

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Sub-Committee at Loddon Hall, Twyford on Tuesday 2nd August 2022 at 7:30pm.

Present: Mr C Wickenden (Chairman), Mr M Alder, Mrs B Ditcham & Mr R Mantel.

Minutes: Mrs Lucy Moffatt (Clerk).

1. **Public Questions.** None.
2. **Apologies.** Mr R Abeywardana & Mrs E Ashley.
3. **Declaration of interest in items on the agenda.** None.
4. **Dispensations.** None.
5. **Matters arising & action points.**
 - 5.1 Submission Policy – Mr C Wickenden provided an update. The basic conditions statement, consultation statement and supporting documents (e.g., Design Code) have been submitted to WBC. Ben Davis, Planning Policy Officer, Growth and Delivery Specialist has confirmed that WBC intends to issue a full set of comments on the submission plan to the group before the end of the week (Friday 12th August). This is slightly later due to some comments from specialist officers remaining outstanding. This allows the group up to an additional 2 weeks to prepare the submission version of the plan. The deadline for the Executive meeting in September is achievable, whilst providing some additional time for the plan to be reviewed, and finalised.
 - 5.2 High Street Infrastructure – Mr C Wickenden reported that the final draft has been circulated. The aspirational items will run alongside the other actions using a phased approach. First priorities are to meet with WBC (in particular to obtain a statement on the relief road) and to meet with Twyford Together.
 - 5.3 Update on the application for the remaining grant amount of £6000 approx. for the continuation of support from consultants O’Neill Homer and any other Neighbourhood Plan agreed expenditure. The final application has not yet been made. Support from O’Neil will be required in selecting an inspector and referendum advice.
 - 5.4 Timeline (circulated):

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| 01.08.22 – 12.08.22 |
| Final amendments to be made to the Neighbourhood Plan under the delegated authority of Mr C Wickenden & Mrs B Ditcham, subject to the notification of amendments to be emailed to the Neighbourhood Plan Sub Committee, Planning & Amenities Committee & Full Council for their information. This is following receipt of the following information from WBC: (1) Confirmation that the online/definitive map for public rights of way is up to date; (2) a report outlining WBC’s position on the relief road; (3) full set of comments on the revised plan. |
| 15.08.22 |
| Twyford’s Submission Documents to be sent to WBC for Borough approval (Executive meeting 29th September 2022). |
| End of September/beginning of October 2022 |
| Regulation 16 Consultation to commence (subject to approval at the executive meeting). |
| Winter 2022/Spring 2023 |
| Twyford’s Neighbourhood Plan to go to referendum. |
6. **Budgets & Expenses** – None.
7. **Approval of Minutes:**
 - 7.1 Minutes of the Sub-Committee meeting held on the 5th July 2022. Approval proposed as a true and accurate record by Mrs B Ditcham, seconded Mr R Mantel. Motion carried unanimously.
8. **Correspondence circulated by email (noted):**
 - 8.1 Croudace Homes – Bridge Farm update (circulated).
9. **Date of next meeting:**

Working Group – TBC. Agreed that the working group should be kept informed.
Sub-Committee – 6th September 2022 at 7:30pm.

Meeting Closed at 19:49