

# Twyford Parish Council

## Minutes of the Meeting of the Council

Meeting held at The Loddon Hall, Twyford on Tuesday 26<sup>th</sup> April 2016 at 7.45 pm.

**Present:** Mr R Mantel (Chair), Mrs E Ashley, Mrs B Ditcham, Mrs L Jarvis, Messrs M Bedford, J Bowley, M Boniface, D Fergusson, J Jarvis, R Morris, C Smith, T Winchester & C Wickenden.

**In attendance:** Mrs C Bulman – Ruscombe Parish Council & 1 member of the press.

1. **Public questions** – none.
2. **Apologies** – none.
3. **Declarations of interest in items on the agenda** – none.
4. **Dispensations** – none.
5. **Minutes of the meeting held on 22<sup>nd</sup> March 2016.** Proposed Mr J Jarvis, seconded Mr D Fergusson, carried unanimously.
6. **No matters arising.**
7. **Borough Council Matters.** Mr Jarvis reported that the focus at WBC has been on elections. There are ongoing discussions on extending the Twyford station car park by adding another deck. They will be extending the platforms and making a larger booking office and waiting rooms. Mrs Ditcham reported that the car parking issue will be exacerbated by the new housing outside of Twyford. Mr Bedford asked as to whether the trains will be diesel or electric. Mr Fergusson highlighted the commuters parking on the grass verges by the station. Mr Jarvis said that this area will be turned into a turning circle for the park and ride buses. Mr Morris reported that state of the verges being used by the utility contractors. Mr Jarvis responded that they will be responsible for reinstating the areas once they have completed their works.
8. **Liaison with Ruscombe Parish Council.** Mrs Bulman reported. The existing 6 councillors have been re-elected unopposed. There are two councillor vacancies. McCarthy and Stone were due to attend the last meeting however they did not attend. The Ruscombe APM will be held at 7:30pm, St James Church on 26<sup>th</sup> May 2016.
9. **Reports and to receive any recommendations from committees:**
  - 9.1 **Planning and Amenities Committee 05.04.16** Mr Smith reported on the meeting highlighting the decisions on the paperless practises. Agreed that each councillor will review the plans by downloading them on their own laptop / devices. All councillors are to bring their own devices from which the plans will be reviewed at the May meeting.
  - 9.2 **Parish Lands Committee 12.04.16 & Family Picnic sub committee** Mr Bowley reported. He highlighted items 6.3 damage to trees at Stanlake Meadow and 9.4 tennis court repairs – when the surface was re-done there was too much sand in the mix which now its washed out has has left a pitted surface. The Clerk will write to the contractor saying that the Council expect the courts to last the expected term of 10 years otherwise they will expect the contractor to pay for repairs. Network Rail have planted some hedging in Stanlake Meadow along the railway boundary. Mr Bowley also highlighted items 10.4 - a large electricity bill and 11.1 - the pavilion kitchen refurbishment. The Committee **RECOMMEND to Full Council** to allocate an additional £1,000 to the Family Picnic budget. The committee hope to book a battle re-enactment for the event. Motion carried unanimously.

Mr Boniface reported on the Family Picnic plans. The re-enactment will be the central theme with athletic events having a 'school sports day' theme. These will be held on a track in front of the pavilion. There will be lots of childrens and youth races on the fitness trail organised by Castle Royle and Barnes Fitness. WBC plan to provide a slightly expanded version of last year.

**9.3 Finance and General Purposes Committee 19.04.2016** Mr Fergusson reported. He highlighted the software subscriptions, income from dividends and wayleave and discussions on the twinning relationship. The expenditure against budget and capital statement figures and APM figures had been circulated.

The committee **RECOMMEND to Full Council** to spend £595 on a Sharp colour printer/scanner. Motion carried 12 in favour, 1 against.

The committee **RECOMMEND to Full Council** that a grant of £100 be made to the Berkshire Multiple Sclerosis Society. Motion carried unanimously.

The committee **RECOMMEND to Full Council** that no grant be made to St Mary's Church – Queen's Birthday Celebrations due to an anticipated £1,000 surplus. Motion carried nem con.

#### **9.4 Other Representatives reports.**

9.4.1 Borough Parish Liaison Forum 04.04.16 – Mr Bowley reported on the meeting and presentation slides have been circulated.

9.4.2 Community Hub meeting 30.03.16 – Mr Bowley report and a request for help with funding the traffic survey and tree survey will be referred to the Planning and Amenities committee.

9.4.3 TVP AGM – Mrs Ditcham reported. There were 30 attendees and a presentation by the police. An infographic was shown of the work of TVP.

**10. Clerk's report** The clerk reported on the Clerk's Forum. Alan Battman, station Commander, Wokingham Station made a presentation on how they are trying to engage more with members of the public. They are looking to attend public events and are looking to carry out an education role. They are wanting to help the vulnerable and carry out home safety checks. A discussion took place on the Borough Parish Working Group and there were concerns that the poor attendance could have been to do with sending of the agendas being sporadic. Discussion also took place on the paperless practices and the length of time taken to download the plans. Most Town and Parish Councils have their own meeting rooms and access to wi-fi.

**11. Approval of the Annual Return for the financial year ended 31<sup>st</sup> March 2016.** Mr Jarvis queried the investment of £3,006.77 shown on the balance sheet stating that if it was the Twycombe Lodge deposit it should not be shown in the accounts. The clerk will check with the auditor as to the correct way to show this however the accounts are consistent with the previous years audited accounts. Proposed Mr D Fergusson, seconded Mr T Winchester to **RECOMMEND to Full Council** to approve that the Chairman signs the accounting statements and annual governance statement 2015/16 as presented. Motion carried 12 for, Mr Jarvis against.

**12. Councillor Questions** – no questions.

#### **13. Correspondence**

13.1 WDALC letter from the Chairman – circulated by email. A discussion took place, agreed to refer to the Finance and General Purposes committee.

13.2 Dinton Activity Centre's events and activities – leaflets. Noted.

13.3 Binfield 10k – date noted.

**14. List of authorised payments** – list dated 26.04.16 proposed Mr J Jarvis, seconded Mr C Wickenden.

**15. Dates of meetings:**

Annual Parish Meeting	27.04.16
Agreed for the Clerk to invite TVP executive.	
Planning and Amenities Committee	03.05.16
Family Picnic sub committee (all welcome)	10.05.16 (7pm)
Parish Lands Committee	10.05.16
Ruscombe Parish Council meeting (LJ)	11.05.16
Meet your councillor session	14.05.16 (Waitrose 3-4)
Mr R Mantel, Mr D Fergusson and Mr J Jarvis in reserve.	
Finance Committee	17.05.16

**Part 2 Confidential Information**

Item 16 & 9.2 discussion – Twyford Citizen of the year and Gate access

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mr D Fergusson, seconded Mr J Jarvis, carried unanimously. The public left the meeting. Discussion took place on the Twyford Citizen of the year and Gate access.

**16. Twyford Citizen of the Year** – confidential item.

**17. Date of next meeting – Tuesday 24<sup>th</sup> May 2016.**

**The meeting closed at 9:15 pm.**