

# Twyford Parish Council

## Neighbourhood Plan Sub-Committee Agenda

A meeting of the Neighbourhood Plan sub-committee will be held at 7.00pm on Tuesday 6<sup>th</sup> August 2019 at Loddon Hall, Twyford.

1. **Public Questions.**
2. **Apologies.**
3. **Declaration of interest in items on the agenda.**
4. **Dispensations.**
5. **Matters arising & action points.**
  - 5.1 The Piggott School.
  - 5.2 Neighbourhood Plan page on the website. Material supplied by Mrs L Ashley has been passed to the website team to go live.
  - 5.3 Heavy Duty Gazebo. 31-piece kit from Go-Outdoors (£6) – circulated 30/7/19.
  - 5.4 Engagement Planning
    - Events:
      - Local School Fete's – Mrs B Ditcham has booked a slot at the Colleton Fete on the 6<sup>th</sup> July in the afternoon. Feedback from event.
      - Village Fete – 17<sup>th</sup> August (stall booked).
      - Christmas Fayre – Mr S Conway to arrange a stall.
    - Discussion on future plans. Engagement with other Village Groups:
      - Old Silk Mill – Mr S Conway & Mrs L Ashley
      - The Piggott School – Mr S Conway & Mr R Abeywardana
      - Twyford Surgery – Mr R Abeywardana & Mrs T Ramsden
      - Twyford Together – Mr C Wickenden
  - 5.5 1-year Neighbourhood Plan Anniversary Meeting (12<sup>th</sup> September 2019). Mr R Abeywardana to lead. Venue TBC.
  - 5.6 Progress on funding (grants).
6. **Budgets & Expenses**

Details of expenses already paid for out of the £2000 budget and items to be proposed & approved by the Sub-Committee and the Planning & Amenities Committee:

  - Royal Mail postal fees - £496.85 (paid – Approval of up to £1435 given in 03/19)
  - Gazebo - £375 (paid)
  - Assistant Clerk's Overtime – £174.30 (paid)
- 6.1 Expenses to be approved.
  - Tent pegs & guy ropes – 31-piece kit from Go-Outdoors £6 (circulated 30/7/19).
  - Allocate a budget for the drinks & canapes for the 1-year on meeting in September.
7. **Minutes of the meeting held on 1<sup>st</sup> July 2019 (working group) & 2<sup>nd</sup> July 2019 (sub-committee).**
8. **Feedback from the Strategy Document Production Group.**
  - 8.1 Documents drawn up by Mr R Sunley. Feedback.
    - 8.1.1 Questionnaire for cyclists – version 1 produced by Mr R Sunley (circulated 1/8/19).
    - 8.1.2 Hurst Road Parking & Transit Scheme document produced by Mr R Sunley (circulated 1/8/19).
    - 8.1.3 Questionnaire for car park users – draft 2 produced by Mr R Sunley (circulated 31/7/19)
  - 8.2 WBC – Surveys at Twyford Station (circulated 30/7/19). Requested a copy of the survey and findings. Awaiting details.
  - 8.3 Use of biodegradable envelopes – To consider.
9. **Data Entry Team.**
10. **Resident Liaison Team.**
11. **Data Analysis Team.**
12. **Social media update (RA).**
  - 12.1 Facebook
  - 12.2 Twitter
13. **WBC plan update.**
  - 13.1 Invite sent to WBC Officers and Officials to attend a meeting in the Autumn. Awaiting response.
14. **Correspondence circulated by email:**
  - 15.1 E-Bulletin (circulated 28/6/19).
  - 15.2 Local Plan Update – Site Assessment Engagement 2019 (circulated 23/7/19).
  - 15.3 WBC – Public Rights of Way improvement plan 2020-2030 – Have your say (circulated 25/7/19).
  - 15.4 Neighbourhood Plan Writing Specialist (circulated 30/7/19).
  - 15.5 Surveys at Twyford Station (circulated 30/7/19)

- 15.6 Arborfield & Barkham Neighbourhood Plan Consultation (circulated 30/7/19).
- 15.7 Neighbourhood Planning Newsletter – Issue 6 (circulated 30/7/19).
- 15.8 Draft Rights of Way Improvement Plan 2020-2030 consultation (circulated 30/7/19).
- 15.9 Webinar – How Neighbourhood Planning can bring forward affordable housing for sale (circulated 1/8/19).
- 15. Date of next meetings – Monday 2<sup>nd</sup> September 2019 (Working group) & Tuesday 3<sup>rd</sup> September 2019 (sub-committee).**