

COOKHAM PARISH COUNCIL
Minutes of a Meeting of the Cookham Parish Council held in the
Community Room, Cookham Library, Tuesday 4th April 2023, at 7.30pm

PRESENT: Cllr M. Brar (Acting Chairman)
 Cllrs L. Austin, C. Aisladie, E. Bune, B. Perry, J. Perry and I. Wernham.

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

OPEN FORUM:

There were no representations.

1. APOLOGIES:

Apologies were received from Cllrs M. Barnes, J. Edwards, M. Howard, P. Roe and L. Tull
 Cllr I. Herd and H. Philip did not attend.

2. DECLARATIONS OF INTEREST:

None.

3. APPROVAL OF MINUTES:

The minutes of the Full Council meeting held on 7th March 2023 were approved as a true record of the meeting, on the proposal of Cllr B. Perry seconded by Cllr C. Aisladie.

4. APPROVAL OF COMMITTEE REPORTS:

The minutes of the Planning Committee mtg held on 14th March 2023, were approved as a true record of the meeting, on the proposal of Cllr B. Perry seconded by Cllr C. Aisladie.

The minutes of the inquorate Staffing Committee mtg held on 21st March 2023, were approved as a true record of the meeting, on the proposal of Cllr C. Aisladie.

The minutes of the inquorate Finance Committee mtg held on 21st March 2023, were approved as a true record of the meeting, on the proposal of Cllr B. Perry, seconded by Cllr J Perry.

5. FINANCE:

a. TO APPROVE PAYMENTS/RECEIPTS IN MARCH 2023: The list of payments and receipts made in March 2023 were unanimously approved, subject to the following updates: Interest on the Unity Bank accounts of £95.31, Interest on the Nationwide Bank account of £461.00.

b. To review the provisional End of Year figures for 2022-23: Cllrs reviewed the provisional year end figures. There were no questions.

c. To approve the moves to Strategic Reserves:

Following the review of the provisional Year End figures and on the recommendation of the Finance cmte, Cllrs unanimously approved the following changes to the Strategic Reserves:

Moves from Strategic Reserves:

- Alfred Major Projects - £35,000 to the general fund against the completed project spend.

Moves into existing Strategic Reserves:

- Election Fees – £1,200 from budget plus £2,000 = total £3,200
- Cemetery Lodge - £5,000 to build up funds for maintenance issues and Energy Performance rating project.
- Legal and Planning consultant fees - £10,000

- Alfred Major Maintenance – £3,000
- Chapel Maintenance - £5,000
- Flood Planning and Management – £500 (unspent budget).
- Salt bins – £350 (unspent budget).
- War Memorial Repair/Maintenance - £1,200 unspent budget.

With the addition of a new reserve:

- Locum Support fees/ Clerk cover - £5,000

These changes would take a net minus of £1,750 from the Strategic Reserve fund, taking it to £72,469. The Strategic Reserves, as of 31st March 2023, are shown on minute page 3039.

- d. **To approve the appointment of the Internal Auditor:** Mr B. Dancer was unanimously approved as Internal Auditor.

6. TO RECEIVE A REPORT FROM CLLR B. PERRY REGARDING THE NEIGHBOURHOOD PLAN WP:

Since the last Council meeting, developments needing report and/or approval are:

1. The Working Party met as planned on 8 and 22 March to consider the re-drafted Plan.
2. Following those meetings, its comments were passed to Troy, who submitted a redrafted version on 27.3.23. This did not completely follow the changes decided upon by the WP, so Cllr B Perry has asked Troy to make changes such that the draft is fully as decided by the WP.
3. Nevertheless, in order that the redraft was made available to residents as soon as possible the version sent is being uploaded to the Council's website. The Clerk confirmed that the latest version of the Draft Neighbourhood plan is now on the website.
4. Annual Parish Meeting on 28 March: Cllrs Howard and B Perry made a presentation on the Plan.
5. Troy is pressing RBWM on the SEA/HRA reviews. Troy believes it possible that a full SEA review may not be required.
6. Next steps will be: writing to landowners whose land has been included for potential designation as Local Green spaces; placing the draft before the large landowners group; placing it again before the organisations originally contacted about it in 2020; and generally seeking feed-back from residents. Following the May elections, and after any further changes then deemed desirable, the draft can begin formal Regulation 14 consultation and submission to the Examiner. The referendum will be the last step if the results of the formal consultation and Examination are satisfactory.
7. Cllr B Perry took the opportunity, should this be his last report to Council on this matter, to thank everyone who has sat on the Working Party, and the representatives of all the main consultees, for all their help. In particular, we could not have reached this point but for the great work of Jon Herbert of Troy Planning + Design, Nina Milner our Administrator and of course The Clerk.

7. TO REVIEW THE RECENT ANNUAL PARISH MEETING ON 28TH MARCH 2023:

Cllrs were again disappointed by the low attendance on the night.

The presentation on the Neighbourhood Plan, from Cllrs B. Perry and M. Howard had been interesting and informative and, it had been hoped, of interest to the wider community.

Further thought will be given to the format of the next Annual Parish meeting.

8. TO CRATIFY THE PURCHASE OF A NEW WASHING MACHINE FOR CEMETERY LODGE:

The purchase of a new washing machine at a cost of £569 (inc VAT) was ratified.

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

Cllr M. Brar **Borough Cllr Report:** The Stakeholder Masterplan Document was approved at Cabinet on 30th March.

Cllr E Bune **MMPA:** This June sees the 150th year of the Maidenhead Marlow branch line. There are plans to celebrate this but it is still work in progress,

Clerk

Resignation: The Chairman received the resignation of Christine Doyle on Monday. A Cllr resignation takes effect immediately.

Elections: A reminder that we continue in the Pre-election period until polling day on the 4th May. The nomination period ended today. Notification of candidates and any uncontested elections will be notified on 5th April.

Councillors: All Cllrs retire 4 working days after an election and those elected or have gained their seat via uncontested elections then take office. This year, due to the additional Bank Holiday for the Kings Coronation, this is the 9th May.

Email and data: For Cllrs retiring or do not get re-elected, access to your email account will be suspended from 9th May and the account will be deleted shortly after. Cllrs were reminded that information they have been privy to over the course of their time as an elected official remains private and confidential and any documentation relating to the council's business should be disposed of or deleted from any personal device.

Council business: There was a reminder of the meeting schedule for the remainder of April up to the Annual Meeting on 16th May.

Final point: The Clerk thanked Cllrs for the enjoyable term of office of this council. Noting that they had been a good set of Cllrs to work with and had worked well together as a team to get a lot of things done. It has been a good 4 years.

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

The action list was reviewed, there were no further updates.

11. CHAIRMAN'S SUBMISSIONS:

Cllr M Brar thanked Cllrs for their hard work over the course of this council and the Clerk and Administration Clerk for the support from the office.

Cllr B Perry thanked the Chairman and Vice-Chairman.

The meeting closed at 8.00pm.