

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 5<sup>th</sup> March 2019 at 7:45pm.

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

**Minutes:** Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.

2. **Apologies** – Mr M Alder.

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

4. **Dispensations** – None.

5. **Minutes of the meeting held on 5<sup>th</sup> February 2019.**

Approval of the minutes proposed Mr R Abeywardana, seconded Mr C Wickenden. Motion carried nem con.

6. **Matters arising and action points.**

6.1 Rural Footpath - Stanlake Lane. Referred to the Parish Lands Committee to consider installing a footpath within Stanlake Meadow to run alongside the road (Stanlake Lane). The Lands Committee have decided not to take this forward. No further actions.

6.2 Defibrillator – PAD deployed. Test results & drop-in training sessions. Awaiting deployment test results & drop in training sessions & times. Clerk also contacted Wel Medical for the test results – awaiting call back. Noted.

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

6.4 No Cold Calling – Do we wish to use the scheme? The Committee asked the Clerk to remove the item from the agenda until October 2019 with the view of a referendum to make the village a No Cold Calling Zone.

6.5 Twyford In-Bloom 2019. No further updates at present. Mr R Abeywardana to send Mr M Bray details of an In-Bloom booklet.

6.6 WBC – Meeting with Parish & Town Councils (circulated 30/1/19). Meeting has been arranged for 28<sup>th</sup> March between Mr R Mantel, Mr J Bowley & WBC. Mrs L Moffatt will also be present.

7. **Planning Matters - Current List.**

7.1 Householder Prior Notification – None.

7.2 190220 17 Westview Drive. No Comment.

7.3 190238 13 Amberley Drive. No Comment.

7.4 190280 24 Sycamore Drive. No Comment.

7.5 190303 Cedar Park Nursery, Bridge Farm Road. No Comment.

7.6 190385 Durlston, Longfield Road. No Comment.

7.7 190399 41 Chaseside Avenue. Change of street scene and could create a precedent.

7.8 190432 17 Amberley Drive. No Comment.

8. **Notices of permission.**

\* denotes applications that the Council has previously commented on.

8.1 183154 7 Sycamore Drive

8.2 183359 23 Church Street

\*The committee do not feel that the rear structure is in keeping with the conservation area.

8.3 183438 181 Broad Hinton

Noted.

9. **Notices of refusal.**

9.1 183439 3 Montreal Terrace

9.2 183525 57 Wargrave Road

Noted.

10. **Notice of appeal.**

10.1 181852 Workshop at land to rear of 20 & 22 Station Road

Noted.

11. **Neighbourhood Plan meeting 4/3/19 (working group) & 5/3/19 (sub-committee)** – The minutes from the sub-committee meeting on 5/2/19 circulated on 7/2/19, approved. The minutes from

the working group meeting on 4/3/19 circulated on 5/3/19 and the sub-committee meeting held on 5/3/19 to be circulated.

11.1 The next meeting of the working group is on 13/5/19 at Stanlake Meadow (19:30) & Neighbourhood Sub-Committee meeting is on 2/4/19 (19:00).

11.2 Banners – The Ranger now has the banners and will be putting them up in the following locations providing authority is gained where necessary: The Station, The Bowling Club, Stanlake, Hurst Road & London Road Allotments, Near A4 roundabout. Mr M Boniface informed us that Hurst Cricket Club would rather we didn't put a banner up at their venue due to Hurst also having a Neighbourhood Plan. Mrs B Ditcham to enquire at Colleton School.

11.3 Freepost – Licence number now received from Royal Mail. Clerk to run the envelope design past the Royal Mail before printing. Noted.

11.4 Current Neighbourhood Plan budget. Noted.

11.5 Approval of any other Neighbourhood Plan expenses.

- To purchase a heavy-duty gazebo at £345 for outdoor events. Proposed by Mr C Wickenden, seconded by Mr M Boniface. Motion carried. Clerk to purchase in April.
- To approve the printing costs of £508.55 for the questionnaire. Proposed by Mr C Wickenden, seconded by Mr M Boniface. Motion carried. Mr C Wickenden to liaise with Mr D Bann to send document to the printers.
- To approve the freepost envelope printing costs of £188.70 to be distributed with the questionnaire. Proposed by Mr C Wickenden, seconded by Mr J Jarvis. Motion carried.
- To approve the maximum costs for the freepost questionnaire returns out of next years budget (£1435.00). Proposed by Mr C Wickenden, seconded by Mr J Jarvis. Motion carried.
- Additional Staffing Hours/Costs. It was agreed in the Neighbourhood Plan Sub-Committee meeting for a recommendation to go to Finance to agree to the Assistant Clerk increasing her hours to accommodate the growing needs of the Neighbourhood Plan. Mr J Bowley felt that additional costs should come from next years Neighbourhood Plans budget. No further action at present.

## **12. Other planning matters**

12.1 190232 Telecommunications Site 78249, Station Road. Prior approval submission for the installation of a 14.97-metre-high Aloha monopole including 2 No. 0.3 metre diameter dishes and 2 No. equipment cabinets located on the grass verge, to be painted green RAL6009, and ancillary development thereto. (Information only) (circulated 4/2/19). Noted.

12.2 190401 67 Hurst Road. Application for a certificate of existing lawful development for a double garage and storage area ancillary to the dwelling house. (Information only) (circulated 27/2/19 – Previously refused by WBC on 14/1/19 under Application 183285). Noted.

12.3 190422 51 Wargrave Road. Application for works to protected trees. TPO 96/1976 Area 1 (Information only) (circulated 27/2/19). Noted.

12.4 190428 48 Hurst Road. Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.4m, for which the maximum height would be 3.3m and the height of the eaves 2.85m. (Information only) (circulated 27/2/19). Noted.

## **13. Footway Lighting**

13.1 Repair and fault report.

13.1.1 Lamp 47 Hurst Road – Fault reported to WBC 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.

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

13.1.3 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.

13.1.4 Lamp 29 Waltham Road – WBC advised of the outage and tree covering on 23/1/19. Awaiting repair & cut back of the tree. Noted.

13.1.5 Amberley Drive – WBC advised of street outage on 29/1/19. Confirmation received that this has now been fixed. Noted.

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

13.3 Reassessment of lighting – some areas are particularly dark. Clerk to investigate what can be done. Noted.

13.4 Clerks Forum – Street Lights. No further updates at present. Noted.

#### **14. General Amenity Matters**

- 14.1 Gateway signage – 2m Farmgate Style Gateway. No further actions until April 2019. Noted.
- 14.2 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.
- 14.3 Air quality action plan – Last meeting took place on the 24/1/19. Clerk to arrange the next meeting in 6 months' time and to send monthly emails to gain updates.
- 14.3.1 'Switch Engines Off' signs. It was proposed that we ask the local Primary Schools to design the signs. Carried forward.

#### **15. Village Maintenance**

- 15.1 2019 Community Litter Pick (circulated 27/2/19). It has been confirmed that this year's litter pick will take place on 23/3/19. Mrs L Jarvis is organising the event. Posters to be placed in the noticeboards.

#### **16. Highways**

- 16.1 Speedwatch volunteers (circulated 31/5/18). Mr R Mantel has signed up. Mr C Wickenden has completed the application and is awaiting confirmation. Noted.
- 16.2 CPE & parking issues (Brook Street, Broad Hinton etc). Clerk to see if Sarah Allman of WBC is available to attend a Planning & Amenities meeting. Carried forward.
- 16.3 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. Correspondence circulated by email:**

- 17.1 GWR - Williams Review Consultation. (circulated 4/2/19). Noted.
- 17.2 WBC - Wokingham Highways Alliance: WBC/WSP/VolkerHighways- Contract Launch Event & Future Highways Services (circulated 4/2/19 & 11/2/19). Noted.
- 17.3 WBC - Campaign for Cleaner & Greener. (circulated 4/2/19). Noted.
- 17.4 Thames Water - 31224655 - 3 High Street RG10 9AG - 4 Way Lights (circulated 5/2/19). Noted.
- 17.5 WBC - Campaign for Cleaner & Greener (circulated 27/2/19). Noted.
- 17.6 WBC – Food Waste Service (circulated 27/2/19). Noted.
- 17.7 Reviewing the UK's 2019 Clean Air Strategy, Thursday 28th February – London (circulated). Noted.
- 17.8 Request for meeting with Croudace Homes re Bridge Farm, Twyford (circulated 27/2/19). Clerk to again go back stating that at present we do not wish to meet with them.
- 17.9 Gardening volunteer update (circulated 27/2/19). Noted.
- 17.10 WBC – Highway Maintenance (circulated 27/2/19). Noted.
- 17.11 Resident – Is the Green Belt going to be protected in all these plans? (circulated 27/2/19). Noted.
- 17.12 WBC - Amendment #1 to on-street parking orders - IEMD report (circulated 27/2/19). Noted.
- 17.13 WBC - Notification of Temporary Closures - The Bader Way, Woodley, High Street, Twyford and King Street Lane, Sindlesham (circulated 27/2/19). Noted.
- 17.14 WBC – Changes coming to Garden Waste Services (circulated 27/2/19). Noted.

#### **18. Date of next meeting – Tuesday 2<sup>nd</sup> April 2019.**

**Meeting Closed at 20:50**