

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 29th November 2021 at 7:30pm.

Present: Mr C Wickenden (chair), Mrs B Ditcham (vice-chair), Mrs E Ashley, Mrs P Morton, Mrs B Smith and Messrs M Alder, M George, R Mantel, F Newman & R Sunley.

Minutes: Lynn Povey (Assistant Clerk).

1. **Welcome.** Mr C Wickenden welcomed everyone.
2. **Apologies** – Mr S Conway & Mr L Ferris.
3. **Update on actions from previous meeting not assigned to groups:**
 - 3.1 Mr C Wickenden to discuss with Twyford Parish Council's Parish Lands Committee potential alternative uses of any underused Parish Council land. E.G. E-Bike points and Electric Units and to also discuss a wish list using CIL money. Carried forward.
 - 3.2 Library regeneration project (Phase 2) - A wish list. Meeting arrangements. Carried forward.
 - 3.3 Design Codes – Update from meeting held. Brief overview of initial meeting. Mrs E Ashley to meet Consultants in the village to discuss the buildings of interest.
 - 3.4 High Street Infrastructure application – successful (CW, MG & RS). Mr C Wickenden to arrange a meeting with the Consultants.

4. **Policy Updates/Evidence.**

- 4.1 Housing Needs Survey – Consultant update:

Seeing as there is a potential conflict of interest relating to AECOM providing Twyford with a housing needs figure, I think in this instance it will be best for us to progress with the housing needs assessment by focusing on the specific character of housing need in Twyford, rather than the overall quantity. I would suggest though, that you get in touch with James McCabe and formally request a housing needs figure specifically for the Twyford Parish. It is likely that this will be a provisional figure due to the plan-making stage the council are at, however the information would be valuable for the group in terms of informing the Twyford Neighbourhood Plan.

Actions

- Assistant Clerk to place a formal request to WBC for Twyford's housing needs figure.
- Mr C Wickenden to seek advice from Ms L Haim.

- 4.2 Draft Policy – Additional sections (Working Group Shared Folder). Mr C Wickenden gave an overview of the documents provided by the Consultants.

Actions

- Community Health Provision missing from draft document – Mr C Wickenden to query this with Ms L Haim.
- Assistant Clerk to ask Twyford's Surgery Practice Manager for a meeting with Mr C Wickenden & Mrs B Ditcham.

- 4.3 WBC Screening – Draft Plan (Working Group Shared Folder). Mr C Wickenden gave an overview of the documents provided by the Consultants.

5. **Matters Arising & Community Engagement.**

- 5.1 Local Plan Update (Revised Growth Strategy briefing session slides (circulated)). Noted.

- 5.2 Community Liaison – Update on actions:

- Banners. New design ideas. Assistant Clerk to create a folder within the NP Working Group Shared Folder called Banners, upload the old banner design for reference and attached a document for the group to add suggested wording for the new banners.
- Raise Profile – Mr C Wickenden to write a promotional piece:
 - Social Media – share posts from the Neighbourhood Plan Facebook page with other local pages such as 'Twyford (Berkshire)', 'Twyford Together' etc.
 - RG10
 - Local Papers

Mr C Wickenden to send social media material to the Assistant Clerk.

- Update/Feedback from Tree Festival Event. It was felt that it was a good event with a steady stream of interested residents. Mr C Wickenden suggested for future events that we gain contact details should the resident be happy to provide these.

Actions

- Assistant Clerk to arrange for the event material to be uploaded to the Twyford Parish Council website
- QR code to be generated to provide easy access to Neighbourhood Plan information on the Twyford Parish Council website.
- Christmas Fayre (03.12.21) – Mrs E Ashley, Mrs B Ditcham, Mrs P Morton, Mrs B Smith, Mr F Newman & Mr R Sunley. Assistant Clerk to send out a rota for the event.
- Other Events (Pop up, Posters on noticeboards (Twyford Station), obtain a stall at another local event):

Actions

- Working Group to investigate any local events that can be attended in February 2022 or where a community engagement event can be carried out. To report back at next meeting.
- Assistant Clerk to investigate the availability of venues within Twyford (ideally with Internet) to hold a Public Consultation Meeting on Thursday 3rd March 2022. To report back at next meeting.

6. Date of next meetings:

Sub-Committee – 02/12/21 (19:00), Stanlake Pavilion.

Sub-Committee – 04/01/22 (19:00), Stanlake Pavilion.

Working Group – 10/01/22 (19:30) via Zoom.

The above meeting dates were noted.

Meeting Closed at 20:47