

Minutes of the Meeting of the Parish Council held on 20th November 2023 at 7:30pm at Bisham Abbey and via video conference.

Attendees

Councillors: Alan Keene (AK)(Chair), Ged Wylie (GW), Derek Oliver (DO), Colin Lemmings (CL)

District Councillors: Cllr Brar

Part One

92. Apologies for absence

Cllr Jim Cooke (JC), Barry Malki (BM).

93. Declarations of Interest

DO noted a non-prejudicial interest in 23/02690, although the application had already been decided. AK noted a non-prejudicial interest in 23/02530.

94. Minutes of Meeting 21st August, 18th September and 16th October 2023

21st August – GW noted that the minutes should be accepted but would not take exception to any future objections that may be raised as there are no recordings available.

18th September – GW noted that the minutes should be accepted but would not take exception to any future objections that may be raised as there are no recordings available.

16th October – GW asked that minutes come out sooner to have time to review. DO questioned why minutes take so long to come out after the meeting when BM is contracted to two days per week. AK stated that minutes were due out at the end of the month. Cllr Brar stated that minutes should be out seven days prior to the meeting. DO suggested that a more thorough review of minutes should take place to avoid errors and omissions. AK stated that it is unsustainable to have a forensic examination of the minutes at every meeting. AK proposed not reviewing October's minutes, unless Cllrs wish to accept DO's emailed minutes. CL and GW agreed that the amendments were accurate and were happy to agree using the previous caveat regarding future objections. AK stated that some of the amendments are very trivial. DO restated the need for thorough proof-reading prior to publishing to pick up the smaller errors. GW stated that's DO's amendments are the quality the Cllrs should expect from the minutes and should be preserved. AK stated that Cllrs should receive substantially error-free minutes to review. AK proposed accepting the minutes, integrating DO's emailed amendments, with the caveat that no exception would be taken to any future objections that may be raised. Cllrs agreed. AK stated that there was confusion due to the amendments to the September minutes being itemised in the October minutes. DO stated that accepted amendments should just be included in the revised minutes and dated if necessary.

95. Matters Arising

Matters Arising should be in recorded in Action Tracker but hadn't seen an update. BM had said that he would prepare a document for AK to present, but he hadn't received it prior to the meeting. DO noted that, at the previous meeting, it was decided that correspondence should be sent out if it isn't included on the Action Tracker. AK stated that this needs to be reiterated in the minutes. CL noted that there had been correspondence with a resident of Bisham Court regarding an overhanging tree from The Green which hadn't been forwarded or included on the Tracker.

96. Planning

Appn. Date: 30th October 2023 Appn No.: 23/02664

Type: Works To Trees Covered by TPO

Proposal: (G1) Ash x 18 - fell; (T2) Cedar - fell; (T3) Common Horse Chestnut - remove epicormic to 8m, tidy the snag from snapped out branch, reduce the remainder of tree by 2m. SBTS will also inspect the crown whilst WAH to review and potential defects; (T4) Lime - remove epicormic growth to 8m and remove arisings and (T5) Common Horse Chestnut - remove epicormic growth to 7m. (001/1951/TPO).

Location: Quarry Bank Quarry Wood Bisham Marlow SL7 1RF

Determination Date: 25 December 2023

CLlrs Comments: CLlrs were neutral to this application, subject to approval of the Tree Officer, particularly with respect to the Cedar tree marked T2.

Appn. Date: 1st November 2023 Appn No.: 23/02690

Type: Discharge of Condition

Proposal: Details required by Condition 4 (Archaeology) of planning permission 23/01794/FULL for a single storey rear extension and 1no. new gate to rear.

Location: Rosemary End Church Lane Bisham Marlow SL7 1RW

Determination Date: 27 December 2023

CLlrs Comments: Already approved

Appn. Date: 6th November 2023 Appn No.: 23/02530

Type: Full

Proposal: Replacement of glass panels in pitched roof of conservatory with white insulation panels.

Location: Corner Cottage Burchetts Green Road Burchetts Green Maidenhead SL6 6QS

Determination Date: 1 January 2024

CLlrs Comments: CLlrs were neutral to this application and had no objection.

Appn. Date: 10th November 2023 Appn No.: 23/02732

Type: Full

Proposal: Single storey front infill extension, part two storey part first floor side/rear extension, first floor side extension, 2no. rear balconies and alterations to rear steps and fenestration, following demolition of existing elements.

Location: Cliveden Cottage Quarry Wood Road Cookham Maidenhead SL6 9UA

Determination Date: 5 January 2024

CLlrs Comments: CLlrs were neutral to this application and had no objection.

Appn. Date: 13th November 2023 Appn No.: 23/02786

Type: Full

Proposal: 1no. rear dormer with balcony and alterations to fenestration.

Location: 2 Norwood Cottage Temple Lane Temple Marlow SL7 1SA

Determination Date: 8 January 2024

Cllrs Comments: Cllrs were neutral to this application and had no objection.

Appeal: APP/T0355/W/23/3323059 Appn. No.: 22/02285/FULL

Proposal: x1 new detached dwelling following demolition of existing dwelling and outbuildings.

Location: Temple Weir House Temple Lane Temple Marlow SL7 1SA

Deadline: 18 December 2023

Cllrs Comments: Cllrs had no additional comments further to those on the original application.

DO noted application 23/02573 had been submitted regarding Challen's Chickens, which hadn't appeared on the RBWM Weekly digests, but was available on the RBWM website. AK asked that Cllrs give their opinions by email if the cut-off date doesn't allow it to be discussed at the following meeting. DO agreed to send around his thoughts on the application for Cllrs to be discussed by email.

97. Highways

CL gave an update on the Quarry Wood Road parking restrictions, noting that people displaced from parking there were now parking on Marlow Road. Cllr Brar noted that people from Marlow Rowing club should not be parking on adjoining roads, as they have seventeen spaces at the club, and additional paid parking available at the Compleat Angler; however, the Club website specifically states Quarry Wood Road as a parking area. Cllr Brar reported that she would be meeting with the Chairman of the club on 28th November. Cllr Brar has asked Neil Walter (RBWM Traffic Officer) to send traffic wardens out on Saturdays. CL reported that the previous Saturday saw motorists parking along the double yellow lines. DO confirmed that had happened on the Sunday as well. DO noted that parking would likely move further back along Marlow Road. Cllr Brar suggested that that may result in more double yellow lines in the area. DO noted that shoppers in Marlow were also causing an issue, particularly in the afternoons. GW asked what constructive solutions the club could employ. Cllr Brar stated that that would be covered in the meeting with the club. AK asked if the Compleat Angler were being consulted. Cllr Brar said that they would be after the meeting with the Chair. Cllr Brar stated that she would follow up with Neil Walter to reiterate sending wardens on Saturdays and Sundays.

AK raised a matter from a resident concerning Lee Lane drainage, particularly outside the Hall Place Vets and Dungrove Lane. A local farmer has offered to connect the drainage to a local soakaway system on the farmland, but RBWM had not been responsive. Cllr Brar asked if the farmer could get in touch with herself and Cllr Howard directly. AK noted that this had been reported several times over the years and stated his belief that RBWM hasn't had the funding to rectify the issue.

GW noted that the Burchetts Green Lane drainage was still ineffective, and causing flooding, having previously reported to both RBWM and Thames Water. GW reports that the gullies are not being cleaned out and are becoming clogged. Cllr Brar suggested that some of the drainage system might have collapsed. GW noted that there is evidence of subsidence around drains and pointed out that the leak by the cross-roads had added a significant volume of water into the system.

GW reported that speeding was endemic on the road, with dangerous overtaking too frequent and significant noise from vehicles crossing the speed humps. GW stated that the situation is getting worse, and the road is suffering significant wear and tear from the type and volume of traffic using

BISHAM PARISH COUNCIL

Clerk: Barry Malki

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

it. GW reported that Cllr Howard had suggested that there was an issue with funding within RBWM, and issues such as this were a low priority. CL noted that this issue was raised during a recent flood meeting and Thames Water concurred that RBWM didn't have any funding for such works. Cllr Brar to speak to the Lead Member about the issue.

DO raised the issue of increased sewage in the river over the previous two weeks, and was unsure where the outlets are between Temple and Marlow. AK stated that there was likely an outfall at Temple Park Farm sewage works. Cllr Brar noted that there was an active group set up in Bourne End to investigate sewage in the river, and asked if Bisham's Flood Coordinator would be interested in taking part. CL agreed to join. CL not sure how effective the group will be, seeing as there is enabling legislation for the pumping of sewage into waterways. AK suggested that, going forwards, this issue is discussed under Flooding. Cllr Brar to pass CL's details to the group coordinator.

CL reported that there had been an increase in traffic proceeding through the village onto the A404, as well as longer queues on the A404 itself, as a result of the closure of Cookham Bridge.

Cllr Brar noted that overgrown vegetation had been cut back, and that there would be additional works taking place over winter. There is a new officer dealing with the issue and working to bring the borough up to a higher standard of maintenance. Cllr Brar has specified Henley Road area and Burchetts Green area, and will be conducting a visit to both areas with the officer. GW noted that a significant factor is that land-owners are not looking after their own hedges, which presents a safety risk. AK asked if there would be a published plan. Cllr Brar to ask the officer to send a plan through.

98. Parish Land

AK presented the report from Tree Solutions, noting that some trees in The Orchard and The Green had been highlighted as needing felling, urgently. Cllr Brar raised the issue that a resident of Bisham Court had asked that a tree be cut back away from her conservatory. AK had asked BM if planning permission was needed, and if the Tree Solutions were able to undertake the work. DO noted that BM had previously reported that Tree Solutions were particularly expensive and that their quote was in the region of £10k, but that the survey would then be sent additional contractors. CL asked if part of the reason for the high cost was that the report highlighted that one of the trees had to be cut down in a certain way due to safety issues, including needing machinery such as a cherry picker, which may need a road closure resulting in a three-month lead-in. Cllr Brar noted that if the situation is urgent, an emergency road closure could be granted. GW suggested that there may be alternatives to using large machinery, which may be highlighted by the other quotes. AK also noted that there are some contradictions on the quotes. AK noted that this work needed to be undertaken urgently. CL noted that one of the trees was immediately adjacent to the footbridge. GW asked if there was any recourse to insurance. AK stated that he doubted that would be the case, but would instruct BM to investigate. CL doesn't believe that the trees on The Green had been looked at, as there was no mention of the commemorative oak. AK asked that BM ask why the commemorative oak wasn't mentioned in the survey. GW asked how much the survey cost; AK responded that it was £500. DO stated he thought the report may only cover The Orchard. AK noted that the weeping willow (marked as T1) was on the The Green side of the brook.

AK asked for an update on the bins. CL reported that they hadn't been installed noting that the one nearest to the playground has deteriorated further. GW noted that the equipment had been procured and was in BM's custody. CL stated BM hadn't been able to align with the contractor for installation. GW stated that is they could be stored, then that would offer more flexibility. CL stated that they could be delivered to the contractor. AK asked that the installation needs to be undertaken

BISHAM PARISH COUNCIL

Clerk: Barry Malki

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

immediately, and BM to deliver the items to the contractor. GW suggested that the bins need to be delivered within two weeks to facilitate an earlier installation date. AK asked that the installation be undertaken by the next meeting.

GW gave an update on the footbridge, having met with CL noted that he had originally spoke to Sarum in October but hadn't received a reply until recently. Sarum were reluctant to have an additional site meeting. GW had asked if there was an economy on some of the materials used, Sarum had said that it may be possible. Sarum had suggested using treated softwoods. GW and CL concluded, at the meeting, was that the structure of the bridge is sound, and that there should be a replacement of spindles and planks subject to condition, noting that there are two damaged planks that may be due to possible inspection activity. GW noted that the planks are ribbed, and that CL believes that the planks have been installed upside down. AK presumed that the ribbing was for tread. GW stated that that was a common misconception. GW believes the lack of grip is moisture, algae etc collecting in the ribbing, which should face downwards. GW would like to revisit with Sarum to look at putting together a summary of what needs to be considered in terms of updating the bridge, following an inspection of each item. GW noted that a major issue is that the bridge hasn't been cleaned, and this has caused issues with moisture. CL would like to get a lifespan and maintenance schedule for the bridge, to allow for budgetting in future years. GW would like more technical information about the repairs etc, such as details of fixings to be used.

99. Playground

GW gave an update on the replacement of the slide, highlighting three potential routes:

- Working with the slide fabricator directly, but they have said that they will only deal with VAT-registered suppliers.
- Working with Sovereign, the supplier of the original unit.
- Working with HAGS who have undertaken recent work.

GW stated that the best quote was from Sovereign and suggested an identical like-for-like replacement, which would cost £2,814, including the site-works. GW noted that he would like to speak to RBWM regarding a further CIL grant.

GW proposed going ahead with the Sovereign quote, with a view to raising funding from RBWM.

CL seconded.

Cllrs agreed.

CL noted that Hurley published the list of items that the Council will be applying for funding for. GW stated that he had previously applied through a different system for funding, and that it may be possible to obtain funding for the footbridge.

CL reported that the recent inspection highlighted that the ground under the roundabout had subsided, noting that the ground under the safety flooring could be raised to counter. GW noted that the roundabout may need to be lifted off to access. GW noted that a nearby park had a metal skirt/platform under the roundabout, that may be a permanent solution. AK asked that BM to speak to Holfords to obtain a price to rectify. GW to ask if there is a skirt/platform suitable for that brand and model of roundabout.

100. Co-option

BISHAM PARISH COUNCIL

Clerk: Barry Malki

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

CL reported that Cllr Cooke was speaking to two prospective candidates. GW asked if the Council needed to co-opt. AK stated BM had reported previously that the Council were not obliged to co-opt.

101. Flooding

GW to email Cllr Brar regarding the leak on Burchetts Green Road as he felt that the Parish Council's input into the issue wasn't properly recognised within the report, and it was important that BPC be recognised as having been a factor in attaining a resolution.

CL reported that the flood alert had been removed that evening as the river levels had subsided. CL noted that the alert had not progressed as far as a flood warning, but it had done so at Hurley.

CL attended a RBWM flood strategy meeting, where they were asking for information from the different parishes, with a view to writing a strategy for non-river facing parishes. The Environment Agency only deal with areas that directly face the river, so it is the responsibility of RBWM to manage ground water, sewage etc in other areas. AK asked if there was frustration from RBWM with the EA. CL suggested that it was possible. CL had asked at the meeting for an update on the Joint Emergency Planning Unit, which had promised an emergency plan to be published over a year ago, and the answer was inconclusive. AK asked who was coordinating this strategy. CL reported that it was the Flood Prevention Officer, who deals with all partner agencies. GW asked who was coordinating the work of all the different agencies. CL noted that there was a Head of JEPU who sits on variety of committees, including central government. CL reported that it was vital that JC attends the wardens meeting for more information. AK asked if JC was aware. CL reported that JC and BM had responded that the invite had been received.

102. Finance

AK noted that the budgetting process was due to begin and stated that some Cllrs had concerns about how the process was conducted previously. AK noted that the budget needed to be discussed in the December meeting to have a draft ahead of the January meeting, and Cllrs need to be prepared to discuss how they want to proceed. GW asked if a separate budget meeting was required to approve. DO noted that it forms part of the January meeting. AK noted that there was a separate meeting last year as we would have fallen beyond the deadline. AK suggested that Cllrs should individually contribute items for consideration for the draft budget in December, including indicative figures. GW noted that the budget should include items such as the footbridge and the tree works. GW suggested budgetting for cleaning of items such as playground equipment and the footbridge.

GW noted that there should be a financial statement produced, not just a verbal statement. CL noted that some of the statements are on the website.

103. Correspondence

None.

104. Information Reports

GW reported that tree surgeons had left an unattractive profile on trees along Burchetts Green Road, and wondered if there was any obligation to maintain an aesthetic finish to trees.

BISHAM PARISH COUNCIL

Clerk: Barry Malki

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

GW stated that he was disappointed that the newsletters were town-orientated, noting that there was a move to install a town council in Windsor. AK noted that this was raised at the Rural Forum. CL noted that some changes were filtering through from the abolishment of Berkshire as a county, which impacted some services such as the EA's Berkshire Flood Page.

GW said that he would thank Chris Joyce from RBWM for the grant received.

CL thanked the Cllrs on behalf of the Vicar of Bisham Church for the Remembrance Poppy Wreath

AK reported that he had attended the Rural Forum, and that there was a new administration which has changed the flavour of the group, to act as an information exchange for all rural stakeholders.

Part 1 of the meeting closed at 21:15

-----End-----

Date Agreed:

Signed:

Position: – Chair/Vice Chair/Councillor