

Twyford Parish Council Minutes of the Meeting of the Council

Meeting held at The Loddon Hall, Twyford on Tuesday 27th November 2018 at 7.45 pm.

Present: Mr R Mantel (Chairman), Mr R Abeywardana, Mrs E Ashley, Mr M Boniface, Mr J Bowley, Mr M Bray, Mrs B Ditcham, Mr D Fergusson, Mrs L Jarvis, Mr J Jarvis, Mrs T Ramsden, Mr C Wickenden & Mr T Winchester.

In attendance: Mr Paul Cassidy, Ruscombe Parish Council.

Clerk in attendance: Lucy Moffatt.

1. **Public questions** – no questions.
2. **Apologies** – Mr M Alder & Mrs J Duffield.
3. **Declarations of interest in items on the agenda** – none.
4. **Dispensations** – none.
5. **Minutes of the meeting held on 23rd October 2018.** Approval of the minutes as a true and accurate record proposed Mrs B Ditcham, seconded Mr M Boniface, motion carried nem con.

6. Council three priorities (as requested by WBC).

The Councils three priorities from the list given by Wokingham Borough Council were agreed to be 1) Impact of development 2) Affordable housing and 3) Tackling congestion

7. Matters arising.

7.1 An invitation to meet had been received from Jude Whyte, Assistant Director, Customer and Localities, WBC. Agreed to invite Jude to the January meeting on 29th January 2019.

8. Borough Council Matters. No reports from Mr L Ferris & Mr W Smith. Mr J Jarvis reported. Manjeet Gill has left and Heather Thwaites is the Interim Chief Executive. Potential chief executives have been interviewed and one will be recruited. Carol Cammiss has been recruited as Director of Children's Services and Angela Morris Director of Adult Services. Julian McGhee-Sumner will be the new Conservative leader with effect from 14th December. Mr Jarvis reported on the budget setting, support grant and WBC reserves, new homes bonus, affordable housing and half way house for the homeless.

9. Liaison with Ruscombe Parish Council. Mr P Cassidy reported that Ruscombe PC have received their first CIL monies. There were no other items to report. Meeting minutes have been circulated.

10. Reports and to receive any recommendations from committees:

10.1 Planning and Amenities Committee & Neighbourhood Plan 06.11.18

Mrs B Ditcham reported highlighting items 7.1 – developments with the costings for a rural footbath extension on Stanlake Lane, 7.3 – usage of the library car park to be monitored however it was noted that the library is closed over Christmas for refurbishment, 7.4 – test results awaited for the deployed defibrillator, 8.3 & 8.5 – planning comments on Sycamore Drive & London Road and 14.1 – Amberley Drive street lamp removal for emergency Thames water works. Reporting on 15.1 – website Mrs Ditcham expressed concern that the Council were not doing their duty to the people of Twyford and are not complying with their responsibilities in having a website that cannot be updated. Two representatives from a website company had attended the meeting and £3,000 would cover getting the website functioning with monthly updates and developing the website further. Mrs Ditcham then highlighted items 15.3 – financial

savings on the clock service, 15.4 – air quality plan meeting and 16.1 – Wargrave Road speed sign is still awaiting replacement by WBC.

The Committee **RECOMMEND to Full Council** to nominate a HBUG committee representative. A Councillor should be selected from the Full Council who uses the trains regularly. There being no nominations this item will be referred back to the Planning and Amenities committee.

Mrs B Ditcham reported on the Neighbourhood Plan committee meeting. Attendance was good and the flyer has been confirmed with a green background. Mr D Fergusson expressed concern over political association with the flyer being delivered with the Liberal Democrats literature. This was dismissed as the committee are using free resources and often leaflets are delivered together with no association to each other. A plea was put out to councillors to assist with the delivery of the flyers.

10.2 Parish Lands Committee 13.11.18 Mr J Bowley reported highlighting items 7 – visit from architect Anne Owen, 10.2.1 & 10.4.1 allotments available, 13.1 licence for usage of resident access gate, 13.2 - meeting with a company about replacing the cctv and King George V recreation ground and 13.3 tennis club lease.

The committee **RECOMMEND to Full Council** payment of solicitor invoice £1,232.50 for traveller representation. Motion carried unanimously.

10.3 Finance and General Purposes Committee – no meeting held.

10.4 Fete Committee 27.11.18 Mr M Bray reported. The main entertainment had been discussed and quotes will be sought for the January meeting. The committee **RECOMMEND to Full Council** donation of the car park takings to be split equally between the Twyford Snooker Club and Twyford Youth Centre. Motion carried unanimously. The budget for the 2019 event had been agreed at £8,900 and as this is being allocated within the 2019 precept it was deemed not necessary to vote on as a recommendation.

10.5 Other representatives reports

10.5.1 Twinning report – Mrs E Ashley reported that the last meeting was cancelled and the next meeting will be held on 9th January 2019. The remembrance events both in Twyford and Cuincy had gone very well. Mrs Ditcham, who had attended on the Council's behalf, reported on the Cuincy event which included a trip to the Nestle factory, concerts, dinners, exhibition and emotional laying of wreaths. Mrs Ditcham asked that a formal letter be sent to Cuincy on behalf of the Council. Mr Mantel reported on the wreath laying in Twyford attended by Jean-Claude the deputy mayor of Cuincy.

10.5.2 Community Hub meeting (JB) No meeting.

10.5.3 Twyford in Bloom meeting (MB) No meeting.

10.5.4 NAG meeting (EA & CS) No meeting.

10.5.5 Meet your councillor session 10.11.18 Mrs T Ramsden and Mr M Bray had attended. A Springfield Park resident had attended complaining about a land rover persistently parking on a parking restricted area.

10.5.6 Twyford Together Executive 12.11.18 Mrs B Ditcham reported that she had not been able to attend the meeting because she was in Cuincy. Mr Rob Yeadon is now Chairman. She reported on events on 1st December – Colleton School tea party for seniors in the village and 7th December – Christmas Fayre.

10.5.7 TRCA AGM 22.10.18 Mr J Bowley reported that the bar is still not taking enough money.

10.5.8 BALC AGM 14.11.18 Minutes have been circulated. Mr Mantel reported on the temporary arrangement with Hampshire Association for Local Council to provide BALC's services. A talk had been given by the NALC chief executive.

11. Clerk's report – website The clerk expressed her disappointment that the Planning and Amenities committee had not welcomed the quote to get the website up and running. The committee had asked the Clerk to speak to the web designers to find out if they would update Wordpress, update plugins, upload backlog of content and update the current instruction manual for £200. This is an unreasonable expectation. The clerk reported that in the last 7 ½ years the website has rarely been working. The clerks have not been able to update content for 9 months and therefore the list of councillors and members interest forms are not up to date and the annual account and audit notice cannot be displayed. There is a requirement that the council publish this information on a public website. The council's privacy notice and GDPR notices and policies should also be available as well as meeting minutes. The quote of £490 to get the website up and running followed by £175 per month for 5 hours work would allow for the website to be updated with the allotment, burial and fete notices, forms and prices. Pages for the Fete and Neighbourhood Plan are also required. The annual cost, the clerk reported, would be less than 1/3 of the cost of the Fete budget. The clerk asked for the Planning and Amenities committee to move this forward at their next meeting. Mr D Fergusson asked why the website is within the Planning and Amenities remit and not the Finance Committee's. Mr J Bowley reported that information had been requested from Fasthost on the Apps and Stacks hosting. Mr R Abeywardana reported that this information has been circulated and the Council should be letting residents know the good work the Council is doing. There was general support for progressing with the website quickly at next weeks Planning and Amenities committee meeting. The clerk also reported computer issues and it was agreed that the clerk should take up references with the support company as soon as possible.

12. Items to be discussed at the next meeting To review the committee ownership of the website.

13. Correspondence (circulated to councillors by email):

13.1 WBC Next Steps Towards Carefully Planned Development In Borough (circulated 19.10.18) Noted.

13.2 Police & Crime Bulletin for October 2018 - Thames Valley Chief Constable to retire after 32 years in policing and more... (circulated 19.10.18) Noted.

13.3 Invitation to Readibus AGM on Wednesday 24th October 2018 (circulated 19.10.18) Noted.

13.4 CCB Training Events & AGM (circulated 19.10.18) Noted.

13.5 WBC News: Personal Canvassers To Ensure Residents Don't Lose Their Right To Vote (circulated 19.10.19) Noted.

13.6 Wokingham Borough Community Conference 06.12.18 (circulated 19.10.18) Noted.

13.7 NALC AGM Circular 2 - Agenda and Papers, NALC AGM, Wednesday, 31 October 2018 (circulated 19.10.18) Noted.

13.8 WBC News: Final phase delay for Superfast Berkshire (circulated 25.10.18) Noted.

13.9 WBC News: Repairs and improvements at Twyford Library (circulated 29.10.18) Noted.

13.10 WBC NEWS Director of Children's Services appointed at Wokingham Borough Council (circulated 29.10.18) Noted.

13.11 Ruscombe Parish Council meeting 7th November 2018 (circulated 05.11.18) Noted.

13.12  NALC Chief executive's bulletin (circulated 08.11.18) Noted.

- 13.13  NALC Newsletter (circulated 09.11.18) Noted.
- 13.14 NALC Spring Conference (circulated 09.11.18) Noted.
- 13.15 Twyford Twinning Association Newsletter (circulated 13.11.18) Noted.
- 13.16 Polling District review – response to comments (circulated 14.11.18) Agreed for the clerk to write further to WBC explaining that the request is that the polling booths for the 603 Twyford electors on register ‘TMB’ are located at Stanlake Pavilion alongside ‘TAM2’.
- 13.17 WBC NEWS: Tickets for the Borough Mayor's 2019 Gala Ball (circulated 20.11.18) Noted.
- 13.18 News from the BALC AGM (circulated 21.11.18) Noted.

14. List of authorised payments – list dated 27/11/2018 proposed Mr D Fergusson, seconded Mr C Wickenden. Motion carried unanimously.

15. Dates of meetings:

All meetings 7:45pm at Loddon Hall unless noted otherwise.

Christmas Tree Decorating (MB, BD & CW)	02.12.18
8am Bell Corner/ Jubilee Corner	
Christmas Light Ceremony 17:30 Bell Corner	02.12.18
Neighbourhood Working Group (7:30 pm Stanlake Pavilion)	03.12.18
Neighbourhood Plan 7pm	04.12.18
Planning and Amenities Committee	04.12.18
Ruscombe Parish Council meeting (LJ)	05.12.18
Tree Festival (Erection of tree LJ&BD)	05.12.18
Parish Lands Committee (Thursday)	06.12.18
Finance Committee	11.12.18
Fete Committee 7pm	13.12.18
Wokingham Borough Council Engagement (7-9pm Loddon Hall)	10.01.18
Meet your councillor session (Waitrose café 3-4)	12.01.19

Mr J Jarvis, Mrs L Jarvis with Mr R Mantel as reserve

16. Date of next meeting of the Council Thursday 13th December 2018.

The meeting closed at 21:42 pm.