

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 8th January 2019 at 7:45pm.

Present: Mrs B Ditcham (Chair), Messer's C Wickenden, M Boniface, M Bray, J Jarvis & R Mantel.

Minutes: Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.

2. **Apologies** – Mr R Abeywardana, Mr M Alder & Mr J Bowley.

3. **Declaration of interest in items on the agenda** – None.

4. **Dispensations** – None.

5. **Minutes of the meeting held on 4th December 2018.**

Approval of the minutes proposed Mr C Wickenden, seconded Mr M Boniface. Motion carried nem con.

6. **Budgets & Precepts.**

6.1 To approve Committee budget & precept amount.

Budget

It was proposed by Mr J Jarvis, seconded by Mr C Wickenden and unanimously agreed for the budget amount of £10,570.00 be approved. Motion carried.

Precept

It was proposed by Mr J Jarvis, seconded by Mr C Wickenden and unanimously agreed for the precept amount of £7,570.00 be approved. Motion carried.

7. **Matters arising and action points.**

7.1 Rural Footpath, Stanlake Lane (Ruscombe Down) - Meeting held between Mrs B Ditcham, Mr M Alder & Mr N Hussain of WBC. Report from Mr Hussain received & circulated 20/11/18. Proposal from Mr J Jarvis, seconded Mr M Boniface to **RECOMMEND to Lands** that they consider installing a footpath within Stanlake Meadow to run alongside the road (Stanlake Lane). Motion carried.

7.2 Defibrillator – PAD deployed. Test results & drop-in training sessions. Awaiting deployment test results & drop in training sessions dates & times. Carried forward.

7.3 Twyford Post Office. The Post Office has re-opened in Booze Bargains. Noted.

7.4 Adopt a Street – Chocolates. Passed to Councillors on 13/12/18 to distribute. Letter of thanks. Noted.

7.5 HBUG – Mr C Wickenden and Mr R Abeywardana to represent TPC. Currently no further details. Noted.

7.6 No Cold Calling – Do we wish to use the scheme? Clerk asked to liaise with Mrs L Moffatt & Mr J Bowley who have been trialling the scheme since 2017.

8. **Planning Matters - Current List.**

8.1 Householder Prior Notification – None.

8.2 182382 7 New Road – As the committee believe this is on Green Belt, they cannot support any developments.

8.3 183262 94 Hurst Road – No comment.

8.4 183285 67 Hurst Road – No comment.

8.5 183291 67 Springfield Park – No comment.

8.6 183359 23 Church Street – The committee does not feel that the rear structure is in keeping with the conservation area.

8.7 183381 33 Hurst Road – No comment.

8.8 183438 181 Broad Hinton – No comment.

8.9 183464 15 Sycamore Drive – No comment.

9. **Notices of permission.**

* denotes applications that the Council has previously commented on.

9.1 182610 183 Broad Hinton

9.2 182549 25 Cotterell Gardens

9.3 183071 11 Hilltop Road

Noted.

10. Notices of refusal.

- 10.1 182638 103 London Road
*Concern regarding the access & egress for 6 cars.

Noted.

11. Notice of appeal – None.

Noted.

12. Neighbourhood Plan meeting 7/1/19 & 8/1/19 – The minutes from 7/1/19 (working group meeting) and the sub-committee minutes from 8/1/19 to be circulated.

12.1 Twyford Neighbourhood Plan – The next meeting of the whole working group is on 4/3/19 at Stanlake Meadow (19.30) & the Neighbourhood Plan Sub-Committee is on 5/2/19 at Loddon Hall (19.00). There will be a small group meeting at Stanlake Meadow on 4/2/19 for those involved in bringing together the three sections of the questionnaire into one document.

12.2 Banners – Order placed 31/12/18. Delivery of the 8 banners is expected around 11/1/19. Noted.

12.3 Freepost – Clerk to set up. Noted.

12.4 PO Box - This has been approved by the Finance Committee and is being set up for Twyford Parish Council as a whole. The new postal address for Twyford Parish Council with effect from 10/1/19 has been noted as: - Twyford Parish Council

PO Box 8250

READING

RG10 9SZ

12.5 Approval of any other Neighbourhood Plan expenses – None. Noted.

13. Other planning matters

13.1 183332 – Church Court, Church Street (Tree Works – information only) (circulated 20/12/18).

Noted.

14. Footway Lighting

14.1 Repair and fault report.

14.1.1 Amberley Drive – Thames Water requested the removal of a lamp to enable them to repair a burst fire hydrant. Quote obtained from Balfour Beatty for the removal, reinstallation and reconnection of supply & passed to Thames Water. Awaiting payment from Thames Water. Noted.

14.1.2 Lamp 47 Hurst Road – Fault reported to WBC on 27/11/18. WBC confirmed that the repair was carried out on 4/12/18 however it is not dimming as intended therefore WBC have requested additional works to be carried out. Noted.

14.1.3 Lamp 170 Colleton Drive – Fault reported to Balfour Beatty 20/12/18. Awaiting repair. Noted.

14.1.4 Lamp 21 Hurst Road – WBC advised us of the outage on 2/1/19. There is a problem with the Scottish & Southern Energy power supply to this lamp. Awaiting repair. Noted.

14.2 Twyford Works Inventory. WBC to confirm when the last remaining lamps within the parish will be converted. Noted.

14.3 Reassessment of lighting – some areas are particularly dark. Clerk to liaise with WBC – What can we do in areas we feel are very dark? Can the brightness of the lamps be adjusted?

14.4 Clerks Forum – Street Lights. Mrs L Moffatt has taken our wish to explore the possibility of WBC taking over ownership of our street lamps back to the Clerks Forum. Awaiting update. Noted.

15. General Amenity Matters

15.1 Website Update – Ginger Stag are looking forward to working with the Parish Council and hope to get the website operational for the beginning of January 2019. It was also decided at Full Council that the website will now form part of the Finance Committees responsibilities. Noted.

15.2 Gateway signage – 2m Farmgate Style Gateway. No further actions until April 2019. Noted.

15.3 Clock – The Cumbria Clock Company – Cost for a service is £185 + VAT but would need to inspect the clock to provide a cost to change the bulb to LED. It was proposed by Mr J Jarvis, seconded by Mr M Boniface to set up a contract with The Cumbria Clock Company for the servicing element and for the Clerk to arrange a site visit to gain a quote for the LED conversion. Carried forward.

15.4 Air quality action plan – Latest report circulated on 29/11/18. Meeting held in November where Suzanne McLaughlin of West Berkshire Environmental said she wants to be able to liaise with other Council departments (build bridges) to assist with the Air Quality action plan. TPC to support this. Anthony Pollock from WBC has changed positions within WBC and was therefore no longer able to attend tonight's meeting. Suzanne McLaughlin (West Berks) & James McCabe & Matthew Gould of WBC were also unable to attend therefore the Clerk is arranging another meeting time & date suitable for all departments. Letter drafted to Suzanne McLaughlin requesting an update following the November meeting was sent on 31/12/18 and we are currently awaiting a response. Twitter feed uploaded.

15.5 4-foot posts near new hanging basket poles – Gordon Storey has asked if these can be removed. Carried forward.

16. Village Maintenance

16.1 Speed sign on Wargrave road not working for northbound traffic – reported 2/1/18. New device has now been installed. Noted.

16.2 New Road, Twyford – Overgrown Hedges. Reported to WBC. This was completed at the end of November 2018. Noted.

16.3 Maidenhead Conservative Association – litter pick in Twyford. Where would we like them to do the litter pick? (circulated 30/10/18). Passed to the Adopt-a-Street organisers to advise. It has been decided that the litter pick will take place on 3/2/19 from 10.45am to 11.45am along the A4. They are meeting behind the BP Garage in New Road. If you can assist, then please go along. Noted.

16.4 Bin repair needed – Reported to WBC on 20/11/18. Confirmation from WBC received - repair was completed in November 2018. Noted.

16.5 Broken handrail – public footpath between Hurst Road & Hogmoor Lane. Reported to WBC 20/12/18. Confirmation of repair received 27/12/18. Noted.

17. Highways

17.1 Speedwatch volunteers (circulated 31/5/18). Mr R Mantel has signed up. Clerk to resend Mr C Wickenden the sign-up details.

17.2 CPE & parking issues (Brook Street, Broad Hinton etc). Clerk to see if Sarah Allman of WBC is available to attend the February or March Planning & Amenities meeting.

17.3 Parking on double yellow lines – London Road Shops (circulated 17/10/18). Mrs B Ditcham asked the committee that if they see any vehicles parked on the double yellow lines to take a photo to gather evidence of this problem. Carried forward.

17.4 New Traffic & Travel Facebook Page Now Live (circulated 20/12/18). Tweeted 20/12/18. Noted.

17.5 WBC Highway Maintenance Management Plan (circulated 3/12/18). Noted.

17.6 Parking on Verey Close – problems with commuter parking (circulated 3/12/18). Noted.

17.7 Parking Ticket – Colleton Drive (28/12/18) (circulated 31/12/18). Noted.

18. Correspondence circulated by email:

18.1 WBC – Planning Enforcement (circulated 13/12/18 & 31/12/18). Noted.

18.2 WBC – Local Plan Update Newsletter (circulated 17/12/18). Noted.

18.3 Neighbourhood Planning & Support (circulated 20/12/18). Noted.

18.4 WBC – Reminding residents of the changes to recycling and waste collections over the festive period (circulated 20/12/18). Tweeted 20/12/18. Noted.

18.5 WBC - Campaign for Cleaner & Greener session. Is anyone available to attend? (circulated 20/12/18). Noted.

18.6 WBC – Homes for the future (circulated 20/12/18). Noted.

18.7 Residents letter regarding 'Twyford House Car Park' (circulated 20/12/18). Noted.

18.8 WBC – Planning Enforcement Stats (circulated 31/12/18). Noted.

18. Date of next meeting – Tuesday 5th February 2019.

Meeting Closed at 21:03