

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

Meeting held at Stanlake Pavilion on Tuesday 26<sup>th</sup> October 2021 at 7:45pm.

**Present:** Mr R Mantel (Chairman), Mr R Abeywardana (Vice Chairman), Mr M Alder, Mrs E Ashley, Mr J Bowley, Mr M Bray, Mrs A Evans, Mr J Jarvis, Mrs L Jarvis, Mrs T Ramsden, Mr C Wickenden & Mrs S Wisdom.

**In attendance:** Mr P Cassidy (Ruscombe Parish Council) & Mr S Conway (Borough Councillor).

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

1. **Public Questions** No questions.
2. **Apologies** Councillors - Mrs B Ditcham, Mrs J Duffield & Mr T Winchester.
3. **Declaration of interest in items on the agenda** Mr J Jarvis & Mrs L Jarvis declared an interest in item 11.4 – grant to TDYC and withdrew from voting on this item.
4. **Dispensations** None.
5. **Minutes of the Full Council meeting held on 14<sup>th</sup> September 2021** Proposed Mr M Bray, seconded Mrs S Wisdom to approve the minutes as a true and accurate record. Motion carried nem con.
6. **Matters Arising** None.
7. **Mrs A Evans** – appointment to committees. Unanimously approved to appoint Mrs A Evans to the Planning & Amenities Committee and Fete Committee.
8. **To report urgent expenditure agreed in consultation with the Chairman and Clerk:**
  - 8.1. Allotment module set up and training £261 (11.05.21)- noted.
9. **Borough Council Matters** Mr S Conway reported.
  - The Twyford Library project which had been about to be approved has been paused whilst a review of the building costs is carried out. WBC will be reviewing the financial commitment. Mr S Conway asked that the library be named in honour of the late Dave Turner.
  - Ward Boundary review for 2024.
  - Musical events at Wellington Square were funded to support the re-opening of the high street after Covid.
10. **Liaison with Ruscombe Parish Council** Mr P Cassidy reported.
  - Mr P Cassidy reported disappointment at the Berkely Homes plans to build 2500 new houses on Ruscombe Greenbelt.
  - On a positive note he reported on a £30,000 legacy project to add a memorial to the village.
11. **Reports and to receive any recommendations from committees**
  - 11.1 Planning and Amenities Committee 05.10.21 Mr C Wickenden reported on the minutes. He reported on the appointments and highlighted items 9.8, 11.3, 15.2 and 20.6.
  - 11.2 Neighbourhood Plan sub committee 05.10.21 Mr C Wickenden reported on the minutes. He highlighted items 5.1 and 6.
  - 11.3 Parish Lands Committee 12.10.21 Mr M Bray reported on the appointments and highlighted items 10, 11, 13.4, 15.1, 16.1, 16.2 and 17.2.

**Recommendations:**

The committee **RECOMMEND to Full Council** to approve £1,020 for a bi-annual tree risk assessment. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve £2,620 for Stanlake Meadow Hedge Laying. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve £500.50 for the Hags Dinghy repairs. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve £1,236.49 for the basketball backboards. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve £840.00 for KGVR hedge mulching. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve £1,170 for a KGVR wildflower information board. Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve £4,375 for Hurst Road allotment hedge laying. Motion carried unanimously.

11.4 Finance and General Purposes Committee 19.10.21 The minutes were not yet available for viewing on the website. Unanimously agreed that Mr J Bowley should report. Mr J Bowley reported on the minutes and highlighted items 8.7, 8.8 and 8.9.

**Recommendations:**

The committee **RECOMMEND to Full Council** to approve 2022-23 Meeting dates (one drive folder). Motion carried unanimously.

The committee **RECOMMEND to Full Council** to approve the Election protocol. Motion carried 7 in favour, 1 against, 4 abstained.

The committee **RECOMMEND to Full Council** to approve the Town Parish Charter. [Note: approval with the addition of WDALC to the jargon buster list] Motion carried nem con.

The committee **RECOMMEND to Full Council** approval of a grant of £1,440 to TDYC for the Duke of Edinburgh award. Motion carried nem con.

**Other matters:**

Citizen of the Year award – request for nominations to the Clerk for consideration by the Finance committee.

Community Engagement - to consider forming a working group and a call for volunteers. Agreed to form a working group to include Mr M Alder, Mrs A Evans and Mr R Mantel. Any other interested Councillor to contact the clerk.

11.5 Fete Committee 26.10.21 Mr M Bray reported on the appointments and an agreed 2022-3 budget of £11,000. Activities will be booked in anticipation of being able to run the event however a final decision will be made in February.

**12. Other representative reports**

12.1 Borough Parish Liaison Forum 04.10.21 Mr R Mantel reported that presentations were held on Planning Application Notifications, Community Covid Response and Tree Protection and Climate Emergency – planting 250,000 trees across the Borough.

12.2 Neighbourhood Action Group - Mrs E Ashley reported on some changes. The group is led by Colin Bell. The meeting location has been changed from The Piggott School to the Royal Oak and is now called 'Northern Parishes Communication Group'. The next meeting will be held on 19<sup>th</sup> January 2022.

**13. Communication and liaison with other groups in the Parish – no reports.**

**14. Clerk's report**

14.1 Wellington Square – Waitrose have confirmed their co-operation to work with the Council on community events and interaction.

14.2 Receipt of the Surfers Against Sewage – Plastic Free Community Ally Certificate.

14.3 Community Engagement - Quotes have been provided to Wokingham Today for articles on the pond mapping, gateways and Twyford in Bloom. RG10 will publish articles on Twyford in Bloom and the Tree Festival.

- 14.4 Clerk Forum – presentation from WBC’s Andrew Moulton on the Code of Conduct. WBC have adopted the LGA Model with the variation on the gifts and hospitality limit of £25. It would be good practise for the Town and Parish Councils to adopt this and the item will be on the next Finance Committee agenda. Discussion took place on the Town and Parish Council meeting arrangements with the rising number of cases. There is a variety of different arrangements being taken by each Town and Parish Council in order to keep Council business moving. Earley Town Council spoke about their 26 for COP26 where they have planned 26 environmentally themed activities being held at the same time as the United Nations Climate Change conference. Activities include a clothes swap, bird box painting, significant tree walk, wind turbine trip and a bike workshop.
- 14.5 Hanging baskets – the winter hanging baskets were put up on Saturday.
- 14.6 A vacancy at the Hurst Almshouses was noted.
- 14.7 The clerk had met with WBC’s Laura Buck, Green Infrastructure Special Project Manager. They had discussed relevant Climate Change and Twyford in Bloom actions.
- 15. Remembrance Day Arrangements** – Arrangements for Sunday November 14<sup>th</sup>. The parade will halt at the Bowling Green at 10:20am for the Parish Council and others to fall in and then to the memorial for the service at 10:30. The Chairman has the wreath to lay at the memorial and the Parish Council will fund the band as usual. Places at the Church are to be booked in advance. The Clerk will inform the Church of the number of Councillors attending. Two representatives from Thames Valley police will be attending.
- 16. Items to be discussed at the next meeting** – Christmas social & Mr J Bowleys request to be removed from the Fete Committee membership.
- 17. Meet the Public Sessions** – carried forward to December pending a possible recommencement of sessions in the new year.
- 18. Correspondence (all noted)**
- 18.1 Resident correspondence on CCTV
  - 18.2 HALC - Remote Meetings challenge decision
  - 18.3 RPC agenda – 5th May 2021
  - 18.4 Borough Parish Liaison Forum presentations
  - 18.5 Citizens Advice – update from Jake Morrison
  - 18.6 HALC Guidance Note - Return to face to face meetings
  - 18.7 Involve Charity Newsletter
  - 18.8 Being a BALC member
  - 18.9 BALC – Capping of affiliation fees
  - 18.10 Twinning Newsletter
  - 18.11 BALC newsletter - May
  - 18.12 Berks MS thank you for grant and invitation
  - 18.13 Connecting Communities in Berkshire newsletter
  - 18.14 Action for All E-Bulletin 
  - 18.15 Your Health Update
  - 18.16 RPC minutes and agenda 7th July
  - 18.17 BALC - APPG on Local Democracy roundtable - 12 July
  - 18.18 Introduction to Citizens Advice - Wokingham
  - 18.19 Action for All E-Bulletin 
  - 18.20 Involve- Wokingham Charity Sector Newsletters 
  - 18.21 New wellbeing service announces virtual forum events
  - 18.22 Thames Valley Police - Think Before You Dial campaign - starting 15 July
  - 18.23 Link Visiting Scheme – Supporter newsletter
  - 18.24 Meet the animal wardens
  - 18.25 Involve newsletter
  - 18.26 CCB – membership renewal
  - 18.27 BALC / HALC information
  - 18.28 Borough Parish Liaison Forum draft minutes 21.06.21

- 18.29 Friendship month brief
  - 18.30 John Halsall - Covid-19 members update– 22.07.21
  - 18.31 LCPD News Summer 2021
  - 18.32 Ruscombe Parish Council agenda 4.08.21
  - 18.33 CCB Action for all monthly e-bulletin
  - 18.34 Ruscombe Parish Council agenda 01.09.21
  - 18.35 Nominations for Sports Awards 2021
  - 18.36 Sports Award Invitation (RSVP) – 26.11.21
  - 18.37 Age UK report on Covid research on 60+
  - 18.38 Involve Newsletter
  - 18.39 CCB training opportunities this Autumn
  - 18.40 Wokingham Borough Council Adult Education Consultation
  - 18.41 CCB Action for All
  - 18.42 The Wokingham Volunteer Centre Annual Meeting - Monday 11 October 2021
  - 18.43 WBC Borough Parish Liaison Forum 04.10.21
  - 18.44 GWR's Annual Stakeholder Conference 18 .10.21
  - 18.45 Home-Start Wokingham AGM - Celebrating 25 years!
  - 18.46 Future Proof Parks - working with young volunteers
  - 18.47 Notice of AGM - Twyford District Youth & Community Centre - Tuesday 9th November 2021
  - 18.48 Home-Start Wokingham AGM - Celebrating 25 years!
  - 18.49 RPC Agenda 06.04.21
  - 18.50 Draft Finchampstead Neighbourhood Development Plan
  - 19. List of authorised payments** – list for September & October (in Councillor one drive folder) List dated 21.10.21. Approval proposed by Mr J Jarvis, seconded Mr C Wickenden. Motion carried unanimously.
  - 20. Dates of meetings [to consider the current Covid-19 numbers].** Proposed Mrs S Wisdom, seconded Mr C Wickenden to continue meeting at Stanlake Pavilion as present. Motion carried 8 in favour, 1 against, 3 abstained.
- All meetings 7:45pm at Stanlake Pavilion unless noted otherwise.**
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| Neighbourhood Plan Working Group (Zoom 7:30pm)  | 01.11.21 |
| Neighbourhood Plan Sub Committee 7pm  | 02.11.21 |
| Planning and Amenities Committee  | 02.11.21 |
| Ruscombe Parish Council meeting (LJ)<br>(Loddon Hall Ruscombe Room)   | 03.11.21 |
| Parish Lands Committee  | 09.11.21 |
| Finance & General Purposes Committee  | 16.11.21 |
| BALC AGM 7:30pm Woodley Oakwood Centre (RM&RA)  | 17.11.21 |
| Fete 7pm  | 23.11.21 |
| Christmas Tree setting up (8am Bell Corner)<br>[Mr M Alder and Mr J Jarvis volunteered to help]   | 28.11.21 |
| Twyford Tree Festival   | 28.11.21 |
| [Volunteers for the event :- Mr R Abeywardana; Mr M Bray; Mrs J Duffield;<br>Mrs A Evans; Mrs L Jarvis; Mr J Jarvis; Mr R Mantel; Mrs T Ramsden;<br>Mr C Wickenden (NP gazebo); Mrs S Wisdom] |          |
- 21. Staffing matters** - Clerk annual review – Mr J Bowley withdrew this item from the agenda due to a misunderstanding.
  - 22. Date of next Full Council meeting** – Tuesday 23<sup>rd</sup> November 2021.

**Meeting closed at 9:11pm**