

MINUTES

MEETING OF NEIGHBOURHOOD PLAN WORKING PARTY

THURSDAY 09 SEPTEMBER 2021 AT 6.00PM

PRESENT:

CLlr Bill Perry (“WJP”) (Chairman) (Cookham Parish Council)
CLlr Mark Howard (“MH”) (Cookham Parish Council)
CLlr Chris Doyle (“CD”) (Cookham Parish Council)
Lars Ahlgren (“LA”) (WildCookham)
Dr Shez Courtney-Smith (“SCS”) (Trustee of Stanley Spencer Gallery)
Dick Scarff (“DS”) (Cookham Society)
Nina Milner (“NM”) (CNPWP Administrator)

APOLOGIES FOR ABSENCE

CLlr Ian Wernham (“IW”) (Cookham Parish Council)
Tim Veale (“TV”) (Save Cookham)
Jon Herbert (“JW”) Troy (agreed absence)

1. Minutes

Action

The Minutes of the meeting on 24 June 2021 had been circulated and approved.

2. Update on second consultation

Reports have been raised that people are having difficulty accessing the CNP consultation questionnaire on the Cookham Parish Councils website using the QR code via google chrome browser. The message advises this site is not secure and should not be accessed. It has been discussed with Troy’s technical experts and they advised this is correct as the website does not have a certificate and that the website should be turned from a HTTP to HTTPS. The Clerk, Cookham Parish Council has spoken with the Cookham Parish website designers who have advised as we do not keep any sensitive data on our website, therefore this security certificate is not required. Troy expressed they did not feel it would not be expensive to obtain the certificate needed for the Cookham Parish Councils website, to rectify the issue. MH to follow this up with the Cookham Parish Clerk as an urgent action, as this needs to be rectified asap, so the questionnaire is available for the consultation period.

MH

Update on PR and roadshows:

1. Leaflets are ready and due to go out to all residents by Royal Mail Monday 14 Sep. There are approx. twenty addresses not in postcode SL6; Cockmarsh and Spring Lane which will have the leaflets hand delivered by MH and IW.
2. Three roadshow events planned. 11 Sep – Countrystore Cookham, 18 Sep – The Moor in the morning and Cookham Dean Village Fete in the afternoon. At the Fete, Wild Cookham and CPC will both have stand; WC will also be trying to interest people in the CNP. Leaflets will be available as publicity for the consultation questionnaire. Posters have been provided to WC.
3. WJP asked if anyone could put posters up in windows, which would be appreciated. **All**
4. DS to ask if a leaflet could be put in the drum across the road from the Countrystore. **DS**
5. Banners agreed by Copas for the pony field; RBWM have agreed banners can be put up, but if they are in the way they may ask for them to be taken down; National Trust blanket permission as long the banners are not in anyone's way; banner to be put on the gate to Alfred Major the Hillcrest Road entrance. MH to assess the best location either the gate by the school or Hillcrest Road entrance. **MH**

Update on 02 Oct event at Pinder Hall.

1. Date clashes with Rock the Moor, of which we had no notice, which could affect parking and/or attendance. MH suggested videoing the consultation event, so it can be viewed afterwards on You Tube. LA suggested a cheaper and easier alternative could be to note down the questions and then create a video answering these? The latter was approved. **MH**
2. MH suggested mobile phone pictures be taken at the event, so there is proof of the numbers present at the consultation taking place. These could also be used for the video being created as above.
3. CD asked if at the event on the 2nd of October we will be asking people to wear masks. Should the same guidelines apply as those the Parish Council use for their meetings? CD felt as this is an event and not a Parish Council Meetings, the 1m social distancing rule may be an issue if required as it will reduce the capacity within the hall. CD felt as this is an event and not a Parish Council Meeting the space between people may not be necessary. **WJP**
4. Attendees will be asked to sign in and leave mobile numbers when entering the event. **NM**
5. WJP will speak with Cllr Stuart Carroll, an epidemiologist advising RBWM and No. 10, on Tue/Wed prior to the event to seek the latest guidance and advice. **WJP**
6. It was agreed that a notice will be put at the entrance to the hall requesting that people observe the current guidelines or words to that effect. **NM**

7. MH thought it would be good to investigate if a QR code could be set up the event for people to use, rather than the sign in. NM to research.

NM

The BLP

RBWM is hoping to have the BLP in final form and approved by the end of the year. AL37 is apparently already in discussions with Mr. Copas and they will go through putting together a development brief which may take several months before any formal planning application. It is evident, however, that the site will be amongst the first brought forward.

We need to have the CNP in plan by this time next year if possible. The Parish will fail to gain 10% of the CIL money associated with this site if the application is made before it is.

3. Consideration of first draft Aecom design code report

WJP had in advance of the meeting gone through the design document and made his comments. This had been circulated to the CNPWP. His proposal for this meeting was that attendees would go through each page and make any additional comments. WJP will note these down and will collate them and prepare a draft commentary to supplement/change his comments accordingly. These will be shared with for approval by the working party before being sent back to AECOM. This was agreed and done accordingly, so the document is attached to/to be incorporated in these minutes accordingly as a record of the discussion.

WJP

SCS expressed that the VDS should be incorporated into the design document or that a separate design document is produced alongside the VDS with more generic content/design guidelines etc. This was agreed by all present.

The consensus from the working party is that this in effect is a generic design guide document and does not take enough into account that we are dealing with Cookham. We want a design guide which reflects the needs, requirements, nature, and ambience of Cookham.

4. AOB

No AOB raised.

5. Next steps

Nothing discussed.

No next meeting date was agreed; this will await further documentation from Troy following the consultation and/or AECOM being their response to these comments and/or the site-specific design guides.

FINAL APPROVED