

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held at The Loddon Hall, Twyford on Tuesday 24th July 2018 at 7.45 pm.

Present: Mr R Mantel (Chairman), Mrs E Ashley, Messrs R Abeywardana, J Bowley, M Bray, T Winchester & C Wickenden.

Clerk in attendance: Lucy Moffatt.

1. **Public questions** – no questions.
2. **Apologies** – Mr M Alder, M Boniface, Mrs B Ditcham, Mrs J Duffield, Mr D Fergusson, Mr J Jarvis, Mrs L Jarvis & Mrs T Ramsden.
3. **Declarations of interest in items on the agenda** – none.
4. **Dispensations** – none.
5. **Minutes of the meeting held on 26th June 2018.**

Agreed that the minutes were a true and accurate record of the meeting. Approval of the minutes proposed by Mrs E Ashley, seconded Mr M Bray, motion carried nem con.

6. **Matters arising** – none.

7. **Borough Council Matters.** Mr L Ferris gave his apologies as would be attending the Mineral and Waste meeting. There were no reports.

8. **Liaison with Ruscombe Parish Council.** Mrs Bulman had given her apologies. Ruscombe Parish Council have a Neighbourhood Plan meeting scheduled for 1st August at Loddon Hall.

9. **Reports and to receive any recommendations from committees:**

9.1 Planning and Amenities Committee 03.07.18

Mr C Wickenden reported. He highlighted items 6.3 – invitation to WBC's Stuart Munro to talk about the local plan, 8.1.3 – comments on householder planning application 181361 – 103, London Road and 11.3 – hanging basket posts in the car park.

The committee **RECOMMEND to full Council** a Neighbourhood Plan committee budget of £2000. Motion carried unanimously.

9.1.1 Neighbourhood Plan Sub-Committee 03.07.18 & public meeting 02.07.18 Mr C Wickenden reported on the three teams. They have met individually and have also discussed how they can work together. The next meeting to be held on 6th August at Stanlake Pavilion will be working on questionnaires.

9.2 Parish Lands Committee 10.07.18

Mr J Bowley reported. He highlighted item 6.1 – Superintendent Shaun Virtue will be attending the meeting on the 9th October to answer questions on the traveller incursion.

The committee will consider wording to promote the visit on social media. All Councillors are welcome. Other items highlighted were 8.4 – new key safes at the Hurst Road allotment entrances, 8.5 – asbestos risk assessments, 8.8 – approval of tree works at both allotment sites, 11.7 – vandalism to the aerial runway seat, 12.2 – a telecom proposal approach to be discussed in detail in September. Mr M Bray reported that one of the gate catches is not closing properly. The ranger will take a look.

The committee **RECOMMEND to Full Council** to replace bins at KGVR and Stanlake Meadow at a cost of £4,200. Motion carried unanimously.

9.3 Fete Committee 10.07.18 Mr M Bray reported that the fete plans are going smoothly. The fete committee have met twice and will only meet again before the date if needed.

9.4 Finance and General Purposes Committee 17.07.18 Mr T Winchester reported on the minutes. He highlighted item 9 – problems with the second phone line breaking up and items 10 & 11 that the Twinning Association & Twyford Library and Community Hub

will fall within the remit of the Full Council. The Budget and Capital statement to 30.06.18 was circulated and noted.

9.5. Parking Advisory Committee (no meeting)

9.6 Other representatives reports

9.6.1 Twinning report – no meeting.

9.6.2 Community Hub meeting – no meeting. Mr J Bowley reported that he has sent an email to Mr D Turner asking for clarification on who is driving the project and stating that members should be consulted as to the best time to meet. Mr Wickenden asked if the meeting between Manjeet Gill and the police had happened.

9.6.3 Twyford in Bloom meeting – Mr M Bray reported. Two new judges were in attendance. The feedback from those involved were that the day went very well. Mr Gordon Storey will be attending the presentation and others are welcome to join him.

9.6.4 NAG meeting – no meeting.

9.6.5 Borough Parish Liaison Forum 02.07.18 – Mr Mantel and Mr Bowley were unable to attend however minutes of the meeting have been circulated.

9.6.6 Twyford Together Executive 09.07.18 (BD) – carried forward.

9.6.7 Meet your Councillor Session 14.07.18 – Mrs E Ashley and Mr C Wickenden attended. One resident visited who commented about an LED light shining into his bedroom windows. Agreed for the clerk to make contact.

9.6.8 Age Concern AGM 18.07.18 (TR) – carried forward.

10. Delegated powers to be given to the Finance Committee to agree on the Twyford Citizen of the Year – agreed for the clerk to email councillors asking for their suggestions for the 2018 Citizen of the Year award. Proposed Mr T Winchester, seconded Mr C Wickenden to **RECOMMEND to Full Council** the powers for the Finance Committee to agree on the Twyford Citizen of the Year. Motion carried unanimously.

11. Twyford Twinning Association – to consider the revised charter (circulated 18.07.18) The following amendment was agreed: Addition to condition 14 – Amendments to the constitution – “In order to become effective any amendment to the constitution must be ratified by Twyford Parish Council.” Approval of the constitution including the suggested amendment proposed Mr T Winchester, seconded Mr R Abeywardana. Motion carried unanimously.

12. Clerk’s report The clerk reported on the clerk’s forum. WBC’s Monitoring Officer Andrew Moulton attended. He is Twyford Parish Council’s Data Protection Officer. He reported that he will be circulating details of a data audit service that WBC can provide and also some templates for use by the Parishes. The Wokingham Town clerk reported on the WBC Place and Partnership Board who are looking at prevention and intervention as part of the health and well being review. 10th October is World Mental Health Day. Operation bridge was discussed with most parishes having plans in place. It was noted that the Borough Parish Liaison forum was poorly attended. The Finchampstead clerk is taking the idea forward that WBC might take on the remaining street lights that the Parishes still currently control. Twyford have expressed an interest in this. The clerk also reported that WBC’s Josie Wragg, Director of Customer and Localities has accepted the position of Chief Executive at Slough Borough Council.

13. Items to be discussed at the next meeting – no items.

14. Correspondence (circulated to councillors by email):

14.1 WBC NEWS: 2018 Summer Reading Challenge: Mischief Makers with Wokingham Borough Libraries (circulated 02.07.18) Noted.

14.2 Thames Valley Police - Launching soon - Hidden Harm phase three (circulated 03.07.18) Noted.

14.3 RPC minutes 04.07.18 (circulated 16.07.18) Noted.

14.4 Police and Crime Commissioner newsletter - July 2018 (circulated 16.07.18) Noted.

14.5 Teen Reading Challenge and Events at Wokingham Borough Libraries this Summer (circulated 16.07.18) Noted.

14.6 Borough Parish Liaison Forum - 2 July (circulated 16.07.18) Noted.

14.7 WBC FW: Summer Reading Challenges at Wokingham Borough Libraries and events (circulated 18.07.18) Noted.

15. List of authorised payments – list dated 23.07.18. Approval proposed Mr T Winchester, seconded Mr C Wickenden. Motion carried unanimously.

16. Dates of meetings:

All meetings 7:45pm at Loddon Hall unless noted otherwise.

Twining Association meeting (BD) 01.08.18

Neighbourhood Plan 06.08.18

(7:30pm Stanlake Pavilion)

Neighbourhood Plan 7pm 07.08.18

Planning and Amenities Committee 07.08.18

Neighbourhood Plan 7pm 04.09.18

Planning and Amenities Committee 04.09.18

Ruscombe Parish Council meeting (LJ) 05.09.18

Meet your councillor session 08.09.18

(Waitrose café 3-4 Mr M Bray & Mr J Bowley with Mr R Abeywardana as reserve)

Fete Committee mop up meeting 7pm 11.09.18

Parish Lands Committee 11.09.18

Finance Committee 18.09.18

17. Staffing Matters (under PART 2)

Part 2 Confidential Information

Item 17.0 discussion –

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mr T Winchester, seconded Mr C Wickenden, carried unanimously. The public left the meeting.

Discussion took place on staffing matters and two recommendations are kept on a confidential set of minutes.

18. Date of next meeting of the Council Tuesday 25th September 2018.

The meeting closed at 20:48 pm.