

# Twyford Parish Council

## Minutes of the Meeting of the Council

Meeting held remotely on Tuesday 23<sup>rd</sup> February 2021 at 7:45pm.

**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, Mrs A Evans, Mrs L Jarvis, Mrs T Ramsden, Mr C Wickenden, Mr T Winchester & Mrs S Wisdom.

**In attendance:** Mr P Cassidy (Ruscombe Parish Council), Mr S Conway (Borough Councillor) & 1 member of the press.

**Clerk present:** Mrs L Moffatt (Clerk).

1. **Public Questions have been invited in advance of the meeting via email, telephone or in writing.** No questions.
2. **Apologies.** Mr J Jarvis.
3. **Declaration of interest in items on the agenda.** None.
4. **Dispensations** None.
5. **Minutes of the Full Council meeting held on 26th January 2021** Proposed Mr M Bray, seconded Mr C Wickenden to approve the minutes as a true and accurate record. Motion carried unanimously.
6. **Matters arising.**
  - 6.1 **Borough Parish Liaison** – request for Scrutiny matters. Unanimously agreed to put forward the following matter for scrutiny:  
“What is the protocol for responding to Town and Parish questions in a timely manner?”
7. **Borough Council Matters**

Mr S Conway reported:

  - Alternatives to a garden town at Grazeley are to be considered. A legislative change caused emergency planning requirements around the Atomic Weapons Establishment (AWE) at Burghfield to be extended and they now include the Grazeley area. A High Court judge ruled against a developers consortium challenging the expansion of the emergency planning zone around the AWE. Masterplanners are testing potential sites between Shinfield /Arborfield / Sindlesham and South of Wokingham.
  - Mr S Conway stated that there is a threat to our area and non greenbelt land is more vulnerable.
  - Planning permission has been granted for Twyford Library.
  - Planning application 20-22 Station Road was refused
8. **Liaison with Ruscombe Parish Council**

Mr P Cassidy reported. Ruscombe Parish Council’s Neighbourhood Plan has commenced Regulation 14 consultation which will run for 8 weeks to 19<sup>th</sup> April. Ruscombe Parish Council are working on a Ruscombe walking map.  
Mrs L Jarvis had no items to report.
9. **Reports and to receive any recommendations from committees**
  - 9.1. **Planning and Amenities & Neighbourhood Plan Committees 02.02.21**

Mrs B Ditcham reported highlighting the following items: 6.2, 6.3, 6.5, 7.4, 10.1, 15.2.2, 15.5, 16.2 & 19. The committee agreed to offer purchasing a hanging basket for the Twyford surgery as a thank you.

Mr C Wickenden reported on the Neighbourhood plan highlighting items 5.2 and a promotional piece for social media.

The Committee **RECOMMEND to Full Council** £480 for defibrillator batteries.

Motion carried unanimously.

**9.2. Parish Lands Committee 09.02.21**

Mr J Bowley reported highlighting the following items: 7.3, 8, 9.1, 13.1 & 13.7

The Committee **RECOMMEND to Full Council** purchase of two rustic Winson Woodcraft benches £1,020. Motion carried unanimously.

Agreed for Fiona Price and Cristina Hughes Nind to attend the March Full Council meeting – Mr R Abeywardana to co-ordinate.

**9.3. Finance and General Purposes Committee 16.02.21**

Mr T Winchester reported highlighting the following items: 6.3, 6.4, 6.5, 7.1 & 7.2.

**9.4. Fete 23.02.21**

Mr M Bray reported that, due to the pandemic, the committee agreed to cancel the 2021 fete.

**10. Other representatives reports** – no reports.

**11. Community Resilience program**

**11.1 Twyforward Arts and Crafts festival 2020-21** – no report

**11.2 NHS Thank You video / Twyforward initiative** – the Clerk thanked the councillors for their contributions. The video was well received.

**12. Communication & liaison with other groups within the Parish** – no reports.

**13. Clerks report**

**13.1** Website analytics and consideration for a social media advertising budget

**13.2** Age Concern made contact to report that their National Lockdown Grant application was successful and they had been awarded £6,810.93.

**13.3** Twyford in Bloom meeting 08.03.21 7:30pm

**13.4** The Clerk & Assistant Clerk have attended a course on Zoom webinars  
Proposed Mrs B Ditcham, seconded Mr M Bray to **RECOMMEND to Full Council** a budget of £300 for Facebook advertising. Motion carried unanimously.

**14. Community Engagement policy** – to consider approval. Discussion took place.

Agreed to refer back to Planning & Amenities for finalising.

**15. Climate Change Plan** Proposed Mr T Winchester, seconded Mr C Wickenden to **RECOMMEND to Full Council** approval of the Climate Change plan. Motion carried unanimously.

**16. Twyford Rethinks Its Plastic (TRIP)** – to consider taking on the running & organisation. Carried forward.

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

**18. Correspondence** (in Councillor one drive folder):

18.1 Local Charity Sector Newsletter 22.01.21. Noted.

18.2 PPP Members Briefing Bulletin #7 - January 2021. Noted.

18.3 Citizens Advice Wokingham 03.02.21. Noted.

18.4 Have your say in the new Health and Wellbeing Strategy 08.02.21. Noted.

18.5 BALC Newsletter – January. Noted.

**19. List of authorised payments – list for February (in Councillor one drive folder)**

List dated 17<sup>th</sup> February 2021. Approval proposed Mr M Bray, seconded Mrs B Ditcham, motion carried unanimously.

**20. Dates of meetings:**

All meetings 7:45pm by Zoom unless noted otherwise.

Neighbourhood Plan Working Group 7:30PM	01.03.21
Neighbourhood Plan Sub Committee 7PM	02.03.21
Planning and Amenities Committee	02.03.21
Ruscombe Parish Council meeting (LJ)	03.03.21
Parish Lands Committee	09.03.21
Finance & General Purposes Committee	16.03.21

**21. Staffing matters (part 2)**

Part 2 recommendation from the Finance committee

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 and carried unanimously.

21.1 Assistant Clerk Job Evaluation – no decision made. Referred back to the Finance Committee.

**22. Date of next meeting of the Council Tuesday 23rd March 2021.**

**Meeting closed at 21:05**