

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held at Loddon Hall, Twyford on Tuesday 25th September 2019 at 7.45 pm.

Present: Mr R Mantel (Chairman), Mr R Abeywardana, Mr M Alder, Mrs E Ashley, Mr J Bowley, Mr M Bray, Mrs B Ditcham, Mrs T Ramsden, Mr T Winchester & Mrs S Wisdom.

In attendance: Mr S Conway (Borough Councillor) & resident.

Clerk in attendance: Mrs L Moffatt.

1. **Public questions** - none.
2. **Apologies** – Mrs J Duffield, Miss C Scull & Mr C Wickenden.
3. **Declarations of interest in items on the agenda.** Mr M Alder, Mrs B Ditcham & Mr R Mantel declared interest in item 9.3 on the basis of them being executive members of the Twinning association. They withdrew from voting on this item.
4. **Dispensations.** None.
5. **Minutes of the meeting held on 23rd July 2019.** Approval of the minutes as a true and accurate record proposed Mrs B Ditcham, seconded Mr M Bray, motion carried unanimously.
6. **Matters arising.** None.
7. **Borough Council Matters.**

Mr S Conway reported on the following:

- Mr Conway presented a petition to the Council, on behalf of Brook Street residents, asking for residents only parking.
- Mr Conway met with WBC highways and is awaiting a report back from the meeting.
- WBC executive members are still supportive of the Air Quality green wall. A local benefactor is keen to contribute to this initiative.
- Twyford library plans may be delayed due to complications over the lease arrangements.
- Mr Conway will be attending the Borough Parish Liaison Forum meeting on Monday.

Mrs B Ditcham asked what the timescale for a Twyford Library is. Mr Conway responded that an application for planning permission will need to be made as the existing plans expire in October. The existing library space will be used for parking.

Mr L Ferris had submitted a written report:

- Twyford Police Station is to close and move to Wargrave fire station. Fire police and ambulance will all be co-located at Wargrave. Mr Ferris will be meeting with the Inspector about this.
- Twyford library proposals are in next weeks executive papers (26th)
- The traffic control system at the crossroads was damaged when the resurfacing was recently done. Siemens are due on site before 30th September. Mr Ferris has asked who is going to pay for the fix.

No report from Mr W Smith.

8. **Liaison with Ruscombe Parish Council.** No report from Ruscombe Parish Councillors. Mr Paul Cassidy had given his apologies.
9. **Reports and to receive any recommendations from committees:**

9.1 Planning and Amenities Committee & Neighbourhood Plan 03.09.19

Mr R Abeywardana reported on a meeting he'd attended with Mrs Ramsden and Jo Barrett Practise Manager at the Twyford Surgery on green prescriptions. The surgery are looking to recruit a social prescriber for 5 surgeries. Mr Abeywardana is looking for local businesses who will financially support this project in order to push it forward.

The Neighbourhood Plan public meeting will be held on 24.10.19 at The Colleton School. John Howell MP for Henley will be talking about Neighbourhood Planning, Jo Barrett will be talking

about the joining together of the 5 surgeries, data and findings of the NP questionnaires will be reported and results of the WBC station questionnaire.

Mrs B Ditcham highlighted items 14.2 & 14.3 from the minutes.

9.2 Parish Lands Committee 10.09.19 Mr M Bray reported on the meeting minutes.

The committee **RECOMMEND to full Council** to approve a quote to remove the Burial Ground conifer trees - £400. Motion carried unanimously.

The committee **RECOMMEND to full Council** to approve a quote to create a layed hedge at the lower part of the millennium garden - £750. Motion carried unanimously.

The committee **RECOMMEND to full Council** to approve a quote to plant a hedge along the left hand side of the millennium garden - £200. Motion carried unanimously.

The committee **RECOMMEND to full Council** to approve a quote for a tree risk assessment – quote from tree surveyor - £960. Motion carried unanimously.

The committee **RECOMMEND to full Council** to approve a quote for a skip for the sports club use - £359. Motion carried unanimously.

Mr M Alder suggested that in view of the flooding that occurred in the football shed when the hose was used the committee should consider having an external locked hose attachment.

Agreed to add this to the Parish Lands agenda.

9.3 Finance and General Purposes Committee 17.09.19

Budget and capital statement to 30.06.19 – circulated and noted.

The committee **RECOMMEND to full Council** to approve Assistant Clerk overtime 21.5 hours costing £214.14. Motion carried unanimously.

The committee **RECOMMEND to full Council** to create separate TRELLO boards for each committee. Motion carried unanimously.

The committee **RECOMMEND to full Council** to approve a grant of £50 to the Wokingham Veteran Tree Association. Motion carried unanimously.

The committee **RECOMMEND to full Council** to approve a grant of up to £500 to underwrite the Twyford Twinning Association concert. Motion carried unanimously.

9.4 Fete Committee 24.09.19 Mr M Bray reported on the fete meeting which had been held earlier on in the evening. Mr M Bray had been elected Chairman and Mr M Alder Vice Chairman. He gave a vote of thanks to the Clerk and Assistant Clerk and to Mr M Boniface and Mr D Fergusson for their contributions.

10. Other representatives reports

10.1 Meet your councillor session 14.09.19 – carried forward (CW).

11. Clerk's report – a reminder of Councillor training dates – 15th October and 19th November for **all councillors**, Clerk & Assistant Clerk.

Agreed for Tom Winchester and Martin Alder to attend the Chairmanship course on Monday 21st October (subject to confirmation of availability) and Malcolm Bray, Bridget Ditcham & Roy Mantel to attend on 7th November. Mr J Bowley to confirm availability. The cost will be confirmed once numbers have been confirmed. There is a course budget of £255.

The clerk reported that Twyford had been awarded the gold award for Thames and Chiltern in Bloom and the environmental award for the whole area. The Colleton School were awarded the best school award for the area. Woodley achieved silver award and Wokingham silver gilt.

12. To consider being the lead umbrella organisation for Twyford in Bloom Mr R Mantel proposed to refer this item to Planning & Amenities committee so that they can report back with a recommendation. Planning and Amenities committee to consider Financial implications, Councillor time and workload implications for the Clerks. Motion seconded by Mrs B Ditcham, carried unanimously.


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

14. Correspondence (circulated to councillors by email):

14.1 Action for All E-Bulletin (circulated 26.7.19) - noted.

14.2 Wokingham Borough Libraries Newsletter August 2019 (circulated 01.08.19) – noted.

14.3 NALC Surveys - May 2019 Elections (circulated 01.08.19) – noted.

14.4  Chief executive's bulletin (circulated 02.08.19) – noted.

- 14.5 Police & Crime Bulletin July 2019 - HAVE YOUR SAY - Policing survey 2019; new Broadmoor Hospital and more... (circulated 02.08.19) – noted.
- 14.6 Lindsay Ferris - Twyford Waitrose (circulated 12.08.19) – noted.
- 14.7 Citizens Advice Wokingham - 27th September Royal Visit (circulated 19.08.19) – noted.
- 14.8 Police & Crime Bulletin August 2019 - Tributes to PC Andrew Harper and more... (circulated 20.08.19) – noted.
- 14.9 Twyford Twinning Newsletter (circulated 22.08.19) – noted.
- 14.10 Mark your calendars for the next round of community forums (circulated 22.08.19) – noted.
- 14.11 Ruscombe Parish Council meeting Wednesday 4th September 2019 (circulated 30.08.19) – noted.
- 14.12 Waltham Road Closure (circulated 12.09.19) – noted.

15. List of authorised payments – list dated 20.09.2019. Approval proposed Mr M Bray, seconded Mrs T Ramsden. Motion carried unanimously.

16. Dates of meetings:

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

Neighbourhood Plan Working Group meeting (7:30 pm Stanlake Pavilion)	30.09.19
Neighbourhood Plan Sub Committee 7pm	01.10.19
Planning and Amenities Committee	01.10.19
Ruscombe Parish Council meeting (LJ)	02.10.19
Parish Lands Committee	08.10.19
Councillor Training 7-9:30pm (all councillors)	15.10.19

Mrs B Ditcham and the clerk to co-ordinate refreshments

Fete Committee 7pm	22.10.19
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Future dates to note (in addition to committee meetings):

TATA AGM speaker 'life at number 27'	17.10.19
St Marys Church Centre 8pm	
Neighbourhood Plan public meeting	24.10.19
The Colleton School 7:30pm	
Meet your councillor session	09.11.19
Waitrose café 3-4	
Mrs E Ashley & Mr M Alder (reserve – Mr R Mantel)	
Facilitated session 7-9:30pm (all councillors)	19.11.19

17. Staffing matters – recommendation from the Finance committee – Clerk's remuneration.

Clerk's remuneration. (Due to the confidential nature this will be held under part 2) The Committee 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 M Alder, seconded Mrs T Ramsden and carried unanimously.

Resolved unanimously to **RECOMMEND to Full Council** that the clerk be advanced 1 point on her salary scale.

18. Date of next meeting of the Council Tuesday 22nd October 2019.

The meeting closed at 9:00 pm.