

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held at The Loddon Hall, Twyford on Thursday 29th January 2019 at 7.45 pm.

Present: Mr R Mantel (Chairman), Mr M Alder, Mr J Bowley, Mr M Bray, Mrs B Ditcham, Mrs J Duffield, Mr D Fergusson, Mr J Jarvis, Mrs T Ramsden, Mr C Wickenden & Mr T Winchester.

Present: Mr J Wise (Adopt a Street Co-ordinator) & Mr P Cassidy (Ruscombe Parish Council)

Clerk in attendance: Mrs L Moffatt.

1. **Public questions** – Mr Wise thanked the Council for their support of the Adopt a Street volunteers. He mentioned a campaign run by the Daily Mail called ‘Keep Britain Tidy’ and asked for the Council to help with publicity to promote keeping the village tidy and the March litter pick. He asked for posters around the village and large notices on either side off the Bell Corner sign post to use as an education. Agreed to refer to the Planning & Amenities committee for consideration. Mrs Duffield asked if the campaign could be aligned with the Parish Lands Committee work following the installation of their new bins.
2. **Apologies** – Mr R Abeywardana, Mrs E Ashley, Mr M Boniface & Mrs L Jarvis.
3. **Declarations of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 13th December 2018.** Approval of the minutes as a true and accurate record proposed Mr D Fergusson, seconded Mr M Bray, motion carried nem con.
6. **Matters arising.** None to report.
7. **Borough Council Matters.** Mr W Smith – no report. Mr L Ferris reported by email on the Post Office re-opening, Local Plan leaflet delivery and Sheeplands appeal. Mr J Jarvis reported on the Borough Council precept, Council meeting discussion on a planning application to build 200 houses on Cutbush Lane, Earley and the Sheeplands court hearing.
8. **Liaison with Ruscombe Parish Council.** Paul Cassidy reported on the neighbourhood plan.
9. **Reports and to receive any recommendations from committees:**
 - 9.1 **Planning and Amenities Committee & Neighbourhood Plan 08.01.19**

Mrs B Ditcham reported on items 7.1, 8.2, 8.6, 14.3, 16.3 and the meeting on the Air quality. It was agreed the Air Quality minutes should go onto the website. Volunteers are required for the ‘Maidenhead Matters’ group litter pick – 10:45am Sunday 3rd February. To meet at the BP garage.

Mr C Wickenden reported on the Neighbourhood Plan working group meeting. They will next be meeting in full on 4th March. One of the sub working groups are meeting at Stanlake Meadow on Monday evening. The neighbourhood plan banners will be positioned around the village. A freepost address is being arranged for the Neighbourhood Plan responses and the Parish Council po box address will also be used.
 - 9.2 **Parish Lands Committee 15.01.19**

Mr D Fergusson reported on items 6.1,9.3, 10.2, 13.4, 14.7 & 14.8.

Allotment holder incident & staffing matter reported under part 2 at the end of the meeting.
 - Recommendation:**

The committee **RECOMMEND to full Council** purchase of a new mower costing £319. Motion carried unanimously.

The committee **RECOMMEND to full Council** to accept a quote for replacement park signage costing £766.49. Motion carried nem con.
 - 9.3 **Finance and General Purposes Committee 22.01.19**

Mr D Fergusson reported on item 8 - progress with the website.

Budget and capital statement to 31.12.18 – circulated to councillors by email.

Budget & Precept 2019-20 – circulated to councillors by email.

Local Council Review subscription – who would like to subscribe? Subscriptions cost £13.50 per subscriber. Clerk to make order – is a digital copy available?

Recommendations:

The committee **RECOMMEND to full Council** budget of £85,360.18 for 2019/20. Motion carried unanimously.

The committee **RECOMMEND to full Council** a precept of £85,360.18 for 2019/20. Motion carried unanimously.

The committee **RECOMMEND to full Council** no grant to Life Education Wessex and Thames Valley. Motion carried unanimously.

Assistant Clerk annual review reported under part 2 at the end of the meeting.

9.4 Fete Committee 29.01.19

Mr D Ferguson reported on the fete committee meeting and minutes will be circulated.

9.5 Other representatives reports

9.5.1 Meet your councillor – Mr J and Mrs L Jarvis had attended. 5 people visited to talk on the WBC 'Homes for the Future'. Mrs T Ramsden had been approached by Age Concern about having reserved parking for Age Concern staff in the Polehampton car park. Mr Jarvis is looking into this. He said that Age Concern have 20 car parking passes for the car park and there is staff parking around the side of the building.

9.5.2 Twyford Twinning Association AGM 09.01.19 – Mrs B Ditcham reported that the new committee have been elected and officers will be elected at the next meeting.

9.5.3 Twyford Together – three residents have formed an ecology group. They will be looking at wildflowers and pollination. Mrs T Ramsden will provide a list of plants in the Stanlake Meadow wildflower area.

10. Localities – to share views on information circulated 24.12.18 and agree a meeting with Jude Whyte. [Discussion on managing physical resources in the area, place-shaping ambitions, asset transfer opportunities, joint service provision options and compelling local issues/topics.]

Sites previously discussed as potential for asset transfers are Broad Hinton & Wessex Garden play areas, Polehampton Close toilets and the piece of land by the allotments. Mr Jarvis said that discussions are taking place on the land by the allotments for a roundabout and/or to locate a telephone mast. Mr Cassidy suggested the Nature Reserve as being a valuable asset which is leased long term to Berks, Bucks and Oxon Wildlife Trust. Agreed that each committee will discuss this matter individually and a meeting will be arranged for the Chairman, Vice Chairman and the clerk to meet Jude Whyte at the end of February.

11. Clerk's report The clerk reported that there are 400 followers on the Twyford Parish Council facebook page, 288 on the Fete page and 87 on the Neighbourhood Plan page. The clerk suggested that minutes are published on the website immediately as opposed to waiting for them to be approved meaning that published minutes are a month out of date – referred to the Finance committee. The clerk reported that the nomination process for election candidates has been circulated.

12. Items to be discussed at the next meeting – no matters.

13. Correspondence (circulated to councillors by email):

13.1 WBC NEWS: Free Saturday parking during festival period (circulated 11.12.18). Noted.

13.2 Improvement work on the GWR network at Christmas (circulated 14.12.18). Noted.

13.3 WBC NEWS: Evening of music, dance and food to celebrate Black History Month (circulated 14.12.18). Noted.

13.4 RPC minutes - December meeting (circulated 14.12.18). Noted.

13.5 WBC NEWS: Mayor thanks local postmen and women as they gear up to delivery a first class Christmas (circulated 14.12.18). Noted.

13.6 WBC News: Wokingham Borough Council Overview And Scrutiny Call For Questions (circulated 14.12.18). Noted.

13.7 Wokingham Town Centre Regeneration (circulated 14.12.18). Noted.

13.8 WBC NEWS: Permanent Chief Executive appointed at Wokingham Borough Council (circulated 14.12.18). Noted.

13.9 Wokingham Borough Libraries Newsletter December 2018 (circulated 14.12.18). Noted.

13.10 NALC Chief executive's bulletin (circulated 14.12.18). Noted.

13.11 NALC DIS 934 and Funding Bulletin (circulated 14.12.18). Noted.

13.12 BALC AGM (circulated 14.12.18). Noted.

13.13 Police & Crime Bulletin for December 2018 - Police funding, Chief Constable recruitment and more... (circulated 24.12.18). Noted.

13.14 RPC meeting 2nd Jan 2019 (circulated 24.12.18). Noted.

13.15 Letter of thanks for donation – Twyford District Youth & Community Centre (not circulated). Noted.

13.16 WBC News: Wokingham Borough Council All Set To Deliver New Social Housing In 2019 (circulated 24.12.18). Noted.

13.17 Police and Crime Commissioner newsletter – December (circulated 24.12.18). Noted.

13.18 Twyford Twinning Association AGM 09.01.19 (circulated 24.12.18). Noted.

13.19 Action for All E-Bulletin (circulated 24.12.18). Noted.

13.20 Appointment of Director, Locality and Customer Services (circulated 24.12.18). Noted.

13.21 Twyford Twinning AGM Agenda 09.01.19 (circulated 04.01.19). Noted.

13.22 News and Events from Wokingham Borough Libraries January 2019 (circulated 08.01.19). Noted.

13.23 Dogs Trust poster and free talks (not circulated). Noted.

13.24 Wokingham Mayors Gala Ball – Saturday 9th March 2019 (not circulated). Noted.

13.25 WBC Community Conference – 27th February 2019. This event is to replace the cancelled event in December to which each Town and Parish had been invited to send 3 members. This conference is a scaled down version and 3 representatives have been invited to be selected from all 17 Town and Parishes. The feeling amongst the Parishes is that only 3 representatives cannot possibly fully represent the Towns and Parishes as they all have differing needs. Unanimously agreed for a letter to be sent to WBC saying that the invitation should be extended to at least 1 representative from each Town and Parish. Agreed for Mr R Mantel to attend if possible.

13.26 CCB – Loneliness and Isolation – referred to the Planning and Amenities committee.

14. List of authorised payments – list dated 29.01.19. Approval proposed Mr D Fergusson, seconded Mr J Jarvis. Motion carried unanimously.

15. Dates of meetings:

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

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| Twyford in Bloom meeting (M.Bray) (6:30pm Duke of Wellington) | 05.02.19 |
| Neighbourhood Plan 7pm | 05.02.19 |
| Planning and Amenities Committee | 05.02.19 |
| Ruscombe Parish Council meeting (LJ) | 06.02.19 |
| NAG (TR) | 07.02.19 |
| Parish Lands Committee | 12.02.19 |
| Finance Committee | 19.02.19 |
| Fete Committee 7pm | 26.02.19 |
| Meet your councillor session (Waitrose café 3-4) | 09.03.19 |
| Mr D Fergusson & Mr M Bray (Mrs B Ditcham reserve) | |

16.0 Staffing Matters & allotment holder incident

Part 2 discussion

Part 2 Confidential Information

Item 9.2 – Parish Lands Committee - Cleaning & Allotment holder incident.

Item 9.3 – Finance Committee – Assistant Clerk annual review.

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 D Fergusson, seconded Mr C Wickenden, carried unanimously. The public left the meeting.

Discussion took place.

Confidential minutes will record the discussion / any proposals.

17.0 Date of next meeting of the Council Tuesday 26th February 2019.

The meeting closed at 9:28pm.