

# Twyford Parish Council

## Minutes of the Meeting of the Council

Meeting held at The Loddon Hall, Twyford on Tuesday 23<sup>rd</sup> October 2018 at 7.45 pm.

**Present:** Mr R Mantel (Chairman), Mr M Alder, Mrs E Ashley, Mr M Boniface, Mr M Bray, Mrs J Duffield, Mrs L Jarvis, Mr J Jarvis & Mr T Winchester.

**In attendance:** 2 residents & Mr Paul Cassidy, Ruscombe Parish Council.

**Clerk in attendance:** Lucy Moffatt.

1. **Public questions** – no questions.
2. **Apologies** – Mrs B Ditcham, Mr J Bowley, Mr D Fergusson, Mrs T Ramsden & Mr C Wickenden.
3. **Declarations of interest in items on the agenda** – none.
4. **Dispensations** – none.
5. **Minutes of the meeting held on 25<sup>th</sup> September 2018.** Approval of the minutes as a true and accurate record proposed Mr M Boniface, seconded Mr M Alder, motion carried nem con.
6. **Cllr Stuart Munro, Executive Member for Business, Economic Development and Strategic Planning, Cllr Wayne Smith, Deputy Executive Member for Business, Economic Development and Strategic Planning & Cllr Anthony Pollock Executive Member for Highways and Transport. Local plan update.**

Stuart Munro's presentation and the Twyford Station demand forecast will be circulated with the minutes.

Important dates are:

Thursday 8<sup>th</sup> November Local Plan update pre-launch briefing

Thursday 10<sup>th</sup> January 2019 Twyford Engagement event

Wayne Smith reported that WBC are engaging with residents on the local plan and a document will be going to every resident with information on the engagement events. He emphasised the importance to get residents along to the events. He spoke about the sites being considered for development and the expectation is that further sites will come forward throughout the process. Housing land supply was mentioned and effectiveness of neighbourhood plans. Anthony Pollock spoke on the need to think of the roads many years in advance and asked for the councillors ideas and ways to do things better. Mr Merv Boniface spoke about the ideas for the village crossroads and provided Mr Pollock with a copy of the plans. Air quality is a real issue for the village centre and needs to be considered as a priority.

Mr Martin Alder spoke about more effective methods of transport such as trams. He asked why is there such a need for building in the area? He stated that it's because developers can make so much money.

Wayne Smith spoke about Twyford Station and whether parking capacity can be increased. He circulated a document of Twyford Station demand forecast and asked if anything can be done with the station to increase parking capacity.

A discussion took place on affordable housing and Wokingham Borough Council's housing companies have been very successful in making affordable and social housing available.

Mr Merv Boniface asked about the masterplanning and a possible 3,500 houses to be built in Ruscombe. Sites will be published on the WBC website with the masterplanner's comments as to the feasibility of the sites.

7. **Council three priorities** (as requested by WBC). Agree for each committee to consider this before the matter being discussed further at the next Full Council meeting.

### 8. **Matters arising.**

8.1 Manjeet Gill, WBC Chief Executive – Community Hub report. Manjeet Gill has left the Council and it was agreed the Parish Council would wait a few months and then write to the new Chief Executive asking for a progress update on the community hub report.

**9. Borough Council Matters.** Mr John Jarvis reported that WBC are going through their cycle of budget and precept planning. The government's 4 year cap has been taken away meaning that the Council can precept for a reasonable figure.

Mr Jarvis also reported on the Berkshire Hospital Trust who are relieving bed blocking. Consultants are working throughout Berkshire at Doctors surgeries in order to relieve the parking problems at the Royal Berks. Three super surgeries are open 24/7.

**10. Liaison with Ruscombe Parish Council.** Mr Paul Cassidy reported that Ruscombe are working on their Neighbourhood Plan with the assistance of local volunteers.

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

**11.1 Planning and Amenities Committee & Neighbourhood Plan 02.10.18** Mr R Mantel reported highlighting 6.1- discussion with WBC to extend the rural footpath on Stanlake Lane, 7.1 – no comment on the current list of plans, 8.1 – WBC approval of application 181970 despite the Council comment of overdevelopment & 14.1 – progress with a local company to manage the website. Mr John Jarvis reported on item 6.3 – library car park saying that the option to share the car park with the Duke of Wellington was agreed for financial reasons however the History Society are still permitted access to their container and the Age Concern may use the car park to park for their meetings.

Mrs E Ashley reported that the Neighbourhood Plan is progressing well with the first housing survey being ready to distribute in January and then the transport survey shortly after.

**11.2 Parish Lands Committee 09.10.18**

Mrs E Ashley reported that the sports clubs had attended and there were no major problems. Superintendent Shaun Virtue had spoken and the committee had a better idea of when the police will use their section 61 powers. The committee are seeking advice on securing parish lands from traveller encampments.

The committee **RECOMMEND to Full Council** approval of a quote for Hurst Road allotment mink control £132. Motion carried unanimously.

The committee **RECOMMEND to Full Council** approval of a quote for Jubilee Corner Silver gilt sign £144.01. Motion carried unanimously.

**11.3 Finance and General Purposes Committee 16.10.18**

Mr Tom Winchester reported. Budget & Capital statement to 30.09.18 had been circulated. Mr Winchester highlighted item 7 - that the Assistant Clerk continues to have problems with her telephone line, item 7 – computer support quotes and the Remembrance day arrangements.

The committee **RECOMMEND to Full Council** approval of meeting dates 2019. Motion carried unanimously.

Proposed Mr T Winchester to amend the wording from 'should' to 'must' and to add the following condition to the existing Electronic Mail policy. 'Councillors must use their Twyford Parish Council email and not their personal email accounts for Council business.' Motion seconded Mrs E Ashley to **RECOMMEND to Full Council** approval of the amended Electronic Mail Policy. Motion carried nem con.

The committee **RECOMMEND to Full Council** no grant to Twyford Snooker Hall. Motion carried unanimously.

The committee **RECOMMEND to Full Council** a grant of £500 to Citizens Advice (Wokingham). Motion carried unanimously.

The committee **RECOMMEND to Full Council** a grant of £300 to Citizens Advice (Reading). Motion carried unanimously.

The committee **RECOMMEND to Full Council** no grant to Keep Mobile. Motion carried unanimously.

The committee **RECOMMEND to Full Council** payment of staff overtime – Assistant clerk 19 hours & Clerk 10.5 hours. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to permanently increase Assistant Clerk hours by 6 hours a week to a total of 16 hours a week. Motion carried unanimously.

The committee **RECOMMEND to Full Council** that the additional expenditure from Assistant Clerk's additional hours to be taken from the Council's capital funds. Motion carried unanimously.

The committee **RECOMMEND to Full Council** funding of a maximum of £740 for the clerk to undertake CiLCA and approval of 50 hours overtime for the course. Motion carried unanimously.

**11.4 Parking Advisory Committee (no meeting)** – to consider dissolving the committee. Proposed Mr J Jarvis, seconded Mr M Boniface to dissolve the Parking Advisory Committee. Motion carried nem con.

#### **11.5 Fete Committee 23.10.18**

Proposed Mr M Alder, seconded Mr M Boniface that Mr Martin Alder and Mr Merv Boniface are added to the Twyford Village Fete committee. Motion carried unanimously.

#### **11.6 Other representatives reports**

11.6.1 Twinning report – Mrs E Ashley reported on the forthcoming visit to Quincy and that Twyford's High Voltage Singers are visiting.

11.6.2 Community Hub meeting – carried forward pending a report from Mr John Bowley.

11.6.3 Twyford in Bloom meeting – no meeting.

11.6.4 NAG meeting – Mrs E Ashley reported on low crime. There was vicious break in at Sonning however that was thought to be a personal vendetta. Wargrave Fire Station have a 9 month probation.

11.6.5 Twyford Together Executive – carried forward pending a report from Mrs Bridget Ditcham.

11.6.6 Borough Parish Liaison Forum 08.10.18 Mr Mantel reported the meeting.

Items discussed were Borough Plan Engagement, review of polling districts, signage and grounds maintenance contracts.

11.6.7 TRCA AGM 22.10.18 – carried forward pending a report from Mr J Bowley.

11.6.8 WDALC – Mr R Mantel reported that he was elected as WDALC Chairman. He reported on BALC using HALC on a trial basis.

**12. Clerk's report & Remembrance day arrangements** Remembrance arrangements have been circulated and councillors are asked to let the clerk know their availability to attend the remembrance service. The clerk has received an invitation to a WBC Community Conference on 6<sup>th</sup> December between 9:30 and 16:00. Councillors are asked to let the clerk know if they wish to attend.

**13. Items to be discussed at the next meeting** None

#### **14. Correspondence (circulated to councillors by email):**

14.1 Thames Valley and Chiltern in Bloom awards 2018 - good news again!! (circulated 27.09.18) Noted.

14.2 BALC October Newsletter (circulated 01.10.18) Noted.

14.3 Alexander Devine Santa Dash (circulated 01.10.18) Noted.

14.4 Invitation to CCB's 2018 Annual General Meeting 08.11.18 (circulated 01.10.18) Noted.

14.5 WBC Review of Polling Districts and Polling Places (circulated 02.10.18)

Mr R Mantel proposed the Council write asking that the polling districts are amended so that the 593 residents of Hurst Park Road and Broad Hinton can vote in Twyford. Seconded Mr M Alder. Motion carried nem con.

14.6 HALC  Chief executive's bulletin (circulated 02.10.18) Noted.

14.7 WBC Borough Parish Liaison Forum - 8 October (circulated 03.10.18) Noted.

14.8 Twyford Together - Minutes of September Executive Committee Meeting (circulated 04.10.18) Noted.

14.9 October Newsletter from the Police and Crime Commissioner (circulated 04.10.18) Noted.

14.10 Berkshire Association of Local Councils AGM to be held on 7.45pm on Wednesday 14th November 2018 (circulated 04.10.18) Noted.

14.11 RPC Agenda 3rd October (circulated 04.10.18) Noted.

14.12 Action for All E-Bulletin  (circulated 04.10.18) Noted.

14.13 Wokingham Children's Book Festival Information (circulated 04.10.18) Noted.

- 14.14 Wokingham Children's Book Festival this October Half-term (circulated 12.10.18) Noted.
- 14.15 The Hurst Village Society – Crossrail 'The Elizabeth Line' (circulated 16.10.18) Noted.
- 14.16 Twyford & District Youth Centre AGM (circulated 16.10.18) Noted.
- 14.17 Wokingham Borough Council Sports Awards 2018 Invite (circulated 16.10.18) Noted.
- 14.18 Borough Parish Liaison Forum 08.10.18 (circulated 16.10.18) Noted.
- 14.19 NALC DIS 933 and Funding Bulletin (circulated 16.10.18) Noted.
- 14.20 NALC  Chief executive's bulletin (circulated 16.10.18) Noted.
- 14.21 Christmas Tree Festival information has been circulated – Mrs Jarvis will speak to Mrs Ditcham as to whether a joint effort could be done. Noted.

**15. List of authorised payments** – list dated 23/10/2018 proposed to be approved Mr J Jarvis, seconded Mrs E Ashley, motion carried unanimously.

**16. Dates of meetings:**

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

Neighbourhood Working Group (7:30 pm Stanlake Pavilion)	05.11.18
Neighbourhood Plan 7pm	06.11.18
Planning and Amenities Committee	06.11.18
Ruscombe Parish Council meeting (LJ)	07.11.18
Meet your councillor session (Waitrose café 3-4) TR, MBray & MA reserve	10.11.18
Parish Lands Committee	13.11.18
Finance Committee	20.11.18
Fete Committee 7pm	27.11.18

**19. Date of next meeting of the Council Tuesday 27<sup>th</sup> November 2018.**

**The meeting closed at 21:42 pm.**