

## MINUTES

### MEETING OF NEIGHBOURHOOD PLAN WORKING PARTY THURSDAY 11 FEBRUARY 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)  
Cllr Martin Coker (“MC”) (Cookham Parish Council)  
Cllr Ian Wernham (“IW”) (Cookham Parish Council)  
Dick Scarff (“DS”) (Cookham Society)  
Lars Ahlgren (“LA”) (WildCookham)  
Dr Shez Courtney-Smith (“SCS”) (Trustee of Stanley Spencer Gallery)  
Tracy Bailey (“TB”) (CNPWP Administrator)

#### APOLOGIES FOR ABSENCE:

Tim Veale (“TV”) (Save Cookham)

#### 1. Minutes

#### Action

Minutes of the meeting on 21 January 2021 had been circulated and no comments received: they were unanimously agreed.

#### 2. Updates from Consultation

WJP had one update from Marlow Archaeology (who he had approached at LA’s suggestion). WJP had received a detailed report, which had been circulated to the Working Party. DS thought it was important to have archaeological assessments included in the Plan. WJP agreed and suggested that criteria should be laid down in the Plan that an archaeological survey (or similar) should be carried out in advance of any building work taking place.

Whilst not strictly consultations, WJP raised a matter that had arisen at a Planning Committee meeting on Tuesday 9 February. A planning application had been received to convert a field to put 345 photovoltaic cells on it. WJP had emailed JH to say we definitely needed a policy on this – whilst green energy generation should be encouraged, there is a fine balance green energy and ecological friendliness. Solar, wind and water energy needed to be looked at. LA to research what government guidelines are available, with a view to writing a paper to send to JH for consideration.

LA

SCS noted the point made by Geoffrey Copas in his report regarding the change of use of farmland and suggested the Copases be invited to discuss this further. WJP agreed, but suggested this should be after the public consultation has been completed. WJP made a note to consult the Copases at

this time.

MC raised the issue of flooding and allowing “new builds” with basements to be constructed. MC was asked to consult with DS and prepare a paper on the subject, which could be discussed with Troy.

MC/DS

### 3. **Publicity Material**

The revised flyer in double-sided A5 format was approved by all. All the other proposed publicity material was also finally approved.

DS raised the question of whether, rather than using the Post Office, distribution could be carried out by the church, since the Parish Magazine was hand-delivered to every household. WJP confirmed that the February newsletter is only going out electronically, so this wasn't possible.

WJP confirmed the Post Office had to be booked 2 weeks in advance (which he would do tomorrow – 12 February). JG and WJP would contact their printers for a final quote, for comparison. Printing time was approximately 48 hours, so flyers would be ready in time for schools returning on 22 February.

WJP/JG

WJP had drafted and sent round a press release, which was approved by all. To be sent out on 25 or 26 February, which would be the “L-Day”.

### 4. **Electronic Media**

It was agreed that as TV wasn't in attendance, WJP would contact TV for an update.

WJP

LA confirmed that he and TV had been liaising regarding suggested walks round Cookham ([geocaching.co.uk](http://geocaching.co.uk)). They would report back within the next couple of weeks.

LA/TV

### 5. **Aecom Support Package Solutions**

WJP had spoken to Aecom (as previously notified), who were working on the design and support package; however, he did not expect to hear anything back from them or a month or so.

### 6. **Non-Troy Expenses**

WJP welcomed any input on the note he had circulated.

LA thought that there was a need for surveys on particular issues to be carried out in the future. LA queried whether this is covered by Troy. LA also believed a second opinion should be obtained from the Ascot Plan organiser, which might also involve cost.

LA queried whether the SEA Troy had referred to was covered by their budget. WJP believed that the basic SEA is done by the Borough, therefore wasn't an expense, but would take under advisement. This will be covered at the next meeting.

WJP

Initial surveys would be carried out through Google Forms, which Troy will be linking to the Cookham Parish Council's website, so the expense was likely to be minor.

LA noted that a traffic survey might incur costs (a parking survey had been carried out by a group of village residents on a voluntary basis). MH noted that it was important that surveys on contentious issues are seen to be impartial; they needed to be squeaky clean, legally waterproof and beyond challenge.

WJP noted that this would need to be taken up with the Council's Finance Committee, through its Chairman Cllr Peter Roe as a spending item. His feeling was that no extra spend from his note would be incurred before the 2021/2022 year.

The non-Troy expense schedule was unanimously approved.

## 7. **Any Other Business**

### 7.1 Car parks

IW confirmed that the RBWM had reversed their decision and would now not be charging for rural car parks in 2021/2022.

WJP noted that a parking policy should, however, stay in the Plan.

### 7.2 Schools' competition

CD noted that Cookham Rise wanted to send out the form in their newsletter tomorrow (12 February). It was agreed that the form should be sent out to teachers to review/prepare for on an embargo basis, with a tentative "L Day/go live" date of Friday 26 February (Saturday 27 February is the intended date for delivery of the leaflets).

It was agreed that if the Post Office couldn't make the delivery on Friday 26 February, it would be delayed until the end of the following week.

### 7.3 Promotion of Neighbourhood Plan

LA confirmed that WildCookham will be promoting the Neighbourhood Plan, urging people visiting their sites to send contributions by email.

DS confirmed the Cookham Society were also very supportive of the Plan and would display it on their Drum at Cookham Rise and generally through their literature and website.

SCS confirmed she would be happy for WJP to approach the Gallery about displaying a poster.

MH suggested that posters are displayed on all Parish notice boards and that all schools and domestic dwellings are asked. It was agreed that the following

should also be approached:

- Station - MC to contact Chairman of MMPA who own the noticeboard **MC**
- Library
- Jolly Farmer – LA will contact **LA**
- Metre Market - LA will contact **LA**
- Odney Club – IW will contact **IW**
- High Street and Lower Road businesses – IW to email (including Mandy) **IW**
- Station Approach businesses – CD will contact **CD**

WJP confirmed that once the posters are printed, he will distribute them to the group. **WJP**

#### 7.4 Consultation Period

WJP that the deadline for the “consultation period” was planned to be 31 March; all literature noted that comments should be received by this date. Later comments would be considered; but there had to be a cut-off date.

MH requested that a “soft” copy should be available so that it could be sent by email to contacts. WJP confirmed that the pdfs which had already been distributed could be used (assuming these are the final versions).

There being no other business the meeting was closed at 6.50pm.

**Date of next meeting – Thursday 18 March 2021 at 6.00pm, as previously agreed.**