

## **Twyford Parish Council Minutes of the Meeting of the Council**

Meeting held remotely on Tuesday 14<sup>th</sup> April 2020 at 8pm.

**Present:** Mr R Mantel (Chairman), Mr R Abeywardana, Mr M Alder, Mrs E Ashley, Mr J Bowley, Mr M Bray, Mrs B Ditcham, Mrs J Duffield, Mr J Jarvis, Mrs L Jarvis, Mrs T Ramsden, Ms C Scull, Mr C Wickenden, Mr T Winchester & Mrs S Wisdom.

**Clerk present:** Mrs L Moffatt.

1. **Public Questions have been invited in advance of the meeting via email, telephone or in writing.** No questions.
2. **Apologies.** None.
3. **Declaration of interest in items on the agenda.** Mr M Bray, Ms C Scull & Mrs T Ramsden declared that they are allotment holders. Ms C Scull declared that she is a Covid-19 zone coordinator.
4. **Dispensations.** None.

### **Parish Lands Matters**

5. **Minutes of the Parish Lands Committee held 10<sup>th</sup> March 2020 (to be signed at a later date).** Approval of the minutes as a true and accurate record proposed Mr M Bray, seconded Mrs S Wisdom, motion carried nem com.
6. **Allotments** – decision to let new plots – concern over ability to maintain social distancing. Mrs T Ramsden agreed to carry out the introductions with new allotment holders whilst maintaining a social distance. Prospective allotment holders to be given the new allotment association Covid-19 guidelines. Agreed to continue to let plots. Motion carried with 13 in favour, 1 against, 1 abstained.
7. **Twycombe Lodge rent review** – advice from the Estate Agent suggested the rent remain at £1,400 for the next 5 years. Agreed for the rent to remain at £1,400. Motion carried with 12 in favour, 1 against, 2 abstained.

### **Parish Lands Committee items to note:**

1. Hurst Road allotment skip delivered & collected - 20/21/22/23 March
2. Stanlake copse tree works – completed 13.03.20
3. Stanlake Copse - Thames Water connection - application made 03.04.20
4. Cancelled events – Twyford Comets Soccer school & Donkey Derby
5. **Correspondence circulated by email:**
  - 5.1 Watch This Space: Fields in Trust guide for community campaigners (circulated 06.03.20)
  - 5.2 Twyford Invitation to WDVTA AGM – cancelled (circulated 19.03.20)
  - 5.3 CBAS - newsletter for Village Halls on Covid 19 (circulated 20.03.20)
  - 5.4 Resident correspondence complaining about allotments not being available with Covid-19
  - 5.5 TVERC News April 2020 (circulated 01.04.20)
  - 5.6 Resident correspondence – suggestion to allow Covid-19 group to co-ordinate groups to take on empty allotment plots (email dated 21.03.20 – not circulated)

## **Full Council Matters**

**8. Minutes of the Full Council meeting held on 7<sup>th</sup> April 2020 (to be signed at a later date).** Approval of the minutes as a true and accurate record proposed Mrs B Ditcham, seconded Mrs S Wisdom, motion carried 14 in favour, 1 against.

**9. To consider virtual meeting remote access to the press and public in line with the new regulations.** The requirements include provision for them to attend by electronic means, including telephone conference, video conference, live webcasts and live interactive streaming. [Clerk suggestion to make the remote meeting accessible to members of the press and public following a written/email request. The access codes would be emailed immediately prior to the meeting. Procedure to be detailed on each agenda.] Discussion took place. Agreed for the clerk to investigate the options of Zoom / Zoom webinar / live feed to you tube. To report back next week.

**10. Decision to cancel the 2020 Annual Parish Meeting** Mrs B Ditcham proposed cancelling the Annual Parish Meeting, Mrs E Ashley seconded, motion carried 13 for, 2 against. Clerk to make a press release to this effect.

### **11. Decision as to whether to hold a 2020 Annual Meeting of the Council**

[HALC advice: The Council is not required to hold an Annual Council Meeting in May 2020, but it may choose too, and this can be a virtual meeting. If the Council decide not to hold an Annual Council Meeting during May 2020, the current Chair and Vice Chair remain in place until the next Annual Meeting of the Parish Council.] The Clerk described the three options: (1) to hold a virtual Annual Meeting of the Council in May (2) to hold the meeting when able to in person (3) to not hold a 2020 Annual Meeting with the next one being May 2021.

Mr J Jarvis proposed waiting until the meeting can be held in person, motion seconded Mrs B Ditcham.

Mr C Wickenden proposed an amendment to hold the Annual meeting of the Council in September, seconded Mrs S Wisdom.

Vote taken on the original proposal to delay the Annual Meeting of the Council until it can be held in person. Motion carried with 10 in favour, 4 against, 1 abstained.

### **12. Communication & liaison with other groups within the Parish**

- For the Council to consider writing a letter of support to the Twyford Covid-19 volunteers. Unanimously agreed for the Clerk to compose an open letter of thanks to be posted on the website, facebook page and sent to the Covid-19 volunteers.

### **13. Covid-19 – Twyford - group report and review of actions**

- Mr C Wickenden to liaise with the Woodley foodbank – Mr C Wickenden reported that he will follow up as to whether the foodbank require any help in terms of funding, distribution and to find out how many families in Twyford are being helped.
- Mrs T Ramsden to liaise with the support group to find out the work they are doing to improve morale – awaiting response.
- Mrs S Wisdom to liaise with Sally Castle regarding the Sketchbook of Reflection idea – awaiting response.
- To look at a Community Resilience program and co-ordinate positive activities to help with residents mental health. Possible activity could be a Twyford Art competition. Agreed to form a working group comprised of Mr R Abeywardana, Mrs B Ditcham, Mrs T Ramsden, Mr C Wickenden & Mrs S Wisdom. Ideas were for record of activities and events, future exhibition, journals or films to go on website, 'stay at home and draw', Instagram page - 'What makes you happy', kids superhero competition. Agreed to report back next week.
- For the Council to explore funding opportunities for Covid-19 in order to support Twyford residents - no report.

### **14. Covid-19 website page**

- For the Council to co-ordinate and support the Covid-19 activities and use the website to signpost residents and show that the Council are active. Ongoing.

- To use the website to help publicise restaurants, shops and takeaways (to promote the list already compiled by Carol Luscombe) The link to the webpage has been circulated.

**15. Items to be discussed at the next meeting - no items.**

The clerk reported two items of correspondence complaining about bonfires at the allotments. Wokingham Borough Council and the Fire Brigade have asked residents not to have bonfires through Covid-19. Proposed Mr R Mantel, seconded Mr T Winchester to ban allotment bonfires and agreed to review on a rolling 3 week basis. Motion carried nem con.

**16. Date of next meeting: Tuesday 21st April 2020**

**Full Council items to note:**

**1. Correspondence circulated by email:**

- 1.1** WBC - Members bulletin Placed Best Services (circulated 02.04.20)
- 1.2** WBC John Halsall - Update Wednesday April 1 (circulated 03.04.20)
- 1.3** The Chain Newsletter (circulated 03.04.20)
- 1.4** Involve Training update (circulated 03.04.20)
- 1.5** HALC Virtual Meetings - Regulations in force from 4th April 2020 (circulated 06.04.20)
- 1.6** John Halsall - Update Friday 3rd April (circulated 06.04.20)
- 1.7** CCB Funding Alert: SSEN launches £350,000 resilience fund to support community coronavirus response (circulated 06.04.20)
- 1.8** John Halsall - Update Monday 6th April (circulated 07.04.20)
- 1.9** Easter Virtual Events at Wokingham Borough Libraries (circulated 07.04.20)
- 1.10** Involve Cancer Champions -How are you doing? (circulated 07.04.20)

**Meeting closed at 21:29**

Lucy Moffatt (Clerk), Twyford Parish Council, PO box 8250, Twyford, Berks, RG6 9SZ.

Telephone 0118 9345444. An answer phone is available, please be prepared to leave your name and telephone number as the Clerk's hours are flexible. Associated reports are available from the Clerk on request.