

COOKHAM PARISH COUNCIL
Minutes of a Meeting of the Cookham Parish Council held in the
Community Room, Cookham Library, Tuesday 5th March 2024, at 7.30pm

PRESENT: Cllr J. Edwards (Acting Chairman)
Cllrs C. Aisladie, L. Austin, N. Bedwell, E. Bune, M. Brar, T. Caen, M-L. Kellaway
and L. Tull.

Also Present: There was 2 members of the public were present.
No members of the press were present.

OPEN FORUM:

The Chairman of the Pinder Hall Committee attended the meeting. They are looking for additional support and expertise to help run the site and asked if the Parish Council could help. Cllr Caen is the Council's representative on the Pinder Hall cmte. The Chairman of the Pinder Hall cmte and Cllr Caen were asked to bring a proposal back to a future meeting with their requirements.

A member of public queried: 1. Agenda item 13: Acknowledgement that no Air Quality proposal had been received. (Although the resident had discussed a proposal, they had been asked to get a Cllr to champion it and bring it forward). 2. The Planning Inspectors Appeal for the Spencer's Farm applications, which was taking place locally. The Parish Council had not been notified of the appeal, the Clerk to investigate this and report back. Some Cllrs indicated they may attend the hearing.

On the agreement of council, item 13, was moved up the agenda.

1. APOLOGIES:

Apologies were received from Cllrs M. Howard, R. Kellaway, J. Moore, B. Perry, H. Pleming and A-L. Regan.

2. DECLARATIONS OF INTEREST:

None.

3. APPROVAL OF MINUTES:

The minutes of the Full Council meeting, held on 6th February 2024 were approved as a true record of the meeting, on the proposal of Cllr M. Brar, seconded by Cllr C. Aisladie.

4. COMMITTEE REPORTS:

The minutes of the Planning Committee meeting held on 13th February 2024, were approved as a true record of the meeting, on the proposal of Cllr E. Bune, seconded by Cllr T. Caen.

The minutes of the General Purposes Committee meeting held on 20th February 2024, were approved as a true record of the meeting, on the proposal of Cllr C. Aisladie, seconded by Cllr M. Brar.

13. TO ACKNOWLEDGE THAT NO AIR QUALITY MONITORING PROPOSAL HAS BEEN RECEIVED:

Although a proposal was brought to the Clerk in late November, it was late for inclusion in the December agenda (as per the Councils Standing Orders, new proposals should be with the Clerk 6 clear days before the meeting), additional information was required, and format issues were also raised.

At the January Full Council meeting, the traffic working party had indicated they would bring a proposal to Full Council, but nothing has been received.

The Clerk is still waiting for a proposal before it can be added to an agenda. This was acknowledged by council.

5. **FINANCE: To approve payments / receipts in February 2023:** The list of payments and receipts made in February 2024 were approved on the proposal of Cllr J. Edwards.
6. **TO RECEIVE A REPORT FROM CLLR B. PERRY ON BEHALF OF THE COOKHAM NEIGHBOURHOOD PLAN (“PLAN”) WORKING PARTY (“WP”) AND TO INCLUDE THE FOLLOWING STEPS:**

At the last Council meeting, Council approved the draft Plan as it stood and authorised progress to Regulation 14 consultation. It also authorised appropriate ancillary expenditure, the holding of meetings etc., and empowered Cllrs Howard and Perry, with the Clerk, “to undertake and commission whatever other work and liaison is required for these purposes, including but not limited to instruction of Troy Planning + Design and the WP Administrator as appropriate”.

Accordingly, since then decisions and developments needing report and/or approval are as follows:

1. Regulation 14 Consultation will take place between 18 March and 10 May. The statutory minimum is 6 weeks, but to allow for Easter Bank Holidays and holidays generally, a longer period is appropriate. This period was approved by Troy.
2. The delay before starting is to enable printing of the consultation leaflet. Its distribution is scheduled for 18 March. This will be delivered by the Post Office in A4 size to every address in the SL6 9 post code, and in the very few other addresses in the Parish by hand.
3. There will be meeting/drop-in events at differing times on weekdays and at the weekend, to try to be as convenient as possible to everyone. The locations and times/dates are:
 - (a) Pinder Hall from 2.30pm until 5.30pm on 21 March (cost £48);
 - (b) Cookham Library Community Room from 6.30pm until 8.30pm on 18 April (no cost); and
 - (c) Cookham Library Community Room from 10.30am until 1.30pm on 20 April (no cost).
4. These meetings will be advertised on the consultation leaflet.
5. A set of posters has been prepared and is being printed for those events explaining the nature and purpose of the Plan. Speakers/attendees will include me; other volunteers to attend and speak are sought.
6. As when we started this process, a set of banners advertising the draft Plan and seeking input will be hung in prominent positions across the Parish: one on the gate at each end of the Causeway; one on the gate to the Pony Field at the roundabout/junction of Maidenhead Road, Station Hill and the Pound; and one on Cookham Dean Common.
7. All relevant Plan documents are being posted at once onto the Neighbourhood Plan part of the Council’s website.
8. Advertisement will appear in the Parish Magazine, which goes to every home in the Parish.
9. All documents being circulated, the banners, the advert., and the website, will bear a QR code to enable comments to be made and questions asked. Of course all will also make clear that hard copy written comments and questions may be sent to the Parish Office. Equally obviously, all oral input and written comment/questions at meetings will be noted.
10. All the statutory consultees are also being contacted.
11. Once all comments have been received and collated, the WP will consider them and make recommendations to the Council as before.
12. At the time of writing this report, RBWM has still not produced the ‘standard’ maps. It has been chased and has promised them shortly.
13. RBWM has now commented on the proposed wording and policies re agricultural and equine buildings, along the lines expected but contrary to hopes. This includes some reservations about language which is compulsory rather than advisory. The WP is considering how to react: it is likely to discuss the issues again with Troy and then to seek a meeting with RBWM to argue its case and to find if common ground can be achieved.
14. The WP is itself considering whether to amend the draft by including the Paddock at Holy Trinity Church as a Local Green Space, rather than relying upon its location within a Conservation Area (and that policy). If it so decides, that will mean writing to the owners accordingly.
15. I have been invited to attend the AGM of Westwood Green Ltd on 6 March to discuss the proposed designation of Westwood Green as a Local Green Space. There is apparently “a general lack of understanding of the implications of this”. I hope it will be possible to explain it and reassure anyone who does not appreciate the advantages, granted that all appear to be against building there.
16. The Council has received a request from the Parish Magazine to renew its annual subscription to the Magazine for its advertisement. As before, this has been offered on flexible terms: in effect if we then want to drop it during the magazine’s financial year this can be done on pro rata terms. I recommend that the subscription be renewed upon that basis: it is very likely that it will not be until late this calendar year or

early next that the advertisements are no longer necessary (and we receive a free banner on the front page as an incentive).

17. As will be appreciated, some of the actions and decisions above involve cost. These costs were approved in principle by Council on 5 February and are hereby reported accordingly.

For clarity, the following steps were taken:

a. To acknowledge the Regulation 14 consultation dates as Monday 18th March to Friday 10th May 2024:

The dates of the consultation were acknowledged.

b. To approve the cost of £653 for advertising Neighbourhood Plan updates for a year in the Parish Newsletter:

The cost for advertising in the Parish Newsletter was approved.

7. TO DISCUSS THE PROGRESS OF THE ANNUAL REPORT 23/24 AND CONFIRM A DISTRIBUTION LIST.

Progress has been slow, however reports are now starting to be submitted. The Clerk will format these into the report, and it is intended this will be on the agenda for April.

A list of organisations to distribute the report to was discussed.

8. TO REVIEW THE NEXT DRAFT OF THE CORPORATE/STRATEGIC PLAN AND AGREE NEXT STEPS:

Cllr Edwards discussed the next steps of the Plan. Cllrs were happy with the 'Parish Themes and Priorities' slide, covering the themes of Community, Place, Voice and Excellence. Cllr Edwards stressed that it may be subject to change as the plan develops.

The WP will start to work on grouping the list of the project suggestions and work on a scoring system to prioritise the work.

The WP will continue to work on the Plan and come back at a future meeting with the next draft.

9. CONSULTATION ON ARTICLE 4 DIRECTION RELATING TO REMOVAL OF PERMITTED DEVELOPMENT RIGHTS TO CHANGE OF USE FROM CLASS E (COMMERCIAL CLASS) TO C3 (RESIDENTIAL):

The Council agreed to give its support to the Article 4 Direction to remove Permitted Development rights to change of use from Class E to Class C3. The Clerk to respond to the consultation.

10. TO CONSIDER PROJECTS SUITABLE FOR THE GWR CUSTOMER AND COMMUNITY IMPROVEMENT FUND 2024/25. APPLICATIONS OPEN 26/2/24 TO 25/3/24. *

Cllr Bedwell discussed his ideas for a heritage centre in the Station waiting room, to show more information about the branch line, its history and its importance as a welcome point to Cookham. Cllr Bedwell agreed to compile a proposal for the GWR Customer and Community Improvement fund 2024/25, with a first draft to be distributed to Cllrs for review and then forwarded to the Clerk for submission. Closing date is Monday 25th March.

11. TO CONSIDER IF THE PARISH COUNCIL WILL HAVE A STALL AT THE COOKHAM SUMMER SCOUT FAIR ON SATURDAY 15TH JUNE 2024 AT A COST OF £20.

This was agreed. The Clerk will book the place.

12. TO RECEIVE AN UPDATE FROM THE TRAFFIC WORKING PARTY:

A report had been circulated to Cllrs by email. No meeting has taken place, but it is hoped they will meet soon.

The Working Party are liaising with Borough Cllrs, who are working on a number of issues across Cookham.

13. TO ACKNOWLEDGE THAT NO FURTHER INFORMATION REGARDING THE SHAREPOINT PROPOSAL REVIEWED IN NOVEMBER 2023, HAS BEEN RECEIVED.

A proposal for the use of SharePoint was received by Council in November. The decision at that meeting was to defer a decision until the March Full Council meeting in order for more information to be brought forward. Nothing further has been received by the Clerk.

Council acknowledged that no further information has been received from the proposer.

15. OUTSIDE BODIES, BOROUGH CLLR AND CLERK'S REPORTS – REPORTS MUST BE SUBMITTED PLEASE NO LESS THAN 24 HOURS BEFORE MTG:

Cllr Brar/Cllr Howard **Borough Cllr Report:** Provided by email. Subjects included: RBWM Budget approved, Council Tax to rise by 4.99% which includes a 2% increase for adult social care, Community Orchard funding, demolition of the Broadway carpark, tactile surfaces in Cookham, Cookham Bridge due to open soon, Cookham Village pavement repairs and ongoing discussions following the Floods in January.

Cllr E Bune **Marlow Maidenhead Passengers Association (MMPA):** Mtg 26th February 2024 Minutes supplied.

Cllr N Bedwell **RBWM Cookham Bridge update:** Works have progressed well and good news is expected about reopening.

Clerks report: **Year End and Audits:** Year End is 31st March and this is a busy time for the Clerk/RFO taking the accounts through to approval at June Full Council. Do continue to keep the Clerk informed of Council business, it helps the council run smoothly when the office is kept informed.

Office Closed: Due to Statutory holiday, the office will be closed on Thurs 28th March.

Agenda: Due to Easter the agenda for the April FC meeting will be posted on Monday 25th March. Supporting documents will need to be in by 21st.

Assistant Clerk: The Clerk is on extended sick leave for approx. 6 weeks.

Cannondown Rd: PI/aps 23/02019 and 23/02022: Changes are delayed whilst the developer collates all their changes. The Planning Authority will reconsult when everything it received. Clerk will notify Cllrs.

16. TO REVIEW THE FULL COUNCIL ACTION LIST:

The list was reviewed, and brief updates were made:

- CIL Report: Clerk to continue to chase the CIL Team,
- Odney: Next meeting with JLP due mid March.
- Facebook: Cllr Bedwell announced he had been working on a replacement FB page. This is without authorisation from council as the matter was to be reviewed as part of a communications policy. The Clerk advised that no further steps must be taken without communicating with the Clerk first.

17. CHAIRMAN'S SUBMISSIONS:

Berkshire Local Nature Recovery Strategy meetings: Cllr Fleming has volunteered to represent the Council. There were no other volunteers. Cllr Fleming was asked to report back.

The meeting closed at 9.15pm.