

**COOKHAM PARISH COUNCIL**  
**Minutes of a Meeting of the GENERAL PURPOSES COMMITTEE**  
**Held in the Community Room on Tuesday 17<sup>th</sup> December 2024 at 7.30pm**

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**PRESENT:** Cllrs. H. Pleming (Chairman), L. Austin, B. Perry, M. Brar, J. Edwards, L. Tull, E. Bune, M-L. Kellaway.

**Also Present:** Mrs. D Kanthi (Clerk)  
No members of the public or press were present.

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**1. Apologies**

Cllrs. A-L. Regan, C. Aisladie and M. Howard.

**2. Declarations of Interest**

None.

**3. To approve the minutes of the meeting of 15<sup>th</sup> October 2024**

These were unanimously **agreed** apart from item 9. To be carried forward to the next meeting.

**Action: Clerk**

**4. To agree costs of works needed regarding removal of brambles and improved fencing at the Alleyns Lane Grazing field**

The Chairman explained that the Council at its meeting on 3<sup>rd</sup> December 2024 had approved the application to the Woodlands Trust for saplings needed for the hedge and associated costs. The saplings would only cover 65m in length and it was noted that the adjacent fence needed to be repaired first. A quote to repair the fence in the sum of £354.00 had been obtained and was recommended as best value. **It was agreed** to proceed with the quote to repair the fence which could be met from the General Purposes Committee budget. A shortfall of approximately £20.00 would need to be taken from General funds. The Clerk would add this to next Council agenda.

**Action: Clerk**

**5. To agree the contractor to install the Sutton Road allotment Orchard and to agree the costs of tree guards and ancillary materials**

The Chairman reported that three quotes had been received for the installation of the trees. It was proposed that the Council proceed with the F P Matthews quote at a cost of £2810.00, as it was comparable to the other two quotes and included all required sundries. Cllr. Edwards confirmed that this was within the budget of the grant. **This was agreed unanimously.**

**Action: Clerk**

**6. To consider the installation of a new hedge alongside the new chestnut palings at Sutton Road allotments**

The Chairman reported that there was no budget left in the GP funds. Cllr. Edwards suggested approaching the allotment holders to volunteer to install the hedge. It was suggested by Cllr. Perry to check with the finance committee if the budget could be brought forward from next year's allocation.

**Action: Clerk**

7. **To ratify from GPC budget**

7.1 The cost (£70.00) of cutting back a holly bush in the cemetery - **agreed**

7.2 The cost of £75.00 additional cost of installation of chestnut palings at Sutton Road Allotments - **agreed**

7.3 The cost of constructing a new gate access at Alfred Major allotments at a cost of £285 - **agreed**

7.4 The cost of lifting the canopy of two of the trees on the boundary of Alfred Major allotments at a cost of £150.00 - **agreed**

8. **To consider if any further works are necessary on Trees T11, T12 and T13 on the edge of the Alfred Major allotments**

The Chairman reported that three quotes had been obtained for the works she had requested on the above trees that the Council contractor had highlighted as needing crown lifting. The Chairman had also requested quotes for more substantial work to be undertaken on the trees. In the meantime the Clerks decided that for health and safety reasons given the low hanging branches and the risk to the public that some works were needed as an emergency and had authorised our regular contractor to crown lift two of the trees at a cost of £150.00 this decision was **ratified** by those present to be met from the GPC budget. The Clerk was asked to provide further background on this matter at the next meeting.

It was noted that any further action needed in respect of these trees could not take place within the current fiscal year due to insufficient funds within the GPC budget. Consequently, it was recommended that this matter be included in the agenda for the GPC meeting, scheduled for May 2025.

**Action: Clerk**

9. **To approve subject to available budget/or consider recommending to Council the costs of levelling the track at Sutton Road Allotments. Max £600.00**

It was reported by the Chairman that one quote had been obtained, amounting in the sum of £550, but as there were no funds left in the GPC funds, this item should be carried forward to the GPC meeting in May 2025.

**Action: Clerk**

10. **To consider the survey of bins and signage at Alfred Major Recreation Ground (AMRG)**

Multiple issues were raised by the Councillors. It was **agreed** that a report should be produced for the necessary works on the grounds. This report could be brought to the emergency working party, which could make recommendations to the Council meeting in January. Cllr. Brar and the Chairman were assigned the duty to carry out a full report. It was also **agreed** that the Chairman and the Clerk would have delegated authority to carry out any emergency works within budget. Any further works would need to be funded from General funds requiring Council approval.

**Action: Chairman, Cllr. Brar and Clerk**

11. **To consider future projects for AMRG**

It was suggested that the Council should continue building up funds in future budgets for the replacement and ongoing maintenance of the play equipment and bins. This was **agreed unanimously**.

**12. To ratify the rules regulations and burials costs for the cemetery.**

The Clerk had circulated revised burial costs for the cemetery to more accurately reflect the actual charges of the sexton and recent increases in his charges. These **were agreed.**

Cllr Perry suggested a change in the existing policy, proposing that members of the public should have the right to buy or reserve burial plots. The Clerk was asked to research the issues and present the findings to the next GPC meeting in February 2025.

Cllr. Austin addressed the issue of having no parking on the cemetery site and suggested that the Council should purchase the land to overcome this. Cllr. Perry was asked to write to the Church Commissioners.

**Action: Cllr. Perry**

**13. Any other business for which no decisions may be made at this meeting.**

13.1 Cllr. Edwards reported that during the meeting held with the Allotment Association on 29th October 2024, a list of issues raised by the allotment holders was discussed. Although there are no formal minutes, there is an action list that will be circulated to the Councillors. These actions will be discussed in the next General Purposes meeting.

13.2 Cllr. Brar reported receiving a message from a member of the public complaining about an accident involving a bench in the play area at AMRG. The complainant's two-and-a-half-year-old son hit his head and had to visit the hospital. The Clerk was asked to would carry-out the necessary checks on the annual inspections done and seek recommendation from the authorities to make the equipment safe.

The meeting closed at 8:40 pm.