

COOKHAM PARISH COUNCIL
Minutes of the Meeting of Cookham Parish Council
Held in the Community Room of the Library on Tuesday 6th January 2026

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

Also Present: Mrs. Deepa Kanthi (Clerk), Ms. Elena Chiujdeca (Maidenhead Advertiser), Ms. Maggie Robinson, Ms. Nicky Jones, Mr. Mark Christie, Mr. Mike Copland, Ms. Caroline Collins, Mr. Paul Strzelecki and a representative of 4Front Security Services.

Open Forum

The representative from the 4Front Security Services introduced himself and spoke about the firm's proposal which had been considered at Council on 2 December 2025. He answered a number of questions from Councillors.

Ms. Robinson and Ms Jones spoke to oppose the latest Sanctum on the Green planning application. They were disappointed by the numbers contacted by RBWM and said that they felt they were representing residents' collectively.

Mr. Christie, the owner of Sanctum on the Green.

There were brief questions from and discussion by Councillors.

Ms. Collins spoke to explain the background to and rationale for the proposal to create a pond on the land adjoining Alleyns Lane.

Mr. Strzelecki spoke regarding the "minor variation" proposed to the premises licence at the Odney Club.

1. Apologies for Absence.

Cllrs. C. Aisladie, N. Bedwell, C. Blackall, T. Caen, A-L. Regan and L. Tull.

2. Declarations of Interest.

As noted below.

3. To approve minutes from Council Meeting on 2nd December 2025.

These were **approved**.

It was **agreed** that item 15 be brought forward.

Cllr Franke joined the meeting.

15. To consider the proposal of creation of a pond on land adjoining Alleyns Lane allotments.

Cllr. Howard declared a personal interest.

The proposal for creation of the pond was circulated prior to the meeting. After discussion it was **unanimously agreed** to proceed with this, subject to consultation with the tenant and confirmation of the costs associated with installing the required fencing. (It was noted that the pond would be allowed to dry up naturally during the summer months.)

It was **agreed** to bring forward part of item 22 and the Chairman raised the issue of the 'minor variation' to the Odney licence. **22 (part)**.

Cllr. Brar declared an interest and took no part in the discussion or vote.

After discussion, Councillors **agreed** that the proposed amendment did not seem to be a minor change and that the new condition was insufficiently robust. It was therefore **agreed** (subject to ratification at February Council) to object to the proposed variation. It was noted that additional complaints from residents would strengthen the overall impact.

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

- i. **Planning Committee – 9th December 2025.** These were noted.

5. FINANCE:

- i. **To approve payments/receipts in December 2025.**
These were **Approved**.
- ii. **To approve the draft budget for 2026/27.**
This was **Agreed**.
- iii. **To approve the Precept for 2026/27.**
Cllr R. Kellaway reported that the Finance Committee had reviewed the budget and recommended a 7.5% increase in the Precept for 2026/27. Following discussion, it was **agreed** that the Precept would be increased by 7.5% over the 2025/26 Precept. **Action: Clerk**
- iv. **To consider and approve work required at Sutton Road allotments to fill the pot-hole in front of the gate at a cost of £240.00 plus VAT.**
This was **Approved**. It was **agreed** that the funds should be allocated from the Regeneration of Plots, line Item 80 on the budget monitor. **Action: Clerk**
- v. **To ratify the spend of £265 plus VAT to Buckinghamshire Heating to supply and install new thermostat at the Cemetery Lodge.**
The Chairman noted that emergency work had been carried out at the Cemetery Lodge due to the failure of the boiler and heating system. The spend was **ratified**, and it was **agreed** that the funds would be allocated from the Strategic Reserves of Cemetery lodge repairs/maintenance, line Item 117 of the budget monitor. **Action: Clerk**
- vi. **To ratify the spend of £70.00 plus VAT to cut the verges outside Sutton Road allotments in preparation for bulb planting.**
Ratified. This spending was **ratified** and it was **agreed** that the funds should be allocated from line item 80 of the budget monitor- Regeneration of plots. **Action: Clerk**
- vii. **To ratify the spend of £222 plus VAT for acquiring EICR certificate for the Cemetery Lodge.**
The Chairman confirmed that the works are legally required on a five-year cycle and the expenditure was **ratified**. It was **agreed** that funding will be drawn from the Strategic Reserves for Cemetery Lodge repairs and maintenance (Budget Monitor, Line Item 117). **Action: Clerk**
- viii. **To ratify another spend of £620 plus VAT for the call out charge for the boiler break down at the Cemetery Lodge.**
The Chairman noted there was an additional expense incurred for the boiler breakdown. This spend was **ratified**. It was **agreed** that the funds should be allocated from the Strategic Reserves of Cemetery lodge repairs/maintenance - line Item 117 of the budget monitor. **Action: Clerk**
- ix. **To agree the work required on trees near Groves Way at a cost of £360 plus VAT.**
The Clerk reported that RBWM had restricted the work possible on these trees at AMRG adjacent to Groves Way which are subject to a TPO. The response from RBWM and the quotation from R. Watts had been circulated prior to the meeting. It was **unanimously agreed** to proceed with the work and the funds to be allocated from AMRG Trees- line item 68 of the budget monitor. **Action: Clerk**
- x. **To ratify addition of the new bin for collection with Shorts.**
The Clerk reported that the new bin had been installed near the skateboard ramp. Shorts have agreed collection at the same rate as the other bins at £9.07

per collection. This was **ratified** with funding to come from line item 67 of the budget monitor.

Action: Clerk

6. To consider and approve the purchase and installation of new desktop computers and a conferencing monitor for the office, including all necessary equipment, setup, and configuration.

The Clerk reported ongoing issues with the office computers and had circulated a quotation for new desktop computers, a screen, warranty, and installation. Councillors discussed whether laptops would be preferable to a desktop. Following consideration, it was **agreed** to authorise the Clerk to use her discretion to purchase such necessary replacement equipment as she thought fit after taking advice from the Council's IT consultant. The Clerk was authorised to spend up to £1,700 for this purpose.

Action: Clerk

7. To approve the £2,000 donation to the Scout Group, previously agreed in July 2024, to be paid after 1 April 2026 from next year's budget.

The Chairman reported that the Council had agreed in July 2024 to donate a total of £2,000 to the Scout Group, with £1,000 allocated from 2024/25 and a further £1,000 for 2025/26. Because no request for the funds was made at the time, the £1,000 payment was not made in either year. A request has now been submitted but there is no remaining budget for donations in the current year. There is, however, adequate provision in the 2026/27 budget so he recommended that the payment should be made in April 2026. It was **unanimously agreed** to make the payment in April from the 2026/27 budget.

Action: Clerk

8. To approve the appointment of Troy Planning + Design as consultants/advisers to the Planning Working Party and to receive an oral report from the Chairman

The Chairman reported that the Cookhams Footprint had agreed to join the Planning Working Party (PWP). The PWP would meet on 14 January 2026 at 6.00pm, with an agenda to agree its method of working, to review the current status of the Borough Local Plan (BLP) revision and this Council's resulting action requirements, and to consider the consultation on the new draft NPPF. He recommended that in the light of their experience with the CPNP Troy Planning should in principle be appointed as adviser to the PWP, with individual items to be brought to the Council for approval as was the case with the old CNP Working Party. This was **agreed**.

Action: Clerk

9. To agree the next steps required to obtain the information regarding the CIL funds owed to CPC.

Cllr. Edwards reported that she had received a response from RBWM to her FOI request regarding the CIL funds. She confirmed that CPC currently has £6,389.15 in CIL money and no further details were provided by RBWM. Cllr. Howard noted that he is also awaiting a response from the CIL Manager at RBWM as to how a CIL amount of exactly £100 had come to be due to this Council. It was **agreed** that Cllrs. Edwards and Howard would continue to pursue this matter until the necessary information has been obtained.

Action: Cllrs. Edwards and Howard

10. To consider supporting the formal complaint from a Cookham resident in relation to Poundfield, Cookham (Ross Field) Applications 23/01985/AGDET and 24/02128/FULL, and taking any other appropriate actions.

The details of the complaint were circulated prior to the meeting. Following discussion, it was **agreed** that the Council would submit a letter in support of the resident. Authority was delegated to Cllr. Edwards to prepare and submit the complaint on behalf of the Council.

Action: Cllr. Edwards

11. To discuss the enforcement case opened on the trenches dug and advertisement boards erected on the Cannondown Road site being developed by Bellway Homes, and to consider any further action on this.

Cllr. Edwards reported that trenches had been excavated at the Bellway development sites off Cannondown Road prior to the Royal Borough of Windsor and Maidenhead (RBWM) signing off the Construction Environmental Management Plan (CEMP). She advised that this constituted a breach of planning control and that RBWM had subsequently opened an enforcement case in relation to the matter. She added that no works should have started before RBWM had formally approved the archaeological investigations. Such actions set an inappropriate precedent and a developer of Bellway's standing should not have acted in this way.

Cllr. Howard noted that a complaint had also been submitted to Highways regarding associated issues.

Following discussion, it was **agreed** that Cllr Edwards be delegated authority to write to RBWM on behalf of the Council about these issues and to pursue the matter accordingly.

Action: Cllr. Edwards

12. To approve the application form for the "Application for waiver of Byelaws governing The Moor/Odney Common, Cookham".

The Clerk had circulated a draft application form; it was **unanimously agreed** to approve and adopt the form.

Action: Clerk

13. To decide whether to appoint a security firm to enforce for the Council (in place of the former Chief Commons Officer) the Byelaws over The Moor/Odney Common and the Rules over the Alfred Major Recreation Ground in the light of the proposals considered at Council on 2 December 2025.

The Chairman proposed and it was **agreed** that items 13 and 14 be considered together. After discussion, it was **agreed** that 4Front should be invited to submit a detailed paper setting out its proposals and associated costs for the February meeting if possible. It was also **agreed** to attempt to include the Winter Hill layby in the proposal subject to terms being agreed with the National Trust.

Action: Chairman

14. To consider in the light of item 13 whether try to negotiate with the contractor and the National Trust the addition of work at Winter Hill to that contract.

See item 13

16. To consider a response to the consultation on the proposed Catapult Public Space Protection Order from RBWM.

The Clerk had circulated an email regarding the proposed consultation on the Catapult Public Space Protection Order from RBWM. The Chairman noted that Cookham was not included within the scope of the proposal. It was **agreed** that, in the light of previous complaints about catapults on the AMRG, RBWM should be approached to request that the Order should be extended to cover Cookham.

Action: Cllr. Howard

17. To receive an update on the Verges Contract.

Cllr. Howard reported that, despite repeatedly chasing RBWM for the contract details and heads of terms, the Council had still not received a response. He noted that much of the work to be done to prepare for transfer of the contract also remained outstanding. He and Cllr. Brar would be meeting with RBWM leadership and would raise these concerns; they would take the matter to the RBWM Council meeting in February if no progress was made. The Clerk is unable to prepare a tender until the required information is provided.

Action: Cllrs. Howard and Brar

18.To receive an update on planting of bulbs for the Wildflower project.

The Chairman read an email from Cllr. Regan confirming that she had not yet completed the RBWM 'adoption' form but hoped to do so shortly, noting that the delay had no impact due to the cold weather.

Action: Cllr. Regan

19.To note the Chairman's emails to all Councillors dated 19th, 22nd and 23rd December 2025 relating to a meeting of the Emergency Working Party on 23.12.25 and to ratify the decisions made by it as reported by him that day; to receive any update on planning application 25/03313 by Maidenhead Crematorium Ltd to build a crematorium on Long Lane and to decide any appropriate further action.

The Chairman reported that as the application required a response by 14 January, it had not been practical to delay decisions until this meeting. He had therefore called a meeting of the EWP. His email of 23 December explained its decisions. The decisions of the EWP were unanimously **ratified**. The Chairman advised that the first draft should be available this week. He would circulate it for comment when it was. He hoped after Troy had considered comments, the final version would be available for approval at Planning Committee on 13 January and hence submission on 14 January. He had asked Troy whether it would be best to obtain specialist traffic advice; they could see the advantages of doing so but believed they could deal with the traffic issues adequately. After discussion, Councillors **agreed** not to seek such extra advice. The Chairman would continue to deal with liaison with Troy, liaising closely with Cllr. Edwards.

Action: Chairman

20.To receive the report on potential new Neighbourhood Plan Project re the Cemetery and Chapel and to decide whether to take the next step in the procedure for including the new project in the Neighbourhood Plan.

The Clerk had circulated the paper prepared by the Chairman prior to the meeting. The Chairman reported that all responses received were favourable. After discussion, it was **agreed** that the project should now proceed to the next stages of the process, which is consultation with the Council's advisers on the results of the public consultation and reporting back to the Council accordingly for approval, amendment or rejection of the Project based on the two consultations. The Chairman would deal with this. He hoped to be able to bring this back to February Council for the final decision. It was also **agreed** that the funds for Troy's advice would be drawn from Neighbourhood Plan budget and its relevant strategic reserves.

Action: Chairman

21.Outside Bodies and Borough Councillor's reports.

The Borough Councillors had nothing important to report. The Clerk had circulated the Chairman's report on the Local Access Forum, which was noted.

22. Any other business (by permission of the Chairman and upon which no decisions may be made) (balance of item). Subject to ratification at the February meeting:

- i. It was agreed to produce 17 copies of the Neighbourhood Plan, with approval to spend up to £250.00 plus VAT for this purpose. It was agreed that the funds should be allocated from line item 27- Printing of the budget monitor.
- ii. It was reported and approved that the Chairman had granted Cookham Footprint permission to use the Cookham Parish Council logo on the Insulation Scheme awareness leaflets and posters.
- iii. The Clerk reported that the EICR inspection for the Cemetery Lodge had failed and circulated a quote of £1,896.00 for the necessary remedial works. It was agreed that all the work should be carried out and that the funds should be allocated from the Strategic reserves of line item 117 of the budget monitor (Cemetery Lodge -Repairs and Maintenance).

iv. After discussion it was agreed to delegate to Cllr. Edwards drafting the Council's comments on the planning application regarding the Sanctum on the Green for Planning committee to ratify.

The meeting closed at 9.35pm.

Signed as a true record of the meeting

Chairman

Dated.....