use of BPC Notice Boards by third parties.

Information Boards at The Orchard and The Slipway

The wording proposed by AK for the board at The Orchard had been approved at the December Meeting. Other issues would need to be covered on the board by The Slipway and JC would liaise with DO to prepare a suitable form of words for this board.

Landscaping of area around the War Memorial

AK's suggestion that consideration should be given to improving this area was approved and ideas for the best way of taking this forward would be discussed at a future meeting.

Liaison with Police Community Support Officer (PCSO)

BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: clerk@bishamparishcouncil.org.uk Tel: 07751141223

AK referred to the e mail from the newly-appointed PCSO he had circulated. It was agreed that she should be invited to attend future Meetings of the Council to meet the councillors and to discuss relevant issues.

Action Point: The Clerk to contact the PCSO and inform her of the dates of future meetings.

100. Planning

Application Date: 12 January 2023 Application Number:23/00083

Type: Conditions

Subject: Provision of details required by Conditions 1, 2, 3, and 4 of Listed Building Consent 22/00499 for the replacement of internal doors and associated works.

Location: Bisham Abbey

Determination Date: Not specified

Cllrs' Comments: The Cllrs were neutral regarding this application and had no comments

101. Highways

No Update

102. Parish Land

The Slipway

DO noted that the gate at the entrance to The Slipway had still not been secured although the Clerk had informed the Council at the November Meeting that this would be dealt with immediately following that Meeting.

Action Point: The Clerk to ensure that this gate is secured.

Grounds Maintenance

The arrangements for the transition from Braywick to the new contractors needed to be implemented. DO noted that staff from Braywick had been in attendance at The Slipway that morning to tidy up but had been prevented from carrying out the work because of the encroaching floodwater.

Action Point: The Clerk to liaise with Braywick and the new contractor to ensure an efficient transition.

103. Flooding

Flooding

The Flood Co-ordinator, Colin Lemmings reported that the Flood Alert issued by the Environment Agency remained in place but that although the river levels continued to rise slowly, the Environment Agency considered that it would be unlikely that it would need to escalate the status to

BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: clerk@bishamparishcouncil.org.uk Tel: 07751141223

a Flood Warning in our area in the foreseeable future. CL confirmed that all the equipment had been checked and was ready for use should it be required.

CL also noted that as a result of the industrial action by the Environment Agency staff and the possible impact that this might have on its operations, the Environment Agency had switched its monitoring devices to automatic mode.

CL had attended a meeting of the Flood Liaison Group where it was confirmed that the new flood plan was still awaiting authorisation by the respective bodies. The main theme emerging from the meeting was that considered that the primary responsibility for the protection of people and their property rested with the relevant individuals and that the Flood Liaison Group and the Joint Emergencies Planning Unit would co-ordinate the responses of the emergency services when necessary. CL reported that the Environment Agency was shelving its plans to erect temporary flood barriers in The Orchard to protect Bisham Court in the event of a flood.

104. Finance

No update

105. Precept 23-24

NAK noted that in the absence of the Clerk and the relevant documents, it would not be possible to approve the Precept at this Meeting but was concerned that there might be an impending deadline by which the Precept would need to be approved and submitted to RBWM.

Action Point: It was agreed that the Clerk should confirm the applicable timetable and the steps that would need to be taken to ensure that the Precept is approved by the required time.

106. Correspondence

None

107. Information Reports

Bisham Abbey

JC reported on his meeting with the Facilities Manager and the Estate Manager at Bisham Abbey both of whom seemed to be receptive to the issues raised and to be keen to re-establish a good relationship with the Council.

It appeared that the Abbey had not received information regarding the schedule of Council Meetings and JC provided this information. Of the meetings scheduled for 2023, eight would be held in the Sonning Room with the Henry Room being provided for the remaining four. The Abbey Staff had noted that the arrangements might need to be varied if the reserved room were required for a commercial function. The provision of tea, coffee and water would be reinstated.

The Coffin Bier was discussed and it appears that there is nowhere within the Abbey buildings where this could be stored. It was agreed that Maidenhead Heritage might be able to help. AK agreed to contact BCA to see if they could provide a suitable place to store the Coffin Bier.

The repair of the broken fence along Bisham Road was pending and the Abbey Staff were receptive to the idea of replacing some of the fencing with an open style that would restore the view across

BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: clerk@bishamparishcouncil.org.uk Tel: 07751141223

the grounds to the Abbey that had previously been enjoyed by passers-by and had asked for further details of the section of fencing that we had in mind. It was noted that it would also be necessary for Bisham Abbey to remove some of the accumulation of garden debris that had been deposited near to the fence to achieve the objective. The Abbey Managers also confirmed that the growth along the boundary would be maintained in order to avoid obstruction of the footpath.

Action Point: It was agreed that Jamie Townsend should be invited to a future meeting to discuss these issues.

Bisham Brook

JC and AK met representatives of the Brook Restoration Project Group and Kane Bio-engineering, the contractors engaged by the Group to carry out further works to the Brook, the principal aim of which was to improve the flow of water along the Brook. The meeting included a presentation outlining the nature of the works that the Group would like to have permission to carry out on the section of the Brook that passes through the Parish Land. JC and AK noted the proposals and made it clear that although they did not have any immediate objections to the proposed works, the approval of these proposals was a matter that would require a formal decision by the Council as a whole in due course.

Parking in Quarry Wood Road

The proposals from RBWM Highways to address the issues with car parking in Quarry Wood Road that had been discussed at the December Meeting were still awaited.

It was noted that the sign at the entrance to Quarry Wood Road should be replaced by a sign that prescribes a maximum weight limit for vehicles using that road.

Action Point: The Clerk to request that RBWM Highways install the new sign.

Works to trees at The Boathouse, Temple Lane

DO referred to the e mail that he had sent to the Tree Officers at RBWM concerning the works to trees that are subject to a TPO (024/1990/TPO) that were being carried out at this site. Although a letter submitted in connection with Application 22/00885 had referred to an Ash tree on the riverbank suffering from Ash die-back that needed to be removed, neither the application documents nor the Council's decision made any mention regarding permission for works to the tree in question. The earlier application 21/03478 covered two other trees but the time permitted for carrying out the works to those trees had already expired.

Action Point: The Clerk to follow-up urgently with Helen Leonard regarding these works.

The Minutes

AK referred to the problems with the circulation of the Minutes both generally and in respect of the Minutes that should have been approved at the current Meeting. JC noted that when he had raised these issues with the Clerk last year, it had been agreed that the Clerk would circulate the draft Minutes by the end of the month in which the Meeting was held. It was disappointing that this had not been complied with.

AK suggested that in order to resolve these problems it was necessary to provide strict requirements in a more formal manner and indicated that he intended to propose a motion for consideration at the February Meeting the effect of which would be to amend the Standing Orders so that specific requirements for the circulation of the draft Minutes were provided for.

DO suggested that this amendment should also provide for a written report to be circulated at the same time confirming the steps taken by the Clerk in furtherance of the Action Points agreed on at the Meeting and the submission of the Council's decisions on the Planning matters considered at the Meeting.

It was agreed that these proposals were appropriate and that AK should prepare the proposed motion for consideration at the February Meeting.

BISHAM PARISH COUNCIL

Clerk: Barry Malki

Email: clerk@bishamparishcouncil.org.uk Tel: 07751141223

Part 1 of the meeting closed at 20:45

-----End-----

Date Agreed:

Signed:

Position: – Chair/Vice Chair/Councillor