

**Minutes of the Meeting of the Parish Council held on 6<sup>th</sup> March 2023 at 7:30pm at Bisham Abbey.**

**Attendees:** Councillors: Alan Keene (AK)(Chair), Ged Wylie (GW), Derek Oliver (DO), Colin Lemmings (CL) Jo Kearsey (JK) (from item 136)

**Ward Cllrs:** Cllr Brar

**Officer of the Council:** Barry Malki (BM)

## Part One

### **132. Apologies for absence**

Cllr Jim Cooke  
Cllr Howard

### **133. Declarations of Interest**

AK declared a prejudicial interest in application 24/00384 as he is an immediate neighbour of the property but noted that several residents had highlighted their concerns to him regarding the proposal.

### **134. Minutes of Meeting 18<sup>th</sup> December 2023**

DO had sent out amendments of the minutes via email, which the Cllrs agreed.

The Cllrs resolved that the minutes were an accurate record of the meeting, subject to the amendments proposed.

AK noted that, going forward, minutes should be a concise and accurate record including relevant decisions and actions, and that if any Cllr wished for their views to be specifically recorded in the minutes, then they must announce that at the time.

### **135. Matters Arising**

BM gave an update on all ongoing action list items. The following actions were raised:

BM reported that Cookham Waste had increased its monthly invoice from £88 to £127 without explanation.

**ACTION** – BM to liaise with Cookham Waste to get an accurate breakdown of the new waste costs, taking into account the additional bins.

BM reported that there had been no response to the BPC following its e mail of 19 February other than a holding reply on 21 February.

**ACTION** – BM to write to Stephen Evans and to the Leader of the Council and ask for a timeframe for the response to the Temple Lane TPO issue and the possible extension of the Conservation Area..

**ACTION** – BM to liaise with Conservation Officer to set up meeting to discuss the extension of the Conservation Area along Temple Lane.

**ACTION** – BM to liaise with flooding expert Jill Boulton regarding a presentation at the Annual Parish Meeting, which has been provisionally set for 22<sup>nd</sup> May 2024 subject to availability.

**ACTION** – Cllr Brar to liaise with Sharon Wooten on the Public Rights of Way team at RBWM regarding the proposed rerouting of the footpath at Temple and to check whether an application for the diversion of the footpath has been submitted

**ACTION** – BM to write to the residents of Bisham Court to reiterate the unauthorised deposit of green waste in The Orchard.

**ACTION** – BM to ask Holfords to prioritise removing the green waste that had been dumped near the gate at the back of Bisham Court as part of their clearance activities.

**ACTION** – BM to write to Bisham Court resident with access to The Orchard, to explain that access is only permissible for pedestrian access to The Orchard for recreational purposes.

**ACTION** – BM to liaise with Flood Team at RBWM to fix up a Bisham focussed meeting.

**ACTION** – BM to liaise with the Environment Agency to set up a flood meeting on the 20<sup>th</sup> March.

**ACTION** – BM to liaise with Highways England Project Manager regarding the ongoing preparation activity ahead of the Culvert Works to establish what work is still to be done.

**ACTION** – BM to book the PlaySafety playground inspection for April.

The following actions were reported.

Electronic Banking - BM confirmed that the forms were due to be sent to the Councillors directly by the Bank. BM will send an e mail to Cllrs explaining the procedure to be followed when authorising payments by electronic means.

Slipway - BM confirmed that the replacement of the strake at the Slipway is scheduled for 7 March.

Winter Hill Footpath - BM reported that a site visit is being planned by the RBWM footpath team to review the position.

BPC Website Project - BM has prepared a draft of an article to be posted on the BPC website and will circulate for review by Cllrs.

Budget - BM to complete the required narrative text for the draft Budget and circulate this to Cllrs for review by 8 March

**136. Co-option of Council Candidate**

JK expressed her interest in becoming a Cllr and felt that she would be a good liaison between the Council and the Residents, noting that it would be good to see residents becoming more active in the community, and not just when there are contentious issues to resolve.

**Decision**

AK proposed co-opting Jo Kearsey to the Council.

CL seconded.

Cllrs agreed.

JK signed the Declaration of Acceptance of Office.

**137. Planning**

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Appn. Date: 26th January 2024 Appn No.: 24/00053

Type: Listed Building Consent

Proposal: Consent for the installation of Solar panels on south facing extension at the rear (retrospective).

Location: 2 Hall Place Lane Burchetts Green Maidenhead SL6 6QY

Determination Date: 22 March 2024

**Cllr's Comments: Cllrs were neutral to this application and had no objection.**

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Appn. Date: 26th January 2024 Appn No.: 24/00052

Type: Full

Proposal: Installation of Solar panels on south facing extension at the rear (retrospective).

Location: 2 Hall Place Lane Burchetts Green Maidenhead SL6 6QY

Determination Date: 22 March 2024

**Cllr's Comments: Cllrs were neutral to this application and had no objection.**

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Appn. Date: 15th January 2024 Appn No.: 24/00118

Type: Discharge of Condition

Proposal: Details required by Condition 6 (bats) of planning permission 21/02380/FULL for a replacement dwelling.

Location: Pallium Quarry Wood Road Marlow SL7 1RE

Determination Date: 11 March 2024

**Cllr's Comments: Already determined.**

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Appn. Date: 27th February 2024 Appn No.: 24/00320

Type: Works To Trees In Conservation Area

Proposal: Fig Tree - hard prune back to the main branches. Poor condition tree - fell.

Location: Woodcotte Bisham Road Bisham Marlow SL7 1RP

Determination Date: 9 April 2024

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

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**Note that AK stepped away from the discussion during this item.**

Appn. Date: 28th February 2024 Appn No.: 24/00384

Type: Full

Proposal: 1no. carport with accommodation above and external staircase following demolition of existing detached outbuilding.

Location: Temple Lodge Henley Road Hurley Maidenhead SL6 5LH

Determination Date: 24 April 2024

**Cllr's Comments: Cllrs objected to this application, raising the following concerns:**

- **That there is inadequate assessment of the impact on the Green Belt.**
- **That there is inadequate information regarding the increase in area and volume in comparison to the existing structure.**
- **That there is inadequate information regarding the future use of the building, and whether it will remain ancillary to the main dwelling, particularly with reference to the upstairs rooms.**

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Appn. Date: 26th February 2024 Appn No.: 24/00398

Type: Full

Proposal: Replacement of failing (both tiles and fixings) plain clay tiled pitched roofs (K, L, H and I), lead covered flat roofs and the replacement of roof lights on roof K.

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

Determination Date: 22 April 2024

**Cllr's Comments: Cllrs were neutral to this application and had no objection subject to the approval of Historic England**

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Appn. Date: 27th February 2024 Appn No.: 24/00399

Type: Listed Building Consent

Proposal: Consent for the replacement of failing (both tiles and fixings) plain clay tiled pitched roofs (K, L, H and I), lead covered flat roofs and the replacement of roof lights on roof K.

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

Determination Date: 23 April 2024

**Cllr's Comments: Cllrs were neutral to this application and had no objection subject to the approval of Historic England**

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CL noted that there was to be a public inquiry regarding the proposed Maidenhead Office Park, which is to be raised as a future agenda item.

**ACTION** – GW to revisit previous comments regarding the proposal and resubmit.

**138. Highways**

GW reported that there were traffic survey monitoring devices on Burchetts Green Road and Burchetts Green Lane, and suspects it is related to the Wider Area Growth Strategy.

**ACTION** – GW to liaise with Burchetts Green Village Association to gather information about the survey.

CL reiterated his conversation with RBWM regarding the use of Temple Lane as an alternative pedestrian route as being “unsafe”, and asked Cllrs Brar for more information about how the decision was made.

**ACTION** – BM to raise the issue of the speed limit in Temple Lane in writing with RBWM for a formal decision and to request confirmation of the RBWM’s general policy regarding speed restrictions

**ACTION** – Cllr Brar to liaise internally regarding the pedestrian diversion along Temple Lane.

Cllr Brar reported that parking fines have been issued on the restricted areas of Quarry Wood Road, and that parking had been displaced onto the single-yellow lines on Bisham Road. RBWM now looking to extend double-yellow lines further along Bisham Road

**139. Parish Land**

GW reported that Sarum would be commencing the Bridge Restoration Works during the week commencing 11<sup>th</sup> March 2024, noting that the work would include replacing the decking and spindles with treated softwood. It was reported that any further repairs that were identified during the course of the repair work would incur additional costs. Safety barriers confirming the closure of the bridge would be in place while the works were in progress.

**ACTION** – BM to liaise with Sarum regarding the duration of the works to avoid clashes with other potential activities.

BM reported that the Bin Installation works would be completed by 8<sup>th</sup> March 2024.

BM reported that the two fallen trees would be removed by 8<sup>th</sup> March 2024.

Cllrs discussed the long-term management of the trees, particularly the staggered replacement of the ash trees.

**ACTION** – BM to create Tender Specification document regarding management of trees.

**140. Playground**

GW gave an update on the Slide Replacement, noting that the price would be £2824.14, and that work could commence on 15<sup>th</sup> March 2024.

**Decision**

GW proposed instructing Sovereign to complete the works at the agreed price.  
CL seconded.  
Cllrs agreed.

**ACTION** – GW to instruct Sovereign and copy in BM.

BM gave an update on the raising of the ground under the roundabout, as highlighted in the PlaySafety report, noting that a specialist contractor was required.

**ACTION** – GW to liaise with HAGS and Sovereign regarding the work.

**Flooding/Flood Recovery**

CL reported that the Parish was still under a flood alert since 9<sup>th</sup> February 2024, noting that the Joint Emergency Planning Unit (JEPU) have stopped sending updates. CL reported that he had furnished RBWM with pictures and drone footage of the flood event.

CL read out correspondence from a local resident which highlighted misinformation between RBWM and the Environment Agency during the flooding.

CL reported that he had received a quote of £142.28 for laminated leaflets containing flood information.

**Decision**

CL proposed instructing the printers to complete the works at the agreed price.  
DO seconded.  
Cllrs agreed.

**ACTION** – CL to instruct printers and copy in BM.

**141. Finance**

BM gave an update on the finances, noting that the Council had £3,139.81 as of the end of February.

The Cllrs noted that a clearer and more purposeful Finance Report was required. The Cllrs directed that for each meeting there must be a Finance Report that explains the financial position of the BPC in sufficient detail and that a statement of payments and receipts is not sufficient. All payments made should have an accompanying explanation of the reason for the payment. It was also noted that the payments of salary, PAYE and NI must be shown as separate items with references.

BM noted that he would be sending future financial statements alongside the agenda and the planning list.

BM noted that he would be updating the financial information on the website.

Cllrs asked that future financial statements include granular details of payments, as well as a forecast of anticipated payments in the coming month, The Finance Report must also include an appendix that shows expenditure in each month against the relevant budgeted item and separate columns that show the accumulated expenditure for each item against the year-to-date budget performance.

**ACTION** – BM to rework financial information to contain relevant detail.

#### **142. Correspondence**

CL reported an email from the Friends of Bisham Church proposing a summer garden party.

**ACTION** – BM to liaise with group regarding Parish Council involvement.

#### **143. Information Reports**

DO wanted more information regarding volunteers being covered by BPC insurance.

**ACTION** – BM to report on the insurance policy relating to volunteers at the meeting on 18 March and forward it to Cllrs for review before that meeting.

GW noted that a semi-wild pocket of land that is managed by Berkshire College of Agriculture is being grazed by rams, and that a number of trees have been removed.

BM would like to have an agenda item at each meeting to decide on a number of highlight items to be posted on the website.

it was agreed that the next meeting would be held at 7:30p.m. on Monday 18 March

**Part 1 of the meeting closed at 22:20**

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**Date Agreed:**

**Signed:**

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