

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 1st May 2018 at 7:45pm.

Present: Mr C Wickenden (Vice Chair), Messer's M Alder, M Bray, J Jarvis & J Bowley.

Minutes: Lynn Povey (Assistant Clerk)

1. **Public Questions** – None
2. **Apologies** – Mrs B Ditcham, Mr M Boniface & Mr R Mantel.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 3rd April 2018.**
Approval of the minutes proposed Mr J Jarvis, seconded Mr M Bray. Nem con.
6. **Matters arising and action points**
 - 6.1 Relocation of Village Centre Noticeboard – application for advertisement consent has been granted. Listed buildings consent/Heritage statement granted. Awaiting installation quote. Noted.
 - 6.2 Letter to residents of Ruscombe Down - There was general agreement that the committee would consider paying for a pathway extension to be installed. Owner happy to consider the proposal. Meeting took place between Mrs B Ditcham, Mrs L Povey (TPC) and Mr Gareth Wiseman from WBC to gauge possibility. Mr Wiseman did not feel that our request was impossible and has passed the details on to the Traffic Management team to investigate further. Awaiting communication. Noted.
 - 6.3 Correspondence from Cllr David Lee. The Clerk acknowledged and replied to Cllr Lee on 26/2/18. Response from Cllr Lee received 26/4/18, stating he will arrange a meeting with the Parish Council after the elections. Noted and await meeting date.
- 7.0 **Planning Matters**
 - 7.1 **Current List**
 - 7.1.1 Householder Prior Notification – None.
 - 7.1.2 180694 4, Old Mill Court – No comment.
 - 7.1.3 180862 Waitrose Ltd – Query on land ownership as boundary on the plans submitted appear to be inaccurate. If this is the case, then an application is needed to the adjoining landowners.
 - 7.1.4 180882 23, Broadwater Road – No comment.
 - 7.1.5 180892 98, Hurst Road – No comment.
 - 7.1.6 180930 18, Yewhurst Close – No comment.
 - 7.1.7 180943 52, Poundfield Way – No comment.
 - 7.1.8 180963 16, Yewhurst Close – No comment.
 - 7.1.9 180971 80, Hurst Road – No comment.
 - 7.1.10 180998 Rosebary's Farm – No comment.
 - 7.1.11 181133 76, Orchard Estate – No comment.
 - 7.2 **Notices of permission**

* denotes applications that the Council has previously commented on.

 - 7.2.1 180541 Apsley House.
 - 7.2.2 180500 73 Springfield Park.
*Objection as the proposed works show the ability for it to be made into a separate dwelling.
 - 7.2.3 180218 64, Hurst Road.
 - 7.2.4 180574 120, Wargrave Road.
* The committee respectfully ask that the hedges bordering the property remain and if any need removal that these are replaced. The overall height is also a concern and therefore ask for the decorative chimney and bird be removed from the construction and for the building to be excavated into the ground to lower the overall height.
 - 7.2.5 180117 49, Wargrave Road.
 - 7.3 **Notices of refusal**
 - 7.3.1 180533 Land to the rear 20 & 22, 20 Workshop, Station Road.
 - 7.4 **Notice of appeal** – None.
 - 7.5 **Neighbourhood Plan meeting 01.05.18** - Notes to be circulated by Mr C Wickenden.
 - A short meeting to take place on 17/5/18 ahead of the public meeting on 23/5/18.
 - Agenda has been agreed and will be given to the Clerk to print out, place on noticeboards etc.
 - Meeting to be promoted via facebook, twitter, RG10 etc. Details to be passed to the Clerk to action.
 - Mr J Bowley to provide projector for the public meeting.

- Clerk to arrange refreshments for the public meeting.

7.5.1 Twyford Neighbourhood Plan – Referred the application for the Designation of a Neighbourhood Plan Area for Twyford Parish to the Full Council (27/3/18), signed and sent to Wokingham Borough Council for the attention Mr J McCabe. The committee will hold a meeting of interested residents & stakeholders on 23/5/18 at 7.30pm in Loddon Hall (Ruscombe Room). After this meeting a sub-committee will be formed. Noted.

7.6 Northern Parishes and Campaign to Protect Rural Wokingham (CPRW) – Funding request referred to the Finance Committee (20/3/18). Finance agreed to submit a grant application (Mr J Jarvis has an interest in this matter so made no comment). Noted.

7.7 Other planning matters

7.7.2 Part 2 Confidential Information

Changes – Feedback session – Twyford Community Stakeholder Workshop (23/4/18) – Mr M Bray attended. 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, seconded & carried unanimously. The public left the meeting. Discussion took place.

7.7.3 Notification of application for new premises licence (circulated 24/4/18) – The plans (drawings) are inaccurate (does not reflect the true layout). It is also the committees view that it is inappropriate to support a new licence seeing the Home Office is going through the process to revoke the existing one. The committee does not support the application.

7.7.4 Campaign to Protect Rural England (18/4/18) – Mrs B Ditcham, Mr R Mantel & Mr M Bray attended. Mr Bray provided the committee with leaflets on the neighbourhood plan, planning explained etc.

8. Footway Lighting

8.1 Repair and fault report – None.

8.1.1 Lamp 245 (Station Terrace) – Resident advised us that this light is not working. Balfour Beatty carried out repairs on 13/3/18. Fault reported again 17/4/18. Balfour Beatty confirmed that there is no fault with the unit. WBC advised on 24/4/18. Noted.

8.2 Longfield Road street lamp – Site visit on 22/3/18 between WBC & Resident advising how much area around the hedge needs to be cleared allowing the lighting updates to be carried out. The tree surgeon carried out partial removal as agreed on 27/4/18. Clerk notified Mr David White at WBC on 30/4/18 that the tree works has been carried out. Mr White will arrange for the new LED lamp to be installed by the contractors. Clerk to update the committee on 5/6/18.

9. General Amenity Matters

9.1 Website Update (Aps and Stacks hosting) – Mr C Wickenden will continue to work on the website.

9.2 Gateway signage – Clerk has requested a quote from WBC for the farmgate style gateways in the 2 meter size on 27/2/18. Meeting between Mr Murphy from WBC, Mrs B Ditcham & Mrs L Povey on 04/04/18 to discuss & move forward. Mr Murphy has provided a rough quote excluding installation cost of £6,382.74 for the gateways. It was agreed to wait for an accurate and complete quote to be received before any further action is taken. Clerk to obtain full quote.

9.2.1 Vintage Twyford sign located near The Waggon & Horses has gone missing. This has now been reinstated. Noted.

9.3 Car park hanging basket posts – Official consent gained from the landowners. Consent also granted from Highways and Streetworks at WBC. Awaiting consent from the Traffic management team. Once consent received, clerk to order posts and arrange installation. Noted.

9.4 Annual Parish Meeting – Mrs B Ditcham presented the report for the Planning & Amenities committee and Mr C Wickenden presented the talk on the Neighbourhood Plan. Noted.

9.5 Twyford Together – Order for 25 hanging baskets and 11 lamp-post brackets has been placed with Mr D Moss of Window Flowers (budgeted for £1900 – 25 baskets & 11 brackets = £1850). Mrs B Ditcham met with Mr P Cassidy & Mr D Moss and have agreed the locations of the hanging baskets this year. Noted.

9.6 Session on Waste & Recycling – 16/4/18 between 10am to 12pm. Mr R Mantel attended. Carried forward.

9.7 Clock – The engineers attended on 20/04/18 and is now working. With regards to Mr J Jarvis' question as to if the bulb could be changed to a LED one, we are awaiting a response from the company to see if they can find an alternative as the fixings that they have will not fit our clock. Clerk to provide an update and quote in due course.

- 9.8 Air quality action plan – Report circulated on 11/4/18. Noted.
- 9.9 Thank you/acknowledgement letter to the youth centre for their hard work – It was suggested by Mrs B Ditcham, proposed by Mr M Alder and seconded by Mr M Bray, motion carried for the clerk to send a letter on behalf of the Parish Council to acknowledge the work carried out by the youth centre team.

10. Village Maintenance

- 10.2 Speed sign on Wargrave road not working for northbound traffic – reported 2/1/18. Still awaiting action. Clerk to press WBC for a date as to when this will be fixed.
- 10.3 Tidying up Polehampton School House as part of Twyford in Bloom. It was suggested by Mrs B Ditcham, proposed by Mr M Bray and seconded by Mr M Alder, motion carried for the Clerk to send a letter to the Polehampton Charities for their support in tidying up and maintaining Polehampton School House as part of Twyford in Bloom.

11. Highways

- 11.1 A4 past Hare Hatch near Castle Royle always gets badly flooding in heavy rainfall. Response received from Mr E Napper stating that WBC will be undertaking an investigation at the site commencing 30/4/18 and will keep the committee updated. Awaiting investigation report. Noted.

12.0. Correspondence circulated by email:

- 12.1 The Straight Mile (circulated 17/4/18). Noted.
- 12.2 Twyford in Bloom – minutes of meeting held 11/4/18 (circulated 17/4/18). Advised of meeting to be held 2/5/18 (Mr M Bray to attend). Noted.
- 12.3 Bridge Farm (circulated 5/4/18). Noted correspondence and requested that this goes into next month's meeting.
- 12.4 Street naming and numbering (circulated 17/4/18 & 19/4/18). Noted.
- 12.5 Major Projects Stakeholder Engagement (circulated 17/4/18). Noted.
- 12.6 Request for a briefing with Twyford Neighbourhood Plan Group (circulated 18/4/18). Noted correspondence and requested that this goes into next month's meeting.
- 12.7 Heathrow consultation (circulated 5/4/18). Noted.
- 12.8 5 year housing supply document passed to Mrs B Ditcham. Passed on to Mr C Wickenden. Noted.
- 12.9 Enforcement Stats (circulated 30/4/18). Noted.
- 12.10 Plan ahead – Early May Bank Holiday work on the Great Western network (circulated 30/4/18).
- 12.11 Open spaces – Grass cutting (circulated 30/4/18). Noted.

13.0 Date of next meeting – Tuesday 5th June 2018.

Meeting Closed at 21.50