

COOKHAM PARISH COUNCIL
Minutes of the Meeting of Cookham Parish Council
Held in the Community Room of the Library on Tuesday 4th November 2025

PRESENT: Cllr. B. Perry (Chairman), Cllrs. L. Austin, C. Aisladie, C. Blackall, M. Brar, J. Edwards, C. Franke, M. Howard, M-L. Kellaway, R. Kellaway, A-L. Regan and L. Tull.

Also Present: Mrs. Deepa Kanthi (Clerk), Elena Chiujea from Maidenhead Advertiser.

Open Forum

Cllr Regan spoke on behalf of a resident who had raised two concerns. The first was her concern about drivers' excessive speed along the stretch of the Maidenhead Road from the Nursery to its junction with the Pound, then Station Hill and Lower Road as far as the pharmacy. The resident wished to have the speed limit reduced to 20mph. Cllr. Aisladie was uncertain about a 20mph limit but supported speed bumps there as a traffic-calming measure. Cllr. Franke supported the resident. Cllr. Edwards also supported the resident: there was a 20mph limit outside two schools in Cookham and this should be universal. Cllr. Regan asked for this to be discussed at the Council meeting in December: the Chairman **agreed**. The second was ongoing disturbances at Winter Hill: the police had attended an incident there some two weeks before. Cllr. Howard said that he had contacted the police about this, which included racing and other unlawful activities amongst a significant volume of criminal behaviour there. He noted a lack of communication from the police, despite their multiple visits to the site, to the Parish Council.

1. Apologies for Absence.

Cllrs. Bedwell and Caen.

2. Declarations of Interest.

None

3. To approve minutes from Council Meeting on 7th October 2025.

These were **approved**.

4. COMMITTEE REPORTS - To note the minutes of the following meetings:

i. **Planning Committee- 14th October 2025.** - These were **noted**.

ii. **General Purposes Committee - 21st October 2025.** The Chairman and Cllr. Tull reported that they were present at the GP meeting which was not recorded. The Clerk was asked to amend the record. **Action: Clerk**

The Clerk reported that the GP meeting agreed to spend £796 plus VAT to improve the hedge at the cemetery but the actual cost for the saplings turned out to be £880 plus VAT which would add another £84 plus VAT. It was **agreed** to approve the new quotation of £880 plus VAT. **Action: Clerk**

5. FINANCE:

i. **To approve payments/receipts in October 2025.** These were **approved**.

ii. **To consider and approve works required at Stonehouse Common.** The Clerk had circulated a quotation of £540 plus VAT from Holdford for the work they recommended for the upkeep of Stonehouse Common. It was **agreed unanimously** to accept the quotation and complete the required work.

It was **agreed** that the funds for this work shall be allocated from budget line item 94: Odney/Stonehouse Common.

Action: Clerk

iii. To consider and approve to cutting back and up lifting of 10 trees at AMRG.

The Clerk had circulated a quotation of £320 received from Steve Taylor for the completion of this work. It was **agreed unanimously** to proceed with this work. It was agreed that the funds for this work shall be allocated from budget line item 68: Alfred Major Misc/Sign Posts/Trees.

Action: Clerk

iv. To consider and approve buying commercial outdoor Christmas lights for Christmas trees for a value of £390 plus VAT.

The Clerk reported that she was advised by Holdford that the issues experienced with the Christmas lights in the previous year were due to faults in both the electric supply and the lights themselves. Holdford felt that new Christmas lights were needed. A quotation of £390 plus VAT for the supply of new lights had been circulated by the Clerk prior to the meeting. It was **agreed** that the Council proceed with the purchase, the expenditure be allocated from line item 96 of the budget, designated for Seasonal Community Enhancement.

Action: Clerk

6. To receive a report on and if appropriate adopt the new IT policy.

Prior to the meeting, the Clerk had circulated a new draft IT policy, jointly prepared by the Chairman and the Clerk. It was **unanimously agreed** that the proposed policy be formally adopted as the Council's official IT Policy.

Action: Clerk

7. To note the Risk Management Policy document as revised by the Clerk and Chairman.

Prior to the meeting, the Clerk had circulated the revised Risk Management policy. It was **unanimously agreed**.

8. To receive an update and to decide on further work that needs to take place at the Cemetery Lodge due to the water leak.

The Clerk informed that she and Cllr. Bedwell had visited Cemetery Lodge to assess the remedial works required following the water leak. The water tank needed replacement, and repairs were needed to the ceiling and walls that had been damaged due to the leak. Prior to the meeting, the Clerk had circulated two quotations: one in the sum of £1,060.00 for the replacement of the water tank, and another in the sum of £960.00 inclusive of VAT for the reinstatement of the ceiling and wall surfaces. Both quotations were accepted and it was agreed that the Council proceed with the necessary works. It was further agreed that no insurance claim would be pursued in respect of these repairs and the funds should be taken from Strategic reserve of line item 117 (Cemetery Lodge Repairs)

Action: Clerk

9. To agree a formulated proposal for a new Project to be added within Appendix 8 to the Neighbourhood Plan and to agree that it should go out to consultation in accordance with phases 1 and 2 of the procedure agreed by the Council for amending Appendix 8.

The Chairman had circulated a proposed draft for the amendment in Appendix 8. It was **agreed unanimously** to approve this proposal for consultation.

The Chairman raised two ancillary points.

He said that at the GPC meeting on 21st October 2025 the Clerk was asked to get quotations on installation of thick curtains and curtain heaters at the Chapel. He suggested that the Council should hold back on this and should consider it as a part of the large project. This was **agreed**.

Secondly, the Chairman reported that the Council has received £100 in CIL money. He said that he and Cllr. Howard had for some time not been satisfied with the amounts and information being given to the Council about CIL money, including this. He proposed that the Council should submit a FOI request to RBWM regarding this. Cllr. Edward reported that she had already submitted an FOI on the matter. The Chairman asked Cllr Edwards to share the information with him and the office.

Action: Cllr. Edwards

10. To consider and approve a permanent half yearly audit.

The Clerk noted that she would like to have an interim internal audit done now and, in the future, as she was new to the job and this would reassure her. She would discontinue the practice when she felt comfortable doing so. This was **agreed** unanimously. As there were no funds allocated for this work it was **agreed** that this year the expenditure be allocated from General reserves.

Action: Clerk

11. For the avoidance of doubt, to appoint/ratify Mr. Barrie Dancer as internal auditor.

This was **agreed** unanimously.

Action: Clerk

12. To approve purchase of latest edition of Local Council Administration, Arnold Baker- 13th edition for the price of £137.00.

It was **agreed** to purchase the new version and that as there were no allocated funds for this, the expenditure be allocated from General reserves.

Action: Clerk

13. To approve purchase and installation of bin at the skateboard ramp in AMRG.

Prior to the meeting, the Clerk had circulated a range of options for consideration. After consideration, it was **agreed** to purchase the Glasdon Jubilee™ Duo 220 Litter Bin at a cost of £956.12. The Clerk had also circulated a quotation for the installation of the bin in the sum of £120.00, which was **agreed**, so the bin can be installed when delivered.

Action: Clerk

14. To receive an update on the proposed devolution of services contract.

The Clerk said that a meeting had taken place between representative of RBWM, Cllr Howard, the Chairman and herself. The meeting was helpful for understanding the area for the proposed devolution of services. She awaited boundary maps from RBWM. Cllr. Howard advised that RBWM had been told that several areas were currently not maintained to an acceptable standard and that RBWM had agreed to undertake remedial works to bring these areas up to the requisite standard prior to any devolution of responsibilities.

15. To receive a report and decide next steps in respect of the Councillor vacancy raised by the resignation of Cllr. Fleming.

The Clerk reported that the statutory time limit for the publication of a notice calling for a by-election had now expired. In light of this, it was **agreed** that the Council should proceed with the necessary steps to fill the vacancy by way of co-option.

Action: Clerk

16. Outside Bodies and Borough Councillor's reports.

Cllr. Brar reported that the road referred to as the 'no name road' in Cookham Dean near Cookham Dean School had now been resurfaced. It was proposed that the Council consider recommending an official name for it. Cllr. Edwards suggested that the Council invite Cookham Dean School to organise a student-led competition to suggest a suitable name.

Cllr. R. Kellaway reported that approximately twenty residents had participated in a recent Twinning visit to St Benoît. This was deemed a successful and well-received tour. A reciprocal visit from representatives of St Benoît will take place next year.

Cllr. Regan reported that she had attended the recent meeting of the Marsh Meadow Management Committee, during which Copas had expressed an interest in assisting with the mowing of the Moor. The Chairman pointed out that the land in question is owned by the National Trust. This Council is responsible only for the enforcement of Byelaws over it so any such offer of assistance must go to the National Trust for consideration. Cllr Regan said that it would.

Cllr. Brar reported she would attend a conference with fifty other Mayors to discuss the 'Drinkable Thames' initiative and river cleanliness. She undertook to report back to the Council following the event.

17. To review the Full Council Action List.

No concerns were raised.

18. Any other business (by permission of the Chairman and upon which no decisions may be made).

The Chairman reminded the Council that prior to the Council's resolution at the beginning of the calendar year to abolish the Flood and Major Incident Committee, Mr Dick Scarff had been co-opted to represent the Council in matters concerning flood and major incidents at the Flood Liaison at RBWM. Members were invited to consider whether Mr Scarff should continue in this capacity. It was **unanimously agreed** that Mr Scarff remain one of the Council's appointed representatives to Flood Liaison at RBWM.

The meeting closed at 9.05 pm

Next meeting Tuesday 2nd December 2025 at 7.30pm in the Community Room at Cookham Library.

Signed as a true record of the meeting

Chairman

Dated.....