

COOKHAM PARISH COUNCIL
Minutes of a Meeting of the Cookham Parish Council
Held in the Community Room, Cookham Library, Tuesday 4th October 2022, at
7.30pm

PRESENT: Cllr M. Howard (Chairman)
Cllrs C. Aisladie, L. Austin, M. Brar, B. Perry and H. Philip

Also Present: 1 member of the public were present.
There were no members of the press present.

Prior to the start of the meeting a one minutes silence was observed to pay respect to HM Queen Elizabeth II following her death on 8th September.

OPEN FORUM:

A resident spoke on behalf of Cookham Footprint. Following on from their representation in Open Forum in August, the group still had concerns about the way larger scale local energy production is being dealt with in the emerging Neighbourhood plan and how this sits with national and local planning policy. This had been considered by the Neighbourhood Plan working party as part of consultation feedback. The revised draft Plan will be made available once it has been received and reviewed by the Working Party.

The resident also queried the use of Troy Planning + Design for Planning consultancy works.

1. APOLOGIES:

Apologies were received from Cllrs M. Barnes, E. Bune, C. Doyle, I. Herd, J. Perry, P. Roe and I. Wernham,

2. DECLARATIONS OF INTEREST:

None.

3. APPROVAL OF MINUTES:

The minutes of the Full Council meeting held on 6th September 2022 were approved as a true record of the meeting, on the proposal of Cllr M. Brar seconded by Cllr H. Philip.

4. APPROVAL OF COMMITTEE REPORTS:

The minutes of the Staffing Committee mtg held on 6th September 2022, were approved as a true record of the meeting, on the proposal of Cllr L. Austin, seconded by Cllr M. Brar.

5. FINANCE:

a. To approve payments/receipts in September 2022: The list of payments and receipts made in September 2022 were unanimously approved.

b. To acknowledge the completion of the External Audit by PKF Littlejohn LLP:

The External Auditors Report and Certificate were presented to Council. An 'Except for' matter was raised regarding the date on the form as it was after the meeting where Section 2 had been approved. There were no issues raised regarding the figures.

6. **TO CONSIDER A MOTION THAT THE COUNCIL INSTRUCT TROY PLANNING + DESIGN TO PREPARE AND MAKE A SUBMISSION ON ITS BEHALF IN RESPONSE TO THE CONSULTATION BY THE ROYAL BOROUGH OF WINDSOR & MAIDENHEAD ABOUT ITS BUILDING HEIGHT AND TALL BUILDINGS SUPPLEMENTARY PLANNING DOCUMENT (SPD), BASED ON BRIEFING BY CLLRS HOWARD AND PERRY, AT A COST NOT TO EXCEED £2,500 (EXC. VAT) PLUS REASONABLE OUT OF POCKET EXPENSES:**

Cllrs B. Perry and Howard updated the Council regarding the proposals within the draft Building Height and Tall Buildings Supplementary Planning Document, which could allow buildings above 4 stories to be built within Cookham (Station node and Cannondown Road). After careful consideration it was felt that, in order to ensure that the response from CPC was robust and consistent with the BLP and National Planning policy, CPC engage the services of Troy Planning + Design (currently working with the PC on the Neighbourhood Plan) to respond on the Councils behalf. This would be at a cost of no more than £2,500 (ex VAT). Cllr M. Howard proposed, Cllr B Perry seconded and it was unanimously agreed.

Spend over the budget (Administration/Legal & Planning fees - £4,000) will come from the general fund.

7. **TO CONSIDER A MOTION THAT THE COUNCIL INSTRUCT TROY PLANNING + DESIGN TO PREPARE AND SUBMIT A RESPONSE TO THE LATEST CONSULTATION BY BELLWAY HOMES/TURLEY ASSOCIATES RELATING TO THEIR PROPOSALS FOR DEVELOPMENT OF BLP SITE AL37/LAND AT CANNONDOWN ROAD IN ACCORDANCE WITH A BRIEFING BY CLLRS HOWARD AND PERRY AT A COST NOT TO EXCEED £1,600 (EXC. VAT), PLUS REASONABLE EXPENSES:**

As this site is of significant interest to the Parish, it was agreed that in order for a professional response, consistent with BLP and National Planning policy, the Council would ask Troy Planning + Design to respond to the Bellway Homes consultation on their proposals for the Cannondown Road site (BLP AL37) on the Councils behalf. This would be at a cost of no more than £1,600 (ex VAT). Proposed by Cllr B. Perry and unanimously approved.

A planning application has not yet been logged with the Planning Authority.

Spend over the budget (Administration/Legal & Planning fees - £4,000) will come from the general fund.

8. **TO RECEIVE A REPORT FROM CLLR C. AISLADIE REGARDING OPERATION LONDON BRIDGE AND FUTURE CONSIDERATIONS TO COUNCIL PROCEDURES:**

Following the death of Queen Elizabeth II, the relevant procedures have been reviewed by Cllr C. Aisladie and will be amended where necessary.

After an initial complication that, contrary to previous agreement, the Church had arranged their own condolence books, Cllrs were able to support the church.

The Clerk noted that RBWM did not communicate separately with the Parish and much of their planned procedures changed as the event developed, for instance the Proclamation was held in Windsor instead of Maidenhead.

9. **TO RECEIVE A VERBAL REPORT FROM CLLR B. PERRY REGARDING THE NEIGHBOURHOOD PLAN WP:**

The next draft of the Neighbourhood Plan is due to be released in the very near future. Amongst other revisions, changes will be made following the adoption of the Cookham Village Conservation Area Appraisal at RBWM Cabinet on 29th September. The revised plan will be reviewed by the Working Party and further discussions will take place regarding the next steps in the process.

The NP has been checked for its compliance with the National Planning Policy Framework and ensure it sits within any other legal boundaries.

10. **TO RECEIVE AN UPDATE FROM CLLR M. HOWARD REGARDING THE PLAY AREA IMPROVEMENT PROJECT CURRENTLY IN PROGRESS ON THE ALFRED MAJOR RECREATION GROUND.**

Work started as planned w/c 26th September and is moving ahead on plan. Implementation will take approximately 4 weeks, weather dependant. Prior to the start of the work a letter was given to all Neighbours of the Alfred Major recreation ground and works notices were put on the entrances to the park. The application for s106 funds has been made and approved. The transfer of funds is expected shortly.

The CCTV equipment is now fully up and running.

11. **TO REVIEW THE QUOTATIONS FOR LIGHT REFRESHMENTS FOR THE RECEPTION FOR THE TWINNING VISIT BY ST BENOIR IN OCTOBER, RATIFY THE SPEND OF APPROX. £600 AND CONSIDER ANY FURTHER ARRANGEMENTS. ***

Cllr M. Howard had endeavoured to obtain three quotes but only two had been received. On the proposal of Cllr M. Howard seconded by Cllr B. Perry, a quote of £600 was unanimously accepted to provide light refreshments for the Twinning reception on Saturday 22nd October.

12. **CLLR M HOWARD TO PROVIDE AN UPDATE ON THE AIR QUALITY QUERY RAISED WITH RBWM FOLLOWING APPROVAL AT THE FULL COUNCIL MEETING ON 1ST MARCH 2022:**

A letter from the Environmental Health Service Manager had been received, noting that RBWM will deploy the necessary recording equipment (a diffusion tube) at a suitable location within Cookham High Street. Regular readings will be taken over the course of a year. NB: If a local authority finds any places where the objectives are not likely to be achieved then it must declare it an Air Quality Management area.

13. **TO ACKNOWLEDGE THE OUTCOME OF THE COOKHAM VILLAGE CONSERVATION AREA APPRAISAL AS DISCUSSED AT RBWM CABINET 29TH SEPTEMBER:**

The Cookham Village Conservation appraisal was approved by RBWM Cabinet. In general Cllrs were pleased with the additions to the onservation area. References to Stanley Spencer were noted and may prove useful references in the work on the Neighbourhood Plan. The Appraisal has set a number of objectives which CPC hope will be followed through by RBWM. As RBWM have said that conservation area appraisals are due to be done on a five year rotation, Cllr Howard will ask if the Cookham Dean conservation area will undergo a similar appraisal in the near future. The current version is dated 1998.

14. **TO CONSIDER A GENERAL APPROACH TO PROPOSALS FOR NEW 5G AND OTHER COMMUNICATIONS MASTS IN THE PARISH INCLUDING BUT NOT LIMITED TO DISCUSSIONS WITH OPERATORS AND THE ROYAL BOROUGH:**

In her capacity as Borough Cllr, Cllr M. Brar has requested a meeting with Hutchinson's and RBWM Planning Officers regarding the siting of 5G masts around the Parish as three applications had been made in a short period. Cllr M. Howard asked to be included in those meetings to represent CPC. Cllrs felt better consideration was needed to the placement, the size and the appearance of the equipment.

15. **TO CONSIDER A RESPONSE TO THE WOOBURN AND BOURNE END NEIGHBOURHOOD PLAN – PUBLICATION OF PLAN PROPOSAL – REGULATION 16 OF THE NEIGHBOURHOOD PLANNING (GENERAL) REGULATIONS 2012:**

Cllrs agreed that there was no further comment to make.

16. **TO APPROVE THE PAYMENT FOR A LAND REGISTRY SEARCH ON THE AREA OF LAND AT THE JUNCTION OF BRADCUTTS LANE AND TERRY'S LANE:**

Unanimous approval was made to undertake a Land Registry search on the area of land at the junction of Bradcutts Lane and Terrys Lane, in order to establish the ownership of the land.

17. OUTSIDE BODIES, BOROUGH CLLR AND CLERK'S REPORTS:

Cllr E. Bune **MMPA:** AGM 23rd September 2022, minutes supplied prior to the meeting.

Cllr M. Brar **Borough Cllr Report:** supplied via email prior to meeting. Points covered: RBWM finances and budgets, approval of the Cookham Village Conservation Appraisal and further updates are required about local traffic calming and the pl/ap for the Turkey Housing on Switchback are pending.

Clerk The Clerk is busy as we go through the recruitment process to find a replacement Assistant Clerk.

18. TO REVIEW AND PROVIDE UPDATES FOR THE FULL COUNCIL ACTION LIST:

The report was reviewed with the following updates:

Cllr B. Perry has arranged a meeting with Holy Trinity CE school regarding the use of their play equipment.

19. CHAIRMAN'S SUBMISSIONS:

Following numerous communications, refurbishment work has taken place at the Station e.g Carpark railings have been repainted.

The meeting closed at 9.00pm.