

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held at Stanlake Pavilion on Tuesday 22nd February 2022 at 7:45 pm.

Present: Mr R Mantel (Chairman), Mrs E Ashley, Mr M Bray, Mrs B Ditcham, Mrs A Evans, Mrs L Jarvis, Mr J Jarvis, Mrs T Ramsden, Mr C Wickenden (until item 21) & Mrs S Wisdom.

In attendance: Mr S Conway (Borough Councillor) and adopt a street co-ordinators Mr G and Mrs C Wise.

Clerk present: Mrs L Moffatt (Clerk).

1. **Public Questions** No questions.
2. **Apologies** Councillors: Mr R Abeywardana, Mr M Alder & Mr J Bowley.
Representatives: Mr P Cassidy – Ruscombe Parish Council
3. **Declaration of interest in items on the agenda** None.
4. **Dispensations** None.
5. **Minutes of the Full Council meeting held on 25th January 2022**
Proposed Mr Bray, seconded Mr J Jarvis to approve the minutes as a true and accurate record.
Motion carried nem con.
6. **Matters Arising**
 - 6.1 Platinum Jubilee celebrations – Council plans
 - 6.1.1 Beacon - report on shortage of bottles – the Clerk has been unable to source gas bottles. A 47Kg bottle or 2x 19 Kg bottles are required. Mr J Jarvis may be able to help.
 - 6.1.2 Suggestion for a film night – carried forward.
The clerk reported on possible funding from the Awards for All lottery fund which may be able to help with Platinum Jubilee events.
7. **Borough Council Matters** Mr S Conway reported on:
 - The local plan consultation is complete with over 2700 responses mainly on the Hall Farm plans and Ruscombe greenbelt.
 - A consultation to move to a 4 year election cycle with 3 member wards as the norm.
 - Parking schemes.
 - A boundary review which could mean that Ruscombe and the south ward, which is currently joined with Hurst, will be grouped with Twyford.
 - A number of concerts in the village centre will be held throughout March in order to give the local shops a business boost. This is funded through money from the EU to aid pandemic recovery and is being coordinated by local musician Tony Lions.
 - Library funding – Leader of the Council plans to contact Twyford Parish Council requesting a significant financial commitment.

Mr J Jarvis asked about the highway code changes and parking on the footpath. Are enforcement officers specifically targeting cars parked on the footpath?

Discussion took place on election wards. Councillors expressed concern over communication with Twyford Parish Council on the library plans. Mrs Ditcham asked who is responsible for liaising and communicating with the Parish Council on the library plans? Mr Jarvis suggested putting a question to Wokingham Borough Council.

There were no reports from the other Borough Councillors.

8. **Liaison with Ruscombe Parish Council** Mrs L Jarvis reported on the minutes from their February meeting. Resident Gerry Wise reported that adopt a street volunteers had been asked

to include the pond at the end of Northbury Lane as part of their regular schedule however there were concerns for volunteers' safety. Mrs Jarvis will take this up with Ruscombe Parish Council.

9. Adopt a Street update – Mr Gerry Wise

Mr Wise reported on the Twyford Adopt-A-Street. It was originally initiated by John Fletcher and Sue Goddard in 2012, and run by Sue until she left the area in late 2015. Chris & Gerry Wise took over running the scheme from January 2016 to date.

The scheme has always been based on adopting your own street or close group of streets. It is run on a co-ordination basis, with members registered for specific areas of the village. The aim is to cover the entire Parish with designated volunteers linked to their home area, together with keeping in touch by e-mail and providing council litter picking equipment and keeping track of its distribution to members.

A benefit to the local young population, is that on various occasions the group have been able to help them with volunteer work experience, needed for their Duke of Edinburgh's Award Scheme.

There are currently 7 areas requiring cover and the clerk will advertise these on social media.

The Chairman brought forward item 17.

17. Citizen of the Year Award

Mr Gerry Wise was awarded 2021 Citizen of the year. He was presented with a plaque and gift. He had been nominated by Councillors in recognition of being an outstanding Twyford citizen for his work with Adopt a Street and for Twyford in Bloom.

10. Reports and to receive any recommendations from committees

10.1 Planning and Amenities Committee 01.02.22

Mrs B Ditcham reported summarising the meeting minutes.

The Committee **RECOMMEND to Full Council** £130 for Annual Parish Meeting expenditure. Motion carried unanimously.

10.2 Neighbourhood Plan sub committee 01.02.22

Mr C Wickenden reported summarising the meeting minutes.

Neighbourhood Plan approval - 'Twyford Neighbourhood Plan - to consider the approval of the Pre-Submission Plan'. **RECOMMEND to Full Council** approval of the Pre-Submission Plan, for Regulation 14 Consultation, with authority to the Neighbourhood Plan Sub-Committee & Planning & Amenities Committee for minor changes, photographs and policy maps - approved unanimously.

Mrs A Evans suggested a high level summary of the document for residents. Mrs Ditcham reported that large posters detailing the nuts and bolts of each policy will be on display at the engagements sessions.

10.3 Parish Lands Committee 08.02.22

Mr M Bray reported summarising the meeting minutes.

10.4 Finance and General Purposes Committee 15.02.22

Mr C Wickenden reported summarising the meeting minutes.

The committee **RECOMMEND to Full Council** a grant of £750 to Citizens Advice Wokingham. Motion carried unanimously.

10.5 Fete Committee 22.02.22

Mr M Bray reported on the meeting held prior to the Full Council meeting. The committee voted in favour of holding a 2022 fete.

11. Other representative reports

11.1 Borough Parish Liaison Forum 07.02.22

Mr R Mantel and Mr R Abeywardana had attended. Mr R Mantel reported. Items discussed were:

- 1) Planning Application Notification to Residents
- 2) WBC Tree Strategy & 250,000 Tree Planting Project
- 3) Update on the Covid-19 pandemic
- 4) Tackling Homelessness in the Borough

11.2 Twinning Association 07.02.22

Mrs B Ditcham, Mr M Alder and Mr J Jarvis had attended.

Mrs B Ditcham reported. Zoom meetings had continued throughout Covid and an informal invite has been extended to Quincy representatives for a Jubilee visit. Socials are booked for La Fontana and Stanlake Vineyard.

12. **Climate Change representative** Mr J Jarvis to arrange a meeting with Mr R Abeywardana.
13. **TRIP – to discuss bringing within the councils remit (MA)** – carried forward.
14. **Communication and liaison with other groups in the Parish** – no reports.
15. **Clerk’s report**
 - 15.1 Polehampton Charity – Wellington Square tree & benches – The Polehampton Trustees would like to pay for the replacement tree on Wellington Square to mark their 300th anniversary. The clerk is liaising with Waitrose for permission and also with Heartwood who will supply and plant the tree. A plaque will also be installed. Approval proposed by Mr J Jarvis, seconded Mrs B Ditcham. Motion carried unanimously.
16. **Items to be discussed at the next meeting** – no items.
17. **Citizen of the Year Award** – reported previously.
18. **List of authorised payments** – list dated 21.02.22. Approval proposed Mr J Jarvis, seconded Mrs B Ditcham. Motion carried unanimously.
19. **Correspondence (all noted)**
 - 19.1 BALC exec – PhD questionnaire on councillor's preparedness to undertake their duties as councillors
 - 19.2 Involve newsletter
 - 19.3 CCB – training opportunities
 - 19.4 Ruscombe Parish Council Meeting 2nd Feb 2022
 - 19.5 Citizens Advice Wokingham February newsletter
 - 19.6 HALC – Course availability - Knowledge & Core Skills Course March

20. Dates of meetings:

[Note: Councillors to review location of meetings with a view to returning to Loddon Hall.]
Mrs S Wisdom proposed that the meetings remain at Stanlake Pavilion. There was no seconder.

Proposed Mr J Jarvis, seconded Mrs E Ashley to revert back to holding meetings at Loddon Hall subject to availability. Motion carried 9 in favour, 1 against.

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

Neighbourhood Plan Sub Committee	01.03.22
7:30pm Stanlake Pavilion	
Planning and Amenities Committee	01.03.22
7:45pm Stanlake Pavilion	
Ruscombe Parish Council meeting (LJ) (Loddon Hall Ruscombe Room)	02.03.22
Parish Lands Committee	08.03.22
Finance & General Purposes Committee	15.03.22
Neighbourhood Plan Working Group (Zoom 7:30pm)	21.03.22
Fete 7pm	22.03.22
Neighbourhood Plan consultation	30.03.22
8pm St Marys Church Centre	

21. 6 month rule – to consider approving by resolution Mr Winchester’s reason for absence [Local Government Act 1972, s85 (1-3)]

Mr T Winchester has been absent from meetings since the September Full Council meeting. Mrs S Wisdom proposed, Mrs T Ramsden seconded, approving Mr T Winchester’s reason for absence for compassionate reasons. Agreed to extend the 6 month rule to the May Annual meeting of the Council by which time, Mr Winchester must have attended a meeting. Motion carried with 7 in favour, 2 against.

Agreed for the clerk to advise Mr Winchester.

22. Staffing Matters

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 M Bray, seconded Mrs S Wisdom and carried unanimously.

22.1 Assistant Clerk annual review

Resolved to **RECOMMEND to Full Council** that following a satisfactory review the Assistant Clerk be advanced 1 point on her salary scale to SCP 9. Motion carried 8 in favour, 1 against.

23. Date of next Full Council meeting – Tuesday 22nd March 2022.

Meeting closed at 9.44pm